

## •General Directory•

Kennesaw State University  
1000 Chastain Road  
Kennesaw, Georgia 30144-5591  
[www.kennesaw.edu](http://www.kennesaw.edu)

### Admissions

(770) 423-6300  
<http://www.kennesaw.edu/admissions>

### Bookstore

(770) 423-6261  
<http://bookstore.kennesaw.edu>

### Counseling & Advising Program Services (CAPS)

(770) 423-6600  
<http://www.kennesaw.edu/caps>

### Financial Aid

(770) 423-6074  
[http://www.kennesaw.edu/financial\\_aid](http://www.kennesaw.edu/financial_aid)

### In-State Resident Inquiries

(770) 499-3536  
<http://www.kennesaw.edu/business>

### Library

(770) 423-6202  
<http://www.kennesaw.edu/library>

### Registrar

(770) 423-6200  
<http://www.kennesaw.edu/registrar>

For specific registration deadlines, refer to the *Schedule of Credit Courses*.  
<http://www.kennesaw.edu/registrar/schedules>

See the back of the catalog for a campus map and an application for admission.

Online admission is available at:  
[www.kennesaw.edu/admissions](http://www.kennesaw.edu/admissions)

## Academic Deans:

### College of the Arts

(770) 423-6742  
<http://www.kennesaw.edu/arts>

### Michael J. Coles College of Business

(770) 423-6425  
<http://coles.kennesaw.edu>

### Bagwell College of Education

(770) 423-6117  
<http://www.kennesaw.edu/education>

### Wellstar College of Health and Human Services

(770) 423-6565  
[http://www.kennesaw.edu/col\\_hhs](http://www.kennesaw.edu/col_hhs)

### College of Humanities and Social Sciences

(770) 423-6124  
<http://www.kennesaw.edu/hss>

### College of Science and Mathematics

(770) 423-6160  
<http://science.kennesaw.edu>

### Undergraduate Studies and University College

(770) 499-3550  
<http://www.kennesaw.edu/universitycollege>

## INSIGHT

### Information Sessions

Each week on Tuesday and Thursday afternoons from 4:00 p.m. to 5:00 p.m. and on Fridays from 10:00 a.m. to 11:00 a.m., the Office of Admissions hosts INSIGHT information sessions for prospective students. These sessions include a video, student testimonials, overview with an admissions counselor and optional campus tour. Call (770) 423-6300 for the location of this week's INSIGHT information session.

Additional directory information is located on the inside back cover.

## Campus Directory-General Information 770.423.6000

678.797.2xxx (extensions)– 770.499.3xxx (extensions)

770.420.4xxx (extensions)– 770.423.6xxx (extensions)

What You Need	Office to Contact	Extension	Location
Academic Advisor (if major decided)	Office of your major area of study		
Academic Advisor (if uncertain of major)	CAPS Advising	6219	Kennesaw Hall 2401
Address Change	<a href="http://www.kennesaw.edu/registrar">www.kennesaw.edu/registrar</a>	6200	Kennesaw Hall 1501
Adult Learner Assistance	Student Development Center	6701	Student Center 213
Alumni Information	Alumni Affairs	6333	KSU House #56
Appeal of grade	Instructor first, then Department Chair		
Career counseling	CAPS Center	6600	Kennesaw Hall 2401
Change of major	Department of New Major		
Continuing Education information	Continuing Education	6765	KSU Executive Center
Cooperative Education/Internship	Career Services	6555	Kennesaw Hall 2617
Copy of transcript	Registrar- <a href="http://www.kennesaw.edu/registrar">www.kennesaw.edu/registrar</a>	6200	Kennesaw Hall 1501
Counselor	CAPS Center	6600	Kennesaw Hall 2401
Declaration of major	Department of Major		
Donations to KSU or Foundation	Development Office	6027	Advancement Bldg. 160
External Affairs	University Relations	6203	TP 4586C
Fee information and refunds	Bursar's Office	6419	Student Center 233
Financial Aid	Student Financial Aid	6074	Kennesaw Hall 1311
Gifts/Grants	Development Office	6027	Advancement Bldg. 160
Graduate Program Information	Graduate Admissions	4377	Kennesaw Hall 3401
GSL checks, Pell checks, Refunds, & Scholarship Checks	Bursar's Office	6419	Student Center 233
Health & Fitness Information	Center for Health Promotion & Wellness	6394	Student Center
Health Information	Health Clinic	6644	KSU House #52
Help for disabled persons	Student Development Center	6443	Student Center 268A
Housing information	Residence Life	4388	Student Center 156
ID Card	Universal Card Services Center	3436	Student Center 219
Intercollegiate Athletics	Intercollegiate Athletics	6284	Gym 110, 112, 113
International Student Services	Student Development Center	6512	Student Center 258
Intramural activities	Student Life Center	3207	Student Center 171
Job after graduation	Career Services	6555	Kennesaw Hall 2617
Job on/off campus	Career Services	6555	Kennesaw Hall 2617
Job on campus (work study)	Student Financial Aid	6074	Kennesaw Hall 1311
Judiciary/Traffic Court Information	Judiciary Office	3403	Student Center 286-287
KSU Foundation information	Development Office	6690	TP 4640
Learning Support information	Department of University Studies	6207	Sturgis Library 411
Minority Student Assistance	Student Development Center	3546	Student Center 263
Non-Traditional Student Assistance	Student Development Center	6701	Student Center 261
Payment of parking ticket	Bursar's Office	6016	Student Center 233
Personal help	CAPS Center	6600	Kennesaw Hall 2401
Perkins checks	Bursar's Office	6475	Student Center 233
Petition to graduate	Registrar	6200	Kennesaw Hall 1501
Photocopying	Library	6186	Sturgis Library
Press Inquiries	University Relations	6203	TP 4586C
Readmission application	Admissions	6300	Kennesaw Hall 1501
Regents' Examination	<a href="http://www.kennesaw.edu/registrar">www.kennesaw.edu/registrar</a>	6200	Kennesaw Hall 1501
Registration information	<a href="http://www.kennesaw.edu/registrar">www.kennesaw.edu/registrar</a>	6200	Kennesaw Hall 1501
Residency status change	VP/Business & Finance	3536	Kennesaw Hall 3441
ROTC information	ROTC	6229	KSU House # 48
Student activities information	Student Life Center	6280	Student Center 274
Student publications information	Student Life Center	6280	Student Center 277
Transfer credit evaluations	<a href="http://www.kennesaw.edu/registrar">www.kennesaw.edu/registrar</a>	6200	Kennesaw Hall 1501
Tuition information	Bursar's Office	6419	Student Center 233
Veteran's information	Registrar	6200	Kennesaw Hall 1501
Volunteerism	Student Development Center	6700	Student Center 264
Withdraw from a class	Registrar	6200	Kennesaw Hall 1501
Writing assistance	Writing Center	6380	Humanities 237B

# Kennesaw State UNIVERSITY

A Unit of the University System of Georgia

## 2006-2007 Undergraduate Catalog

1000 Chastain Road  
Kennesaw, Georgia 30144-5591  
(770) 423-6000  
[www.kennesaw.edu](http://www.kennesaw.edu)

## **The 2006-2007 University Undergraduate Catalog**

This catalog was prepared in the spring of 2006. The material presented is for informational purposes only and should not be construed as the basis of a contract between a student and this institution.

While the provisions of this catalog will ordinarily be applied as stated, Kennesaw State University reserves the right to change any provision listed in this catalog, including but not limited to academic requirements for graduation, without actual notice to individual students.

Every effort will be made to keep students advised of any new information and/or changes in provisions listed in this catalog. The *Schedule of Credit Courses* is considered an extension of this catalog. Both the online catalog and the *Schedule of Credit Courses* (<http://www.kennesaw.edu/registrar>) are always the most current, and printed copies are available in the Office of Admissions and the Registrar, respectively.

It is incumbent on students to keep apprised of the graduation requirements for the degree they are pursuing.

Students have the responsibility to read this catalog, official announcements, notices posted on bulletin boards and otherwise to be informed completely in regard to the programs of studies, credits, degree requirements, quality points and other facts relating to life at this university. KSU has established a free student account email system and will periodically email students with important messages. The university will use this email system exclusively to communicate with students.

In the event that an administrative hearing officer or a court of record determines that “publications” issued by the university create a contractual or quasi-contractual relationship with any person, the amount of damages recoverable by the parties shall be limited to the amount of consideration paid by the person for the privilege of admission, enrollment, continued enrollment or other service rendered by the institution to such person.

As used herein, the term “publications” (without limiting the generality of the normal meaning of the term) shall be deemed to include any and all written forms or other documents issued by the institution concerning applications for admission, enrollment or continued enrollment, waivers of liability, consents to medical treatment and any and all other written forms, documents, letters or other materials issued by the university in furtherance of its educational mission.

### **Equal Opportunity/Affirmative Action**

Kennesaw State University is an affirmative action/equal educational and employment opportunity institution and does not discriminate on the basis of race, religion, color, sex, age, disability, national origin, or sexual orientation.

**Kennesaw State University**  
**1000 Chastain Road**  
**Kennesaw, GA 30144-5591**  
**(770) 423-6000**  
**[www.kennesaw.edu](http://www.kennesaw.edu)**

Cover Design by Christopher Ward



# Welcome from the President

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Dear Students:

Welcome to Kennesaw State University! You are attending a fine university, and during the course of this and upcoming years, it will become even better. KSU's faculty, staff, and administration are committed to excellence in everything we do, and I am sure that you as a student are also committed to excellence. You are a vital part of Kennesaw State's drive toward excellence.

Over the years, Kennesaw State has grown from a small two-year institution to what it is today a comprehensive university with almost 20,000 students offering bachelors, masters, and doctoral degrees, and a host of programs centered on students, student life, and student learning. KSU is now a destination campus, and an exciting place to be.

At both the undergraduate and graduate levels, KSU is first and foremost a learning community, a diverse body of people of all ages, each of whom is striving to learn and to understand more about himself or herself, the world, and the many activities and endeavors that humans pursue. During your time here at Kennesaw State, you will discover many things about yourself and your world, and you will grow in many ways as you improve your capabilities and skills. I wish you well in your journey of discovery and growth.

KSU has also long prided itself, and rightfully so, on being an engaged learning community. Kennesaw State's students, faculty, staff, and administration are engaged with each other, learn from each other, and help each other learn. Members of the KSU family are also engaged with the world beyond the campus, playing a large and growing role in business and industry, government and public affairs, and the service and support sectors, both as leaders and as active participants.

Again, welcome to Kennesaw State! I am pleased that you have chosen KSU as your university, and we all look forward to helping you learn, and to learning from you.

Sincerely,

Daniel S. Papp  
President



# Programs of Study

## Undergraduate Degrees

Accounting B.B.A.  
 African and African Diaspora Studies B.A.  
 Art B.F.A.  
 Art Education B.S.  
 Biochemistry B.S.  
 Biology B.S.  
 Biology Education B.S.  
 Biotechnology B.S.  
 Chemistry B.S.  
 Communication B.S.  
 Computer Science B.S.  
 Criminal Justice B.S.  
 Economics B.B.A.  
 Early Childhood Education B.S.  
 English B.A.  
 English Education B.S.  
 Exercise and Health Science B.S.  
 Finance B.B.A.  
 Geographic Information Science B.S.  
 Health and Physical Education B.S.  
 History B.A.  
 Human Services B.S.  
 Information Security and Assurance, B.S.  
 Information Systems B.S.  
 Interdisciplinary Studies B.S.  
 International Affairs B.A.

Management B.B.A.  
 Marketing B.B.A.  
 Mathematics B.S.  
 Mathematics Education B.S.  
 Middle Grades Education B.S.  
 Modern Language and Culture B.A.  
 Music B.A.  
 Music Education B.M.  
 Music Performance B.M.  
 Nursing B.S.  
 Political Science B.S.  
 Professional Sales B.B.A.  
 Psychology B.S.  
 Social Science Education B.S.  
 Sociology B.S.  
 Sport Management B.S.  
 Theatre and Performance Studies B.A.

## Undergraduate Certificate Programs

Alternative Dispute Resolution (ADR)  
 Applied Mathematics  
 Applied Statistics and Data Analysis  
 e-Business Systems  
 European Union Studies  
 Forensic Chemistry  
 Geographic Information Systems (GIS)

## 2 Programs of Study

(Certificate Programs - cont'd)

Information Security and Assurance (ISA)  
Information Technology (IT)  
Legal Interpreting  
Professional Politics  
Public History

### Honors Program

(See University College section of this catalog)

### Formal Minors

Accounting  
African & African American Studies  
Applied Mathematics  
Applied Statistics and Data Analysis  
Anthropology  
Art History  
Asian Studies  
Business Law  
Chemistry  
Criminology  
Dance  
Economics  
Environmental Studies  
Film Studies  
Finance  
French and Francophone Studies  
Gender Studies  
Geography  
German Studies  
Gerontology  
History  
International Affairs  
Language and Literary Studies  
Latin American Studies  
Legal Studies  
Management  
Marketing  
Music  
Native American Studies  
Operations and Purchasing  
Philosophy  
Professional Practice with Hispanic Populations

Professional Sales  
Professional Writing  
Sociology  
Spanish

### Preprofessional Study

Dentistry  
Engineering  
Forestry  
Law  
Medicine  
Optometry  
Pharmacy  
Podiatry  
Veterinary Medicine

### Accelerated Bachelor's-Master's Degree Option

(See Preparation for Post-Baccalaureate Study section of this catalog)

### Graduate and Professional Degrees

Accounting MAcc  
Adolescent Education MEd  
Advanced Care Management and Leadership MSN  
Applied Computer Science MS  
Applied Statistics MSAS  
Career Growth MBA  
Coles Executive MBA  
Conflict Management MS  
Early Childhood Education MEd  
Educational Leadership MEd  
Information Systems MS  
Public Administration MPA  
Professional Writing MAPW  
Social Work MSW  
Teaching MAT  
Special Education MEd  
Web MBA  
Wellstar Primary Care Nurse Practitioner MSN



# Academic Calendar

## University Calendar

### Summer Term 2006

#### APRIL 2006

Apr. 14 Application and Document Final  
Deadline

#### MAY 2006

May 15 First Day of Classes, Studies  
Abroad and May Session  
May 26 Last Day of Classes and  
Exams— May Session  
May 29 Holiday (University Closed)  
May 31 First Day of Classes: Four-Week  
Session I and Eight-Week Session

#### JUNE 2006

June 7 First Day of Classes-Six-Week  
Session  
June 26 Last Day of Classes: Four Week-  
Session I  
June 27 Final Exams: Four-Week Session I  
June 28 First Day of Classes: Four-Week  
Session II

#### JULY 2006

July 4 Holiday (University Closed)  
July 18 Last Day of Classes-Six Week Session  
July 25 Last Day of Classes: Four-Week  
Session II, Eight-Week Session, and  
Studies Abroad  
July 26-30 Final Exams: Four-Week Session II,  
Eight-Week Session, and Studies  
Abroad

### Fall Semester 2006

#### MAY 2006

May 19 Application and Document Deadline  
for new and transfer freshmen

#### JUNE 2006

June 30 Application and Document Final  
Deadline for all other classifications

#### AUGUST 2006

Aug. 18 First Day of Classes

#### SEPTEMBER 2006

Sep. 2-4 Holiday (University Closed)

## 4 Academic Calendar

### NOVEMBER 2006

Nov. 22-26 Fall Break (No Classes)

### DECEMBER 2006

Dec. 6 Last Day of Classes

Dec. 7-13 Final Exams

### Spring Semester 2007

### NOVEMBER 2006

Nov. 17 Application and Document Final  
Deadline

### JANUARY 2007

Jan. 5 First Day of Classes

Jan. 15 Holiday (University Closed)

### MARCH 2007

Mar.

3-9 Spring Break (No Classes)

### APRIL 2007

April 29 Last Day of Classes

### MAY 2007

April 30 -

May 6 Final Exams

### Summer Term 2007

### APRIL 2007

Apr. 13 Application and Document Final  
Deadline

### MAY 2007

May 14 First Day of Classes, All Term  
and May Session

May 25 Last Day of Classes and  
Exams— May Session

May 28 Holiday (University Closed)

May 30 First Day of Classes: Four-Week  
Session I and Eight-Week Session

### JUNE 2007

June 7 First Day of Classes-Six-Week  
Session

June 25 Last Day of Classes: Four Week-  
Session I

June 26 Final Exams: Four-Week Session I

June 27 First Day of Classes: Four-Week  
Session II

### JULY 2007

July 4 Holiday (University Closed)

July 24 Last Day of Classes: Four-Week  
Session II, Six-Week Session, Eight-  
Week Session, and All Term

July 25-29 Final Exams: Four-Week Session II,  
Six-Week Session, Eight-Week  
Session, and All Term

Refer to the *Schedule of Credit Courses* for specific  
registration deadlines.

<http://www.kennesaw.edu/registrar/schedules/>

All applications received must be accompanied  
by a nonrefundable \$40.00 application process-  
ing fee. Checks should be made payable to Ken-  
nesaw State University.

# 2006

January 2006

S	M	T	W	T	F	S
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February 2006

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March 2006

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April 2006

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May 2006

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June 2006

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July 2006

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August 2006

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September 2006

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October 2006

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November 2006

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December 2006

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2007

## January 2007

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## February 2007

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## March 2007

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## April 2007

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## May 2007

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## June 2007

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## July 2007

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## August 2007

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## September 2007

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## October 2007

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## November 2007

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## December 2007

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# About Kennesaw State

## KSU Today

Kennesaw State University, one of the fastest-growing members of the University System of Georgia, offers high-quality education to students throughout metro-Atlanta and northwest Georgia.

To meet the needs of today's students, Kennesaw State offers day, evening and week-end classes on its spacious suburban campus. Both traditional and nontraditional students will find programs of study to fit their lifestyles and interests.

Kennesaw State's mission of education and service will grow with northwest Georgia. Providing the leadership in this mission is President Daniel S. Papp, former senior vice chancellor for the University System of Georgia.

## Accreditation

Kennesaw State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, specialist and doctoral degrees. Inquiries related to the university's accreditation by the Commission may be directed to COC/SACS, 1866 Southern Lane, Decatur, Georgia 30033-4097, telephone 404-679-4500, Web site: <http://www.sacscoc.org>. Questions related to admissions and the policies, programs, and practices of KSU should be directed to the university's offices, catalogs, publications, or Web sites.

The Commission on Colleges of the Southern Association of Colleges and Schools (SACS/COC) is the recognized regional accrediting body in eleven U.S. Southern states and in Latin America for institutions of higher education that award associate, baccalaureate, master's or doctoral degrees

The bachelor's and master's degree programs in business are fully accredited by The Association to Advance Collegiate Schools of Business (AACSB International). [www.aacsb.edu](http://www.aacsb.edu).

The undergraduate and graduate degrees in accounting also have separate AACSB accreditation.

The undergraduate and graduate professional education programs are approved by the Georgia Professional Standards Commission for state certification, are nationally recognized by specialized professional associations (SPA's), and are fully accredited by the National Council for Accreditation of Teacher Education (NCATE).

The undergraduate music programs are fully accredited by the National Association of Schools of Music (NASM). The bachelor's program in theatre is fully accredited by the National Association of Schools of Theatre (NAST). The undergraduate programs in visual arts are fully accredited by the National Association of Schools of Art and Design (NASAD).

The baccalaureate program in nursing is approved by the Georgia Board of Nursing, and both the baccalaureate and master's nursing programs are fully accredited by the Commission on Collegiate Nursing Education (CCNE), the accrediting body of the American Association of Colleges of Nursing (AACN) at One Dupont Circle, NW, Suite 530, Washington, DC 20036-8476. [www.aacn.nche.edu](http://www.aacn.nche.edu).

The undergraduate computer science and information systems programs are fully accredited by the Accreditation Board for Engineering & Technology (ABET). The undergraduate chemistry and biochemistry programs are nationally approved by the American Chemical Society (ACS).

## Institutional Mission

Kennesaw State University is a proud public University in the University System of Georgia, located in the densely populated and rapidly developing northwest region of Greater Metropolitan Atlanta. Chartered in 1963, KSU serves as a highly valued resource for this region's educational, economic, social, and cultural advancement.

This Institution shares with all other units in the University System of Georgia the following characteristics:

- a supportive campus climate, necessary services, and leadership development opportunities, all to educate the whole person and meet the needs of students, faculty and staff;
- cultural, ethnic, racial, and gender diversity in the faculty, staff and student body, supported by practices and programs that embody the ideals of an open, democratic, and global society;
- technology to advance educational purposes, including instructional technology, student support services, and distance education;
- collaborative relationships with other System institutions, State agencies, local schools and technical institutes, and business and industry, sharing physical, human, information, and other resources to expand and enhance programs and services available to the citizens of Georgia.

The institution shares with other senior universities in the University System of Georgia the following characteristics:

- a commitment to excellence and responsiveness within a scope of influence defined by the needs of an area of the state, and by particularly outstanding programs or distinctive characteristics that have a magnet effect throughout the region or state;
- a commitment to teaching/learning environment, both inside and outside the classroom, that sustains instructional excellence, serves a diverse and college-prepared student body, promotes high levels of student achievement, offers academic assistance,

- and provides developmental studies programs for a limited student cohort;
- a high quality general education program supporting a variety of disciplinary, interdisciplinary, and professional academic programming at the baccalaureate level, with selected master's and educational specialist degrees, and selected associate degree programs based on area need and/or interinstitutional collaborations;
  - a commitment to public service, continuing education, technical assistance, and economic development activities that address the needs, improve the quality of life, and raise the educational level within the university's scope of influence;
  - a commitment to scholarly and creative work to enhance instructional effectiveness and to encourage faculty scholarly pursuits, and a commitment to applied research in selected areas of Institutional strength and area need.

Kennesaw State University's distinctive characteristics are described as follows:

Kennesaw State serves a diverse student body in the northern suburbs of Atlanta and extending into northwest Georgia. It includes young adults who enroll as freshmen or undergraduate transfers and an equally large number of older adults who return or transfer to the college at different stages in their lives for undergraduate or graduate study. Students reside off campus and commute to classes. A majority pursue their academic goals on a part-time basis because of job, family, and civic responsibilities. Significant numbers of international and minority students enroll. Many students pursue professionally-oriented degrees, especially at the graduate level. Evening and weekend programs accommodate experienced professionals seeking academic advancement. A broad range of programs, services, and activities are offered outside the classroom to enrich campus life and enhance student success and personal development.

Effective teaching and learning are central institutional priorities. Service and research

that strengthen teaching and address the public's interests are important supportive priorities. Faculty, staff, and administrators are committed to providing a challenging and facilitative collegiate environment that fosters high-quality academic preparation, critical thinking, global and multicultural perspectives, effective communication and interpersonal skills, leadership development, social responsibility, and lifelong learning. Programs, up to and including a professional doctoral degree, that prepare students well for the advancement of professional pursuits are especially attractive and are offered in all schools of the university.

The foundation for all undergraduate majors is a comprehensive and coherent general education program that promotes internationalized and connected learning in the liberal arts tradition. A wide array of baccalaureate degree programs is offered, including majors in the arts, humanities, social sciences, mathematics, natural sciences, accounting, business fields, teacher education specialties, computing and information systems, and nursing. An expanding array of professional master's degrees exists in education specialties, accounting, business fields, public administration, professional writing, and nursing.

KSU's commitment to public service is reflected through an extensive array of continuing education programs, service institutes and centers, nationally recognized lecturers and conferences, collaborative with the public schools, partnerships with business and governmental agencies, and international initiatives. The university plays a vital role in promoting and supporting regional interests in the visual, performing, and cultural arts.

Research, scholarship, and creative activity are broadly defined and predominantly applied. The university honors action research on the improvement of teaching and learning; survey research for community and economic development; interdisciplinary studies in support of environmental, governmental, business, or health interests; creative contributions

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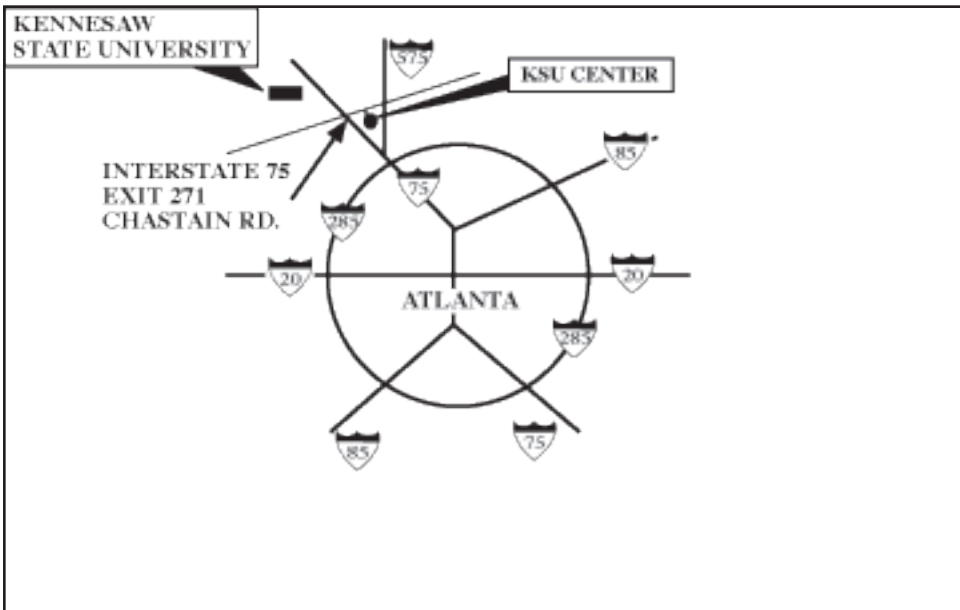
in the arts and humanities; intellectual contributions; discovery research and academic publication; and the interpretation or application of academic research.

Kennesaw State University aspires to be a progressive and exemplary educational institution, respected for its excellence and leadership in its teaching, service, and research. The university is committed to continuous improvement in an increasingly diverse and constantly changing learning community.

### The Campus

Kennesaw State University is convenient to the greater Atlanta area and Northwest Georgia. To visit the main campus, take I-75 to Chastain Road, Exit 271, and go west on Chastain Road, about one-quarter mile. See a campus map at <http://www.kennesaw.edu/maps> Additionally, a KSU campus map is included in the back of this catalog.

### Location Map





# Admission

## Undergraduate Admission Policies

Kennesaw State University welcomes applications from all qualified students regardless of race, sex, religion, disability, or cultural background. Admission to Kennesaw is based on a number of factors depending upon your category of entry and previous educational experience. The university's admission requirements have been developed in accordance with the rules and regulations of the KSU faculty, Board of Regents of the University System of Georgia.

Applicant credentials must indicate a reasonable chance of successful completion of academic work at Kennesaw State University. Admission decisions are based on your previous record of appropriate academic preparation, academic performance, test scores, personal qualities and experience. It is the responsibility of the potential applicant to review admission standards in advance to determine the likelihood of eligibility.

With appropriate administrative concurrence, the University Admissions Office reserves the right to make other exceptions on a limited basis to specific requirements when, in the professional judgment of the director of admissions, the special circumstances and offsetting strengths of a particular application file warrant such exceptions.

It may become necessary to request additional testing for a more accurate assessment of your ability to succeed or to qualify for study at the university level or for placement. If your file is not completed in time for such testing to be scheduled prior to registration, it may be necessary to update your application to a future semester.

Admission is a selective process and meeting deadlines or minimum requirements will not necessarily guarantee acceptance. It is the responsibility of the applicant to review admission standards in advance to understand the likelihood of eligibility. If an applicant fails to enroll for the term of application, a new application and fee must be submitted. After twelve months, all documents are purged and

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destroyed and the entire application process including credentials must be repeated.

Approval for admission is valid only for the term specified at the time of acceptance and does not imply that approval will be granted for a term not specified. Any changes in your record due to completion of additional course work prior to enrollment or a change in semester of entry for which approval has not been given will necessitate a new review of your application file. Changing the semester of entry requires submission of a new application processing fee and after one year new supporting credentials.

Admission to Kennesaw State University as an undergraduate student does not automatically admit the individual to teacher education, nursing, or business programs. However, admission to the university is primary and is a prerequisite to any other program admission. Separate application processes are required for formal admission to such professional programs, and such admission decisions are typically made after a prescribed amount of course work has been completed with satisfactory grades by the applicant. Details of such program level admission requirements can be found in the section of this catalog which outlines degree program requirements.

### Admission Sequence

Admission to the university is primary and is a sequential prerequisite to any other program admission or departmental scholarship award. Admission to Kennesaw State University as an undergraduate student does not automatically admit the individual to various departments such as: teacher education, nursing, or business programs.

### Application and Document Deadline Procedures

Applications for admission and all required credentials (such as transcripts and test scores) must be submitted by established deadlines. New applications received after the deadline dates listed below will be processed for the following term. The following dates are tentative until final decisions are established regarding confirmed registration dates for each term.

APPLICATION DEADLINES*			
	First Year - Freshmen	Transfer & All Others	Classes Start
FALL 06	5/19/06	6/30/06	8/18/06
SPG 07	11/10/06	11/10/06	1/5/07
SUM 07	4/13/07	4/13/07	5/14/07
FALL 07	5/18/07	6/29/07	8/15/07
(Joint Enrollment)			
FALL 07	3/16/07	-----	8/15/07

\* New first year students and transfer freshmen applications for fall 2007 must be received by the May deadline. Fall semesters are the only semesters where the new and transfer freshmen deadlines will be different.

Unless otherwise noted for a specific category of applicant, the application file for admission is complete and ready for review when the Office of University Admissions (Kennesaw State University, 1000 Chastain Road, Mailbox # 0115, Kennesaw, GA 30144-5591) has received the following:

- A completed Undergraduate Application for Admission to Kennesaw State University
- A \$40.00 nonrefundable application processing fee (check payable to Kennesaw State University) for a paper application. Online applications require only a \$30.00 nonrefundable fee. No cash payments will be accepted in the offices of admissions, financial aid, or registrar. All cash payments must be made in the Student Accounts Office.
- Official scores on all required college entrance tests (typically SAT or ACT; some applicants may also be required to have SAT II subject test scores, TOEFL scores, or placement test scores). All test scores must be sent from the testing service to KSU.
- Official high school and college transcripts mailed directly from those institutions to KSU.
- The GED is not acceptable for the traditional first year freshman.

At any time during the application or enrollment process, the University may require any applicant to appear for a personal interview

and/or to take standardized achievement, assessment, placement, and psychological tests which it deems appropriate in arriving at a decision regarding the applicant's general qualifications for admission.

The University reserves the right to withdraw admission prior to or following enrollment if the student has falsified application materials or otherwise demonstrated ineligibility as determined by the standards of the University or Board of Regents.

University Admission's web site may be used by applicants 24 hours a day to check on the status of application and documents.

Additional admission information, online applications and application status check as well as electronic undergraduate and graduate university catalogs are available at: <http://www.kennesaw.edu>

Upon acceptance and prior to enrollment, any student with a documented disability or special need must notify the University of any particular accommodations required. Please contact the assistant director for Disabled Student Services in the Student Development Center at (770) 423-6443.

### Requirements for Admission from High School

Applicants are again reminded that university admission is a selective process and that meeting minimum requirements does not guarantee acceptance. Applicants with the strongest credentials for admission will typically be given preference when acceptances are restricted due to space and resource limitations and to a larger number of qualified applicants than can be reasonably accommodated by the university.

The College Preparatory Curriculum (CPC) and the Freshman Index are two key factors considered in freshman admissions decisions. Completion of the University System of Georgia's College Preparatory Curriculum requirements at a regionally accredited or University system recognized high school is

expected of most successful traditional freshman applicants. A minimum of 16 CPC units (Carnegie units which equate to four years of completed high school study) are required in the following subject areas:

<b>Areas (Units)</b>	<b>Required Course Emphases</b>
*English (4)	Grammar and Usage American & World Literature Advanced Composition Skills *ESL courses are not recognized to satisfy CPC English unless documented by the high school.
Mathematics (4)	Algebra I Geometry Algebra II Advanced Math
Science (3)	Laboratory courses in Life Science Laboratory courses in Physical Science
Social Science (3)	American Studies World Studies Economics & Government (or appropriate substitution)
Foreign Language (2)	Must be in the same language

The Freshman Index is a weighted formula which adds 1) the applicant's highest SAT-Critical Reading/Verbal score, 2) the highest SAT-Math score, and 3) the college recalculated high school grade point average (HSGPA) multiplied by 500. The University Admissions Office recalculates your academic HSGPA and includes only acceptable academic units (CPC) while excluding other high school courses such as physical education, vocational courses, ROTC, driver's education, etc. from the recalculation. (All repeated CPC courses are calculated in the GPA.)

### Regular First Year Admission Standards - (Full Admission)

Regular freshmen are typically applicants who will be first-time college students and who apply 6-12 months before completing high school graduation.

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KSU's minimum requirements for admission as a regular first year freshman include the following:

- 1) Graduation from a regionally accredited high school or a high school accredited by the Georgia Accreditation Commission (GAC), or Accrediting Commission on Independent Schools (ACIS), or from a public school under the authority of the state department of education.
- 2) Completion of at least the 16 required units in the University System's College Preparatory Curriculum.
- 3) Have a combined Critical Reading and Math total of 950 on the SAT (20 ACT Composite), Freshman Index of at least 1940, with a SAT-Critical Reading/ Verbal of at least 490 (ACT 20) and a SAT-Math of at least 460 (ACT 19), and an academic HSGPA of at least 2.5 in the College Preparatory Curriculum as calculated by KSU. (Beginning fall 2006 the new SAT essay portion must be submitted, but will not be used in the decision.)

### Learning Support Program (LSP) First Year Freshman Admission Standards

The University System permits KSU to admit a limited number of traditional first year freshmen each year who do not meet all of the minimum requirements listed above, but whose records are sufficiently strong to show promise for success at the university. The minimum requirements to be considered for limited freshman admission in 2006-2007 include the following:

- 1) Graduation from a regionally accredited high school or a high school accredited by the Georgia Accreditation Commission (GAC) or Accrediting Commission on Independent Schools (ACIS) or from a public school under the authority of the state department of education.
- 2) Completion of the 16 required University System CPC units
- 3) Have a combined Critical Reading and Math total of 950 on the SAT (20 ACT Composite) Freshman Index of at least 1940, with a SAT Critical Reading/ Verbal of at least 430 (ACT English 17), SAT Math of at least 400, (ACT Math 17) and a High School

GPA of 2.5 in the College Preparatory Curriculum as calculated by KSU.

- 4) Take standardized placement exams in writing and mathematics for applicants with SAT- Critical Reading/ Verbal scores less than 490 (ACT 20), SAT-Math scores less than 460 (ACT 19). Based on placement exam results, successful completion of additional academic assistance course requirements may be required, which do not count toward a degree.

Transfer students with 30 semester hours of transferable college credit, satisfying CPC requirements elsewhere in the University System will be recognized as having met those requirements at Kennesaw State University upon admission and evaluation of transcripts.

### Alternatives for Home School Applicants and Others

Kennesaw State recognizes the choice and rights of a family to home educate their children. However, some home educated applicants fail to meet all of the standard requirements for regular or limited freshman admission.

Home school applicants are defined as not being graduates of a regionally accredited or University System recognized high school and not having satisfactorily completed the prescribed Carnegie units of the College Preparatory Curriculum in a manner acceptable to the University System.

Nevertheless, the University System of Georgia permits home educated applicants to be considered if they demonstrate sufficient CPC preparedness on appropriate standardized subject matter tests (specific SAT II subject exams or through a portfolio review process) and meet or exceed the required minimum freshmen average scores on the SAT I or ACT. Refer to the web site: [www.kennesaw.edu/admissions](http://www.kennesaw.edu/admissions) for the current accepted freshman average.

Contact the Office of Admissions for information regarding portfolio procedures and standardized test options.

The portfolio review approach for handling exceptions for home school students waives

the high school graduation requirement, the academic HSGPA requirement, the Freshman Index requirement, and the Carnegie unit requirements of the CPC. These waivers are in exchange for satisfactory performance on additional standardized testing, which validates college preparedness, and demonstration of a satisfactory comprehensive high school academic experience.

Prospective home school applicants are encouraged to contact the Office of University Admissions at least six months prior to the planned date of entry to obtain information and direction as to how to pursue these alternatives and exceptions for admission. Refer to the website: [www.kennesaw.edu/admissions](http://www.kennesaw.edu/admissions), home school link, for the most current admission criteria.

High school graduates who did not complete all of the required College Preparatory Curriculum units may also be granted an exception to that requirement if they validate their college preparedness in their deficient subject areas with satisfactory scores on the appropriate standardized tests (SAT II subject exams).

With appropriate administrative concurrence, the University Admissions Office reserves the right to make other exceptions on a limited basis to specific requirements when, in the professional judgment of the Director of Admissions, the special circumstances and offsetting strengths of a particular application file warrant such exceptions.

## Early Entry Options

### High School Joint Enrollment/Honors Program (JEHP)

The JEHP gives outstanding high school seniors the opportunity to earn high school and college credits concurrently, as well as participate in enrichment activities reserved exclusively for Honors students. (Eligible high school juniors may participate in JEHP on a restricted basis.) In addition, qualified JEHP students attending accredited public or private high schools may have their University tuition covered by the ACCEL program. (JEHP students may be fully or partially

responsible for mandatory fees and purchase textbooks.) The ACCEL funding is at the discretion of the Georgia legislature and may or may not be renewed annually.

All applicants must have their high school counselor's approval before they seek to fulfill high school graduation requirements by enrolling in freshmen college courses at Kennesaw State University. To be admitted to the JEHP, students must have a completed application file for admission, earned at least a 3.0 academic grade point average in high school and have a minimum combined score of 1100 on the Critical Reading and Math sections of the Scholastic Assessment Test (SAT), with subpart minimum of 530 on the Critical Reading/verbal section and 530 on the math section of the test; or a composite score of 24 on the American College Test (ACT), with subpart minimum scores of 23 verbal and 22 math, and be on track to graduate with a college prep diploma.

In addition, each student involved will be expected to satisfy the following requirements at Kennesaw State University:

1. Students lacking a fourth year of English will complete English 1101 and 1102. Some students may be required to take an additional literature course to satisfy high school unit requirements.
2. Students lacking the high school's American Government requirement will complete Political Science 1101 (American Government).
3. Students lacking the high school's economics requirement will complete Economics 1100.
4. Each applicant must be recommended by the high school guidance counselor, who will also verify that the courses completed at Kennesaw State will satisfy the remaining requirements for high school graduation.
5. Complete a Joint Enrollment Consent Form showing parent, counselor, and student and KSU agreement to proceed.
6. Joint enrollment applicants should contact their high school Guidance Office to learn how to qualify for "ACCEL" benefits.
7. For JEHP deadlines, visit the Admissions web site or contact the Office of Admissions.

### Exceptional Test Scores

With the permission of their parents and high school principal or guidance counselor, applicants who demonstrate high academic performance through exceptional test scores may be considered for limited Joint Enrollment admission by submitting scores on the SAT of 700 Critical Reading/verbal (ACT 31) or 700 mathematics (ACT 31). Students who meet these requirements may enroll in any course that the respective SAT score(s) support. However, parental and high school approvals and an interview are required.

### Early Admission with Outstanding Test Scores

Students with a combined SAT of 1370 on the Critical Reading and Math sections or 95th percentile (ACT 31) and a 3.5 minimum academic GPA may be considered for enrollment in any appropriate level course and be exempted from high school graduation. Students must satisfy any CPC deficiencies in areas other than English or mathematics. Such students are eligible for full standing freshmen admission, however, parental and high school written approvals and an interview are required.

This option allows exceptionally qualified students to be considered for admission to their first year of college without having graduated from high school. Students seeking to participate in this program are encouraged to make arrangements, if possible, with their local high school to receive a diploma with their graduating class. (Students not receiving a high school diploma or GED may be ineligible to participate in government financial assistance programs, selected scholarships or certain employment.)

### Advance Placement Opportunities

Kennesaw State University welcomes students who have pursued accelerated academic course work while in high school or through recognized national standardized programs. Such programs include College Board's Advance Placement (AP), International Baccalaureate (IB), College Level Subject Examination Program (CLEP), and

Defense Activity for Nontraditional Educational Support (DANTES).

CLEP exams are administered nationally through Educational Testing Service (ETS) testing centers, or through the University's CAPS Center for currently enrolled students only. AP tests are given at many high schools throughout the country and qualified applicants are advised to take these tests in the spring of their senior year in high school. CLEP and AP credits do not count toward the KSU residency requirement or grade-point average.

In addition, students who have pursued advanced and rigorous college preparatory course work in high school and who have performed well in those courses may be exempted from equivalent prerequisite courses at KSU and continue their studies at more advanced levels. Approvals for such waivers may be secured from the dean of undergraduate and university studies or the appropriate academic department chair.

### Admission From Other Colleges

Transfer applicants for admission are students who have earned college credit elsewhere at collegiate institutions accredited in a manner acceptable to KSU, and wish to transfer to KSU in order to continue their collegiate studies.

KSU's Office of the Registrar conducts transfer evaluations and accepts transfer credit only from such approved institutions, only in courses comparable to KSU courses or in subject fields appropriate for KSU degrees, only when the grades earned are sufficiently high for the transfer courses to meet KSU degree requirements, and only when the grades on all acceptable credit for transfer average 2.0 or better. Course work completed more than 10 years prior to admission to Kennesaw State University may not be accepted for transfer unless its currency is validated by the appropriate university officials.

Students planning to transfer from another college must make arrangements for each college previously attended to forward a complete official transcript to the Office of Admissions at Kennesaw State University.

Official transcripts are required, regardless of the applicant's wishes concerning transfer credit, or financial holds, and must be mailed directly from the sending institution to the Office of University Admissions.

Transfer students' records will be evaluated in the same manner as Kennesaw State University resident students. Transfer students must have completed 30 semester hours of transferable credit with a 2.0 GPA or above. A limited number of transfer applicants who are eligible to reenroll at their last college or university attended and have cumulative grade point averages less than 2.0 will be admitted and placed automatically on academic probation at KSU. Probationary admission is not typical and may only be extended in limited situations. Transfer students admitted on academic probation must complete 12 semester hours at KSU with at least a 2.0 grade point average before probationary status is removed. Failure to maintain a 2.0 average in any semester while on academic probation will result in academic dismissal from the University. Refer to the section labeled "Academic Policies" for a more complete discussion of the Academic Probation/Dismissal Policy. Dismissed students must reapply to KSU, meeting appropriate deadlines.

Transfer applicants who have been academically dismissed from their previous institution may not enter Kennesaw State until they are fully eligible to return to their former institution and have attained a cumulative grade point average of at least 2.0.

Students transferring from another institution in the University System of Georgia must have satisfied any and all learning support requirements before being admitted to KSU. Transferring students taking physical education hours at one institution will not be required to duplicate these hours at KSU. However, students taking an orientation course at another institution may be required to take the KSU 1101 orientation course. All admission application deadlines cited earlier apply to transfer applicants. All of the documents cited earlier and required for a complete application file apply to transfer applicants with the following exceptions:

- a) High school transcripts are not required for applicants with 30 or more earned semester hours of acceptable transfer credit. (All college and university transcripts are required, however.)
- b) SAT I or ACT scores are not required for applicants with 30 or more earned semester hours of acceptable transfer credit.
- c) Freshman transfer applicants (less than 30 semester hours of transferable credit) may be required to take the College Placement Examinations (CPE) or COMPASS in English and/or math depending upon SAT/ACT scores.

### **Transfer Freshman Admission Standards**

Applicants with fewer than 30 semester hours of acceptable transfer credit must meet the same admissions requirements identified earlier for freshmen admitted from high school. Freshman transfer applicants may be required to take the COMPASS in English and/or math depending upon SAT/ACT scores. Transfer freshmen must be in good standing at previous institutions.

### **Transfer Admission Standards for Sophomores and Upperclassmen**

Transfer applicants with sufficient transferable hours to be classified as a sophomore, junior or senior at KSU must have completed any and all learning support requirements prior to admission and have a cumulative GPA of at least 2.0 in the previous institutions attended.

### **Special Admission Categories**

KSU has a number of special admission categories other than those for freshmen and transfer applicants.

### **Nontraditional-Adult Learners-Freshmen Admission Standards**

First year adult learners are those students who have not attended high school within the previous five years (graduated or should have graduated five or more years ago) and have earned fewer than 30 transferable semester hours of college credit, and who hold a high

school diploma or have satisfactorily completed the GED.

Applicants eligible for review in this category are exempt from the SAT/ACT and College Preparatory Curriculum requirements. However, nontraditional students admitted in this category will be required to take at no charge the University System of Georgia's Collegiate Placement Exam or COMPASS examination. Test results may place the applicant in the Learning Support program for extra non-degree course work in reading, writing and mathematics skills. Adult nontraditional applicants may choose to qualify as regular or limited freshmen by meeting the appropriate criteria as described earlier.

### International Student Admission Standards

Beginning fall 2005, international students should apply through the Institute for Global Initiatives. Application processing and other campus INS procedures will be handled from this office.

Kennesaw State University supports international education and the philosophy that cross-cultural understanding is vital for creating mutual respect, appreciation and understanding of diversity. The presence of international students fosters cultural exchanges, which are beneficial to the student body and to the community at large.

International students may enroll in any program of study offered at Kennesaw State University. In addition, there are on campus apartment complexes where an international student can make arrangements for living accommodations. For information, visit our housing website at <http://www.kennesaw.edu/housing>

Students are responsible for their own transportation needs. There is limited county bus service to the campus.

KSU has no designated financial assistance for international students. All international applicants must pay nonresident fees unless the individual receives one of the nonresident fee waivers available to international students

through the Institute for Global Initiatives. International applicants must present documented evidence that they have sufficient funds to meet their educational and living expenses.

All international students requesting admission to Kennesaw State University must submit the following credentials at least two semesters prior to the semester of enrollment:

1. A completed Undergraduate Application for Admission.
2. A \$40 nonrefundable paper application processing fee (check payable to Kennesaw State University) or \$30.00 nonrefundable, if on-line.
3. Sworn affidavit of support from the applicant's financial sponsor.
4. A letter from the sponsor's bank showing that funds (in U.S. dollars) are available for one year of support.
5. Official or certified true copies of all high school and/or college/university records with a certified English translation. International students are required to have an official evaluation of credentials done by an outside agency at the student's expense. You may contact: 1) World Education Svcs., Inc., P.O. Box 01-5060, Miami, FL 33101. (800) 937-3899; [south@wes.org](mailto:south@wes.org) 2) Educational Credential Evaluators, Inc., P.O. Box 92970, Milwaukee, WI 53202. (414)289-3400; [eval@ece.org](mailto:eval@ece.org); or a service accredited by N.A.C.E.S., <http://www.naces.org/members.htm>  
Official transcripts must be mailed directly from the sending institution or hand delivered in sealed college envelop. A KSU evaluation of credits will not occur until satisfactory documents are on file. It is up to the academic department as to which credits will actually apply to your degree program.
6. An official score of 197 or more on the computer based TOEFL (Test of English as a Foreign Language) exam or 527 on the paper exam.
7. Official scores on the Scholastic Assessment Test, or American College Test.
8. A valid Certificate of Immunization required upon enrollment, must be submitted to the KSU Health Clinic. Requirements



on listed on their website at [http://www.kennesaw.edu/col\\_hhs/hc](http://www.kennesaw.edu/col_hhs/hc).

\*The TOEFL requirement may be waived if the applicant:

- has completed and transferred the English composition courses (I and II from an accredited American institution) for the core requirement at the college level;
- has satisfactory scores on the SAT II test of English usage;
- has a SAT I Critical Reading/Verbal score of at least 490 (ACT 20).

To be eligible to register and remain in compliance with the Student Exchange and Visitor Information System (SEVIS), international students must have a current F1 visa status. An I-20 Form will be issued only upon the student's full acceptance into the University. International students with a student visa are required to be full-time students (at least 12 semester hours) for spring and fall semesters, excluding summer term of the academic year in order to maintain F-1 status with the United States Citizenship and Immigration Services (USCIS). The University is required to notify the USCIS whenever a student's load drops below 12 semester hours.

Also, upon arriving at Kennesaw State University, all international students are required to visit the Center for Global Initiatives Office and have their passports, I-20 ID, and Arrival-Departure Record copied and placed in their student files.

This procedure facilitates the replacement of a lost Arrival-Departure Record and is required by the USCIS. International transfer students applying to Kennesaw State University from other educational institutions in the United States are also required to have their passports, I-20 ID copy and Arrival-Departure Record copied before enrollment.

### Transient Students

A student who has been enrolled in another college or university and who expects to return to that college or university may apply for temporary (one term) admission and registration at Kennesaw State University as

a transient student. Transients must have all documents filed by the deadline to be considered for admission. In fairness to its degree seeking students and because of limitations on available space, KSU must give its regular students higher priority for registration than transient students. Transient students have no guarantee that space will be available in the classes they seek.

In addition to completing an application for admission and paying the application fee, a prospective transient student must present a written statement from the registrar, dean or other academic officer of the institution last attended recommending his/her admission as a transient student and stating that the student is academically eligible to continue college study at the institution. A student who is ineligible to return to the institution formerly attended will not be admitted as a transient at KSU.

Enrollment at KSU as a transient student ordinarily is limited to one semester, unless special permission is granted in advance by the Director of Admissions. Transient students wishing to continue at KSU beyond the initial semester of entry must reapply for admission and present a new written statement of permission from the previous institution's registrar. Transient students desiring to continue as transfer students must reapply for admission in that category through the Office of Admissions and furnish all required documents and transcripts by the published deadline. For purpose of admission or readmission as a transient student, the summer term will be treated as a semester.

### Non-Degree Students

The non-degree category exists for those students who have previously earned a baccalaureate degree from an institution accredited in a manner acceptable to KSU, and who wish to enroll in undergraduate courses for which they are eligible, for personal or professional reasons instead of degree completion. Students applying for non-degree status must submit an application for admission, the \$40 nonrefundable application fee (\$30.00 online),

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and an official transcript from the institution that awarded the initial degree (meeting all deadlines). Non-degree students who later wish to pursue another undergraduate degree at KSU must meet all pertinent transfer admission requirements and complete an application for readmission to change status from non-degree to degree seeking.

### Auditors

Auditors attend classes and may participate in course assignments but are not graded and do not receive degree credit for completing the audited courses. To be admitted as an auditor, the individual must complete an application for admission, pay the \$40 nonrefundable application processing fee (\$30.00 online), and produce an acceptable high school (or college) transcript which reflects a minimum of high school graduation or equivalency.

Students are not permitted to receive retroactive credit at any future date for their participation in a course as an auditor nor change from an audit to a credit status while enrolled in a course. Audited courses are counted at full value in computing the student's load for fee purposes. A student wishing to change his/her classification from an auditor to a degree-seeking student must reapply for admission in the appropriate category and meet all pertinent requirements and deadlines.

Audited courses do not qualify for educational benefits or financial assistance under the social security laws, veterans and other federal and state programs.

### Immunizations

Prior to registration, a valid Certificate of Immunization is required to be on file in the KSU Health Clinic upon enrollment. All students who matriculate before 1/1/05 must have written documentation of immunity or be immunized for: Measles, Mumps and Rubella. As of 1/1/05, all students must have the immunizations above and Varicella (chicken pox) Tetanus, Diphtheria and Hepatitis B. Students residing in university housing

must show proof of 1 dose of meningococcal quadrivalent polysaccharide vaccine. Contact the KSU Health Clinic for details regarding immunizations. Visit [http://www.kennesaw.edu/col\\_hhs/hc/](http://www.kennesaw.edu/col_hhs/hc/) Mail immunizations to the KSU Health Clinic at 1000 Chastain Road House #52 Kennesaw, GA 30144-5591.

### Readmission

Students who must apply for readmission include: academically dismissed, transients and students who have not been enrolled for 24 consecutive months (6 terms) as well as students changing classification. Readmission must be submitted by the posted deadline for the term of interest. If you do not enroll, the process must be repeated. The application for readmission can be done online by visiting the following web site: [http://www.kennesaw.edu/admissions/online\\_applications\\_forms.html](http://www.kennesaw.edu/admissions/online_applications_forms.html). When filling out the online application, a non-refundable processing fee of \$25.00 may be required to complete your transaction.

### Sources for Test Scores and Required Forms

**SAT I Tests:** College Entrance Examination Board, Box 6200  
Princeton, NJ 08541  
(609) 771-7600 or  
(770) 908-9737  
[www.collegeboard.org](http://www.collegeboard.org)  
KSU's Institutional Code:  
5359.

**Institutional SAT Tests:** KSU's Testing Office  
Counseling and Advising  
Program Services  
(770) 423-6600

**ACT Tests:** American College Testing  
Program  
3355 Lenox Road NE, #320  
Atlanta, GA 33026-1332  
KSU's Institutional Code:  
0833  
(404) 231-1952

<b>Undergraduate Admission Application</b>	On KSU Web site <a href="http://www.kennesaw.edu">http://www.kennesaw.edu</a> or from KSU Office of University Admissions (770) 423-6300
<b>TOEFL Exams:</b>	TOEFL Services P.O. Box 6151 Princeton, NJ 08541-6151 USA (609) 771-7100 KSU's Institutional Code: 5359
<b>Social Security Numbers:</b>	Social Security Offices
<b>CPE/COMPASS Placement Exams:</b>	KSU's Testing Office Counseling and Advising Program Services (770) 423-6600 <a href="http://www.kennesaw.edu/caps/test-compass.htm">http://www.kennesaw.edu/caps/test-compass.htm</a>
<b>Joint Enrollment Forms:</b>	High School Counselors' Offices or KSU Admissions

## Appeals

Formal appeals of the University's admission decision may be filed with the Office of University Admissions to the attention of the Appeals Committee. Contact the Office of University Admissions for additional instruction on the appeals process.

## KSU on the World Wide Web

Visit KSU's home page at:  
<http://www.kennesaw.edu>.

You can check the status of your application or submit an application. Other advantages of the on-line services include:

- The Q/A Virtual Advisor
- Freshmen Admission Predictor
- Learning about the admissions office
- Checking the status of an application
- Printing forms
- Checking on current tuition costs
- Requesting additional information about KSU
- Viewing the most recent university catalog right from your home or office

It is the responsibility of the student to review admission standards in advance to determine the likelihood of eligibility.



# Tuition, Expenses, & Financial Aid

## Tuition and Fees

### 2006-2007 Expenses/Fees

Expenses include in-state tuition, out-of-state tuition, student services fees and other special fees. All fees are due and payable at the time of registration, and registration is not complete until all fees have been paid.

Cash, checks, and money orders drawn on U.S. banks and payable in U.S. dollars are accepted. Electronic checks and credit cards will only be accepted on the web. Payment by credit card will incur an additional convenience fee charged by a third party credit card processor.

The University reserves and intends to exercise the right to withhold copies of transcripts and other student education records and /or to withdraw students who have unpaid or past due fee balances.

Students are required to pay in-state tuition and, when applicable, out-of-state tuition, for enrollment in all courses even if no credit is earned. All tuition charges or other charges are subject to change at the end of any academic term.

### In-State Tuition

Students enrolled for less than twelve semester hours are considered part-time students for fee schedule purposes and are charged an in-state tuition of \$106.00 for each credit hour of course work. The total in-state tuition for full-time students (those registered for 12 credit hours or more) is \$1,268.00.

### Out-of-State Tuition

Students who are not residents of Georgia and who register for 12 or more credit hours are required to pay an out-of-state tuition fee of \$5,072.00 per semester in addition to all other regular fees. Nonresident students registered for fewer than 12 credit hours are required to pay an out-of-state tuition fee of \$423.00 per credit hour in addition to all other regular fees.

### Mandatory Students Fees

Technology Fee \$50  
 Parking Fee: \$70  
 Health Clinic: \$33  
 Student Activity Fee: \$37  
 Intercollegiate Athletic Fee: \$106  
 Student Center Building Fee: \$32  
 Student Recreation and Wellness Center: \$25

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### Motor Vehicle Parking Fee

Every student will be charged a parking fee of \$20.00 per semester at the time of registration. An additional fee of \$50.00 per semester will be charged to each student for the construction and maintenance of parking decks on campus. All vehicles used on campus must display a valid KSU parking decal. Vehicles without a valid decal will be ticketed and/or booted.

Each student is issued one parking decal that is transferable from car to car.

New decals are issued annually to campus residential students. All other parking decals are valid for the duration of your official status with KSU. The Card Center will notify campus via the KSU furnished e-mail when decals are available to new students and employees for in-person pickup. The parking decal is registered to a student who is responsible for any use of this decal until it has been reported lost and/or stolen.

Replacement parking decals are available and are usually subject to fees. One day passes are available as appropriate at the Card Services Center in the Carmichael Student Center, Suite 219.

It is the responsibility of all KSU students to review and abide by the Kennesaw State University Parking Policies and Procedures available online at <http://www.kennesaw.edu/police/frames.html>. Questions on parking regulations should be directed to the Parking and Security Division of Public Safety, located in the Office Annex Bldg#14, Room #111 or phone (770) 423-6206. Questions related to your parking decal can be answered by the Card Services Center. Students may report lost/stolen decal information to either office.

### Housing Fees

Kennesaw State University has three on-campus apartment communities: KSU Place, University Place, and the University Village. Housing fees range from \$195-\$570 per month paid in twelve monthly installments (discounts are available if paid by semester or for the entire year). For more specific and complete

information on KSU Housing, please go to <http://www.kennesaw.edu/residencelife>

### Student Health Fees

A mandatory insurance plan is in effect for the following student categories:

- All graduate students receiving a tuition waiver as a result of a GRA, GTA, or GSA assistantship award.
- All undergraduate, graduate, and ESL international students holding F or J visas.
- All undergraduate and graduate students enrolled in programs that require proof of health insurance.
- All graduate students receiving fellowships that full fund their tuition.

Students will be billed at the time of registration. The fee for the 2006-2007 academic year is \$358 for fall semester and \$472 for spring and summer semesters.

A waiver of the health insurance fee may be applied for directly with the insurer. This plan is optional for all other students.

### Summary of Expenses 2006-2007 Full-time Students (12 hours or more)

Per semester	Resident	Non-resident
*In-state Tuition	1268.00	N.A.
*Out-of State Tuition	N.A.	5072.00
Technology Fee	50.00	50.00
Parking Deck	50.00	50.00
Parking Fee	20.00	20.00
Student Health Clinic Fee	33.00	33.00
Student Activity Fee	37.00	37.00
Intercollegiate Athletic Fee	106.00	106.00
Student Center Building Fee	32.00	32.00
Student Recreation & Wellness Center	25.00	25.00

\* Tuition levels for full-time freshmen students entering FY 2007 are \$1,280.00 for in-state and \$5,121.00 for out-of-state and remain constant through Summer 2010.

**Part-time Students**  
(Fewer than Twelve Hours)

Per credit hour	Resident	Non-resident
*In-state Tuition	106.00	N.A.
**Out-of State Tuition	N.A.	423.00
Per semester		
Technology Fee	50.00	50.00
Parking Deck	50.00	50.00
Parking Fee	20.00	20.00
Student Health Clinic Fee	33.00	33.00
Student Activity Fee	37.00	37.00
Intercollegiate Athletic Fee	106.00	106.00
Student Center Building Fee	32.00	32.00
Student Recreation & Wellness Center	25.00	25.00

\* Tuition levels for freshmen students entering FY 2007 (with less than 12 hours) are \$107.00 per credit hour for in-state and \$427.00 per credit hour for out-of-state and remain constant through Summer 2010.

**Special Fees**

Additional Lab, Specialized Course/Major or Insurance Fees: These fees are charged where applicable.

**Applied Music Fee:** The registration fee for one 50-minute private lesson per week is \$150 per semester. Applied music fees are nonrefundable and may not be transferred to subsequent semesters.

**Laboratory Breakage:** Students in the laboratory sciences are required to reimburse the university on a cost basis for broken glassware and equipment.

**Late Payment Fee:** A \$50 late payment fee will be assessed for tuition and fee payments received after the end of late registration and drop/add (Phase III). This fee may apply at other times as well. For specifics, contact the Bursar's Office.

**Late Registration Fee:** Students requesting a late registration or add/drop after all official registration periods have ended will pay a late hand registration fee of \$30.00 per transaction.

**Nursing Expenses:** An initial \$150 to \$200 is required for purchase of uniforms, a suitable watch, a stethoscope and other supplies. A testing fee of approximately \$250 is charged initially upon admission to the program and malpractice insurance coverage fees are charged every semester. A \$35 laboratory fee is applied to each clinical nursing course.

**Textbooks and Supplies:** Textbooks and supplies are available in the university bookstore. Although the exact cost of books and supplies will vary with courses, an estimate is \$500 per semester.

**Other Administrative Fees**

**Advanced Standing Examination Fee:** A fee of \$60 is required for each institutional advanced standing examination attempted; no course may be attempted more than once.

**Diploma Fee:** A diploma fee of \$30 is required of all degree candidates and is payable at the time a petition to graduate is presented to the registrar. The fee is nontransferable and nonrefundable. It entitles the student to one diploma.

**FAX Fee:** Priority fee for electronic transmission (FAX) of unofficial transcripts or certifications forms/letters, of \$10.00 per document.

**Penalty Fee For Returned Check:** A penalty fee of \$25 will be assessed for each check returned by the bank.

**Withdrawal/Refund of Student Fees**

To withdraw from one or more classes, students must complete an official withdrawal form in the Office of the Registrar.

Students withdrawing from classes before the end of late registration and drop/add are entitled to a 100% refund. After that date, students will be granted a percentage refund of tuition and fees only if they withdraw completely from the university. Lab, specialized course/major, and insurance fees are

not refundable if withdrawal from course(s) is made after the end of late registration and drop/add.

### **KSU Institutional Refund Policy:**

The refund amount for students withdrawing from the institution shall be based on a pro rata percentage determined by dividing the number of calendar days in the semester that the student completed by the total calendar days in the semester. The total calendar days in a semester includes weekends, but excludes scheduled breaks of five or more days and days that a student was on an approved leave of absence. The unearned portion shall be refunded up to the point in time that the amount earned equals 60%.

Students that withdraw from the institution when the calculated percentage of completion is greater than 60% are not entitled to a refund of any portion of institutional charges.

Students enrolled summer term who withdraw from second-session courses on the first day of those classes will receive a 100% refund. After the first day, no refunds will be processed.

Students should refer to the *Schedule of Credit Courses* for specific dates of each refund period.

Students who do not formally withdraw, those suspended for disciplinary reasons, and those who leave the university when disciplinary action is pending are not eligible for a refund on any portion of any fee.

A refund of all tuition and other mandatory fees shall be made in the event of the death of a student at any time during an academic semester/summer term.

Refunds will be disbursed by the university's internet bank partner. Students may use their KSU Debit Card to select a refund payment method: electronic fund transfer or paper check. Details are available at: <http://www.ksuone.com>

### **Registration Fee Waiver for Senior Citizens**

Pursuant to the provisions of an amendment to the Georgia Constitution, legal residents of Georgia who are 62 years of age or older

at the time of registration for courses may have their semester (including summer term) tuition and fees waived (with the exception of supplies, laboratory fees, and special course fees). A driver's license or birth certificate must be presented to the Admissions Office at the time of application for admission or to the Registrar's Office once the individual turns 62 to qualify for this waiver of registration fees.

### **Military Service Refunds & Re-enrollment**

Subject to institutional policies, full refunds of tuition and mandatory fees and pro rata refunds of electives fees are hereby authorized for students who are:

- Military reservists (including members of the National Guard) and who receive emergency orders to active duty after having enrolled in a University System institution and paid tuition and fees;
- Active duty military personnel and who receive an emergency reassignment after having enrolled in a University System institution and paid tuition and fees;
- Otherwise unusually and detrimentally affected by the emergency activation of members of the reserve components or the emergency deployment of active duty personnel of the Armed Forces of the United States and who demonstrate a need for exceptional equitable relief.
- Students who are members of the Georgia National Guard or other reserve components of the U.S. Armed Forces who are reenrolling after having been summoned to active duty in an emergency situation are to be accorded special consideration regarding class registration, financial aid processing, payment of fees, etc., so as to expedite their re-enrollment.
- Military personnel on active duty in the U.S. Armed Forces who, before the end of their present station assignment, receive emergency orders for a temporary or permanent change of duty location who later wish to resume their education are to be accorded special consideration regarding class registration, financial aid processing, payment of fees, etc., so as to expedite their re-enrollment.



Tuition and fees awarded by scholarship or grant from an agency or authority of the State of Georgia on behalf of a student receiving a refund under this policy shall be reimbursed to such agency or authority.

The Chancellor is authorized and empowered to take or cause to be taken any and all such other and further action as, in the judgment of the Chancellor, may be necessary, proper, convenient or required in connection with the execution of this policy. Such authority may be further delegated to the President of the institution.

### Definition of Legal Residents

Individuals who enter the institution as out-of-state students but who wish to later qualify as legal residents must fill out a Petition for Georgia Residence Classification form, which can be obtained in the Office of the Registrar. A student's resident status is not changed automatically, and the burden of proof that the student qualifies as a legal resident under the regulations of the Board of Regents of the University System of Georgia rests with the student. A student is responsible for registering under the proper residency classification. A student classified as out-of-state who believes that he or she is entitled to be reclassified as a legal resident may petition the Residence Committee for a change in status. The petition must be filed no later than 60 days after the semester begins in order for the student to be considered for reclassification for that semester. If the petition is granted, reclassification will not be retroactive to prior semesters.

If there is any question in the mind of the student concerning his/her resident status, application for clarification should be made immediately or not later than two weeks prior to the registration date in order to avoid delay and inconvenience of registration.

Applications should be addressed to Residence Committee, Office of the Vice President for Business and Finance, Kennesaw State University, 1000 Chastain Road, Mailbox # 0102, Kennesaw, Georgia 30144.

### Regents' Policies Governing the Classification of Students for Tuition Purposes

The following policies have been adopted by the Board of Regents for the purpose of determining the tuition status of students:

1. (a) If a person is 18 years of age or older, he or she may register as an in-state student only upon showing that he or she has been a legal resident of Georgia for a period of at least 12 months immediately preceding the date of registration.
 

Exceptions:

  - i. A student whose parent, spouse, or court-appointed guardian is a legal resident of the State of Georgia may register as a resident providing the parent, spouse, or guardian can provide proof of legal residency in the State of Georgia for at least 12 consecutive months immediately preceding the date of registration.
  - ii. A student who previously held residency status in the State of Georgia but moved from the state then returned to the state in 12 or fewer months.
  - iii. Students who are transferred to Georgia by an employer are not subject to the durational residency requirement.
- (b) No emancipated minor or other person 18 years of age or older shall be deemed to have gained or acquired in-state status for tuition purposes while attending any educational institution in this state, in the absence of a clear demonstration that he or she has in fact established legal residence in this state.
2. If a parent or legal guardian of a student changes his or her legal residence to another state following a period of legal residence in Georgia, the student may retain his or her classification as an in-state student as long as he or she remains continuously enrolled in the University System of Georgia, regardless of the status of his or her parent or legal guardian.
3. In the event that a legal resident of Georgia is appointed by a court as guardian of a

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nonresident minor, such minor will be permitted to register as an in-state student providing the guardian can provide proof that he or she has been a resident of Georgia for the period of 12 months immediately preceding the date of the court appointment.

4. Aliens shall be classified as out-of-state students; provided, however, that an alien who is living in this country under an immigration document permitting indefinite or permanent residence shall have the same privilege of qualifying for in-state tuition as a citizen of the United States.
5. Waivers: An institution may waive out-of-state tuition and assess in-state tuition for:
  - a. Academic Common Market. Students selected to participate in a program offered through the Academic Common Market.
  - b. International and Superior Out-of-State Students. International students and superior out-of-state students selected by the institutional president or an authorized representative, provided that the number of such waivers in effect does not exceed two percent of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term for which the out-of-state tuition is to be waived.
  - c. University System Employees and Dependents. Full-time employees of the University System, their spouses, and their dependent children.
  - d. Medical/Dental Students and Interns. Medical and dental residents and medical and dental interns at the Medical College of Georgia. (BR Minutes, 1986-87, p. 340).
  - e. Full-Time School Employees. Full-time employees in the public schools of Georgia or of the Department of Technical and Adult Education, their spouses, and their dependent children. Teachers employed full-time on military bases in Georgia shall also qualify for this waiver. (BR Minutes, 1988-89, p. 43).
  - f. Career Consular Officials. Career consular officers, their spouses, and their dependent children who are citizens of the foreign nation that their consular office represents and who are stationed and living in Georgia under orders of their respective governments.
  - g. Military Personnel. Military personnel, their spouses, and their dependent children stationed in Georgia and on active duty, unless such military personnel are assigned as students to System institutions for educational purposes. The waiver can be retained by the military personnel, their spouses, and their dependent children if the military sponsor is reassigned outside of Georgia, as long as the student(s) remain(s) continuously enrolled and the military sponsor remains on active military status (BR Minutes, May 2003).
  - h. Research University Graduate Students. Graduate Students attending the University of Georgia, the Georgia Institute of Technology, Georgia State University, and the Medical College of Georgia, which shall be authorized to waive the out-of-state tuition differential for a limited number of graduate students each year, with the understanding that the number of students at each of these institutions to whom such waivers are granted shall not exceed the number assigned below at any one point in time:

University of Georgia	80
Georgia Institute of Technology	60
Georgia State University	80
Medical College of Georgia	20
  - i. Border County Residents. Residents of an out-of-state county bordering a Georgia county in which the reporting institution or a Board-approved external center of the University System is located.
  - j. National Guard Members. Full-time members of the Georgia National Guard, their spouses, and their dependent children. (BR Minutes, April, 1998, pp. 16-17).

- k. Students enrolled in University System institutions as part of Competitive Economic Development Projects. Students who are certified by the Commissioner of the Georgia Department of Industry, Tourism and Trade as being part of a competitive economic development project.
- l. Students in Georgia-Based Corporations. Students who are employees of Georgia-based corporations or organizations that have contracted with the Board of Regents through University System institutions to provide out-of-state tuition differential waivers.
- m. Students in Pilot Programs. Students enrolled in special pilot programs approved by the Chancellor. The Chancellor shall evaluate institutional requests for such programs in light of good public policy and the best interests of students. If a pilot program is successful, the tuition program shall be presented to the Board for consideration.
- n. Students in ICAPP® Advantage programs. Any student participating in an ICAAP® Advantage program.
- o. Direct Exchange Program Students. Any international student who enrolls in a University System institution as a participant in a direct exchange program that provides reciprocal benefits to University System students.
- p. Families Moving to Georgia. A dependent student who, as of the first day of term of enrollment, can provide documentation supporting that his or her supporting parent or court-appointed guardian has accepted full-time, self-sustaining employment and established domicile in the State of Georgia for reasons other than gaining the benefit of favorable tuition rates may qualify immediately for an out-of-state differential waiver which will expire 12 months from the date the waiver was granted. An affected student may petition for residency status according to established procedures at the institution.
- q. Recently Separated Military Service Personnel. Members of a uniformed military service of the United States who, within 12 months of separation from such service, enroll in an academic program and demonstrate an intent to become a permanent resident of Georgia. This waiver may be granted for not more than one year.

Institutions shall exercise the greatest care in selecting students who are to receive waivers of the tuition differential. Such non-resident graduate students shall pay all tuition and fees required of residents of Georgia.

## Financial Aid

Kennesaw State University is committed to ensuring that a postsecondary education is accessible to qualified students. In order to accomplish this commitment, the Office of Student Financial Aid subscribes to the following goals to assist students in paying for their educational investment:

- Evaluate the family's financial ability to pay for educational costs
- Distribute limited resources in an equitable manner
- Provide a balance of gift aid and self-help aid

A wide variety of financial aid programs from scholarships, grants, employment, and loans are available to help students with educational costs. Most awards are based on financial need while some are awarded in recognition of merit or achievement.

If you have any questions, feel free to visit our office in Kennesaw Hall, view our web site at [http://www.kennesaw.edu/financial\\_aid](http://www.kennesaw.edu/financial_aid), contact our automated telephone system at (770) 423-6074, fax at (770) 423-6708, email at [finaid@kennesaw.edu](mailto:finaid@kennesaw.edu), or write to:

Office of Student Financial Aid  
 Kennesaw State University  
 1000 Chastain Road, #0119  
 Kennesaw GA 30144-5591

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### Determination of Need-Based Awards

Awards based on need are determined by a process called financial need analysis. The analysis is standardized by the U. S. Department of Education (USDE) using a financial formula called Federal Methodology. The Free Application for Federal Student Aid (FAFSA) is the application that is required to begin this process. The electronic FAFSA is the easiest and quickest way to apply. The processing time for USDE is approximately four days. The electronic FAFSA may be accessed on our web site at [www.kennesaw.edu/financial\\_aid](http://www.kennesaw.edu/financial_aid) or [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Prior to completing the electronic FAFSA, students and parents of dependent students should obtain a PIN at <http://www.pin.ed.gov>.

A paper FAFSA is also available. The paper FAFSA may be obtained from high school guidance offices or from the financial aid office at Kennesaw State University. The processing time for USDE is approximately four weeks.

When completing the electronic or paper FAFSA for KSU attendance, use the federal Title IV Code of 001577. KSU will receive your FAFSA information electronically. Students must reapply annually to qualify each academic year.

### Need-Based Award Application Procedures

Need-based awards include grants, employment, loans, and some scholarships. It is advisable to complete the FAFSA early. The FAFSA is available on January 1 for the award year that starts each fall semester. The priority date for receipt of the FAFSA at KSU is April 1 of each year. FAFSAs received by the priority date with all requested documents submitted by the student and reviewed by the Financial Aid Office will be awarded first. New applicants must also apply for admissions through the Office of Admissions for a degree or certificate program.

When the FAFSA is analyzed by the U. S. Department of Education, the result is called the Expected Family Contribution (EFC). The EFC is the amount that the family should be able to contribute to the student's cost of attendance (COA). COA is the amount of direct cost (e.g., tuition, fees, room, board, and books) and indirect cost (e.g., transportation and personal expenses). Need-based financial aid is awarded to help the student with need (i.e., COA minus EFC).

**Kennesaw State University (Cost of Attendance)  
Per Year (2 semesters) 2006-2007 Academic Year**

Georgia Residents			
	On-Campus	Off-Campus	With-Parents
Tuition*	2,560	2,560	2,560
Fees	706	706	706
Loan Fees (est)	106	106	106
Room	4,257	4,257	0
Board/At Home Expense	4,620	4,620	3,289
Books & Supplies	1,000	1,000	1,000
Transportation	961	1,922	1,922
Personal	1,421	1,421	1,421
<b>TOTAL</b>	<b>15,631</b>	<b>16,592</b>	<b>11,004</b>

\*Continuing/Returning Students deduct \$12

Non-Georgia Residents			
	On-Campus	Off-Campus	With-Parents
Tuition	10,242	10,242	10,242
Loan Fees (est)	706	706	706
Fees	106	106	106
Room	4,257	4,257	0
Board/at Home Expense	4,620	4,620	3,289
Books & Supplies	1,000	1,000	1,000
Transportation	961	1,922	1,922
Personal	1,421	1,421	1,421
COA TOTAL	23,313	24,274	18,686

**Federal Pell Grant**

This is a federally funded program that provides need-based grants to undergraduate students. The application is the Free Application for Federal Student Aid (FAFSA). Eligibility is based on the Estimated Family Contribution (EFC) and the Cost of Attendance (COA). Students receive their EFC on the Student Report (SAR) after submitting the FAFSA. The EFC range for Federal Pell Grant eligibility is 0 to 3850. The awards range from a maximum of \$4,050 per year (0 EFC) to a minimum of \$400 (3850 EFC) per year for full-time enrollment. Part-time enrollment is prorated. Students receiving the Federal Pell Grant may also be eligible for other types of financial aid.

**Federal Supplemental Education Opportunity Grant**

This federally funded program is designed for undergraduate students without a degree with exceptional need seeking their initial degree. A student must have been awarded the Federal Pell Grant in order to receive this grant. Awards in this program range from \$200 to \$800 per academic year. Early FAFSA application is encouraged. Awards are generally made on a first come, first serve basis.

**Academic Competitiveness Grant**

For the 2006-07 academic year, this is a new federally funded program. First year and second year (with a 3.0 college cumulative

grade point average) undergraduate students are eligible to receive this award. They must be a U. S. citizen, a Federal Pell Grant recipient, enrolled full-time, and have completed a rigorous secondary school program. Awards in this program are \$750 for first year students and \$1,300 for second year students.

**National Science and Mathematics Access to Retain Talent (SMART) Grant**

For the 2006-07 academic year, this is a new federally funded program. Third year and fourth year students with a 3.0 cumulative grade point average majoring in physical, life or computer science, engineering, mathematics, technology, or a critical foreign language are eligible to receive this award. They must be a U. S. citizen, a Federal Pell Grant recipient, and enrolled full-time. Awards in this program are \$4,000 for each of the third and fourth academic year of study.

**Student Employment**

**Federal Work Study (FWS) Program**

The program provides part-time jobs for undergraduate and graduate students who demonstrate financial need based on the Free Application for Federal Student Aid (FAFSA). FWS gives the student an opportunity to earn money to help pay for educational expenses while working on campus or in community service work. Early application with the FAFSA is recommended.

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Awards are generally made on a first come, first serve basis.

### Institutional Employment

There are a limited number of part-time jobs available in each division of the university. Funds for these jobs are provided by the department or college that employs the student. Interested persons should contact the particular division or department of the university or the KSU Career Services Center for information.

### Career Services

The Career Services Center maintains a listing of full-time and part-time off-campus jobs for students who need assistance in locating off-campus employment. Regular listings are posted on the on-line job postings at: <http://careerctr.kennesaw.edu>. For more information, contact the director of career services.

## Student Loan Awards

### Federal Perkins Loans

This is a federally funded and need-based student loan that is administered by Kennesaw State University. Interest on these loans is 5% per year. The federal government pays the interest while the student is in school. Awards in this program range from \$500 to \$1,600 per year. Students may apply for this loan by completing the Free Application for Federal Student Aid (FAFSA). Awards are generally made on a first-come first-serve basis. When awarded, the student must complete a promissory note and entrance loan counseling with a student accounts representative in the Bursars office.

Obligation for interest and repayment begins nine months after the student ceases to be enrolled at least halftime. Deferment from repayment may be requested for any of the following reasons:

1. Enrolled at least halftime in a post secondary institution
2. Pursuing graduate fellowship or rehabilitation training program for the disabled approved by the U. S. Secretary of Education
3. Unemployment (up to 3 years)
4. Economic hardship (up to 3 years)

5. Performing service qualifying for cancellation (e.g., full-time teaching)

### Federal Stafford Loan—Subsidized

The Federal Government guarantees low-interest loans made to qualified students. Students may apply for this loan by completing the Free Application for Federal Student Aid (FAFSA). Students are allowed to select their lender and loan amount up to their award maximums. Eligible freshman may borrow up to \$2,625 per year, while sophomores (30+ earned hours) may borrow up to \$3,500 per year. Juniors (60+ earned hours) and seniors (90+ earned hours) may borrow up to \$5,500 per year. At least half-time enrollment is required. The amount of loan eligibility is based on need as determined by the FAFSA and the cost of attendance.

Subsidized indicates that the federal government will pay the loan interest while the student is enrolled in school, six months after enrollment (grace), or deferment periods. The rate of interest is fixed at 6.8%. The rate of interest may not exceed 8.25%. Students are assessed an origination fee up to 3% and a federal default fee of 1% which is deducted from each loan amount. Funds are disbursed to the student through the university in two installments. Repayment begins six months after the student ceases to be enrolled at least halftime. Students are allowed 10 years to repay the loan.

### Federal Stafford Loan—Unsubsidized

This loan is available to independent students who choose to borrow above their Subsidized Stafford eligibility or for dependent students who are not eligible for a Subsidized Stafford Loan. Students borrowing through the Unsubsidized Stafford Loan Program are responsible for the interest on the loan. The amount of eligibility is based on the dependent or independent status of the student and the student's need. The application procedures, interest rates, and fees are the same as the Subsidized Stafford Loan Program.

### Federal PLUS Loan

This program is available to parents of dependent students. Parent borrowers may borrow up to the cost of attendance (at KSU) minus

other aid. The rate of interest is fixed at 8.5%. Parents are allowed to select their lender and loan amount. However, the lender will conduct a credit check. The student will be allowed to borrow under the Unsubsidized Stafford Loan Program if the parents cannot borrow under the PLUS Loan Program.

### Service Cancellable Student Loans

The Georgia Student Finance Authority offers loans to qualified students who plan to work in the field of nursing in the State of Georgia. At KSU, both graduate and undergraduate students accepted into the nursing program may apply. The amount is determined by the student's need. The loan may be canceled through one year of service in nursing in the state of Georgia for each year that assistance is provided. If assistance is received and the student does not enter nursing, repayment of the loan will be required. Early completion of the Free Application for Federal Student Assistance (FAFSA) is recommended in applying for this loan because funds are limited.

### Emergency Loan Program

The emergency loan program is designed to provide temporary assistance to students during the enrollment process. An emergency loan for in-state tuition and fees may be available. The student must be in good academic standing (2.0 AGPA). A maximum of three emergency loans while at KSU or one emergency loan per academic year is allowed. Additionally, if the student is experiencing some mitigating circumstance that produces hardship, a personal loan for \$400 may also be available. Students who need emergency funds for tuition and fees or for personal circumstances, should complete an application available in the Office of Student Financial Aid. Loans are made on a first come, first serve basis.

A service charge of \$10 will be added to the tuition and fees and/or the personal loan. The loan must be repaid within 45 days. If it is not repaid, a \$25 late charge will be added to the emergency loan. If a student is late paying an emergency loan, the student is considered

delinquent in payment and is no longer eligible for any emergency loans during their academic career at KSU. Students will not be allowed to register for the following semester if they have not repaid their emergency loan.

Monies for this fund have been received from the following sources:

- GERALD Dean Boggs Memorial—Established by the students of Kennesaw Junior College in 1967 to honor the memory of their fellow student, GERALD Dean Boggs.
- JAMES V. Carmichael Memorial
- PHILLIP B. RICE Memorial—Established in memory of Phillip B. Rice
- Kennesaw State University Civitan Club
- Kennesaw State University Women's Club
- The Southwest Women's Club
- Marietta Civitan Club
- JOHN L. DEES Memorial
- SMYRNA LIONS Club
- BETTY H. MCNIECE Memorial—Established by Kennesaw College in 1984 to honor the memory of an employee, Betty H. McNiece
- Kennesaw State University Rotaract Club
- Student Activities Budget Advisory Committee

### Alternative Loan Program

A number of lender partners provide private loans directly from the lender that are not associated with federal student loans. Loan approval, interest rates, and repayment requirements are prescribed by the lender. Additional information and application procedures are available from the Office of Student Financial Aid or the lender. Student must maintain satisfactory academic progress.

### Merit-Based Awards

#### HOPE Scholarship Program:

The Georgia HOPE Scholarship is a state-funded scholarship program from the Georgia Lottery for Education. Its purpose is to assist Georgia students in attending eligible Georgia postsecondary institutions to increase academic achievement, to keep the best and brightest students in Georgia, and to expand educational opportunities beyond high school to all Georgians.

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### Qualifications for the HOPE Scholarship:

- Legal resident of Georgia
- U.S. citizen or permanent resident
- Georgia high school graduate with a 3.0 cumulative grade point average (GPA) in the college preparatory core curriculum subjects or 3.2 cumulative GPA in the career/technology curriculum
- Enrolled in a University System of Georgia institution
- Registered, if required, with Selective Service
- 3.0 college cumulative GPA after each spring semester at the 30th, 60th, or 90th attempted semester hour. Attempted means all course work including W's and developmental courses. Eligibility continues to the 127th attempted hour.
- Complete the Free Application for Federal Student Aid (FAFSA) or the E-HOPE application at [http://www.kennesaw.edu/financial\\_aid](http://www.kennesaw.edu/financial_aid).
- Submit any documents requested by the Office of Student Financial Aid
- Any number of enrolled hours

### PROMISE Teacher Scholarship Loan

The Promise Teacher Scholarship Loan is a forgivable loan funded by the Georgia Lottery for Education. It is awarded to high-achieving students who aspire to be teachers in Georgia public schools. The maximum award for a student enrolled six or more hours will be \$3,000 for the junior year and \$3,000 for the senior year. If a student is enrolled less than halftime (5 or less hours), the maximum award is \$1,500. Maximum commitment is \$6,000 over two years.

**Application Process:** The student must apply through the Bagwell College of Education. Eligibility information and an application are obtained from the Bagwell College of Education who will forward the completed applications to the Office of Student Financial Aid. After processing, the Office of Student Financial Aid will forward the complete applications and forward the application to the Georgia Student Finance Commission for consideration.

Additional information and requirements may be obtained at <http://www.gsfc.org>.

### HOPE For GED Recipients

Legal residents of Georgia who earned a General Education Development (high school equivalency) diploma awarded by the Georgia Department of Technical and Adult Education after June 30, 1993 may receive a one-time \$500 HOPE award. This award can be used toward tuition, books, and other educational costs at an eligible public technical institute or public or private college/university in a degree, diploma, or certificate program.

Full-time enrollment is not required. Students must use their GED HOPE eligibility within 24 months of the date of the GED diploma. Military personnel have 52 months to exercise eligibility. Students receiving this award may also qualify for other HOPE programs.

### Institutional Scholarship Awards

Several privately supported scholarships for undergraduate students and fellowships for graduate students are available at Kennesaw State University. These awards are normally merit-based but some are need-based. A complete list of available scholarships and fellowships is located at [www.kennesaw.edu/scholarships](http://www.kennesaw.edu/scholarships). The application deadline is February 15.

### Disbursement Procedure

After completed the FAFSA or the eHOPE application, financial aid funds will be disbursed to registered students in the following procedure:

**Step One:** Students will receive a notification of a financial aid award letter through the school-assigned email address. Students must then access Owl Express to view their award letter. Any awarded grants or scholarships (including HOPE scholarships) are automatically accepted for the student. Students who want to accept an offered student loan must complete an online Loan Request Form. The online link is located on the student award letter in Owl Express.

**Step Two:** Financial aid funds (Pell, SEOG, HOPE, Scholarships, and Loans) are applied to the students' account on the dates indicated at



www.kennesaw.edu/financial\_aid. Students receiving other types of assistance or external assistance should check with the cashier in the Bursars Office to determine the availability of such funds. Funds earned from employment are disbursed to student accounts bi-weekly.

**Step Three:** At the conclusion of late registration and the drop/add period, students will receive the balance of the semester award after tuition, fees, books and supplies are deducted. Students must indicate their choice through the school's selected internet bank; a check, student's account, or student's designated bank.

### Satisfactory Academic Progress Standards

Federal regulations require that students maintain satisfactory academic progress in their course of study to continue receiving Federal Title IV financial aid. Federal Title IV financial aid includes the Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Federal Work Study (FWS), Federal Perkins Loan, Federal Stafford Loan (Subsidized and Unsubsidized), and Federal PLUS Loan. The HOPE Scholarship and Institutional Scholarships are both state and institution funded but follow the same requirements. Alternative loans, available from private lenders, also follow these requirements.

Satisfactory academic progress (SAP) includes two standards: qualitative and quantitative. Students must meet both standards to continue receiving financial aid.

#### Qualitative

In order to maintain eligibility for financial aid with the qualitative standard, a student must maintain the academic standing necessary to remain at KSU. The qualitative policy is the same as the academic policies of KSU. The adjusted grade point average (AGPA) will be used to determine good academic standing, probation, dismissal, and eligibility for financial aid. The AGPA will be checked at the end of each semester. The AGPA includes grades of A, B, and C. The student must have at least a 2.0 AGPA to

remain eligible. If the student is placed on academic probation, the student will be on probation (or warning) for financial aid. Students may remove themselves from academic probation by raising their AGPA to at least 2.0.

Any student who fails to make progress (all Fs) in any given semester will lose eligibility for financial aid regardless of the student's AGPA. If a student makes all Ws in any given semester, the student will be placed on probation (or warning) for financial aid.

#### Quantitative

Regulations allow a student to maintain eligibility for attempting credit hours that are 150% of the credit hours required to receive a degree. In order to meet this quantitative standard, students must complete and pass (earn) 67% of courses attempted each academic year. Courses earned include grades of A, B, C, D or S. Courses attempted include any course in which grades of A, B, C, D, F, W, WF, I, S, U or IP are given. Students who are seeking a second undergraduate degree different from their first degree may be granted additional hours to complete the second degree requirements. The 67% criteria will be checked at the end of the spring semester.

If a student has not completed 67% of the cumulative attempted hours at the end of the spring semester, the student is placed on Satisfactory Academic Progress Warning for one year. During the SAP warning period, the student may continue to receive financial aid. If the student has not completed 67% of the cumulative attempted hours after one year on SAP warning, the student will be placed on Satisfactory Academic Progress Failure. While on SAP failure, the student will not be eligible to receive financial aid. Financial aid eligibility may be regained when 67% of the cumulative attempted hours have been completed.

The policy regarding probation, loss of eligibility, and academic dismissal is the same as the academic policies with the following exceptions:

Academic Fresh Start eligibility will calculate the quantitative standard (67% completion) on the total cumulative attempted and completed hours.

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When courses with grades of D, F, or WF are repeated with a C or higher grade, the unsatisfactory grades and course attempts will not be included in the calculation of the AGPA (qualitative standard). However, courses with grades of D, F, or WF that are later repeated are counted in total number of hours attempted (quantitative standard).

### **Learning Support Programs, Regents' Remediation & College Preparatory Curriculum**

If accepted for enrollment in a program leading to a degree or certificate, students may receive financial aid for learning support programs, Regents' remediation and College Preparatory Curriculum. Eligibility is limited to 30 credit hours of these courses combined.

### **Audit Courses**

Students are not eligible to receive financial aid for audited courses. Audited courses are not included in the number of hours attempted or earned for SAP consideration.

### **Summer Term Courses**

All hours attempted and completed in the summer terms are treated as any other semester hours in determining SAP.

### **Incomplete Courses**

Any course with "I" is counted in hours attempted (quantitative). When the "I" is changed to an actual grade, the course will be considered completed.

### **Withdrawals:**

Any course with a "W" or "WF" is considered as hours attempted. Students should be aware that excessive withdrawals from classes could result in the loss of financial aid at some point in future semesters due to the 67% quantitative standard for SAP.

### **Repeating Courses:**

When courses with grades of D, F, or WF are repeated with a C or higher grade, the unsatisfactory grades and course attempts will not be included in the calculation of the AGPA (qualitative). However, courses with grades of D, F, or WF that are later repeated are counted in total number of hours attempted (quantitative).

### **Academic Fresh Start**

For students who are approved for the Academic Fresh Start Program, the quantitative standard of satisfactory academic progress will be determined on total attempted hours which will include the "fresh start" hours.

### **Dismissal and Return**

Students who are dismissed academically for one or two semesters and return on probation will be eligible for financial aid upon their return provided students have completed 67% of attempted hours (quantitative). Academic retention will be determined after one semester of enrollment. Full eligibility or good standing will be regained when the AGPA is 2.0.

### **Appeals**

Any student on SAP failure may appeal to the SAP Appeals Committee. An appeal must be based on extenuating circumstances. Examples may include but are not limited to health reasons, family reasons, or personal reasons. The appeal statement of the student should explain the extenuating circumstances. Documentation supporting the extenuating circumstances must be submitted. In addition, it is recommended that letters of support from an academic advisor/faculty member and a relative, clergy, supervisor, or other associate be submitted. The appeal form and procedures may be obtained at [www.kennesaw.edu/financial\\_aid](http://www.kennesaw.edu/financial_aid).

## Other Financial Services

### **Veterans' Benefits**

The university is on the approved list of the Georgia State Approving Agency for the training of veterans, disabled veterans, and the children and widows of deceased veterans who are eligible for benefits under the G.I. Bill.

Students in training under the G.I. Bill are required to pay all fees as regular students, since they are paid benefits directly through

the Veterans Administration. Each VA beneficiary should make financial preparation for at least one semester because benefit checks are sometimes delayed. Students in training under the G.I. Vocational Rehabilitation program should check with the university Business Services Office regarding the handling of their account for fees, supplies, etc.

Eligible veterans, children and widows of veterans must make application to their regional Veterans Administration Office. Application forms are available at Kennesaw State University in the Office of the Registrar. It is the student's responsibility to contact the registrar's office at the time of acceptance to the university. Certain requirements must be met before students may be certified for noncredit remedial courses for VA payment purposes.

Students attending on the G.I. Bill are certified for VA benefits only for those courses required in their particular programs of study. Courses taken for audit are not payable by the VA. Such students must maintain Kennesaw State University standards for academic performance. Those students who are academically dismissed from school will have their benefits interrupted. Upon readmission and recertification of benefits at Kennesaw State University, the VA will decide if further benefits may be paid for continuation of the program in which the academic deficiency occurred.

Current VA standards require that students attend class and that benefits be terminated when the student has been suspended for academic or disciplinary reasons. (Since VA regulations are subject to periodic change, it is the student's responsibility to keep up to date on requirements for VA benefits while in attendance at Kennesaw State University.)

### **Vocational Rehabilitation**

Students who attend the university and whose fees are to be paid by the State Department of Education's Division of Vocational Rehabilitation must make arrangements prior to registration with the Business Services Offices regarding the handling of their account. In addition, it is the student's responsibility to request the Office of the Registrar to send copies of his/her grades to the Vocational Rehabilitation Office each semester.



# Academic Advisement & Academic Policies

## Academic Advisement

The mission of academic advising at Kennesaw State University is to facilitate student success, development, and retention by supporting the design and implementation of educational and career plans.

### Goals of Academic Advising

Academic advising is conducted via a decentralized structure. Students who know their intended major are advised in their college and school's academic department and undeclared students are advised in the Student Success and Enrollment Services division (CAPS). The Undergraduate Advising Council, represented by advisors from both the divisions of Student Success and Academic Affairs, oversees and coordinates the campus-wide advising efforts.

Recognizing that effective advising is a partnership between advisors and advisees and that each has its own role and responsibility, it is expected that, regardless of where the

advising occurs, the academic advisor's roles is to:

1. Help the advisee to understand the academic and administrative processes of the university.
2. Help the advisee to understand the expected standards of achievement and likelihood of success in certain areas of study.
3. Discuss the educational and career objectives suited to the advisee's demonstrated abilities and expressed interests. The advisors help the advisee to understand the relationships among the courses, programs, undergraduate research opportunities, internships, study abroad programs, other academic and personal development experiences provided by the university.
4. Help the advisee plan a course of study and give advice about courses and the adjustment of course loads. The advisor will inform the advisee about the prerequisites for subsequent courses in the advisee's program and evaluate their progress.
5. To familiarize advisees with, and direct advisees to, appropriate campus resources.
6. Participate in the advisor training sessions

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provided by the university and each college and department to keep informed and current.

7. Encourage students to utilize available resources in the development of effective study skills.
8. Provide necessary mentorship and career development support.

The advisee's role in the academic advising process is to:

1. Acquire the information needed to assume final responsibility for course scheduling, program planning, and the successful completion of all graduation requirements.
2. Seek the academic, personal development and career information needed to develop and meet educational and personal goals.
3. Become knowledgeable about the relevant policies, procedures, and rules of the university, college, and academic program.
4. Be prepared with accurate information and relevant materials when contacting the advisor.
5. Consult with the advisor at least once per semester to decide on courses, review the accuracy of the audit, check progress towards graduation, and discuss the suitability of other educational opportunities provided by the university.
6. Take personal responsibility for his or her own actions and behavior.

### Declared Students

Students who have declared majors are assigned to trained faculty advisers in the department of their major or to the college advising center. These advisers can advise students on General Education requirements, major requirements, job possibilities, internships, research with faculty, applied community/campus experiences, grants, and scholarships in addition to knowing campus resources for referrals. Students should connect with their advisor each semester to register for appropriate courses and also to develop a mentoring relationship that will facilitate career development throughout college and after graduation. Each of the colleges and departments organize their advisement procedures differently; therefore, students should contact their faculty advisers or the

departmental secretaries for specific information. We encourage you to declare your major as soon as possible so that you can be assigned an academic advisor.

### Undeclared Students

Students who have not declared a major and those required to take Learning Support classes are assigned to the Counseling and Advising Services Center (CAPS) to be advised by selected faculty, staff and peer advisers. (See Counseling and Advising Program Services, in Student Services & Activities section of the undergraduate catalog.) These advisers are trained and available to help students select courses that meet the General Education requirements, identify career and vocational goals, adjust to the university, and choose a program of study. Counseling and Advising Program Services (CAPS) also refer students to other campus resources. Undeclared students are expected to meet with the CAPS Center every semester. Honors faculty members through the Honors Program Office in the Department of University Studies advise joint Enrollment Honors Program students.

## Academic Policies

### Registration

The Office of the Registrar, located in Kennesaw Hall, is the central administrative office responsible for registering students, maintaining the permanent academic records, administering the Regents' Testing Program Policies and test registration, performing degree audits, enforcing the academic policies of the university and generally ensuring that students' academic issues are dealt with accurately and professionally. In addition, the Registrar's staff handles transfer evaluations and Veteran's Affairs. This office approves requests for data from the computerized student record system.

All registration at Kennesaw State University is conducted over the web. The registration process consists of three different phases:

- Priority Registration—is open to currently enrolled students who are not on probation.
- Final Registration—is open to new students, students who are on academic probation but eligible to return and readmitted students.
- Late Registration- add / drop period— is opened to all students eligible to enroll for the given semester.

NOTE: Specific dates can be found under the university calendar sections in the semester schedule of classes (a hard copy and on the web).

### Auditing

Auditing of courses will be permitted for regularly enrolled students who have obtained the approval of their adviser. Proper paperwork obtained in the Office of the Registrar must be filed before the end of Phase III registration. Such courses count at full value in computing the student's course and fees load, and the students' name should appear on the official class rolls of the courses audited. The courses being audited should also appear on the student's approved schedule of courses. No credit is granted for courses scheduled on an auditing basis, and students are not permitted to change to or from an auditing status except through the regular procedures for schedule changes. The grade for auditing is V (visitor), and this grade should at no time be changed to a W on the basis of the auditor's attendance in the course. The grade of V will have no effect upon the student's grade-point average, and students will not be permitted to have the audit grade changed at any future date.

### Full-Time Load

The basic unit of all college work is the "semester credit hour." For undergraduate students, twelve (12) semester hours is a full-time load in determining such things as veteran status, financial aid, and insurance eligibility. However, the usual load for a full-time undergraduate student is at least 15 semester credit hours in both fall and spring semesters. Since summer term is approximately half the length of these semesters and the workload, therefore, twice as heavy, KSU strongly recommends that students not attempt more than 12 hours of credit during

that term. For graduate students, 9 semester hours is considered full-time.

### Holds on Registration

Holds may be placed on a student's registration in order to satisfy an obligation owed to the university. Holds are communicated to the student on the registration reminder card mailed prior to registration and on the registration systems. The most frequent holds are for a debt due to a parking ticket or library fine, an unsatisfied Regents' testing requirement or a College Preparatory Curriculum (CPC) deficiency. Failure to return equipment or lab supplies may also result in a registration hold. Registration, transcript requests and graduation cannot proceed unless a hold is removed.

### Internships

Up to 12 semester hours of internship may be applied to degree requirements and may be used to satisfy general or free electives, as determined by the individual departments. Minimum requirements for participation in internships for academic credit vary by academic departments, but the following regulations generally apply to all departments, and colleges :

1. The content of the internship will not substantially overlap an existing course in the curriculum.
  2. A student may not carry more than 12 credit hours in internship per semester.
  3. A student must gain approval by the department where credit is being sought before registering for the internship course.
  4. A student must follow the procedures set by the department where credit is being sought plus those required by the university for registration into the course.
  5. A student must complete all requirements specified by the academic department for successful completion of the internship.
- Students interested in pursuing an academic internship should check with the coordinator of cooperative education and internships in the Career Services Center, or the chair of the department where credit is being sought, for specific enrollment procedures.

### Directed Study

The following institutional regulations apply to directed study. Additional departmental requirements may exist.

General restrictions:

- Content in the directed study will not substantially overlap an existing course in the curriculum.
- A student may not carry more than three semester hours in a directed study per semester.
- A maximum of ten semester hours of directed study may be used to satisfy degree requirements with a maximum of three hours used as related studies electives and a maximum of three hours used as free electives. The department shall determine the maximum number of hours allowed within the major.
- A student must have an overall adjusted GPA of at least 3.0 and a cumulative GPA in the major of at least 3.0 in order to be eligible for a directed study.

Any student wishing to do a directed study must obtain an approval form from his/her advisor and complete a Directed Study Form, which goes to the Registrar's office.

### Maximum Loads

Only students in good standing (which includes students on academic probation but excludes students under academic dismissal or exclusion) may register for classes.

During the fall and spring semesters, the maximum number of credit hours allowed for students with a cumulative grade point average under 3.5 is eighteen credit hours; and the maximum number of credit hours allowed for students with a cumulative grade point average of 3.5 or higher is twenty-one credit hours. While these restrictions apply also to the summer term, KSU strongly recommends that students not attempt more than 12 hours of credit during that term.

The Registrar must approve all exceptions to the above restrictions.

### Prerequisites

Students should attempt to schedule courses that serve as prerequisites for advanced study early in their academic career. Lower division courses are designed to serve as preparatory for upper division requirements.

### KSU 1101 or KSU 1102 Requirement

All first-year full-time students entering Kennesaw State University with fewer than 15 semester hours are required to take KSU 1101 or 1102. This requirement must be satisfied during the students first term of enrollment at Kennesaw State University.

### Atlanta Regional Consortium for Higher Education (ARCHE)

Kennesaw State University is a member of the Atlanta Regional Consortium for Higher Education, an association of colleges and universities in the Atlanta area offering a combination of reciprocal academic services, such as cross registration, interlibrary loans and visiting scholars program.

The cross registration program is available to students officially enrolled in Atlanta Regional Consortium Institutions. This program is distinct from transient status in that it is possible for a student to register for an approved course at any of the 21 consortium schools and receive credit, while paying tuition costs to the home institution. The intent is to allow qualified students to take course work in their area of study that is not available on their own campus.

To be eligible to participate, the student must be in good standing and must have the recommendation of the faculty adviser or department chair at the home institution. Cross registration may be pursued only for courses not offered at the home institution for the given term and is not recommended for students in their last semester before graduation.

Students who wish to enroll in courses at member institutions of the Atlanta Regional Consortium should obtain a Cross-Registration form from the cross registration coordinator in the Office of the Registrar. Check with



the coordinator for individual member college cross registration deadlines.

**Member Colleges**

- Agnes Scott College
- Atlanta College of Art
- Brenau University
- Clark Atlanta University
- Clayton College & State University
- Columbia Theological Seminary
- Emory University
- Georgia Institute of Technology
- Georgia State University
- Institute of Paper Science and Technology
- Interdenominational Theological Center
- Kennesaw State University
- Mercer University of Atlanta
- Morehouse College
- Morehouse School of Medicine
- Morris Brown College
- Oglethorpe University
- Southern Polytechnic State University
- Spelman College
- State University of West Georgia
- University of Georgia

**Student Records**

**Change of Status/Record Verification**

The Office of the Registrar provides a list of other services including: change of address, change of name, letters of verification, removal of certain holds, early grade letters, transient grade letters and a variety of other services. Call the Office of the Registrar at (770) 423-6200 for additional information.

**Changing or Declaring Majors**

To declare a major for the first time, students must contact the departmental office of their desired major. Students will complete a form in that department and have a major assigned. If students change their preferences and desire to select another major, they need to go to the department of the newly desired major. Some students may wish to

change from a major to undeclared status. In this case, they must contact the CAPS Center. These services are also available on the web. Students should note that when changing majors, there is a possibility that additional hours of course work beyond those required for the completion of the original program may need to be taken. Students should declare a major as soon as possible so that they can be assigned an advisor to help them expedite their progress toward a degree and to help them in preparing them for a career.

**Credit by Exam**

A student may receive up to 30 semester hours of credit by CLEP, AP, IB, institutional or other such examinations.

**Institutional Examination for Advanced Standing**

Students who offer satisfactory evidence may receive credit for a course by an examination for advanced standing. If the examination is passed, the students will receive the appropriate college credit, which will not be included in the calculation of the grade point average.

Requests for institutional advanced standing examinations should be initiated with the department chair responsible for the course in question and must be approved by the registrar. Forms are available in the Office of the Registrar. Approval of these requests will be subject to the following criteria:

- a. Authorization will not be given for a course under any of the following circumstances:
  1. If the student has previously audited the course.
  2. If the student has previously scheduled and failed the course.
  3. If the student has previously scheduled the course, but has withdrawn after the first two calendar weeks from the day the semester begins.
  4. If the student is currently enrolled in the course.
  5. If the course is either a prerequisite or an introduction to a course already completed. (This provision does not apply to skill courses such as physical education or music, for example.)

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- b. Credit earned by institutional advanced standing examination may be used neither to satisfy residency requirements nor to satisfy more than one-half of the major-field or minor-field requirements in a program of study.
- c. A passing grade for institutional advanced standing examination is a grade of 75 percent or higher for a lower-division course and a grade of 80 percent or higher for an upper-division course.
- d. A fee of \$60 will be assessed for each institutional advanced standing examination attempted; no course may be attempted more than once.
- e. A student must be admitted to the university at the time of application for advanced standing and must be enrolled in the university to receive credit for a course by advanced standing examination.

### **College Level Examination Program (CLEP) for Advanced Standing**

Students with business, military or professional experience are eligible to take standardized examinations in a number of areas to earn credit for certain specific courses, provided a minimum score is attained on the tests. Credit earned will be recorded on the student's permanent record. For specific information concerning subject areas in which tests are available, the cost and minimum score required for credit and dates tests will be given, contact Counseling and Advising Program Services (CAPS).

### **Advance Placement (AP)**

Kennesaw State University honors Advance Placement (AP) credit for certain classes in which an equivalent is offered and for which the required grade is achieved. For details on the scores required and course equivalencies, contact the Office of the Registrar.

### **International Baccalaureate (IB)**

Kennesaw State University honors International Baccalaureate (IB) credit for certain classes in which an equivalent is offered and for which the required grade is achieved. For details on

the scores required and course equivalencies, contact the Office of the Registrar.

### **Degree Audits**

Students may petition to graduate two semesters before the anticipated graduation date but must petition no later than the end of the first week of her/his final semester or summer term.

### **Grade Reports**

Official grade reports are no longer mailed. They are available on the web and/or the telephone. All grades reflected are those submitted by the faculty members at the time of posting. Grade reports, in addition to the official grades for that semester, contain a semester grade point average, an adjusted grade point average when required, and a cumulative grade point average. For graduate students, a semester GPA and a cumulative GPA are issued.

### **Transcripts**

Official and unofficial transcripts are issued to students upon their written request to the Office of the Registrar. The written request may be filed with the Office of the Registrar in person or by letter or fax. All transcript requests must be accompanied by the students' signed release. Both official and unofficial transcripts take approximately three to five working days to complete.

### **Transfer Evaluations**

Once a student has been admitted to KSU, a transfer evaluation is completed by the Office of the Registrar and mailed to the student in approximately three to five weeks. The time of mailing may vary semester to semester depending on volume. It is very important that all students have a transfer evaluation as early as possible in order to facilitate the registration process. Any questions concerning transfer evaluations, including a request for reevaluation, should be directed to the Registrar's Office.

## Courses & Registration

### Withdrawal from Courses

Students may withdraw from one or more courses anytime before the last three weeks of the semester. However, as of fall 2004, students will be allowed a maximum of eight total withdrawals if they enter KSU as a freshman. Transfer students will be allowed one withdrawal per fifteen credit hours attempted, for a maximum of eight. Students who choose to pursue a second degree at KSU will be allowed two additional withdrawals. Students who entered KSU before the fall of 2004 will be allowed one withdrawal per fifteen credit hours attempted for a maximum of eight after the institution of this policy. To withdraw they should complete an official withdrawal form in the Office of the Registrar. Students who officially withdraw from courses before mid-semester will receive a "W" in those courses and receive no credit. They will not however suffer any academic penalty. Students who officially withdraw after mid-semester (and before the last three weeks of the semester) will receive a "WF," which will be counted as an "F" in the calculation of their grade point average.

The only exceptions to these withdrawal regulations will be for instances involving unusual circumstances, which are fully documented. Students may appeal to the academic standing committee for consideration of unusual circumstances.

Exact withdrawal dates will be published in the official academic calendar. Students who simply stop attending classes without officially withdrawing usually are assigned failing grades.

Students will receive refunds only when they withdraw from all their classes and only by the schedule outlined in the University System refund policy.

## Grading Policies

### Grading System

Kennesaw State University complies with the University System of Georgia uniform grading system. The final grades and their definitions are as follows:

Final Grades		Quality Points per Credit Hour *
A	excellent	4
B	good	3
C	satisfactory	2
D	passing, but less than satisfactory	1
F	failing	0
WF	late withdrawal, failing	0

\* Quality points are not awarded in learning support courses. These courses give institutional credit only, not graduation credit. The following symbols will be used in the cases indicated:

**I**—Indicates an incomplete grade for the course, and will be awarded only when the student has done satisfactory work up to the last two weeks of the semester, but for nonacademic reasons beyond his/her control is unable to meet the full requirements of the course.

A grade of I must be removed (by completing the course requirements) within one calendar year from the end of the semester or summer term in which the I was originally assigned. In addition, should the student enroll in classes at KSU during the calendar year, the grade of "I" must be removed by the end of the first semester or term of enrollment during that calendar year.

Upon completion of the course requirements within the specified time limits, a final grade will be assigned on the basis of the student's total performance. If the course requirements are not completed within the specified time limits, then the I will be changed to an F (for a course which awards letter grades of A, B, C, D, or F) and the cumulative and adjusted grade point average will be recalculated

accordingly or, the I will be changed to a U (for a pass/ fail course which awards a grade of S or U). An I cannot be removed by re-enrolling in the course.

**W**—indicates that the student was permitted to withdraw from the course without penalty with the approval of the registrar before the withdrawal date listed in the *Semester Schedule of Classes*. Withdrawals without penalty may be permitted after the official withdrawal period in hardship cases only with the approval of the registrar. A course in which a grade of W has been assigned will not be included in the calculation of the student's grade point average.

**WF**—indicates that the student was permitted to withdraw from a course with the approval of the registrar after the withdrawal date listed in the *Semester Schedule of Classes*. The grade of WF is counted as an F in the calculation of the student's grade point average.

**S**—indicates satisfactory completion of a credit course and is not included in the calculation of the grade point average. It also indicates satisfactory completion of certain credit laboratory-type internships, or co-op courses specifically designated by overall faculty action.

**U**—indicates unsatisfactory completion of a credit course and is not included in the calculation of the grade point average. It also indicates unsatisfactory completion of certain credit laboratory-type courses specifically designated by overall faculty action.

**IP**—indicates progress in a learning support credit course, but not sufficient to meet the prerequisite requirements for the succeeding course. It is not included in the calculation of the grade point average.

**V**—indicates that the student was given permission to audit the course. It is not included in the calculation of the grade point average. Students may not transfer from audit to credit status or vice versa.

### Grade Changes

Errors in grades must be reported to the Office of the Registrar immediately. In general, no grade changes will be made after the end of the next semester after the grade was assigned, except with the approval of the Academic Standing Committee. In general, the Academic Standing Committee will not consider requests for grade changes beyond one year from the end of the semester in which the grade was assigned. A petition for a grade change will not be accepted after the date of graduation.

### Deficiencies

A student who has received a grade of I, IP, F or WF in a course has a deficiency in the course. A student whose final grade is F or WF has a failure in that course. The student should repeat and pass the course in residence at Kennesaw State University before credit will be allowed. Repeating the course does not remove the F or WF from the total cumulative average.

A student who has otherwise completed all of the requirements for graduation and who has earned an incomplete in a course scheduled during the final semester in residence may remove the incomplete at the convenience of the department of instruction concerned.

### Repeating Courses

When undergraduate courses with earned grades of D, F, or WF are repeated with a C or higher grade, the unsatisfactory grades and course attempts will not be included in the calculation of the adjusted grade point average (AGPA). The student's permanent record and cumulative grade point average will retain all course attempts and grades.

### Grade Point Averages

Kennesaw State calculates a cumulative grade point average (CGPA) for each student. The CGPA is the total number of quality points earned, divided by the total number of semester credit hours in which a final grade has been assigned, excluding courses in learning support (0097, 0098, 0099) or Regents' Remediation (0020). This average is inclusive of all

courses attempted through KSU and does not include transfer credits.

A semester grade point average (SGPA) is calculated similarly each semester for courses attempted that semester. This SGPA becomes particularly significant for students on academic probation who must maintain a 2.0 SGPA to avoid academic dismissal.

The adjusted grade point average (AGPA) is calculated like the CGPA, but excludes unsatisfactory grades (D, F, WF) in repeated courses. The AGPA may be restarted for returning nontraditional students who petition the Registrar for an “academic fresh start” or the KSU students who return to work on a second degree and who petition the Registrar. The AGPA will be used to determine academic standing (probation or dismissal) and eligibility for program admission. The AGPA will also be used to determine eligibility for graduation and eligibility for honors, but with some restrictions. To graduate, students must have at least a 2.0 AGPA and at least 30 earned hours of credit for KSU course work not excluded because of repeated courses or “fresh start” status. If the student has fewer than 30 earned hours of credit for non-excluded KSU course work, he/she must have a 2.0 cumulative grade point average. To receive honors at graduation, “second degree” and “fresh start” students must have at least 60 earned hours of credit at KSU after the “second degree” or “fresh start” status was granted. In addition, for honors, students who have repeated courses must have at least 60 earned hours of credit at KSU after the hours for the repeated courses have been excluded.

### **GPA For Second Degree**

A student who returns to KSU for a second KSU undergraduate degree may have his/her Adjusted GPA restarted at the time of re-entry. In order to restart the AGPA, students must petition the Office of the Registrar.

### **Grade Appeal Procedure**

Any student has the right in any course of instruction to appeal a final grade in a course for either, or both of the following reasons.

(1) The student believes that the instructor has violated his/her stated grading policy. (2) The student believes that his/her final grade in a course is unfair because of retaliation or the instructor’s discriminatory practice(s) based on race, religion, color, sex, sexual orientation, handicap, or national origin. In such cases the following procedures will be applied. Each faculty member must specify his/her grading policy at the first of the semester. He/she may change his/her grading policy for cause after that time, but he/she must do so uniformly, with ample notification to students, if at all possible.

#### **I. Grade Appeal Procedure When There is an Allegation of a Violation of Stated Grading Policy, But No Allegation of Discriminatory or Retaliatory Action**

- A. If a student believes that his/her final grade in a course is unfair in terms of the instructor’s stated grading policy, he/she should first discuss the matter with the instructor. If the student remains dissatisfied with his/her final course grade, he/she may immediately appeal to the department chairperson for discussion and possible resolution.
- B. If a student remains unsatisfied with his/her final course grade, he/she may file a written appeal with the dean of the appropriate college within sixty days from the end of the semester in which the final course grade was assigned. If the instructor involved is a department chair, the written appeal should be filed with the dean of the college. If the instructor involved is a college dean, the written appeal should be filed with the associate vice president of academic affairs (if the appeal is from an undergraduate student) or dean of graduate studies (if the appeal is from a graduate student).
- C. If the dean of the college or his/her designee (or the associate vice president of academic affairs or dean of graduate studies or his/her designee) believes that the student has not shown that the professor violated his/her stated grading policies he/

- she must so inform the student in writing within one month (thirty days) of his/her receipt of the student's written appeal.
- D. Alternatively, if the dean of the college or his/her designee (or the associate vice president of academic affairs or dean of graduate studies or his/her designee) believes that the student may have reasonable cause for an appeal based on the issue of a violation of stated grading policies, then he/she must appoint a school hearing committee consisting of three faculty/administrative faculty members and two students. The committee selection process must begin within one month (thirty days) of his/her receipt of the student's written appeal. The members of the committee should be selected in a manner determined by the dean of the college or his/her designee (or the associate vice president of academic affairs or the dean of graduate studies or his/her designee).
- E. The committee shall meet and elect a chair from among the five members. The chair will conduct the committee meeting(s). The chair may participate in all deliberations, but will not vote except in the case of a tie.
- F. The committee may draw up its own rules of procedure, and the committee is not bound by any formal rules of legal proceedings and may hear any information that may be of value in determining the issues involved.
- G. Each party has the right to obtain a non-attorney adviser to assist him/her in the preparation and presentation of his/her case to the committee. The committee shall determine whether it meets with the parties, their respective advisers, and any witnesses in one meeting or in a series of meetings. The members of the committee shall decide who shall be present at any meeting of the committee with the understanding that whenever the student or faculty member is present his/her adviser has the right to be present also.
- H. A hearing committee has the right to decline to make a decision in a case that a student presents to the committee, when it regards the complaint as frivolous and irresponsible on the basis of evidence that the student presents to the committee. Such a decision must be communicated in writing to both parties in the case, the dean of the applicable college (or the associate vice president of academic affairs or dean of graduate studies) and the department chairperson within five business days from the committee's decision. The chair of the hearing committee shall act to make certain the written report is delivered to the proper persons. In such circumstances, the committee may want to recommend that the student talk to one of the university counselors.
- I. All decisions will be based only on the issue of whether the professor violated his/her grading policies (see section A above), be based on a majority vote, and be rendered according to the principle of the preponderance of evidence.
- J. The hearing committee will be expected to produce a written report summarizing the testimony, indicating and explaining its decision, and making recommendations, if desirable, to either or both parties. Copies of the written report will be submitted to both parties in the case, the dean of the applicable college (or the associate vice president of academic affairs or dean of graduate studies) and the department chairperson within five business days from the completion of the meeting(s). The chair of the hearing committee shall act to make certain the written report is delivered to the proper persons.
- K. If, after the receipt of the committee's report, or, when no school hearing committee is appointed, after a student receives the written decision of the dean of the college, the student remains unsatisfied with his/her final course grade, a student may file a final written

appeal to the associate vice president of academic affairs (if the appeal is from an undergraduate student) or the dean of graduate studies (if the appeal is from a graduate student or his/her designee. If the instructor involved is also a dean of a college, then either the associate vice president of academic affairs or the dean of graduate studies or a committee appointed by him/her will render the written decision. In that case, and only in that case, a student may file a final written appeal to the vice president for academic affairs or his/her designee. The appeal must be made in writing within ten business days of the student's receipt of the decision of the dean of the college or the associate vice president of academic affairs or the dean of graduate studies or the decision of the school hearing committee. The associate vice president of academic affairs or dean of graduate studies or the VP for academic affairs will issue a written decision to both parties in the case, the dean of the applicable college (or the associate vice president of academic affairs or the dean of graduate studies) and the department chairperson within one month (thirty days). His/her decision is final. No further appeals are available.

- L. Nothing in this grade appeal process prohibits the parties from settling this matter at any stage with the assistance of mediation through the Office of the University Ombud (770-423-6112). Mediation may also address issues other than violation of stated grading policy. However, any attempt to settle the matter through mediation does not affect time deadlines for this grade appeal process.

**II. Grade Appeal Procedure When there is an Allegation of Discriminatory Action or Retaliation**

- A. If the student believes that his/her final grade in a course is unfair because of (1) retaliation by an instructor because of the student's prior report

of discrimination or harassment, or because of the student's cooperation in any investigation, or (2) discriminatory practice(s) based on race, religion, color, sex, sexual orientation, handicap, or national origin, the student should first discuss the matter with the instructor. The student should contact the Office of the University Ombud (770-423-6112) to arrange a facilitated discussion (a neutral third party would be present) with the instructor if the student is not comfortable discussing the allegation with the instructor by himself/herself.

- B. If a student remains unsatisfied with his/her final course grade, he/she must contact the appropriate EEO officer (currently the vice president for student success and enrollment services) and submit his/her allegation in writing to that office within one month (thirty days) of when the student met with the instructor to discuss the alleged retaliation and/or discrimination. The EEO officer (or his/her designee) must notify the instructor in writing of the allegation of discrimination and/or retaliation and of the pending investigation within one week of receiving the complaint in writing from the student.
- C. If the EEO officer (or his/her designee), after investigation, finds that the student does not have reasonable grounds for complaint he/she shall so notify the student and the instructor in writing within sixty days. The student may then pursue grade appeal procedures based on a violation of stated grading policies, if appropriate, by meeting and discussing the issue with his/her instructor and subsequently, if necessary, with others as specified in section I (above) if the student began this grade appeal process within 60 days from the end of the semester in which the final grade was assigned. In that case, all deadlines for the new grade appeal will begin as of the date of the EEO officer's (or his/her

designee's written communication notifying the student that he/she does not have reasonable grounds for a discrimination and/or retaliation complaint.

- D. If the EEO officer (or his/her designee), after investigation, finds the student may have reasonable cause for complaint he/she shall so notify the student and the instructor in writing within sixty days. The EEO officer (or his/her designee) will then contact the chair of the university senate. The chair of the senate will be responsible for establishing an ad hoc committee of three faculty/administrative faculty members and two students to hear the discrimination complaint and make recommendations. The names and contact information of the five members of the ad hoc committee shall be communicated by the chair of the senate to the EEO officer (or his/her designee). If, as part of his/her complaint, the student also alleges that the faculty member has violated his/her stated grading policy, the ad hoc committee must hear and make recommendations on that issue concurrently.
- E. Prior to the hearing the EEO officer (or his/her designee) will arrange that the ad hoc committee shall meet and elect a chair from among the five members. The chair will conduct the hearing. The chair may participate in all deliberations, but will not vote except in the case of a tie.
- F. The hearing committee may draw up its own rules of procedure, and the committee is not bound by any formal rules of legal proceedings and may hear any information that may be of value in determining the issues involved, but minimum due process shall include the right of both parties to be notified in writing at least ten business days in advance of the date, time, and place of the hearing; the right of the faculty member to be informed in writing of the specific nature of the complaint against him/her and of the evidence and/or witnesses on which it is based; and the right of both parties to present evidence and witnesses on their behalf and to question witnesses. The EEO officer (or his/her designee) shall act to make certain these due process rights are met. The EEO officer (or his/her designee) will attend the hearing as an observer. The EEO officer (or his/her designee) is not a party to the case, nor is he/she an advocate for either party. The EEO office shall retain all records associated with the complaint, his/her investigation, the hearing, the committee's written report, and the president's written decision for such length of time as required by Georgia law.
- G. Both the faculty member and the student have the right to a non-attorney adviser to assist in preparing and presenting his/her case before the committee. Those present during the hearing will be the members of the ad hoc committee, the EEO officer (or his/her designee), the parties to the complaint, one non-attorney adviser for each party, and such witnesses as are necessary. Each witness shall be present only when his/her presence is necessary to present information and/or answer questions. No other persons shall be present unless agreed upon in writing by the chair of the committee, both parties, and the EEO officer (or his/her designee).
- H. All decisions and recommendations will be based on a majority vote, and be rendered according to the principle of the preponderance of evidence. Only the five members of the ad hoc committee should be present during deliberation except that the EEO officer (or his/her designee) may be present to answer policy questions.
- I. The hearing committee will be expected to produce a written report summarizing the information presented, indicating and explaining its decision, and making recommendations, if desirable, to either or both parties. Copies of the written report will be submitted to both



parties in the case, the EEO officer (or his/her designee), the chief legal officer for the university, and the president of the university within five business days from the completion of the hearing. The chair of the hearing committee shall act to make certain the written report is delivered to the proper persons. The opinions and recommendations of the ad hoc committee are advisory and in no way bind the president to the recommended actions.

- J. After consideration of the ad hoc committee's written report, the president shall make a decision and communicate it in writing within five business days to the student, the instructor, the EEO officer (or his/her designee), the chief legal officer of the university, and the head of the department in which the instructor teaches. If the instructor is the head of a department it shall be communicated to the dean of the appropriate college. If the instructor is a dean it shall be communicated to the vice president for academic affairs.
- K. Should the aggrieved student remain dissatisfied with the president's decision, further redress may be sought through internal channels by applying to the Board of Regents for a review of the decision, pursuant to the Bylaws of the Board of Regents, Article IX, p. xxvii.

**President's List and Dean's Lists**

The president's list and the dean's list are announced after each semester or summer term. These lists apply only to undergraduate students not under academic or disciplinary probation. The president's list includes the names of all students who, for the semester or summer term in question, (1) were enrolled in at least 9 credit hours of courses awarding letter grades, and (2) earned a grade point average of 4.0. The deans' lists includes the names of all students who, for the semester or summer term in question, (1) were enrolled in at least 9 credit hours of courses awarding letter grades, and (2) earned a grade point

average of at least 3.5 (but less than 4.0). Please note that learning support courses are not included in the above calculations.

**Academic Fresh Start**

If a current student who was previously enrolled at KSU discontinued her/his college studies for at least five years, that individual may petition in the Office of the Registrar for a onetime "academic fresh start". The student's adjusted grade point average will be readjusted after the end of the semester in which the petition was approved retroactive to the term he/she was readmitted. The student's transcript and cumulative GPA will retain all previous course attempts and grades.

**Academic Probation**

A student will be placed on academic probation at the end of any semester or summer term in which his/her adjusted grade point average (AGPA) falls below 2.0. Students may remove themselves from academic probation by raising their AGPA to at least 2.0. Priority registration is only open to currently enrolled students who are not on probation.

**Academic Dismissal**

- Students on academic probation will be dismissed for any one of the following reasons:
1. They fail to maintain a 2.0 grade point average for courses attempted in any semester or summer term.
  2. They fail to remove themselves from academic probation after completing three consecutive terms of attendance.
  3. They fail to remove themselves from academic probation after attempting 30 semester hours.

For counting semesters and terms of enrollment, audits, withdrawals and incompletes will be used.

Students who are dismissed are not in good academic standing at KSU and are not eligible for immediate readmission.

After the first dismissal, a student may be considered for readmission after an absence of one semester or summer term. Dismissed students must reapply for admission prior to posted deadlines. After the second dismissal,

a student may be considered for readmission after an absence of one calendar year from the end of the semester or summer term in which the second dismissal occurred. After the third dismissal, the student will not be eligible for readmission. Any exceptions to this policy must be appealed and approved by the Academic Standing Committee.

### Learning Support Standing

Grades received in learning support courses (0097, 0098, 0099) are not included in the calculation of a student's grade point average (adjusted or cumulative). Failing grades in these courses will be considered for the purpose of determining satisfactory progress. Exclusion - A student who does not complete a learning support area in two (2) attempts shall be placed on exclusion.

A student who has been excluded from the university because of learning support attempts is not eligible for readmission in learning support studies. Completion of learning support requirements elsewhere may restore a student's eligibility for readmission to Kennesaw State's undergraduate program.

Students engaged in degree-credit courses before the completion of their learning support requirements will be subject to the requirements of satisfactory scholarship in both types of courses simultaneously. Once the learning support requirements are met, a student's academic standing will be judged solely on the basis of his or her adjusted grade point average for degree credit courses.

### Transient Status (for KSU Students) at Another College/Institution

Students wishing to be transient students at another institution must submit a request to the registrar. Once the registrar has determined that the student is either currently enrolled or has been enrolled in KSU during the past calendar year, and the student is not on academic probation, dismissal or exclusion, then the registrar will issue the appropriate transient letter for the student. The department chair in the

student's major must approve major courses taken as a transient student. Students on disciplinary suspension or expulsion will not be issued transient letters.

### Attendance Policy

Attendance in classes, laboratories and lectures is important. All students are expected to attend these activities in accordance with their schedule of courses. The instructor determines the attendance policy for each course. All instructors will provide the students, at the beginning of each semester, a clear statement regarding their policies in handling absences. Instructors will also be responsible for counseling their students regarding the academic consequences of absences.

Students must not be absent from announced quizzes, laboratory periods or final examinations unless the reasons for the absences are acceptable to the instructors concerned. Students should also understand that they are responsible for all material covered during their absences and that they are responsible for the academic consequences of the absences.

Students who are absent because of their participation in university-approved activities such as field trips and extracurricular events will be permitted to make up the work missed during their absences.

### KSU Telecommunication Policies

The rules for use of all telecommunications equipment, including telephones, computers and FAX equipment, are found the KSU Web site at:

<http://www.kennesaw.edu/resources/policy.shtml>

or they can be reached from the KSU Intranet Home Page by choosing the topic Telecommunications Policies from the Technology Resources section.

Use of any of these facilities implies an understanding of and compliance with these policies.

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## Military Science Programs—Army and Airforce ROTC

Army ROTC (Reserve Officer Training Corps) is offered through cooperation with the Georgia Institute of Technology to provide students with career options that lead to commissions as second lieutenants in the Active Army, Army National Guard or Army Reserves.

Air Force ROTC is offered through the Department of Air Force and Aerospace Studies on the campus of Georgia Institute of Technology. AFROTC is available to Kennesaw State University students through cross registration. The academic program is comprised of two phases. The first two years constitute the General Military Course (G.M.C.) and the last two years, the Professional Officer Course (P.O.C.)

Refer to pages 209-210 of this catalog for detailed information on the Military Science program opportunities.

## Graduate Studies

An Office of Graduate Studies was created in 1984 by the Board of Regents of the University System of Georgia. Kennesaw State University was granted full accreditation for graduate-level programs by the Southern Association of Colleges and Schools on December 18, 1986.

Graduate study offers well-qualified students the opportunity to obtain a master's degree, to increase their skills for their professions and to become involved in scholarship and research, which can broaden their professional and cultural backgrounds.

The degrees offered include the Master of Accounting, Career Growth MBA, Master of Business Administration for Experienced Professionals, Master of Public Administration, Master of Science in Applied Computer Science, Master of Science in Conflict Management, Master of Science in Information Systems, Master of Science in Nursing with

majors in Advanced Care Management and Leadership and Wellstar Primary Care Nurse Practitioner, Master of Art in Professional Writing, Master of Social Work, Maser of Science in Applied Statistics, and the Master of Education with majors in elementary education (P-5), adolescent education (4-8), special education, and educational leadership. In addition, the Bagwell College of Education offers numerous teacher endorsement, recertification and renewal programs.

### **Georgia WebMBA**

The Georgia WebMBA provides highly self-disciplined individuals an opportunity to complete an MBA degree on-line (distance learning). It is a time intensive "lock-step" program whereby each student takes two courses a semester until completion of MBA requirements. Students attend a weekend orientation and then totally work on-line, in a virtual learning community, until degree completion. Currently there are five institutions from the State of Georgia participating in this innovative and collaborative approach.

### **Accelerated Bachelor's-Master's Degree Option**

The Accelerated Bachelor's Master's Degree Option provides qualified KSU undergraduate students the opportunity to begin graduate studies at KSU in their senior year and to simultaneously satisfy some remaining requirements for the bachelor's degree and the beginning requirements of an advanced degree.

A student may use up to nine credit hours of graduate-level courses offered within a single degree program in meeting the requirements of both a bachelor's degree and a master's degree. Students applying for this program must:

- (1) Have completed at least 18 hours of coursework at Kennesaw State.
- (2) Have a KSU GPA of 3.5 or better.
- (3) Be within 21 semester hours of graduation.
- (4) Have written permission of the chair of the department of the undergraduate major to use the graduate level courses as acceptable substitutes to fulfill related requirements of the bachelor's degree

(students must satisfy all prerequisites for those graduate courses).

- (5) Meet all requirements for admission into the specified graduate program (except for receipt of the undergraduate degree); and
- (6) Submit an application for admission to the Accelerated Bachelor's-Master's Degree Program, along with all necessary admissions documentation to the Dean of Graduate Studies by the deadline dates listed below.

No more than nine semester hours of graduate credit may be completed prior to the completion of the baccalaureate degree and admission to a graduate degree program. An undergraduate student enrolled in graduate classes is limited to six semester hours of graduate course work per term and a total academic course load of 12 semester hours per semester.

For students who work closely with their advisors in planning their course of study at KSU, this option offers the opportunity of simultaneously satisfying partial degree requirements for a bachelor's and a master's degree in an accelerated program of study. Upon completion of the undergraduate degree, with a satisfactory undergraduate grade point average, and a grade of "B" or better in all graduate courses completed, the student may move to full graduate status in the same graduate program, and the courses taken as an undergraduate can be applied toward the graduate degree.

Many combinations of undergraduate and graduate programs are possible and are not restricted to the confines of a single discipline or major. For example, integrated undergraduate/graduate programs have been developed for a Bachelor of Science in Psychology leading to a Master's Degree in Business Administration and a Bachelor of Arts in English leading to a Master of Arts in Professional Writing. Students interested in this option must meet with the department chair responsible for the undergraduate major.

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Application materials should be submitted to the Dean of Graduate Studies no later than the following dates:

July 15	for Fall term admission
November 15	for Spring term admission
April 15	for Summer term admission

For application materials, contact the Dean of Graduate Studies at 770-423-6738.

This option is not available for students wishing to take courses in the M.Ed. program unless the student has the required certification for admission to the graduate program. For information on the integrated study option for the MSN degree, please contact the WellStar School of Nursing at 770-499-3230.

# University -Wide Degree Requirements

## General Education Program

The General Education program offers a solid, comprehensive foundational academic experience for all Kennesaw State University students. In a series of interrelated courses in the liberal arts and sciences, it provides the opportunity for them to acquire the intellectual skills and knowledge characteristic of educated persons in a diverse, global community. Thus, it lays the basis for success in academic, professional, and personal arenas.

Whereas the major program contributes depth to a college education in a designated specialization, the general education core program provides breadth of understanding by providing an introduction, connection, and integration to a variety of disciplines needed by educated persons. At KSU, the General Education program consists of interrelated classes that develop skills for an informed, engaged, and capable citizenry.

General Education at KSU is a campus-wide effort. With faculty representatives from every college and school, the General Education

Council, headed by the Dean of University College, oversees the continued development and refinement of this important, core program.

The General Education Council also oversees assessment activities and continues to work with related programs (e.g., CLASS learning communities, First Year Experience Programs, and Honors Programs) in an effort to develop continuity for students. The general education program at KSU has four overall goals. While each individual course does not address every goal, over the course of the program, students should achieve the following:

- Demonstrate knowledge and understanding of general education disciplines.
- Demonstrate proficiency in communication.
- Demonstrate skills in inquiry, critical thinking, analysis, and problem solving through scholarly and/or creative activity across the general education disciplines.
- Demonstrate an understanding of ethics, diversity, and a global perspective.

Throughout the university system, the general education core curriculum consists of 60 semester credit hours of which a minimum of 42 are in general education and 18 in major-related courses.

## GENERAL EDUCATION REQUIREMENTS AT KSU

### AREA A: ESSENTIAL SKILLS - 9 CREDITS

- English 1101 Composition I 3 credits  
*\*Prerequisites: ENGL 0099 & READ 0099, if required*
- English 1102 Composition II 3 credits  
*\*Prerequisite: ENGL 1101 with "C" or better*
- Math 1101 or MATH 1111 or Math 1112 or Math 1113 Mathematical Modeling, or College Algebra, or College Trigonometry or Pre-calculus 3 credits  
*\*Prerequisites: MATH 0098 or MATH 0099, if required*  
*\*\*Mathematics, biology, chemistry, computer science, secondary math education, and secondary science education majors should take MATH 1112 or MATH 1113 and should see an advisor. (Students who plan to take MATH 1112 may need to take MATH 1111 as a prerequisite). Most other students should take MATH 1101. Students who are well prepared in mathematics may begin in MATH 1190 with the approval of the Mathematics Department Chair.*  
*\*\*\*Business majors must take MATH 1111 or MATH 1113 and must also take MATH 1106 or MATH 1190.*

### AREA B: SOCIAL ISSUES (INSTITUTIONAL OPTION) - 5 CREDITS

- ANTH 2105 or GEOG 2105 or PSYC 2105 or SOCI 2105 Social Issues in Anthropology, Geography, Psychology, or Sociology 2 credits  
*\*Prerequisites: ENGL 0099 & READ 0099, if required*  
*\*Psychology and Sociology Majors should not take the course in their major discipline.*  
*\*Nursing Majors must take Sociology*
- COM 1109 or FL 1002 or PHIL 2200 Human Communication or Foreign Language II or Ways of Knowing 3 credits  
*\*Students seeking a B.A. degree must complete FL 2001 AND FL 2002. FL 1002 is a prerequisite for FL 2001; therefore, FL 1002 may be the preferred option for these students.*  
*\*FL 1002 has a prerequisite of one year of foreign language in high school or FL 1001*  
*\*FL = Foreign Language and denotes one of our foreign languages, e.g., SPAN (Spanish), FREN (French), GRMN (German), etc.*  
*\*\* Communication majors should take FL 1002 or PHIL 2200 to satisfy this requirement.*

### AREA C: HUMANITIES/FINE ARTS - 6 CREDITS

- ENGL 2110 World Literature 3 credits  
*\*Prerequisite: ENGL 1102 with "C" or better*
- ART 1107 or MUSI 1107 or TPS 1107 Arts in Society (Visual Arts, Music, or Theatre) 3 credits  
*\*Art, Music, and Theatre majors should not take the course in their major discipline.*

### AREA D: SCIENCE, MATHEMATICS, AND TECHNOLOGY - 10 to 11 CREDITS

- SCI 1101 Science, Society and the Environment I (includes a lab) 4 credits  
*\*Prerequisites: ENGL 0099, READ 0099, & MATH 0098 or MATH 0099, if required*  
*or*
- CHEM 1211 / CHEM 1211L General Chemistry I (including lab) 4 credits  
*\*Corequisite: MATH 1113 or MATH 1112*  
*or*
- CHEM 1151 / 1151L Survey of Chemistry I (including lab) 4 credits  
*\*Prerequisites: READ 0099, & MATH 0099, if required*  
*or*



PHYS 1111 Introductory Physics I (includes a lab) 4 credits

*\*Prerequisite: MATH 1113 or MATH 1112*

or

PHYS 2211 Principles of Physics I (includes a lab) 4 credits

*\*Prerequisite: MATH 1190*

- SCI 1102 Science, Society and the Environment II 3 credits

*\*Prerequisite: SCI 1101 or Departmental approval*

or

CHEM 1212/1212L General Chemistry II ((including lab) 4 credits

*\*Prerequisite: "C" or better grade in CHEM 1211*

or

CHEM 1152/1152L Survey of Chemistry II ((including lab) 4 credits

*\*Prerequisite: CHEM 1151 and CHEM 1151L*

or

PHYS 1112 Introductory Physics II 4 credits

*\*Prerequisite: PHYS 1111*

or

PHYS 2212 Principles of Physics II 4 credits

*\*Prerequisite: PHYS 2211*

- MATH 1106 Elementary Applied Calculus - 3 credits or MATH 1107 Elementary Statistics - 3 credits or MATH 2107 Biostatistics - 3 credits or MATH 2207 Data Analysis and Probability for Teachers - 3 credits or MATH 1190 Calculus - 4 credits

*\*Prerequisites for MATH 1106, MATH 1107, MATH 2107, or MATH 2207: MATH 1101 or MATH 1111 or MATH 1112 or MATH 1113*

*\*\*Prerequisite for MATH 1190: MATH 1112 or MATH 1113*

NOTE: Math and science requirements depend on majors. Students should see an advisor to determine which courses are most appropriate and to ensure that all prerequisites and major requirements are met.

1. Students majoring in mathematics, biology, chemistry, computer science, and secondary mathematics education are advised to take MATH 1190. Nursing majors are advised to take MATH 1107. Business and information system majors are advised to take MATH 1106 or MATH 1190. Elementary and middle grades education majors are advised to take MATH 2207. Secondary biology education majors are advised to take Math 2107. Most other students take MATH 1107.
2. Students majoring in mathematics, biology, chemistry, and secondary biology education are advised to take CHEM 1211 & 1212 or PHYS 1111 & 1112 or PHYS 2211 & 2212 and their labs, if separate. Students majoring in computer science are advised to take one of the PHYS sequences. Students majoring in nursing are advised to take CHEM 1151 & CHEM 1152 and their labs. All other students (non-math/science majors) should take SCI 1101 & SCI 1102. However, any science courses meeting the criteria are acceptable except Anatomy & Physiology, and Microbiology.

## AREA E: SOCIAL SCIENCES – 12 CREDITS

- POLS 1101 American Government in a Global Perspective 3 credits

*\*Prerequisite: ENGL 0099 & READ 0099, if required*

- ECON 1100 or ECON 2100 Global Economics or Principles of Microeconomics 3 credits

*\*ECON 1100 has prerequisites of the following courses, if required: ENGL 0099, MATH 0098 or MATH 0099, READ 0099*

*\*Business, social science education, and international affairs, and sport management majors must take ECON 2100. All other students should take ECON 1100*

*\*ECON 2100 has a prerequisite of MATH 1101 or higher*

## 60 University-Wide Degree Requirements

- HIST 1110 Introduction to World Civilizations - 3 credits  
*\*Prerequisite: ENGL 1101 with "C" or better*
- HIST 2112 America Since 1890 - 3 credits  
*\*Prerequisite: ENGL 1101 with "C" or better*

### AREA F: COURSES RELATED TO THE PROGRAM OF STUDY - 18 CREDITS

See the individual majors for the specific requirements in this area.

#### FITNESS FOR LIVING REQUIREMENT

All students entering Kennesaw State University are required to take the Fitness for Living Course (HPS 1000). The University wants students to understand the importance of physical activity, nutrition, stress and weight management, and health-related fitness components. Students will have an opportunity to assess selected fitness, nutritional and activity patterns, and to develop and participate in a personalized physical activity program.

#### KSU 1101 OR KSU 1102 REQUIREMENT

All first-year full-time students entering Kennesaw State University with fewer than 15 semester hours are required to take KSU 1101 or KSU 1102. This requirement must be satisfied during the students first term of enrollment at Kennesaw State University. Biology 2101 is an approved alternative to KSU 1101.

#### REGENTS CLASS REQUIREMENT

All students earning a baccalaureate degree from KSU will be required to complete two Regents' classes—RGTR 0198 (Regents' Reading Skills) and RGTE 0199 (Regents' Writing Skills)—unless they have exempted these classes by passing both portions of the Regents' Exam before completing 45 credit hours. For more detailed information about this requirement, see the subsection of this catalog chapter entitled "Regents' Testing Program Requirements."

## University-Wide Academic Information

### Prerequisites

Students should attempt to schedule courses that serve as prerequisites for advanced study early in their academic career. Lower division courses are designed to serve as preparatory for upper division requirements.

### Substitutions

Students with advanced standing credits or transfer credits for courses similar to those required in the general education program may be permitted to satisfy KSU's requirements through approved course substitutions. Students seeking such substitutions should contact the office of the Dean of University College.

### Mathematics Advisement and Placement Test (MAPT)

Students who are not required to take the mathematics COMPASS test for the Learning Support Program should take the Mathematics Advisement and Placement Test (MAPT). The MAPT helps students decide which credit mathematics course to take first. This is an online test that students should take before orientation and advisement. Details are at <http://placement.kennesaw.edu>.

### Transferring Core Credits to KSU

Students with transfer credits from one University System of Georgia (USG) institution to another are guaranteed the transferability of their General Education courses if they meet two conditions. If students have satisfied all General Education requirements

at one USG institution, they have satisfied all requirements at another—even if the requirements are different. Second, if students have completed any of the five areas specified by the Board of Regents (A through E) at one USG institution, they have completed that area at another, even if the requirements are different. Please note, however, that additional courses may be required if they are prerequisites to major courses. The Area F courses require a grade of “C” or better. To certify the completion of one or more areas, students should request a Core (General Education) Evaluation in the Registrar’s Office.

### **Transferring Core Credits to Another USG Institution**

Students transferring from KSU to another USG institution may take advantage of this policy by completing the general education program. To certify the completion of one or more areas, students should request a Core (General Education) Evaluation in the Registrar’s Office.

### **Hours Required for an Undergraduate Degree**

A baccalaureate degree contains a minimum of 123 semester hours. Exceptions to the maximum degree length requirements have been made with the approval of the Board of Regents.

A baccalaureate degree program requires at least 24 semester hours of upper division courses in the major field and at least 39 semester hours of upper division work overall.

## **Regents’ Testing Program Requirements**

### **Board of Regents’ Procedure for the Regents’ Test**

Kennesaw State University has established its policies on the Regents’ Test based on Board of Regents Policy 307. The text of that policy follows.

Each institution of the University System of Georgia shall ensure that students obtaining a degree from a System institution possess certain minimum skills of reading and writing, hereinafter called Regents’ Writing and Reading Skills. The Regents’ Writing and Reading

Skills requirement has been developed to help attain this goal. The Regents’ Writing and Reading Skills requirement will ensure students have competence, at a minimum System-wide level, in reading and writing.

The formulation and administration of the Regents’ Test shall be as determined by the Chancellor.

Students enrolled in undergraduate degree programs leading to the baccalaureate degree shall pass the Regents’ Reading Skills and Regents’ Writing Skills courses as a requirement for graduation. These courses are offered for institutional credit. Students may exempt these courses through examination by passing the Regents’ Tests or an approved alternative test in reading comprehension and in writing. Students who have earned 45 credit hours and have not passed or exempted the courses must take the Regents’ Skills courses during each subsequent semester of enrollment until successfully completed. Students enrolled in a Regents’ Skills course must pass the corresponding Regents’ Test in order to receive a passing grade for the course.

Students with 30 or more semester credit hours transferring from outside of the System or from a System program that does not require the Regents’ Skills courses must take the courses if they have not passed or exempted the courses before their third semester of enrollment.

The Regents’ Writing and Reading Skills requirement is not a requirement for an associate of applied science degree or an associate of science degree in an allied health field, although institutions may choose to require it for these degrees. (BR Minutes, 1986-87, p. 371, 1987-88, pp. 129-30).

A student holding a baccalaureate or higher degree from a regionally accredited institution of higher education will not be required to complete the Regents’ Writing and Reading Skills requirement in order to receive a degree from a University System institution (BR Minutes, 1987-88, pp. 129-30).

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Other pertinent Board of Regents' policies:

1. The Regents' Test will be administered during one testing period each fall and spring semester after approximately ten to twelve weeks of instruction. The test will be administered on a flexible schedule during the summer.
2. Each institution shall develop special procedures, in accordance with the description of procedures and requirements for examining and exempting students with disabilities. A written description of the institutional procedures shall be submitted to the Chancellor. Such procedures shall include provision for Regents' courses if needed and formal examination prior to exemption or passing the courses. Such examination shall equal the standards of the Regents' Tests.
3. A student may request a formal review of his or her Regents' Essay Test if that student's essay received at least one passing score among the three scores awarded.
4. Regents' Reading and Writing Skills Courses as required under Board of Regents policy shall be in keeping with regulations in satisfaction of federal and state student financial assistance and such other eligibility programs.
2. Students who transfer into KSU with 30 or more credit hours must take the test during their first term of enrollment. These students, as well, will have a hold placed on their registration to assure that they register.
3. Students who have not passed both parts of the test by the time they have earned 45 credit hours must take the appropriate Regents' skill courses each term of enrollment until they have passed both parts. If they have failed the writing portion of the test, they must register for RGTE 0199; if they have failed the reading portion, they must register for RGTR 0198.
4. Transfer students who have not passed both parts of the test by their third term of enrollment must also take the appropriate Regents' Skill Courses (RGTE 0199 AND RGTR 0198) each term until they have passed both parts.
5. Students whose native language is not English and who fail either portion of the test are eligible for an English as a Second Language (ESL) version designed specifically to accommodate their language difficulties. Information about this test can be obtained from the ESL Study Center Coordinator in University Studies.
6. Students with documented learning disabilities may be eligible for a special administration of the test. Students should contact the Office of Disabled Student Support in the Student Development Center. Students with severe test anxiety may be eligible for a special test administration. Further information is available in the Department of University Studies.

For all Board of Regents' policies regarding the Regents' Testing Program, please refer to their website: (<http://www2.gsu.edu/~wwwrtp/>)

### KSU Recommendations Regarding the Regents' Test

The following information about the Regents' Test is applicable to all KSU students enrolled in undergraduate programs leading to the baccalaureate degree. Registration for the Regents' Test is available on-line during the normal registration periods at <http://www.kennesaw.edu>.

1. Students must take the test in the first term after they have earned 25 credit hours. To assure compliance with this requirement, a hold will be placed on the registration of all students when they reach 25 hours and will not be removed until they have registered for the test.
7. Students must be enrolled in KSU to be eligible to take the test or receive tutoring.
8. Students are encouraged to take English 1101 and 1102 as early as possible in their academic career in order to be prepared for the test. Additional assistance is available in the Writing Center (Humanities 242).
9. Students taking the test must present a picture identification card in order to be admitted to the testing site. They will be permitted to use an English dictionary during the final 15 minutes of the essay portion of the test.

10. Students wishing to appeal the results of the essay portion of the test should follow the procedure outlined in the following section.

**Regents’ Test Appeals**

Students wishing to appeal the results of the essay portion of the test should contact the Director of the Writing Center who will determine their eligibility for appeal. (At least one of the three readers must have passed the essay.) The appeal will then follow this procedure.

1. Three (3) faculty members, designated by the institution as a review panel, conduct an on-campus review.
2. The on-campus review panel may (1) sustain, by majority opinion, the essay’s failing score, thus termination of the review process, or (2) recommend, by majority opinion, the re-scoring of the essay by the Regents’ Testing Program central office. The student will be notified concerning the results of the on-campus review.
3. If the on-campus panel recommends re-scoring of the essay, that recommendation will be transmitted in writing, along with a copy of the essay, to the office of the system’s director of the Regents’ Testing Program. The director will utilize the services of three (3) experienced Regents’ essay scorers other than those involved in the original scoring of the essay to review the essay, following normal scoring procedures for the essay component of the Regents’ Test. The decision of this panel on the merits of the essay will be final, thus terminating the review process. The student will be notified, through the institution, concerning the results of the review.

**Academic Standing  
Classification of Students**

Undergraduate students are classified into levels on the basis of the number of credit hours they have earned as follows:

Level	Number of Credit Hours Earned
Freshman	0-29
Sophomore	30-59
Junior	60-89
Senior	90 and above.

**Classification of Courses**

The courses of instruction for degree credit in the curriculum of the university are divided into three categories: lower division, upper division and graduate. Lower division courses (typically regarded as freshman and sophomore level courses) are numbered 1000-2999; upper division courses (typically regarded as junior and senior level courses) are numbered 3000-4999; and graduate courses are numbered 5000 and above. Graduate courses are open only to students accepted to graduate study. (Courses numbered below 1000 do not count for degree credit but do count for determining fees and enrollment status.)

**Fitness for Living Requirement**

All students entering Kennesaw State University are required to take the Fitness for Living Course (HPS 1000). The University wants students to understand the importance of physical activity, nutrition, stress and weight management, and health-related fitness components. Students will have an opportunity to assess selected fitness, nutritional and activity patterns, and to develop and participate in a personalized physical activity program.

**ENGL 1101 and 1102: The Campus Writing Requirement**

At Kennesaw State University English 1101 and 1102 (English Composition I & II) are required for all undergraduate degrees. A grade of “C” or better is required for English 1101 and 1102.

**Graduation Requirements**

To be considered for admission to candidacy for a degree, students must make formal petition to the faculty for the degree. The chart below indicates the earliest and latest times that students may petition to graduate. Petition forms are available in the Office of the Registrar and must be returned, once completed, to the Office of the Registrar. To be eligible to receive a baccalaureate degree, a student must meet the following requirements:

## 64 University-Wide Degree Requirements

Term of Graduation	Earliest Time to Petition	Latest Time to Petition
FALL	Week of Final Exams in Previous <i>Spring Semester</i>	End of First Week of Classes in <i>Fall Semester</i>
SPRING	Week of Final Exams in Previous <i>Summer Term</i>	End of the First Week of Classes in <i>Spring Semester</i>
SUMMER	Week of Final Exams in Previous <i>Fall Semester</i>	The First Day of Classes in the <i>8-week Summer Session</i>

1. Complete the required General Education courses, with a grade of "C" or better in ENGL 1101 and ENGL 1102 (or equivalents, if a transfer student).
2. Complete the chosen program of study with the grade of "C" or better in all courses listed under the major, including those listed as Lower Division Major Requirements.
3. Complete a minimum of 123 semester hours with a minimum cumulative grade point average of 2.0 on all course work attempted at KSU. No course may be counted more than one time in meeting the total credit hours required for the degree.
4. Have at least a 2.0 adjusted grade point average (AGPA) and at least 30 earned hours of credit for KSU coursework not excluded because of repeated courses or "fresh start" status. If the student has fewer than 30 earned hours of credit for non-excluded KSU coursework, he/she must have a 2.0 cumulative grade point average.
5. Complete at least 39 semester hours of upper division (courses numbered 3000 or higher) work overall.
6. Complete at least 30 semester hours in

residence at Kennesaw State (Coles College of Business requires 33 hours). At least 20 of the last 30 semester hours preceding graduation must be earned in residence. In addition, 24 semester hours of the upper level major requirements must be earned in residence at KSU.

7. Complete satisfactorily the University System of Georgia Regents' Testing Program (required of all persons receiving a degree from any institution in the University System of Georgia).
8. Complete successfully History 2112 and Political Science 1101 or pass examinations in these fields (to satisfy the Georgia General Assembly's requirement that all graduates of units of the University System of Georgia demonstrate competency in United States and Georgia history and the constitutions of the United States and Georgia).
9. In all instances, meeting the requirement for graduation is the responsibility of the student.

It should be noted that program and course requirements and university policies are subject to change without advanced notice. Changes in policy and requirements enacted by the Board of Regents take precedence over existing university policies and requirements. The University will make reasonable efforts to accommodate students affected by such changes, but reserves the right to determine where and to what extent it will grant exceptions to new policies and requirements. In such cases, program requirements that were published in University catalogs that are more than 10 years old will not be honored without specific approval of the department chair responsible for the program.

The University may elect to apply the policies or program requirements of an earlier catalog if the student was enrolled at the time that the earlier catalog was in effect. Students will not be permitted to mix or split requirements for graduation from more than one catalog, except as follows:

Students who enter KSU as degree seeking students under the quarter system and finish under the semester system will be allowed to

choose either the quarter or semester requirements to complete their degrees. Students should consult with academic advisors to obtain information about the transition.

### Graduation Ceremonies

Graduation ceremonies are held at the end of fall semester, spring semester, and summer semester.

### Graduation with Honors

An overall adjusted grade point average of at least 3.5 is required for students to graduate cum laude, 3.7 to graduate magna cum laude and 3.9 to graduate summa cum laude from a baccalaureate program. Graduation with honor requires that students earn at least 60 semester credit hours in residence at Kennesaw State University for the bachelor's degree.

To receive honors at graduation, "second degree" and "fresh start" students must have at least 60 earned hours of credit at KSU after the "second degree" or "fresh start" status was granted. In addition, for honors, students who have repeated courses must have at least 60 earned hours of credit at KSU after the hours for the repeated courses have been excluded.

### Double Majors

An undergraduate student is eligible to have a double major recorded on the transcript and to graduate with two majors under the following conditions:

- 1) all of the requirements for two KSU degree programs are satisfied, including all residency and institutional requirements for each major; and
- 2) the second major contains at least 21 semester hours of upper division course work beyond the courses required for the student's first major and general education requirements.

### Second Degrees

Students who have earned a baccalaureate degree from an institution regionally accredited by the Commission on Colleges may obtain a second baccalaureate degree from KSU by satisfying the following requirements:

- Meet all major requirements listed for the chosen program of study.

- Complete the Georgia Legislative history and Constitution requirements.
- Students earn at least 30 semester hours in residence at Kennesaw State University. If the first baccalaureate degree was earned at Kennesaw State University, this 30 hours must be in excess of any hours used towards the first baccalaureate degree.
- Complete (for students with majors in the Bagwell College of Education) the lower division major requirement courses in Education.





# College of The Arts

The College of the Arts maintains an exceptional faculty whose accomplishments are recognized locally, regionally, nationally and internationally. Students command high professional regard. The disciplines that make up the College of the Arts place the teaching of students as their central mission. The College of the Arts provides a professional environment conducive to artistic growth which prepares students for the aesthetic challenges facing musicians, artists, designers, historians, and teachers in the 21<sup>st</sup> century. The College recognizes and embraces important influences on the arts which cross national borders.

The College of the Arts provides the region with a stimulating community of students, artists, scholars and teachers who apply aesthetic and intellectual vision to the expression of complex ideas; who value both artistic tradition and experimentation in the search for creative solutions; who connect global perspectives to professional education; who integrate technical skills with theoretical

understandings; and who care about the impact of their work on people.

The College of the Arts annually hosts a number of guest artists who provide students with rich professional training experiences. These artists appear as part of the major exhibitions in the Fine Arts Gallery, the Sturgis Library Gallery, and performances in the Premiere Series, the Musical Arts Series, and Theatre and Performance Studies Mainstage and Studio Seasons. The College offers the Starlight Summer Series at the Legacy Gazebo Amphitheatre featuring local and international jazz artists. These unique experiences provide exceptional opportunities for the College's talented students.

The College of the Arts offers both academic and professional programs of study which prepare students for careers in the visual and performing arts. Undergraduate programs are built upon a strong common liberal arts component. Through its departments, the college offers the Bachelor of Arts degrees in Music, and Theatre and Performance Studies, the Bachelor of Fine Arts degree

in Art, the Bachelor of Music degrees in Music Education, Performance, and the Bachelor of Science degree in Art Education.

Special units in the College of the Arts include:

**The University Box Office** - services audience development, ticketing, and event information needs of the university.

**The Stillwell Theater** - theatrical, musical, and other university events are held in the University's Stillwell Theatre.

**The Music Library** - this library serves the curricular needs of students and faculty in the Department of Music. The library houses musical scores, sound recordings, video recordings, reference materials, music/historical collections, and other musicological materials.

**The Music and Performing Arts Libraries** - the libraries housing the performance materials of the orchestra, wind ensembles, and choirs is housed in the Department of Music. The Music and Performing Arts Library also houses the theatre collection.

**Technology Labs** - the arts labs provide faculty and staff with state-of-the-art computer labs for artistic creation.

**Art Galleries** - the Visual Arts Department maintains two visual art galleries. A gallery director oversees the displays and functions of the art galleries.

## Accreditations

All degree programs in the College of the Arts are nationally accredited. In addition, the teacher education programs in the arts have state approval for K-12 teacher certification in Georgia.

For full accreditation/approval information see academic department listings below.

## Academic Departments

The College of the Arts houses three academic departments:

- The Department of Music (B.A., B.M.)
- Department of Theatre and Performance Studies (B.A.)
- Department of Visual Arts (B.F.A., B.S.)

### Department of Music (770) 423-6151

The Department of Music provides a variety of services to the university through its commitment to the liberal arts tradition, core curriculum and its maintenance of professional degree programs. Among the objectives of the department are training performers and music teachers in the areas of piano, voice, string, brass, woodwinds, guitar and percussion instruments; providing suitable background for advanced study by graduates; and offering leadership in the community through making available recitals, concerts, musicals and operas.

The Department of Music offers programs of study leading to the Bachelor of Arts in music, the Bachelor of Music in Music Education (choral, instrumental and general (P-12), and the Bachelor of Music in Performance (piano, voice, winds, percussion and guitar).

Each of these music programs is fully accredited by the National Association of Schools of Music (NASM).

### Department of Theatre and Performance Studies (770) 499-3123

The Department of Theatre and Performance Studies offers a Bachelor of Arts in Theatre and Performance Studies, with tracks in performance (including acting, storytelling and performance art), musical theatre, design/technology, and directing. The major provides student artists with a foundation in theatre as an historic, global, and aesthetic form, through the study of a variety of performance texts and styles, from classical and modern drama to musical theatre, folk and literary narratives, performance art, and classical and contemporary poetry. Emphasizing the interrelationship between theory and praxis, the major prepares students for entry into the profession or for graduate study in theatre or other related fields.

The Theatre and Performance Studies program is fully accredited by NAST (the National Association of Schools of Theatre). Accreditation follows a rigorous evaluation process that includes self study and peer review.

Students in other degree programs with interests in theatre and performance studies can complete the “Related Studies” component of their degree by completing four upper-division classes in the department. A formal minor in dance is offered through the theatre and performance studies department.

### **Department of Visual Arts (770) 423-6139**

The Department of Visual Arts offers programs of study in studio art, graphic communication and art education (P-12). In addition to a professional emphasis, the program is grounded in the liberal arts tradition. That students should be knowledgeable in a variety of disciplines, including the visual arts, is a key rationale for the activities and programs of the department. General department goals are to assist students in the acquisition of a broad understanding of the visual arts and to recognize art quality in their own personal expressions as well as in the work of others; to provide direct experiences in the visual arts for students, faculty, and the community through quality art exhibitions, lectures, and publications; and to provide professional training for individuals seeking careers in the visual arts.

Both the art and art education programs are fully accredited by the National Association of Schools of Art and Design.

Cooperative study and internship programs are available through the department for students to gain work experience in conjunction with their academic training. Students are encouraged to expand their educational experience through participation in Visions, The Student Art Guild, and by attending the numerous art exhibitions and lectures held throughout the academic year.

## **Minors\***

- Art History
- Dance
- Music

\* See section on Minors for policy on and additional information regarding minors.

## **Programs of Study**

The College of the Arts offers the following undergraduate degrees:

- Bachelor of Fine Arts in Art
- Bachelor of Science in Art Education
- Bachelor of Arts in Music
- Bachelor of Music in Music Education
- Bachelor of Music in Performance
- Bachelor of Arts in Theatre and Performance Studies

## Major in Art, B.F. A.

### **Bachelor of Fine Arts Degree** **College of the Arts** **Department of Visual Arts** **(770) 423-6139**

The Department of Visual Arts has two comprehensive undergraduate degree programs, the Bachelor of Fine Arts in Art and the Bachelor of Science in Art Education.

#### **Bachelor of Fine Arts in Art**

The Bachelor of Fine Arts (BFA) in Art is a professional degree program. The BFA prepares students for a variety of art and art-related careers or graduate school by providing a thorough grounding in fundamental principles and techniques with opportunities for emphasis in one or more fine arts areas. This degree focuses on intensive work in art or design supported by a program of general studies. The BFA degree offers a concentration in (1) graphic communication, (2) drawing and painting, (3) photography and printmaking, or (4) sculpture and ceramics.

#### **Required portfolio submission and acceptance for the BFA in Art**

Call the Department of Visual Arts at 770-423-6139 for portfolio requirements. Portfolios must be submitted at least three weeks prior to entrance at KSU.

Note: Students with no art experience or who do not pass portfolio submission may take ART 1100: 2-D Design & Color Theory and ART 1150: Drawing I and then resubmit the portfolio.

#### **Bachelor of Science in Art Education**

The Bachelor of Science in Art Education leads to teacher certification in grades Pre-kindergarten through 12. This program is based on the Discipline-Based Art Education model with a curriculum that includes study in studio, art history, aesthetics and art criticism. The art education program is aligned with the National Standards in Visual Arts, the Quality Core Curriculum of Georgia, and the National Board for Professional Teaching Standards. The program provides students with a broad foundation in general education, extensive study in art, and professional education and field experiences.

#### **Art and Art Education requirements**

All art and art education majors are required to take art and art history foundation course work in lower division major requirements before taking upper division art or art education courses. ART 3000, the Professional Practices Seminar & Portfolio Review course, is required of all art and art education majors. ART 3000 may not be taken until at least two of the six upper division courses have been successfully completed. All transfer students with transfer credit in lower division major requirements must take Art 3000 the first semester enrolled in upper level art or art education courses.

Each program of study is a sequentially based curriculum beginning the first semester of the freshman year. Students who delay entering the major until completion of the General Education Core Curriculum may prolong their academic careers.

#### **Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 18**

ART 1100	2/D Design & Color Theory	3
ART 1150	Drawing I	3
ART 1200	3/D Design	3
ART 2150	Drawing II	3
ARH 2750	Art History Survey I	3
ART 2550	Computer Applications	3

**UPPER DIVISION MAJOR REQUIREMENTS (select five from the following) 15**

ART 3120	Ceramics I	3
ART 3300	Sculpture I	3
ART 3160	Painting I	3
ART 3400	Photography I	3
ART 3500	Printmaking I	3
ART 3011	Typography I	3

**Professional Practices and Portfolio 3**

Art 3000 Professional Practices Seminar & Portfolio Review. Submission for chosen area of concentration. May not be taken until at least two of the six upper division courses have been successfully completed.

**Art History (Both courses required for all art majors) 6**

ARH 2850	Art Survey II
ARH 2950	Art Survey III

**(Select one course from below) 3**

ARH 3550	Latin American Art
ARH 3570	African Art
ARH 3800	African American Art
ARH 3950	History of American Art
ARH 4450	Renaissance Art
ARH 4550	Baroque Art
ARH 4650	19th Century Art
ARH 4870	History of Photography

**BFA CONCENTRATION (Select one concentration area listed below) 30****Graphic Communication Concentration**

ART 3020	Typography II	3
ART 3021	Publication Design	3
ART 3022	Prepress and Image Manipulation	3
ART 4011	Design Strategy and Presentation	3
ART 4021	Advertising and Packaging	3

**Select 9 hours from the following:**

ART 4020	Electronic Illustration	3
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(Graphic Communication Concentration - cont'd)

Credit Hours

ART 4022	Advanced Digital Design: A Senior Applied Project (may be taken 3 times for 9 hours)	6 or 9
ART, ARH, or ARED 3000 or 4000 level elective choice		6

### Drawing and Painting Concentration

ART 3150	Drawing III-Life Drawing	3
ART 3260	Painting II (oil/ acrylic)	3
ART 4260	Painting III-Watercolor	3
ART 4150 ART 4265	Advanced Study in Drawing Advanced Study in Painting (take at least one of each course and any combination for a total of 15 hours)	15
ART, ARH, or ARED 3000 or 4000 level elective choice		6

### Photography and Printmaking Concentration

ART 3150	Drawing III - Life Drawing	3
ART 3410	Photography II	3
ART 3510	Printmaking II	3
ART 4410 ART 4510	Advanced Study in Photography Advanced Study in Printmaking (take at least one of each course and any combination for a total of 15 hours)	15
ART, ARH, or ARED 3000 or 4000 level elective choice		6

### Ceramics and Sculpture Concentration

ART 3150	Drawing III - Life Drawing	3
ART 3360	Ceramics II	3
ART 3310	Sculpture II	3
ART 4360 ART 4310	Advanced Study in Ceramics Advanced Study in Sculpture (take at least one of each course and any combination for a total of 15 hours)	15
ART, ARH, or ARED 3000 or 4000 level elective choice		6

### SENIOR REVIEW EXHIBITION (choose one according to concentration)

**3**

ART 4980	Senior Portfolio and Applied Project (Graphic Communication)
<b>or</b>	
ART 4990	Senior Exhibition and Seminar (Studio Concentration)

**PROGRAM TOTAL: 123**

## Major in Art Education, B.S.

**Bachelor of Science in Art Education Degree  
Leading to Certification for Grades P-12  
College of the Arts  
Department of Visual Arts  
(770) 423-6139**

This single field program is designed to prepare art teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of art in Georgia. Candidates complete the equivalent of a major in art and a second major in pedagogical studies with an emphasis on teaching art. Based on the Discipline Based Model of Art Education, the curriculum in the teaching field includes study in studio, art history, aesthetics and art criticism.

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Degrees and Degree Requirements in Music

### **Bachelor of Music in Performance**

The Bachelor of Music in Performance degree is offered with applied concentrations in piano, voice, flute, oboe, clarinet, bassoon, saxophone, trumpet, horn, trombone, euphonium/trombone, tuba, percussion, harp, classical guitar, violin, viola, 'cello, and string contrabass.

### **Bachelor of Arts in Music**

The Bachelor of Arts in Music degree is offered with applied concentrations in piano, voice, flute, oboe, clarinet, bassoon, saxophone, trumpet, horn, euphonium/trombone, trombone, tuba, percussion, harp, guitar, violin, viola, 'cello, and string contrabass.

### **Bachelor of Music in Music Education**

The Bachelor of Music in Music Education degree is offered with applied concentrations in piano, voice, flute, oboe, clarinet, bassoon, saxophone, trumpet, horn, trombone, euphonium, tuba, percussion, guitar, violin, viola, 'cello, string contrabass, and harp. The Bachelor of Music in Music Education degree is listed as **Major in Music Education** under **Education/P-12 Programs**.

### **Admission to the Department of Music**

Admission to degree programs in the Department of Music is contingent upon admission to Kennesaw State University. All prospective music majors must qualify for specific degree program study in the department by audition.

Applied music study may not be initiated until the student has been fully accepted by the Department of Music as a music major. All students enrolling at KSU for a second degree in music must meet all departmental audition requirements and pass all departmental placement tests in music theory and music history with a grade of 80 or higher. Prior to admission to a music degree program, the prospective music major is required to complete an application form to the Department of Music and present an audition in the principal area of applied concentration and demonstrate a musical background sufficient for the undertaking of basic musicianship studies at the level of

entry into the music program (freshman, sophomore, etc.). Applicants may also elect to audition on more than one instrument and/or an instrument and voice. Auditions are conducted by the music faculty on the Kennesaw State University campus. Applicants schedule auditions by making arrangements with the office of the Department of Music.

### **Audition Requirements**

Woodwinds and Brass auditions must include at least two (2) solo works written for the specific instrument. One work may be an etude or study. The other work should be a solo, sonata, or concerto which specifically demonstrates a faster, articulate movement or section and a slower, lyrical movement or section.

String auditions must include at least two (2) solo works, one of which must be a complete movement from a concerto or sonata from the baroque, classical, romantic, or contemporary periods.

Percussion auditions must demonstrate proficiency on timpani, snare drum, and a mallet instrument - either marimba, vibraphone, or xylophone.

Piano auditions must include two (2) solo works representative of the baroque, classical, romantic, or contemporary periods.

Voice auditions must demonstrate clear diction, accurate pitch, acceptable tone quality, breath control, a concept of phrasing, and an ability to communicate through song. Singers must have (2) solo songs in contrasting styles chosen from baroque, classical, romantic, or contemporary art song repertory, one of which would preferably be in English. (Audition repertory could include English and Italian art songs, German and French art songs, oratorio and opera arias, and contemporary English language art songs.) All music performed must be memorized. Accompanists for auditions can be provided by the Department of Music. Applicants may make arrangements for accompaniment by contacting the office of the Department of Music.

### **Transfer Admissions**

Students who wish to transfer into the Department of Music from another institution follow the same admissions procedure as all new students. Transfer students are placed at an academic level in their principal area of applied concentration based upon the transferable amount of study earned at other institutions and the performance level demonstrated at the audition. Transfer credit for all course work is evaluated at the time of acceptance. Students who transfer completed baccalaureate applied performance credit to KSU will be required to take additional applied performance study and additional ensemble so as to parallel remaining semesters of degree program of study at KSU.

The Department of Music accepts students from other schools and colleges at Kennesaw State University on the same basis as new students and/or transfer students from other institutions. Interested and qualified students are encouraged to transfer into the program.

### **Change of Concentration**

Students who wish to change their applied performance concentration must re-audition and be accepted for applied studio instruction in the new concentration.

### **Change of Degree Program**

Students who wish to change degree programs in music must re-audition and gain admission status to the new degree program.

### **Placement**

The Department of Music holds the exclusive authority to determine appropriate admission level placement in the applied concentration, music theory, music history, piano proficiency, and continuity of study. Continuous study in the area of the applied concentration is a requisite. Long absences and lapses in applied musical studies will require a departmental re-evaluation. A lapse of two or more semesters will require an audition re-evaluation.



**Program Completion**

Music Education majors must complete MUAP 4411\*\* and all MUED, EDUC, EXC prefix coursework before student teaching.

**General Requirements**

A variety of department regulations and policies affect music majors. Included are requirements for recital participation, ensemble participation, recital attendance, piano proficiency, departmental assessment procedures, and applied juries. The departmental Handbook for Music Majors provides music majors with policies, regulations and general advisement materials. Music majors are required to attend 60 of the designated faculty recitals, guest artist recitals, and other special music programs as part of the graduation requirement. This requirement must include three (3) non-Western and nine (9) Atlanta Symphony music programs.

Enrollment in an applied area of concentration is required of all music majors as specified in the degree program. Further, music students must be enrolled in an appropriate large ensemble (wind ensemble for winds and percussion; orchestra for strings; chorale for voice, piano, guitar) every semester in which the student is enrolled in applied music. Placement of all students (majors, minors and non-majors) in all choral ensembles is determined by the director of choral activities at KSU.

Performance majors must present a junior and senior recital. Voice performance majors must participate in three (3) KSU opera / musical theatre productions. Bachelor of Arts voice majors must participate in one (1) KSU opera / musical theatre production. Students must earn a grade of "C" or higher in music theory courses MUSI 1121, 1122, 2221, 2222, and aural skills courses MUSI 1111, 1112, 2111, 2112.

## Major in Music, B.A.

**Bachelor of Arts Degree**  
**College of the Arts**  
**Department of Music**  
**(770) 423-6151**

This program of study in music offers a Bachelor of Arts degree. Bachelor of Arts students must demonstrate competence in a foreign language (voice concentrations must take French, German, or Italian) up through the level of FL 2002.

Music majors in the Bachelor of Arts degree in Music may elect to fulfill the related studies component of the degree program as a specific 'concentration' in Musical Theatre. To establish this 'concentration', students will take the following 12 hours of course work from the Department of Theatre and Performance Studies: THTR 3703, THTR 3203, THTR 3713, and DANC 3000.

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**Specific General Education requirements for this major**

Students should take either ART 1107 or TPS 1107

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**

MUSI 1121 Music Theory I

3

		Credit Hours
MUSI 1111	Aural Skills I	1
MUSI 1122	Music Theory II	3
MUSI 1112	Aural Skills II	1
MUAP 1111,1112	Performance (Applied in one area of concentration)	2
MUAP 2211,2212	Performance (Applied in one area of concentration)	2
MUSI 1146, 1147, 1148, 1149	Wind Ensemble, Orchestra or Chorale/Chamber Singers*	4
MUSI 1165,1166	Class Piano I, Class Piano II	2

**UPPER DIVISION MAJOR REQUIREMENTS****30**

MUSI 2221	Music Theory III	3
MUSI 2111	Aural Skills III	1
MUSI 2222	Music Theory IV	3
MUSI 2112	Aural Skills IV	1
MUSI 1110	Introduction to World Music	2
MUSI 3311	History of Music I	3
MUSI 3312	History of Music II	3
MUSI 2100	Technology in Music	1
MUSI 3324	Instrumentation	2
MUSI 3326	Composition	2
MUSI 3346, 3347, 3348, 3349	Wind Ensemble, Orchestra or Chorale/Chamber Singers*	3
MUAP 3311,3312	Applied in one area of concentration	2
MUSI 4495	Senior Seminar in Music	1
MUSI 3380	Small Ensembles <sup>***</sup>	3
<b>or</b>		
MUSI 3334 and		
MUSI 3335	Diction <sup>***</sup>	

**UPPER DIVISION MAJOR ELECTIVES** (6 hours from the following)**6**

MUSI 3302	Vocal Literature: Musical Theatre	2
MUSI 3380	Small Ensemble	1
MUSI 3315	Vocal Literature	2
MUSI 3317	Introduction to Opera	2
MUSI 3318	Introduction to Symphonic Music	2
MUSI 3319	Introduction to Jazz	2
MUSI 3320	Harmonic and Contrapuntal Analysis	2
MUSI 3321	Advanced Ear Training	2
MUSI 3331	Choral Conducting	2
MUSI 3332	Instrumental Conducting	2
MUSI 3333	Accompanying	1
MUSI 3334	Italian and English Diction	1
MUSI 3335	German and French Diction	2
MUSI 3352	Opera Workshop	2
MUSI 4410	Contemporary Music Literature	2
MUSI 4413	Piano Literature	2
MUSI 4420	Counterpoint	2
MUSI 4421	20th-Century Analysis	2

MUSI 4430	Piano Pedagogy	2
MUSI 4433	Voice Pedagogy	2
MUSI 4435	(Name of Instrument) Pedagogy and Literature	3
MUSI 3371	Composition	2
MUSI 3372	Composition	2
MUSI 4471	Composition	2
MUSI 4472	Composition	2

**RELATED STUDIES** Twelve hours of upper-division non-music studies beyond the major requirements as approved by the academic advisor. Lower-division courses may also be approved when appropriate. **12**

**NON-MUSIC ELECTIVES\*\*** Any non-music course in the university catalog. **12**

\*\* Nine (9) hours of foreign language requirement can be counted as free electives.

**PROGRAM TOTAL: 123**

\* All credits must be earned in either Wind Ensemble or Orchestra or Chorale/Chamber Singers course numbers. Orchestra and Chamber singers are by audition only.

\*\*\* Voice majors will take MUSI 3334 and MUSI 3335; all other concentrations will take small ensembles.

## Major in Music Performance, B.M.

**Bachelor of Music Degree**  
**College of the Arts**  
**Department of Music**  
**(770) 423-6151**

This program of study offers a Bachelor of Music degree. The music performance concentrations include piano, voice, winds, percussion, classical guitar, strings, and harp.

**GENERAL EDUCATION** (see previous listing of requirements) **Credit Hours 42**

**General Education requirements for this major**

Students should take either ART 1107 or TPS 1107

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT 3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 18**

MUSI 1121	Music Theory I	3
MUSI 1111	Aural Skills I	1
MUSI 1122	Music Theory II	3
MUSI 1112	Aural Skills II	1
MUAP 1121,1122	Performance (Applied in one area of concentration)	4
MUAP 2221	Performance (Applied in one area of concentration)	2
MUSI 1146, 1147, 1148, 1149	Wind Ensemble, Orchestra or Chorale/Chamber Singers*	4

(Major in Music Performance - cont'd)

Credit Hours

**UPPER DIVISION MAJOR REQUIREMENTS****49****PIANO CONCENTRATION**

MUSI 2221	Music Theory III	3
MUSI 2111	Aural Skills III	1
MUSI 2222	Music Theory IV	3
MUSI 2112	Aural Skills IV	1
MUSI 1110	Introduction to World Music	2
MUSI 3311	History of Music I	3
MUSI 3312	History of Music II	3
MUSI 2100	Technology in Music	1
MUSI 3324	Instrumentation	2
MUSI 3326	Composition	2
MUSI 3331 OR 3332	Choral OR Instrumental Conducting	2
MUSI 3346, 3347, 3348, 3349	Wind Ensemble, Orchestra or Chorale/Chambers Singers*	4
MUSI 3380	Small Ensembles	1
MUSI 4413	Piano Literature	2
MUSI 4430	Piano Pedagogy	2
MUAP 2222	Performance (Applied in one area of concentration)	2
MUAP 3321,3322**	Performance (Applied in one area of concentration)	4
MUAP 4421,4422**	Performance (Applied in one area of concentration)	4
MUSI 4480	Research for Senior Recital	1
MUSI 3380	Small Ensembles	2
MUSI 3333	Accompanying	4

**VOICE CONCENTRATION**

MUSI 1165	Class Piano I	1
MUSI 1166	Class Piano II	1
MUSI 1110	Introduction to World Music	2
MUSI 2100	Technology in Music	1
MUSI 2221	Music Theory III	3
MUSI 2111	Aural Skills III	1
MUSI 2222	Music Theory IV	3
MUSI 2112	Aural Skills IV	1
MUSI 3311	History of Music I	3
MUSI 3312	History of Music II	3
MUSI 3324	Instrumentation	2
MUSI 3326	Composition	2
MUSI 3331 OR 3332	Choral OR Instrumental Conducting	2
MUSI 3346, 3347, 3348, 3349	Wind Ensemble, Orchestra or Chorale/Chambers Singers*	4
MUSI 3380	Small Ensembles	2
MUSI 3352	Opera Workshop	4
MUAP 2222	Performance (Applied in one area of concentration)	2
MUAP 3321,3322**	Performance (Applied in one area of concentration)	4
MUAP 4421,4422**	Performance (Applied in one area of concentration)	4
MUSI 4435	(Name of Instrument) Pedagogy and Literature	3
MUSI 4480	Research for Senior Recital	1

## Credit Hours

**WIND/PERCUSSION/GUITAR/HARP CONCENTRATIONS**

MUSI 1165	Class Piano I	1
MUSI 1166	Class Piano II	1
MUSI 1110	Introduction to World Music	2
MUSI 2100	Technology in Music	1
MUSI 2221	Music Theory III	3
MUSI 2111	Aural Skills III	1
MUSI 2222	Music Theory IV	3
MUSI 2112	Aural Skills IV	1
MUSI 3311	History of Music I	3
MUSI 3312	History of Music II	3
MUSI 3324	Instrumentation	2
MUSI 3326	Composition	2
MUSI 3331 OR 3332	Choral OR Instrumental Conducting	2
MUSI 3346, 3347, 3348, 3349	Wind Ensemble, Orchestra or Chorale/Chambers Singers*	4
MUSI 3380	Small Ensembles****	6
MUAP 2222	Performance (Applied in one area of concentration)	2
MUAP 3321,3322**	Performance (Applied in one area of concentration)	4
MUAP 4421,4422**	Performance (Applied in one area of concentration)	4
MUSI 4435	(Name of Instrument) Pedagogy and Literature	3
MUSI 4480	Research for Senior Recital	1

**MAJOR ELECTIVES**

Chosen from any 3000-4000 level music courses with the following exceptions:

- VOICE majors must include MUSI 3334 and 3335;
- VOICE majors must include two (2) semesters of French, German, or Italian taken in any combination.
- PIANO majors must include MUSI 4414 and MUSI 4431.

**11****PROGRAM TOTAL: 123**

\* All credits must be earned in either Wind Ensemble OR Orchestra OR Chorale/Chamber Singer course numbers.

\*\* Recital component

\*\*\* Guitar concentration: minimum of four (4) credits in Guitar Ensemble.

Percussion concentration: six (6) credits in Percussion Ensemble.

Wind instrument concentration: six (6) credits in appropriate small ensembles.

## Major in Music Education, B.M.

**Bachelor of Music in Music Education Degree  
Leading to Certification for Grades P-12  
College of the Arts  
Department of Music  
(770) 423-6151**

This single field program is designed to prepare music teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of music in Georgia. Candidates complete the equivalent of a major in music and a second major in pedagogical studies with an emphasis on teaching music. The Bachelor of Music in Music Education degree is offered with applied concentrations in piano, voice, flute, oboe, clarinet, bassoon, saxophone, trumpet, horn, trombone, euphonium, tuba, percussion, guitar, violin, viola, cello, string contrabass, and harp.

Departmental requirements for all music majors are extensive. See the Music Degree Requirements as listed under the College of the Arts section of this catalog for more detail about admission, auditions, and general requirements.

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Major in Theatre and Performance Studies, B.A.

**Bachelor of Arts Degree  
College of the Arts  
Department of Theatre and Performance Studies  
(770) 499-3123**

Theatre and performance studies majors take 18 hours of lower-division foundational courses, which introduces them to our program of study.

At the 3000- and 4000-level, students take a core of classes including acting, visual imagination, play analysis, and theatre and performance history. Additionally, students select a three-course track choosing from emphases in performance (including acting, storytelling, and performance art), directing, design/technology, or musical theatre.

The theatre and performance studies major culminates in a senior seminar and nine (9) hours of an applied/professional sequence. The applied/professional sequence, which is individually designed in cooperation with the student's advisor, may include combinations of internships, co-ops, directed studies, international study, and/or service learning components.

All theatre and performance studies majors must demonstrate competence in foreign languages up through the level of FL 2002.

	<b>Credit Hours</b>
<b>GENERAL EDUCATION</b> (See previous listing of requirements)	<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>	<b>3</b>

## Credit Hours

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 18**

TPS 1500	Introduction to Theatre Studies	3
TPS 1600	Introduction to Performance Studies	3
TPS 1713	Stagecraft	3
TPS 2713	Theatre Production	6*
FL 2002	Intermediate Foreign Language	3

\*Theatre Production must be taken three times for two credits each.

**UPPER DIVISION MAJOR REQUIREMENTS 27****Upper Level Core Requirements**

TPS 3203	Acting I: Principles of Acting	3
TPS 3403	Play Analysis for Production	3
TPS 3813	Visual Imagination	3
TPS 4513	History and Theory I: Ancient to Renaissance Theatre and Performance	3
TPS 4523	History and Theory II: Neoclassical to Modern Theatre and Performance	3
TPS 4533	History and Theory III: Postmodern Theatre and Performance	3

**Plus one of the following tracks:** 9

**Performance Track**

**(Any three of the following)**

TPS 3093	Storytelling I: Folktale and Legend	3
TPS 3193	Storytelling II: Myth and Epic	3
TPS 3194	Storytelling III: Personal Narrative	3
TPS 3213	Acting for the Camera	3
TPS 3223	Acting II: Intermediate Acting	3
TPS 3243	Acting III: Acting Styles	3
TPS 3493	Performance Art	3

**Design/Technology and Performance Studies Track\***

TPS 3823	Design Skills	3
TPS 3853	Period Styles	3

and one of the following:

TPS 4813	Scene Design	3
TPS 4823	Lighting Design for the Stage	3
TPS 4833	Costume Design	3

\*Theatre majors completing the Design/Technology Track should elect appropriate courses in the Department of Visual Arts as their 12 hours of related studies, including ART 1150, ART 1200, ART 2260, and ARH 2750 or ART 2150 or ART 3260.

**Directing and Performance Studies Track**

TPS 4313 Principles of Directing 3

and either:

TPS 4323 Directing Styles 3

or:

TPS 4333 Adapting and Staging Literary Texts 3

**and one of the following:**

TPS 4813 Scene Design 3

TPS 4823 Lighting Design for the Stage 3

TPS 4833 Costume Design 3

**Musical Theatre Track\***

TPS 3703 Broadway to Hollywood: Musical Theatre on Stage  
and Film 3

TPS 3713 Acting in Musical Theatre \*\* 3

DANC 3000 Musical Theatre Dance: Styles I 3

\* Theatre majors completing the Musical Theatre Track should elect appropriate courses in the Department of Music as their 12 hours of related studies, including MUSI 1111, MUSI 1121, MUAP 3320, MUSI 3349, and MUSI 4490.

\*\* MUSI 1111: Aural Skills is a 1-credit prerequisite course for Acting in Musical Theatre.

**SENIOR SEMINAR 3**

TPS 4953 Senior Seminar in Theatre and Performance Studies\*

\* This course may be repeated more than once for credit provided that the course content differs entirely from the previous offering.

**APPLIED PROFESSIONAL 6**

**SEQUENCE** Six (6) hours from TPS 3398, 4400, and/or 4490

**RELATED 12**

**STUDIES** 12 hours of upper-division studies beyond the major requirements as approved by the academic advisor. Lower-division courses may also be approved when appropriate.

**FREE 12**

**ELECTIVES** Any courses in the university curriculum.

**PROGRAM TOTAL: 123**



# Michael J. Coles College of Business

The Michael J. Coles College of Business offers programs which respond to the needs of our rapidly changing environment. It is a major asset to the growth and economic development of metropolitan Atlanta and the region. The unique, innovative spirit of the Coles College of Business arises from an emphasis on building partnerships with the corporate world, other academic institutions, the community, government and nonprofit enterprises. Through these alliances the College is able to achieve its goals of continuous improvement and targeted program development.

The Coles College of Business enjoys national recognition in a number of areas. The Cox Family Business Center was cited by *Family Business Review* as “the nation’s premier model of college-based educational programs for family businesses.” *Nation’s Business* listed the center as one of the top college-based, family-business programs in the nation.

The College’s Entrepreneurship Program was recognized by *Business Week* and *Success* as one of the outstanding entrepreneurship programs in the nation. In addition, the Coles College

has been highlighted in many publications as one that moves quickly and aggressively to meet the needs of its customers — students, the corporate world and the community.

Coles College Accounting graduates have some of the highest CPA pass rates of all public and private business school graduates in the state. The BBA in Professional Sales has garnered national attention as it is one of only a few such programs in the United States. Since 1990, the Tetley Distinguished Leader Lecture Series has featured over 70 CEOs, entrepreneurs and leaders from industry. The Econometric Center is the business and economic research arm of the Coles College. Its monthly Business Conditions Survey parallels the National Association of Purchasing Managers Survey and aggregates data from purchasing professionals in metropolitan Atlanta and northwest Georgia. The Econometric Center also conducts a quarterly Consumer Confidence Index for metropolitan Atlanta in conjunction with the Greater Atlanta Home Builders Association.

Students are attracted to the Coles College of Business for its innovative programs, career

services, and co-ops and internships, as well as the faculty's commitment to preparing students for professional success. Embracing evolving topics like the globalization of business, the management of technology, productivity, quality and information systems, the Coles College is committed to developing programs relevant to the ever-changing needs of society.

## Accreditations

All degree programs in the Coles College of Business are nationally accredited by AACSB International—The Association to Advance Collegiate Schools of Business. The Coles College of Business was the first business school in Georgia to earn this recognition under the AACSB's new mission-driven, continuous-improvement criteria.

### Vision Statement - Michael J. Coles College of Business

The Coles College of Business aspires to be the preferred provider of flexible business education and relevant research and practice valued by the marketplace. - *Revised August, 2006*

### Mission Statement - Michael J. Coles College of Business

The Coles College of Business provides high quality, applied business education and knowledge creation in a collegial, stimulating, and supportive learning-centered environment. Predominantly serving residents and the business community of metropolitan Atlanta and the Northwest Georgia region, we strive to develop our students into highly effective and ethical business leaders who are prepared for an increasingly complex, technologically sophisticated and interdependent world. We offer innovative and flexible programs through a diverse and talented pool of faculty and staff who contribute to the professional and ethical standards of their respective disciplines. In all our activities, we treat individuals with integrity and respect and we are focused on the continuing development of our students, faculty, staff, and communities. - *Revised February 2007*

### Undergraduate Advising Center

Advising for all business majors is coordinated by the Office for Undergraduate Business Programs, located in the Burruss Building. The Mission of the Undergraduate Advising Center is to help students understand what is required to earn a BBA (Bachelor of Business Administration degree) at Kennesaw State University. The Advising Center uses a team approach rather than assigning individual advisors. The Team approach provides better information in a more efficient manner. Students can expect the Advising Team to provide information on the following topics:

- Which courses you should take to meet your KSU General Education requirements.
- The Coles College Sophomore GPA Requirement and requirements for admission to the Coles Professional Program.
- Required Business Core courses for all business majors.
- Required and Elective courses within your Major field.
- Options for your Business Electives, including co-ops, internships, and minors.
- Options for your Non-business Electives.
- How to sequence the courses in the B.B.A. program.
- General KSU policies, such as the number of course withdrawals allowed, residency requirements, and graduation requirements.
- Where to go for KSU procedures, such as petitioning to graduate.

### MBNA Career Services Lab

The MBNA Career Services Lab is located in the heart of the Coles College of Business, on the first floor of the Burruss Building. It provides hands-on career management tools and resources. Coles career services are provided to you as part of our commitment to helping you achieve your personal and professional goals.

### Tutoring Services

The Coles College provides free one-on-one and group tutoring services for most of the required Business Core courses, including accounting, economics, statistics, and finance.

### Student Clubs and Organizations

For further enhancement of student life on campus, a variety of clubs and organizations are available. Students can enrich their college experience by seeking clubs or organizations based on community service, academic achievement, fraternity, sorority, sports, politics, religion, etc. A sample of the various organizations is:

- Beta Alpha Psi
- Kennesaw Marketing Association
- Omicron Delta Epsilon
- SHRM - Society for Human Resources Management
- SIFE - Students in Free Enterprise
- Student Managed Investment Fund
- Beta Gamma Sigma

## Academic Departments

The Coles College of Business houses five academic departments:

- The Department of Accounting (B.B.A.)
- The Department of Economics, Finance & Quantitative Analysis (B.B.A.)
- The Department of Leadership & Professional Development
- The Department of Management & Entrepreneurship (B.B.A.)
- The Department of Marketing & Professional Sales (B.B.A.)

### Department of Accounting (770) 423-6084

The Department of Accounting offers an Accounting major that prepares students for careers in the field of Accounting. Graduate programs are also offered (described in the KSU Graduate Catalog). The State of Georgia requires everyone who wishes to be licensed as a CPA to have five years of education (150 semester hours), including a baccalaureate degree. 123 hours are required to earn the bachelors degree, hence 27 additional hours are needed. While these can be undergraduate hours, the faculty recommends that prospective CPAs earn a Masters degree to satisfy the five year requirement.

The primary objective of Accounting is to provide useful information for economic decisions. It involves measurement, communication and analysis of financial data. Accounting provides the system for collecting and interpreting the information and reporting it to those who need it, whether inside or outside the organization.

Upon graduation, Accounting majors have a wide range of job opportunities. Many go into public practice (CPA firms), which involves independent auditing, accounting, consulting and tax services to clients. This is the traditional path for becoming a Certified Public Accountant. Others choose private accounting, becoming financial, tax, systems or managerial accountants or internal auditors in business and industry. Still others enter the specialized field of not-for-profit accounting. Accounting also serves as a solid background for graduate work in any business area or law. Many find rewarding lifetime careers in Accounting; others use it as a stepping stone to high-level management positions.

All business majors at Kennesaw State University take two Accounting courses, which provide the basic understanding of Accounting necessary to support any business program of study. Nonbusiness majors also benefit from taking introductory accounting courses because they learn basic concepts useful in running a business, investing and so forth.

The Coles College business law and business information systems faculty are also housed in the Department of Accounting. All business majors must take one business law class. Elective courses are offered in areas such as consumer law, real estate law, and negotiation. All business majors take one course focusing on computer fundamentals, including word processing, spreadsheets and presentation graphics. Elective courses in business information systems are also available.

### Department of Economics, Finance & Quantitative Analysis (770) 423-6091

The Department of Economics, Finance & Quantitative Analysis offers curricula designed to prepare students for careers in the fields of

economics and finance. Economics is the study of how households and businesses decide what to produce, how to produce it and how to distribute it. It examines how individual households and firms within the economy operate. The emphasis in Economics is on using analytical methods to determine the most efficient means to reach various goals.

Economics graduates have been successful in securing positions in management, sales, financial research, economic planning, and personnel with employers in industry, trade, banking and government. They are also prepared for graduate study in economics, law and business. Within the Economics major there is a broad range of intellectual challenges. Branches of economics overlap such diverse areas as politics, mathematics, finance, sociology, history, international business, management and psychology.

Finance has evolved into an analytical discipline dealing with the acquisition and disbursement of funds. The field of Finance shares common borders with at least three other disciplines. Imports include financial analysis from Accounting, risk quantification and valuation theory from Economics and financing techniques and market savvy from Investments.

Many financial executives rise to the top of the organizational chart. Those with an aptitude for finance include bankers, stockbrokers, financial analysts, portfolio managers, financial consultants, investment bankers and personal financial planners.

### **Department of Leadership & Professional Development (770) 423-6283**

The Department of Leadership & Professional Development is an interdisciplinary department that concentrates on staffing and running the Cole College's MBA program—Coles Executive MBA.

### **Department of Management & Entrepreneurship (770) 423-6552**

The Department of Management & Entrepreneurship curriculum is designed to prepare students for leadership roles in the field of management. Management is the process of

planning, organizing, staffing, directing and controlling activities in an organization which will result in the achievement of a common goal. Managers make decisions and direct resources so that organizational goals and objectives are obtained.

Within the management major, students may choose a general program of study or choose to specialize in a particular area of management such as: Human Resource Management and Development, International Management, Information Systems Management, or Small Business Creation and Management.

### **Department of Marketing & Professional Sales (770) 423-6060**

The Department of Marketing and Professional Sales curriculum is designed to prepare students for a career in the dynamic and exciting field of marketing and sales. Marketing is concerned with the development, delivery, promotion and exchange of a company's goods and services. As a result, marketing is the pivotal function within the firm that generates income for the business and delivers a standard of living.

The term "marketing" in a broad sense includes individuals' or organizations' activities which encourage and facilitate exchanges of values. This includes many non-promotional activities such as research, physical distribution and pricing as applied to goods and services, in both profit and nonprofit contexts.

Career opportunities include such diverse areas as retail store management, industrial selling, marketing research, advertising and others. In addition to a general marketing program, the department has designed three specialized tracks or areas of concentration which focus on Professional Selling, Promotional Communication and Retail Management.

The Professional Sales degree program can lead to a personally satisfying and financially rewarding career in sales, sales management and marketing. Professional Sales is the most common entry-level position in many companies for college students. Further, there are

more job openings in professional sales than in any other marketing area. Thus, the Professional Sales degree program provides an avenue of entry into corporations and positions in other marketing functions.

The focus of the Professional Sales Program is on business-to-business or organizational marketing. In addition, the program addresses relationship selling, establishing long term mutually satisfying business relationships. The foundation for this is providing creative and cost effective solutions to the customer's important problems.

## Minors\*

- Accounting
- Business Law
- Economics
- Finance
- Management
- Marketing
- Operations and Purchasing
- Professional Sales

\* See section on Minors for policy on and additional information regarding minors.

## Programs of Study

The Coles College of Business offers the following undergraduate degrees:

- Bachelor of Business Administration in Accounting
- Bachelor of Business Administration in Economics
- Bachelor of Business Administration in Finance
- Bachelor of Business Administration in Management
- Bachelor of Business Administration in Marketing
- Bachelor of Business Administration in Professional Sales

These programs include foundation courses in the humanities, natural and behavioral sciences, and mathematics before advanced

courses in the major-field areas are undertaken. The Coles College offers upper division courses in the business disciplines of accounting, economics, finance, management and marketing, in addition to specialized courses in the areas of business law, business information systems, entrepreneurship and family business, insurance, international business, operations management, quality, real estate, sales and strategy.

### Requirements for BBA Degree

Business majors should take the following courses as part of their KSU General Education requirements:

MATH 1111	College Algebra (or Math 1113 - Precalculus)
MATH 1106	Elementary Applied Calculus (or MATH 1190-Analytic Geometry and Calculus I)
ECON 2100	Principles of Microeconomics

All business majors must take a calculus course, which is part of the Coles College Sophomore GPA requirement and also a prerequisite to several business courses. Most students will take the MATH 1111 and 1106 sequence. Students with stronger math aptitudes or backgrounds, or students considering graduate school, should take MATH 1113 and 1190. All students must take ECON 2300 (Business Statistics) and not MATH 1107.

### Sophomore GPA Requirement

Before a business major can be admitted to the Coles Professional Program and enroll in any upper-division business courses (3000-4000), she or he must meet the Coles Sophomore GPA Requirement. This involves earning an adjusted GPA of 2.875 or greater for the following eight courses:

MATH 1106	Elementary Calculus with Applications (or MATH 1190-Analytic Geometry and Calculus I)
ACCT 2100	Introduction to Financial Accounting
ACCT 2200	Introduction to Managerial Accounting

ECON 2100	Principles of Microeconomics
ECON 2200	Principles of Macroeconomics
ECON 2300	Business Statistics
BISM 2100	Business Information Systems & Communications
BLAW 2200	Legal and Ethical Environment of Business

The Sophomore GPA Requirement must be met before the BBA degree will be awarded. Regardless of whether the courses are taken at Kennesaw State University or at another acceptable accredited institution, the grades earned will be used to check this GPA requirement. A course may be repeated if necessary.

### Admission to the Coles Professional Program

Business majors must apply for and be accepted for admission into the Coles College of Business Professional Program prior to registering for any 4000-level business courses. Admission to the Coles College Professional Program is separate from admission to Kennesaw State University. The Sophomore GPA Requirement must be met prior to application for admission. Application forms and details about admission requirements may be obtained from the Undergraduate Advising Center.

### Other KSU Requirements

In order to receive a degree from Kennesaw State University, a student must meet KSU's residency, grade, and graduation requirements. Some of those requirements are summarized here. Students are encouraged to check the KSU Undergraduate Catalog for a complete listing of KSU requirements.

Students must earn a minimum of 51 hours of credit in upper division business courses. At least 33 hours of business courses must be taken in residence at KSU. At least 12 hours of the Major Field Requirements and Major Field Electives must be taken at KSU. At least 20 of the last 30 semester hours preceding graduation must be taken at KSU.

Credit for courses taken at other accredited colleges and universities will be given only if those courses were taken at the same or higher level than the comparable courses

offered at Kennesaw State University. If the courses are taken at a lower level than offered by Kennesaw State University, students may possibly earn credit for a course by passing an Advanced Standing Examination.

Students must earn a grade of "C" or better in the major field courses that constitute the Lower Division Major Requirements (the lower division business core courses) and the Upper Division Major Requirements (including the upper division business core courses, the information technology requirement, the major field requirements, and the major field electives).

Students must always meet current course prerequisites, regardless of when they first started at KSU. Check the most recent KSU Undergraduate Catalog for current course prerequisites.

### Timeliness of Degree Completion

Business majors must successfully complete the BBA degree requirements within no more than six (6) calendar years after first being admitted to the Coles Professional Program.

## Major in Accounting, B.B.A.

### **Bachelor of Business Administration Degree Coles College of Business Department of Accounting (770) 423-6084**

The faculty of the Department of Accounting strives to be a team of creative, highly qualified professionals dedicated to preparing students for entry-level opportunities and long-term career success. The faculty also makes meaningful contributions to the professional and academic accounting communities.

Accounting provides the tools to measure, interpret and communicate economic information for decision-making. A basic understanding of financial and managerial accounting information is necessary for all business majors. Accounting majors develop their knowledge of accounting within the framework of accounting information systems. The development of a student's technical, communication, computer, critical thinking, problem solving, teamwork, and leadership skills are critical consequences of the program.

Upon graduation, Accounting majors have a wide range of job opportunities. Many go into public practice (CPA firms), which involves independent auditing, accounting, consulting and tax services to clients. This is the traditional path for becoming a Certified Public Accountant. Others choose private accounting, becoming financial, tax, systems or managerial accountants or internal auditors in business and industry. Still others enter the specialized field of not-for-profit accounting. Accounting also serves as a solid background for graduate work in any business area or law. Many find rewarding lifetime careers in Accounting; others use it as a stepping stone to high-level management positions.

The State of Georgia requires everyone who wishes to be licensed as a CPA to have five years of education (150 semester hours), including a baccalaureate degree. 123 hours are required to earn the bachelors degree; hence 27 additional hours are needed. While these can be undergraduate hours, the faculty recommend that prospective CPAs earn a Masters degree to satisfy the five year requirement.

Business majors must earn a grade of "C" or better in the major field courses that constitute the Lower Division Major Requirements and the Upper Division Major Requirements (including upper division business core courses, information technology requirement, major field requirements, and major field electives).

#### Credit Hours

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**In the General Education requirements, all business majors must take:**

- MATH 1111 or MATH 1113
- MATH 1106 or MATH 1190
- ECON 2100

(Accounting Major - cont'd)

**Credit Hours**

**LOWER DIVISION BUSINESS CORE (AREA F) 18**

ACCT 2100	Introduction to Financial Accounting	3
ACCT 2200	Introduction to Managerial Accounting	3
ECON 2100	Principles of Microeconomics (counted in General Education)	
ECON 2200	Principles of Macroeconomics	3
ECON 2300	Business Statistics	3
BISM 2100	Business Information Systems and Communications	3
BLAW 2200	Legal and Ethical Environment of Business	3

**UPPER DIVISION MAJOR REQUIREMENTS 45**

**Upper Division Business Core 18**

ECON 3300	Applied Statistical and Optimization Models	3
FIN 3100	Principles of Finance	3
MKTG 3100	Principles of Marketing	3
MGT 3100	Management and Behavioral Science	3
MGT 3200	Operations Management	3
MGT 4199	Strategic Management	3

**Information Technology Requirement 3**

BISM 3100	Information Systems Management	3
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**Major Field Requirements 15**

ACCT 3100	Intermediate Financial Accounting & Auditing	3
ACCT 3200	Concepts in Federal Taxation	3
ACCT 3300	Accounting Information Systems	3
ACCT 4050	Intermediate Financial Accounting II	3
ACCT 4300	International Accounting	3

**Major Field Electives 9**

(select 9 credit hours from the following):

ACCT 4100	Advanced Financial Accounting	3
ACCT 4200	Advanced Managerial Accounting	3
ACCT 4150	Auditing and Assurance	3
ACCT 4250	Advanced Taxation	3
ACCT 4350	Accounting Systems Audit and Control	3
ACCT 4600	Governmental and Nonprofit Accounting	3
ACCT 4700	Business Valuation	3
ACCT 4490	Special Topics in Accounting	3

Students should select their major elective courses (3) after careful consideration of career and/ or graduate school aspirations. Discussions with faculty are advisable. Some suggested elective course combinations are listed below.

1. Students who intend to begin their careers in public accounting (CPA firms) should take: 4100, 4150, 4250.
2. Students who wish to intensify their studies in the area of technology should consider completing the Information Technology (IT) Certificate. See [science.kennesaw.edu/csis/itcert](http://science.kennesaw.edu/csis/itcert)



**Credit Hours**

- or call 770-423-6005 for complete details. The certificate includes 15 hours of course work in the IT area. Six of those hours will fit in the Non-business Electives section of the program.
- Students who plan to enter KSU’s Master of Accounting degree program should take: 4100, 4150, 4250.

**BUSINESS ELECTIVES** Nine hours of credit from upper-division (3000/4000) course offerings **outside the major, but inside the Coles College of Business.** (A maximum of nine hours of credit in Co-Ops and Internships may be used in this area. Co-Ops and Internships may not be used in any other area.) **9**

**NON-BUSINESS ELECTIVES** Six hours of credit from any lower-division (1000/2000) or upper-division (3000/4000) **non-business courses** offered at Kennesaw State. **6**

**PROGRAM TOTAL: 123**

**Major in Economics, B.B.A.**

**Bachelor of Business Administration Degree  
Coles College of Business  
Department of Economics, Finance & Quantitative Analysis  
(770) 423-6091**

Economics is the study of business firms; the functioning of regional, national, and global markets; and the development of analytical techniques that aid in decision making and understanding market behavior. The primary focus is on problem definition, model development, data gathering and analysis, model solution, and report generation in the areas of consumer behavior, business behavior, price determination, resource allocation, production and distribution of goods and services, and policies that affect output, employment, income, trade, growth, and inflation. There is a broad range of intellectual challenges within the economics major. Branches of Economics overlap such diverse areas as politics, finance, history, international business, management, marketing, business operations, and psychology.

The program of study in economics prepares students for careers in management, marketing, business research, economic planning, and human resources with employers in industry, trade, banking, and government. Students are also well prepared for graduate study in economics, law, and business.

Business majors must earn a grade of “C” or better in the major field courses that constitute the Lower Division Major Requirements and the Upper Division Major Requirements (including upper division business core courses, information technology requirement, major field requirement, and major field electives.

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**In the General Education requirements, all business majors must take:**

- MATH 1111 or MATH 1113
- MATH 1106 or MATH 1190
- ECON 2100

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

(Economics Major - cont'd)

**Credit Hours**

**LOWER DIVISION BUSINESS CORE (AREA F) 18**

ACCT 2100	Introduction to Financial Accounting	3
ACCT 2200	Introduction to Managerial Accounting	3
ECON 2100	Principles of Microeconomics (counted in General Education)	
ECON 2200	Principles of Macroeconomics	3
ECON 2300	Business Statistics	3
BISM 2100	Business Information Systems and Communications	3
BLAW 2200	Legal and Ethical Environment of Business	3

**UPPER DIVISION MAJOR REQUIREMENTS 42**

**Upper Division Business Core 18**

ECON 3300	Applied Statistical and Optimization Models	3
FIN 3100	Principles of Finance	3
MKTG 3100	Principles of Marketing	3
MGT 3100	Management and Behavioral Science	3
MGT 3200	Operations Management	3
MGT 4199	Strategic Management	3

**Information Technology Requirement 3**

BISM 3100	Information Systems Management	3
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**Major Field Requirement 3**

(select one of the following):

ECON 4310	Economic Development in Global Perspective	
ECON 4410	International Trade and Finance	
FIN 4420	International Financial Management	

**Major Field Electives 18**

(select 18 credit hours from the following):

ECON 4210	Money and Financial Markets	3
ECON 4310	Economic Development in Global Perspective	3
ECON 4410	International Trade and Finance	3
ECON 4510	Microeconomics	3
ECON 4550	Managerial Economics	3
ECON 4610	Macroeconomics	3
ECON 4490	Special Topics in Economics	3

**Up to 6 of the 18 hours in major field electives may be selected from the following:**

ECON 4710	Econometrics and Forecasting	3
ECON 4750	Multivariate Data Analysis	3
ECON 4810	Quantitative Decision Models	3
ECON 4850	Decision Analysis and Simulation	3
FIN 4220	Corporate Finance	3
FIN 4260	Short Term Financial Management	3
FIN 4320	Fixed Income Securities	3

FIN 4360	Equity Securities	3
FIN 4420	International Financial Management	3
FIN 4520	Financial Derivatives and Financial Engineering	3
FIN 4620	Financial Management of Financial Institutions	3
FIN 4490	Special Topics in Finance	3

**BUSINESS ELECTIVES** Twelve hours of credit from upper-division (3000/4000) course offerings **outside the major, but inside the Coles College of Business.** (A maximum of nine hours of credit in Co-Ops and Internships may be used in this area. Co-Ops and Internships may not be used in any other area.) **12**

**NON-BUSINESS ELECTIVES** Six hours of credit from any lower-division (1000/2000) or upper-division (3000/4000) **non-business courses** offered at Kennesaw State. **6**

**PROGRAM TOTAL: 123**

## Major in Finance, B.B.A.

**Bachelor of Business Administration Degree**  
**Coles College of Business**  
**Department of Economics, Finance & Quantitative Analysis**  
**(770) 423-6091**

There is a broad range of intellectual challenges within the field of finance which integrates and applies principles and concepts drawn from accounting, economics, business operations, and quantitative analysis in a global business environment. Finance is an analytical discipline dealing with the acquisition and distribution of funds, financial statement analysis, security analysis, risk assessment, valuation of assets and liabilities, functioning of financial markets, and management of investments, acquisitions, funds, assets, liabilities, risk, businesses, and financial institutions.

The program in finance prepares students for careers as bankers, financial managers, stock-brokers, financial analysts, portfolio managers, financial consultants, investment bankers, and financial planners. Students are also well prepared for graduate study in law and business.

Business majors must earn a grade of "C" or better in the major field courses that constitute the Lower Division Major Requirements and the Upper Division Major Requirements (including upper division business core courses, information technology requirement, major field requirement, and major field electives.

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**In the General Education requirements, all business majors must take:**

- MATH 1111 or MATH 1113
- MATH 1106 or MATH 1190
- ECON 2100

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

(Finance Major - cont'd)

		<b>Credit Hours</b>
<b>LOWER DIVISION BUSINESS CORE (AREA F)</b>		<b>18</b>
ACCT 2100	Introduction to Financial Accounting	3
ACCT 2200	Introduction to Managerial Accounting	3
ECON 2100	Principles of Microeconomics (counted in General Education)	3
ECON 2200	Principles of Macroeconomics	3
ECON 2300	Business Statistics	3
BISM 2100	Business Information Systems and Communications	3
BLAW 2200	Legal and Ethical Environment of Business	3

**UPPER DIVISION MAJOR REQUIREMENTS 42**

**Upper Division Business Core 18**

ECON 3300	Applied Statistical and Optimization Models	3
FIN 3100	Principles of Finance	3
MKTG 3100	Principles of Marketing	3
MGT 3100	Management and Behavioral Science	3
MGT 3200	Operations Management	3
MGT 4199	Strategic Management	3

**Information Technology Requirement 3**

BISM 3100	Information Systems Management	3
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**Major Field Requirement 3**  
(select one of the following):

ECON 4310	Economic Development in Global Perspective	3
ECON 4410	International Trade and Finance	3
FIN 4420	International Financial Management	3

**Major Field Electives 18**  
(select 18 credit hours from the following):

FIN 4220	Corporate Finance	3
FIN 4260	Short Term Financial Management	3
FIN 4320	Fixed Income Securities	3
FIN 4360	Equity Securities	3
FIN 4420	International Financial Management	3
FIN 4520	Financial Derivatives and Financial Engineering	3
FIN 4620	Financial Management of Financial Institutions	3
FIN 4490	Special Topics in Finance	3
ECON 4210	Money and Financial Markets	3

**Up to 6 of the 18 hours in major field electives may be selected from the following:**

ECON 4510	Microeconomics	3
ECON 4550	Managerial Economics	3
ECON 4610	Macroeconomics	3
ECON 4710	Econometrics and Forecasting	3
ECON 4750	Multivariate Data Analysis	3

			Credit Hours
ECON 4810	Quantitative Decision Models	3	
ECON 4850	Decision Analysis and Simulation	3	
RE 4500	Real Estate	3	

**BUSINESS ELECTIVES** Twelve hours of credit from upper-division (3000/4000) course offerings **outside the major, but inside the Coles College of Business**. (A maximum of nine hours of credit in Co-Ops and Internships may be used in this area. Co-Ops and Internships may not be used in any other area.) **12**

**NON-BUSINESS ELECTIVES** Nine hours of credit from any lower-division (1000/2000) or upper-division (3000/4000) **non-business courses** offered at Kennesaw State.

**PROGRAM TOTAL: 123**

## Major in Management, B.B.A.

**Bachelor of Business Administration Degree  
Coles College of Business  
Department of Management & Entrepreneurship  
(770) 423-6552**

The program of study in management is designed to prepare students for leadership roles in the field of management. Management is the process of planning, organizing, staffing, directing and controlling activities in an organization which will result in the achievement of a common goal. Managers make decisions and direct resources so that organizational goals and objectives are obtained.

Business majors must earn a grade of "C" or better in the major field courses that constitute the Lower Division Major Requirements and the Upper Division Major Requirements (including upper division business core courses, information technology requirement, major field requirement, and major field electives).

**GENERAL EDUCATION** (See previous listing of requirements) **Credit Hours 42**

**In the General Education requirements, all business majors must take:**

- MATH 1111 or MATH 1113
- MATH 1106 or MATH 1190
- ECON 2100

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION BUSINESS CORE (AREA F)** **18**

ACCT 2100	Introduction to Financial Accounting	3
ACCT 2200	Introduction to Managerial Accounting	3
ECON 2100	Principles of Microeconomics (counted in General Education)	
ECON 2200	Principles of Macroeconomics	3
ECON 2300	Business Statistics	3
BISM 2100	Business Information Systems and Communications	3
BLAW 2200	Legal & Ethical Environment of Business	3

Management Major - cont'd)

**Credit Hours**

**UPPER DIVISION MAJOR REQUIREMENTS**

**45**

**Upper Division Business Core**

**18**

ECON 3300	Applied Statistical and Optimization Models	3
FIN 3100	Principles of Finance	3
MKTG 3100	Principles of Marketing	3
MGT 3100	Management & Behavioral Science	3
MGT 3200	Operations Management	3
MGT 4199	Strategic Management	3

**Information Technology Requirement**

**3**

BISM 3100	Information Systems Management	3
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**Major Field Requirements**

**12**

MGT 4120	Venture Management	3
MGT 4160	Organizational Behavior	3
MGT 4170	Strategic Human Resource Management	3
MGT 4190	International Management	3

**Major Field Electives**

**12**

(select 12 credit hours from the following):

BLAW 4960	Current Issues in Business Ethics and Law	3
MGT 3600	Introduction to International Business	3
MGT 3140	Leading and Teaming in Business Settings	3
MGT 3190	Business, Ethics, and Society	3
MGT 4121	Entrepreneurship and Creativity	3
MGT 4122	Venture Analysis	3
MGT 4124	Franchise Management	3
MGT 4125	International Entrepreneurship	3
MGT 4161	Organizational Communications	3
MGT 4171	Employee & Labor Relations	3
MGT 4172	Compensation and Reward Systems	3
MGT 4173	Human Resource Selection	3
MGT 4174	International Human Resource Management	3
MGT 4476	Contemporary Global Business Practices	3
MGT 4800	International Supply Chain Management	3
MGT 4850	Managing Process Improvement	3
MGT 4860	Quality Management	3
MGT 4880	Service Operations Management	3
MGT 4490	Special Topics in Management	3
ACCT 3300	Accounting Information Systems	3
BISM 3200	Advanced Business Application Systems	3
BISM 4100	Business Systems Analysis and Design	3

If you are interested in a particular area of Management, following are some suggested courses made up of four areas of specialization: Human Resource Management and Development, International Management, Entrepreneurship, and Operations Management.

Credit Hours

**I. Human Resource Management and Development**

- MGT 4171 Employee & Labor Relations
- MGT 4172 Compensation
- MGT 4174 International Human Resource Management
- MGT 4173 Staffing
- BLAW 4960 Current Issues in Business Ethics and Law

**II. International Management**

- MGT 4174 International Human Resource Management
- MGT 4850 World Class Manufacturing
- BLAW 4600 International Law: Business Applications
- ECON 4410 International Trade and Finance
- MKTG 4820 International Marketing

**III. Entrepreneurship**

- MGT 4121 Entrepreneurship & Creativity
- MGT 4122 Venture Analysis

**IV. Operations Management**

- MGT 4800 Purchasing and Supply Chain Management
- MGT 4850 World Class Manufacturing
- MGT 4860 Quality Management
- MGT 4880 Service Operations Management

**BUSINESS ELECTIVES** Nine hours of credit from upper-division (3000/4000) course offerings **outside the major, but inside the Coles College of Business.** (A maximum of nine hours of credit in Co-Ops and Internships may be used in this area. Co-Ops and Internships may not be used in any other area.) **9**

**NON-BUSINESS ELECTIVES** Six hours of credit from any lower-division (1000/2000) or upper-division (3000/4000) **non-business courses** offered at Kennesaw State. **6**

**PROGRAM TOTAL: 123**

**Major in Marketing, B.B.A.**

**Bachelor of Business Administration Degree  
Coles College of Business  
Department of Marketing & Professional Sales  
(770) 423-6060**

Marketing affects us every day of our lives. A field devoted to promoting an organization's goods and services to potential customers, marketing helps deliver to average consumers a standard of living that would have been inconceivable to previous generations.

Majoring in marketing can lead to a personally satisfying and financially rewarding career in the fields of marketing, sales, or sales management. The marketing curriculum merges marketing theory with real-world practice to prepare students for working with either for-profit or nonprofit organizations. Students may choose a general program of study or one of the specialized marketing tracks including marketing communications, retail management, or professional selling.

(Marketing Major - continued)

Business majors must earn a grade of “C” or better in the major field courses that constitute the Lower Division Major Requirements and the Upper Division Major Requirements (including upper division business core courses, information technology requirement, major field requirement, and major field electives.

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**In the General Education requirements, all business majors must take:**

- MATH 1111 or MATH 1113
- MATH 1106 or MATH 1190
- ECON 2100

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION BUSINESS CORE (AREA F)** **18**

ACCT 2100	Introduction to Financial Accounting	3
ACCT 2200	Introduction to Managerial Accounting	3
ECON 2100	Principles of Microeconomics (counted in General Education)	
ECON 2200	Principles of Macroeconomics	3
ECON 2300	Business Statistics	3
BISM 2100	Business Information Systems and Communications	3
BLAW 2200	Legal & Ethical Environment of Business	3

**UPPER DIVISION MAJOR REQUIREMENTS** **45**

**Upper Division Business Core** **18**

ECON 3300	Applied Statistical and Optimization Models	3
FIN 3100	Principles of Finance	3
MKTG 3100	Principles of Marketing	3
MGT 3100	Management & Behavioral Science	3
MGT 3200	Operations Management	3
MGT 4199	Strategic Management	3

**Information Technology Requirement** **3**

BISM 3100	Information Systems Management	3
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**Major Field Requirements** **12**

MKTG 4100	Marketing Research	3
MKTG 4150	Consumer Behavior	3
MKTG 4820	International Marketing	3
MKTG 4990	Marketing Management	3

**Major Field Electives** **12**

(select 12 credit hours from the following):

MKTG 4300	Basic Retailing	3
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Credit Hours

MKTG 4350	Retail Management	3
MKTG 4410	Professional Selling	3
MKTG 4430	Market Analysis	3
MKTG 4450	Sales Management	3
MKTG 4500	Internet Marketing and Global Business	3
MKTG 4620	Services Marketing	3
MKTG 4630	Direct Response Marketing	3
MKTG 4650	Advertising	3
MKTG 4670	Promotional Strategy	3
MKTG 4750	Advanced Selling	3
MKTG 4850	Business to Business Marketing	3
MKTG 4870	Sports Marketing	3
MKTG 4490	Special Topics in Marketing	3
MKTG 4476	Contemporary Global Business Practices	3

If you are interested in a particular area of Marketing, following are some suggested courses for three areas of specialization: Marketing Communications, Retail Management, and Professional Selling.

**I. Marketing Communication**

MKTG 4630	Direct Response Marketing
MKTG 4650	Advertising
MKTG 4670	Promotional Strategy

**II. Retail Management**

MKTG 4300	Basic Retailing
MKTG 4350	Retail Management

**III. Professional Selling**

MKTG 4410	Professional Selling
MKTG 4430	Marketing Analysis
MKTG 4450	Sales Management
MKTG 4750	Advanced Selling
MKTG 4850	Business to Business Marketing

**BUSINESS ELECTIVES** Nine hours of credit from upper-division (3000/4000) course offerings **outside the major, but inside the Coles College of Business.** (A maximum of six hours of credit in Co-Ops and Internships may be used in this area. Co-Ops and Internships may not be used in any other area.) **9**

**NON-BUSINESS ELECTIVES** Six hours of credit from any lower-division (1000/2000) or upper-division (3000/4000) **non-business courses** offered at Kennesaw State. **6**

**PROGRAM TOTAL: 123**

## Major in Professional Sales, B.B.A.

**Bachelor of Business Administration Degree**  
**Coles College of Business**  
**Department of Marketing & Professional Sales**  
**(770) 423-6060**

Many job opportunities exist in professional sales for graduates who enjoy the independence and economic rewards that a sales career provides. A major in professional selling focuses on business-to-business selling, helping students learn how to design and deliver effective sales presentations, analyze and manage individual accounts and markets, develop sales plans, and manage the sales force.

Business majors must earn a grade of "C" or better in the major field courses that constitute the Lower Division Major Requirements and the Upper Division Major Requirements (including upper division business core courses, information technology requirement, major field requirement, and major field electives).

### Credit Hours

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**In the General Education requirements, all business majors must take:**

- MATH 1111 or MATH 1113
- MATH 1106 or MATH 1190
- ECON 2100

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION BUSINESS CORE (AREA F)** **18**

ACCT 2100	Introduction to Financial Accounting	3
ACCT 2200	Introduction to Managerial Accounting	3
ECON 2100	Principles of Microeconomics (Counted in General Education)	
ECON 2200	Principles of Macroeconomics	3
ECON 2300	Business Statistics	3
BISM 2100	Business Information Systems & Communications	3
BLAW 2200	Legal & Ethical Environment of Business	3

**UPPER DIVISION MAJOR REQUIREMENTS** **45**

**Upper Division Business Core** **18**

ECON 3300	Applied Statistical and Optimization Models	3
FIN 3100	Principles of Finance	3
MKTG 3100	Principles of Marketing	3
MGT 3100	Management & Behavioral Science	3
MGT 3200	Operations Management	3
MGT 4199	Strategic Management	3

Credit Hours

**Information Technology Requirement**

**3**

BISM 3100 Information Systems Management 3

**Major Field Requirements**

**18**

MKTG 4410 Professional Selling 3  
 MKTG 4430 Market Analysis 3  
 MKTG 4450 Sales Management 3  
 MKTG 4750 Advanced Selling 3  
 MKTG 4820 International Marketing 3  
 MKTG 4850 Business to Business Marketing 3

**Major Field Electives**

**6**

(select six credit hours from the following):

MKTG 4100 Marketing Research 3  
 MKTG 4150 Consumer Behavior 3  
 MKTG 4300 Basic Retailing 3  
 MKTG 4350 Retail Management 3  
 MKTG 4500 Internet Marketing and Global Business 3  
 MKTG 4620 Services Marketing 3  
 MKTG 4630 Direct Response Marketing 3  
 MKTG 4650 Advertising 3  
 MKTG 4670 Promotional Strategy 3  
 MKTG 4870 Sports Marketing 3  
 MKTG 4490 Special Topics in Marketing 3  
 MKTG 4990 Marketing Management 3  
 MKTG 4476 Contemporary Global Business Practices 3

**BUSINESS ELECTIVES**

Nine hours of credit from upper-division (3000/4000) course offerings **outside the major, but inside the Coles College of Business**. Courses with an MKTG prefix may not be used in this area. (A maximum of six hours of credit in Co-Ops and Internships may be used in this area. Co-Ops and Internships may not be used in any other area).

**9**

**NON-BUSINESS ELECTIVES**

Six hours of credit from any lower-division (1000/2000) or upper-division (3000/4000) **non-business courses** offered at Kennesaw State.

**6**

**PROGRAM TOTAL: 123**



# Bagwell College of Education & PTEU

Kennesaw State University is one of the largest and strongest teacher preparation units in the University System of Georgia. One out of five undergraduate students at KSU is enrolled in a professional degree program that prepares teachers for the P-12 elementary, middle and secondary schools.

KSU's conceptual framework for teacher education is the Collaborative Development of Expertise in Teaching and Learning. The Professional Teacher Education Unit (PTEU) at Kennesaw State University is committed to developing expertise among candidates in initial and advanced programs as teachers and leaders who possess the capability, intent and expertise to facilitate high levels of learning in all of their students through effective, research-based practices in classroom instruction, and who enhance the structures that support all learning. To that end, the PTEU fosters the development of candidates as they progress through stages of growth from novice to proficient to expert and leader. Within the PTEU conceptual framework, expertise is viewed as a process of continued

development, not an end-state. To become effective, teachers and educational leaders must embrace the notion that teaching and learning are entwined and that only through the implementation of validated candidates practices can all students construct meaning and reach high levels of learning. In that way, candidates are facilitators of the teaching and learning process. Finally, the PTEU recognizes, values and demonstrates collaborative practices across the college and university and extends collaboration to the community-at-large. Through this collaboration with professionals in the university, the public and private schools, parents and other professional partners, the PTEU meets the ultimate goal of assisting Georgia schools in bringing all students to high levels of learning.

Teacher education programs at KSU have high expectations for content knowledge in the teaching field, effective pedagogical skills, multiple field experiences, multicultural perspectives, use of educational technology, performance-based assessments, and attention to student learning outcomes.

## Accreditations

The university's teacher preparation programs are accredited by the National Council for Accreditation of Teacher Education and approved by Georgia's Professional Standards Commission. Successful completion of one of KSU's approved undergraduate programs in teacher education leads to initial teacher certification in Georgia (P-5 for elementary; 4-8 for middle; 6-12 for secondary; and P-12 for all grades).

Graduates of KSU's teacher education programs typically perform well on examinations for professional certification. Candidates for teacher certification in Georgia must pass the Praxis I and Praxis II tests. In Georgia, the Professional Standards Commission provides the Praxis II pass rates for all teacher preparation units in the state to the U.S. Secretary of Education as mandated by Title II of the Higher Education Amendments of 1998. The pass rate which is published as part of the Title II Teacher Report Card, was 96.4% for all KSU program completers for the 2001-2002 academic year.

## The PTEU

Teacher education at KSU is a highly collaborative and all-campus responsibility. The Professional Teacher Education Unit (PTEU) is the umbrella organization under which nearly 100 teaching faculty and academic administrators representing over twelve different instructional departments and five colleges come together to collaborate on the design, delivery, approval and accreditation of all teacher preparation programs. The Dean of the Leland & Clarice C. Bagwell College of Education leads the PTEU and provides university-wide coordination for teacher education, working in partnership with the other deans of the university.

Within the PTEU, the following functions are centralized in the Bagwell College of Education in support of all teacher education programs at KSU:

- Formal Admission to Teacher Education—Impey Teacher Education Advisement Center
- General Program Advisement—Impey Teacher Education Advisement Center and program areas
- Admission to Student Teaching—Center for Field Experiences and Partnerships
- Recommendations for Teacher Certification—Impey Teacher Education Advisement Center
- Final Appeals of Teacher Education Admission & Retention Decisions—Teacher Education Appeals Board and Associate Dean of the Bagwell College of Education
- Teacher induction and professional development activities—Service Outreach and Partnership with public schools
- Teaching Resources—Teacher Resource & Activity Center (TRAC)
- Educational Technology Resources—Learning Technology Center in TRAC and The Educational Technology Training Center
- Coordination of Field Experiences—Center for Field Experiences and Partnerships
- Coordination for Program Accreditation—Assistant Dean of the Bagwell College of Education
- Coordination of the PTEU and Program Coordinators—Assistant Dean of the Bagwell College of Education
- Oversight of the Teacher Education Council (TEC), The College Level Policy and Curriculum Committee for all Teacher Education Programs—Dean of the Bagwell College of Education

Within the PTEU, most of the responsibilities for designing, implementing, and administering individual degree programs in teacher education are decentralized and assigned to different colleges and instructional departments. Each program has a KSU faculty member who serves as the program coordinator in the department responsible for that program. The collaborating colleges and departments responsible for KSU's eleven

bachelor's degree programs in teacher education are as follows:

- Bagwell College of Education
  - P-5 Early Childhood Education** (Elementary & Early Childhood Education Department)
  - 4-8 Middle Grades Education** (Secondary & Middle Grades Education Department)
- College of Health & Human Services
  - P-12 Health & Physical Education** (Health, Physical Education & Sport Science Department)
- College of Humanities & Social Sciences
  - 6-12 English Education** (English Department)
  - 6-12 Social Science Education** (History & Philosophy Department)
  - P-12 Teacher Certification in Foreign Language Education Concentration** (Foreign Language Department) see page 166
- College of Science and Mathematics
  - 6-12 Biology Education** (Biological & Physical Sciences Department)
  - 6-12 Mathematics Education** (Mathematics Department)
- 6-12 Chemistry Education Track** (Chemistry Department) see page 195
- College of the Arts
  - P-12 Art Education** (Visual Arts Department)
  - P-12 Music Education** (Music Department)

At KSU, content specialists in the arts and sciences work collaboratively with pedagogy specialists in those same disciplines and often in the same departments to prepare teachers. Bachelor's degree programs in teacher education require the equivalent of a major in the content studies of the teaching field and the equivalent of a second major in pedagogical studies with an emphasis on teaching that is discipline-specific and age-appropriate.

## Bagwell College of Education

Even though the responsibility for administering professional teacher preparation programs is distributed broadly across one many colleges and departments at KSU, the overall coordination and primary leadership for teacher education resides in the Leland & Clarice C. Bagwell

College of Education and the Dean of Education. The Bagwell College is organized into four instructional departments that support particular degree programs in teacher education and a number of academic support units that provide services to all teacher education programs in the PTEU.

## Academic Departments

### Department of Elementary and Early Childhood Education (770) 423-6121

The foundation for learning and for subsequent academic success is laid during the formative stages. The faculty in this Department specialize in the opportunities and challenges of early childhood education. The Department of Elementary and Early Childhood Education offers a program of study leading to the Bachelor of Science degree and broad-field certification in Early Childhood Education (pre-kindergarten to grade five). The Department also offers an M.Ed. in Early Childhood Education. See the Graduate Catalog for more information. The Department Website is: [www.kennesaw.edu/education/eece](http://www.kennesaw.edu/education/eece).

### Department of Educational Leadership (770) 423-6888

The Department offers an endorsement in Educational Leadership and an M.Ed. See the graduate catalog for more information. The Department website is [www.kennesaw.edu/education/edleadership](http://www.kennesaw.edu/education/edleadership).

### Department of Secondary and Middle Grades Education (770) 423-6314

Early adolescence represents a period of great transition for young people. The faculty in this Department specialize in the opportunities and challenges of middle grades education. The Department of Secondary and Middle Grades Education offers a program of study leading to the Bachelor of Science degree and certification in middle grades education (4-8). The Department also offers the M.Ed. in Adolescent Education. See

Graduate Catalog for more information. The Department Website is: [www.kennesaw.edu/education/mge](http://www.kennesaw.edu/education/mge).

### **Department of Special Education (770) 423-6577**

There is a growing awareness that effective education must address the diverse and special needs of all students through instructional strategies of inclusion. The faculty in this department specialize in advanced programs for exceptional learners which are inclusive. The Department of Special Education also offers the state-mandated special education course for most undergraduate education programs, EXC 3304 Education of Exceptional Students. This course prepares teachers to identify students with diverse learning needs and to accommodate their needs in regular education programs in collaboration with parents, educators and other professionals. Candidates interested in additional experience in programs for learners with diverse needs (Gifted, English for Speakers of Other Languages, Preschool/Special Education programs) should contact the Department office for information.

The Department also offers graduate add-on certificate programs in English for Speakers of Other Languages (ESOL), Interrelated, Preschool/Special Education, Reading, and the M.Ed. in Special Education.

See the Graduate Catalog for more information. The department website is: [www.kennesaw.edu/education/specialed](http://www.kennesaw.edu/education/specialed).

### **William D. Impey Teacher Education**

**Advisement Center** provides guidance to Elementary and Early Childhood, Secondary and Middle Grades, and Secondary Social Studies Education candidates in the PTEU as they complete requirements for full admission to the Teacher Education program, complete program requirements in their major, prepare for participation in major field experiences, and seek teacher certification.

**The Teacher Resource and Activity Center (TRAC)** serves pre-service candidates and in-service candidates and teachers with a curriculum and textbook library, and a media

resource center for the design and development of instructional materials.

**Educational Technology Training Center** at Kennesaw State University serves the Metropolitan Atlanta and North Georgia region with hundreds of workshops for pre-service and in-service educators on the principles of integrating technology into the curriculum to enhance student learning.

**Research and Assessment in Teacher Education** coordinates the PTEU's data collection, institutional research and assessment functions for reporting and program improvement purposes.

**Center for Field Experiences and Partnerships** develops and promotes partnerships and collaborative efforts with the university, the community, and schools to advance public P-12 education. The director and assistant director of the Center, working with teacher education faculty and appropriate school personnel, plan and implement the selection of school sites and classrooms appropriate to the needs of Kennesaw State University candidates and the goals of the Professional Teacher Education Unit. The Center supports teacher development from pre-service education to teacher induction through mentoring programs, staff development, and other initiatives.

## **Admission to Teacher Education**

Kennesaw State University is committed through its admission and monitoring processes to recruit and prepare diverse, highly qualified and capable prospective teachers. A condition for enrolling in a professional level education course at the upper division level (the required 3000- and 4000-level professional education courses), is that the candidate needs to be formally admitted to teacher education at Kennesaw State University.

Admission to teacher education is separate from admission to Kennesaw State University. Candidates typically apply for admission to teacher



education as sophomores after having completed most of their general education requirements. Applications for admission to teacher education are available in the William D. Impey Teacher Education Advisement Center.

A criminal history background check will be performed prior to admission to the teacher education. In addition, if determined by the background check that a student is a multi-state offender, the student will be required to pay a fee and be fingerprinted. Results of either the criminal history background check and/or fingerprinting may preclude admission to teacher education.

In order to meet the minimum requirements for admission to teacher education programs, candidates must also have:

1. Completed at least 45 semester hours of accredited college coursework.
2. Achieved a cumulative GPA of 2.75 for all attempted hours in the system core curriculum and lower division courses as required for teacher preparation programs.
3. Achieved an adjusted or cumulative GPA of 2.75 for all completed coursework at Kennesaw State University.
4. Completed English 1101 and English 1102 with grades of C or higher.
5. Passed the Regents' Examination.
6. Passed or exempted the Praxis I Examination or GACE Basic Skills Assessment (after 9/1/06).
7. Completed EDUC 2201\* and EDUC 2202 or EDUC 2204 with grades of C or higher. In addition to the preceding, the Department of Elementary and Early Childhood Education requires that all additional coursework completed in Lower Division Major and Teaching Field at the time of application for admission must consist of a grade of C or higher.
8. Received two positive faculty recommendations, one of which must be from an instructor for either EDUC 2201 or EDUC 2202 or EDUC 2204.
9. Received positive evaluations in all field experiences.
10. Exhibited responsible, professional behavior in all classes, field experiences, and interactions with peers and faculty.
11. Exhibited potential for success in the program.

12. Been approved for admission by the Admission and Academic Standing Committee of the applicant's proposed degree program.
13. Note: Some degree programs in teacher education have additional admissions requirements. Consult those departments and program coordinators.

\* Or approved Teacher Cadet or Teacher Apprenticeship Program

To be considered for admission, applications and all supporting documents must be submitted to the William D. Impey Teacher Education Advisement Center on or before the following deadlines:

Admission to Teacher Education Program for	Application Deadline*
Fall Semester	April 15th
Spring Semester	September 15th
Summer Term	February 15th

\* See note below on teacher education admission fee

Candidates will be informed of their admission status by letter or e-mail.

Candidates who have been denied admission must remove deficiencies within three semesters of the initial application for admission in order to be eligible for reconsideration for entry into a teacher education program.

**Teacher Education Admission Fee**

Any student submitting an application for admission to teacher education after February 15, 2006 must pay a \$20.00 application fee. This fee is nonrefundable and nontransferable.

**Retention in Teacher Education**

Once admitted to teacher education, a candidate will not be eligible to continue in teacher education if:

1. Responsible, professional behavior is not exhibited in all classes, field experiences

- and interactions with peers and faculty, as judged by the program faculty and/or collaborating teachers and school personnel.
- The candidate is found guilty of a major violation of the student code of conduct or civil law.
  - Two or more D or F grades are earned in required lower and upper division courses in the candidate's teacher education program. A review may be triggered if the candidate's adjusted or cumulative GPA falls below 2.75 at KSU.
  - The individual fails to observe or meet the required course and program prerequisites, including field-based teaching methods courses and student teaching.
  - Teaching skills and effectiveness are judged by two or more faculty instructors and/or collaborating teachers to be unsatisfactory.
  - Student teaching is not completed satisfactorily.

One or more of these deficiencies will trigger a review by the admissions and academic standing committee of the appropriate program area, which will determine whether the candidate will be permitted to continue in the teacher education program under an individualized remediation plan. Decisions to remove a candidate from the teacher education program will be recommended by that committee and approved by the program coordinator, department chair, associate dean of the Bagwell College of Education and the director of the Center for Field Experiences and Partnerships.

A Student Teacher may be removed from a field experience when any of the following occurs:

- The appropriate school authority states that the teacher preparation candidate's presence in the classroom is not in the best interest of the public school's students and/or requests that the teacher preparation candidate be removed;
- The joint decision of the appropriate teacher education program coordinator and department chair in consultation with the director of the Center for Field Experiences and Partnerships, student teacher coordinator, supervising master teacher, and/or university supervisor states that the circumstances

are such as to prevent either the development and/or maintenance of a satisfactory learning environment;

- Unprofessional/unethical behavior has been exhibited by the teacher education candidate;
- A decision has been reached that the teacher education candidate cannot receive a satisfactory grade.

## Major Field Experiences

The purpose of educational field experiences is to provide each teacher education candidate with multiple opportunities to engage in the practical aspects of teaching in real classroom settings. The teacher education faculty, the director of the Center for Field Experiences and Partnerships and appropriate school personnel collaborate to plan and implement the selection of school sites, classrooms and teaching/learning major field experiences and environments appropriate to the needs of the candidates and the goals of the Professional Teacher Education Program. Emphasis shall be given to balancing each candidate's experiences between urban, suburban and rural as well as among the multicultural and diverse populations of learners served within the Kennesaw State University service area. Each candidate is expected to be engaged in the full range of the respective program's teacher certification requirements as prescribed by the Georgia Professional Standards Commission.

The introductory course to the major includes a field component as do several other courses in the professional education sequence. Two major field experiences form the capstone of all undergraduate teacher education program: 1) the Teaching of Specific Subject experience; and 2) the Student Teaching experience.

### Teaching Specific Subjects (TOSS) and Instructional Design and Applications (IDA)

While candidate progress will be monitored throughout the program, a formal progress check will occur when candidates submit the form for the appropriate program area. This form must be signed by the student's advisor and submitted to the program's coordinator.

A criminal history background check will be performed prior to Admission to the Teaching of Specific Subjects (TOSS) or equivalent and may preclude continuation in the program. Minimum requirements for continuation in the program are:

1. Completion of teaching field and professional sequence coursework with a 2.75 minimum adjusted or cumulative GPA
2. Grades of C or better in all required courses in the candidate's teacher education program.
3. Positive evaluations in all field experiences.
4. Responsible behavior in all classes, field experiences, and interactions with peers and faculty.
5. Approval by the Admissions and Academic Standing Committee of the appropriate program area.

*Individual programs/departments may have additional criteria for continuation in the program.*

The form must be submitted to the appropriate program coordinator on or before the following specified deadline dates.

Admission to TOSS for	Application Deadline
Fall Semester	April 15th
Spring Semester	September 15th
Middle Grades Education	March - TBA

### Admission to Student Teaching

Student teaching normally is the last requirement completed in teacher education programs. Student teaching requires a full-time academic and professional commitment; therefore, no other courses should be taken during the semester of student teaching. Since student teaching is based in the field, the typical school-day hours for teachers at the placement site will be observed by the candidate teacher. The candidate teacher is expected to follow the direction of the collaborating teacher, the school principal, the KSU university supervisor, and the KSU director of the Center for Field Experiences and Partnerships.

A criminal history background check will be performed prior to admission to the Teaching of Specific Subjects (TOSS) or equivalent.

In addition, if determined by the background check that a student is a multi-state offender, the student will be required to pay a fee and be fingerprinted. Results of either the criminal history background check and/or fingerprinting may preclude continuation in the program.

Formal application to student teach must be completed and submitted to the Center for Field Experiences and Partnerships. Candidates become eligible to student teach by meeting the following requirements:

1. Grades of C or higher in all Lower Division Major Requirements (Area F) teaching field and professional education coursework.
2. A 2.75 adjusted or cumulative G.P.A. in all coursework at Kennesaw State University.
3. Positive evaluations in field experiences.
4. Responsible professional behavior in all classes, field experiences, and interactions with peers and faculty.
5. Positive recommendation from the instructor(s) of the Teaching of Specific Subject (TOSS) and Instructional Design and Application (IDA) course(s).
6. Approval by the Center for Field Experiences and Partnerships and the admissions and academic standing committee of the appropriate program area.

*Individual programs/ departments may have additional criteria for admission to student teaching.*

Applications for student teaching must be submitted to the Center for Field Experiences and Partnerships on or before the deadline dates specified below:

Admission to Student Teaching for	Application Deadline
Fall Semester (previous Spring)	January 30
Spring Semester (previous Fall)	August 30

Applications are due a semester in advance. For example, candidates wishing to student teach in Spring, 2007 must submit completed applications by August 30, 2006. Candidates wishing to student teach in Fall, 2007 must submit completed applications by January 30, 2007.

Applications will not be accepted after the deadline.

### Completion of Student Teaching

Criteria for the successful completion of student teaching are detailed in the Outcomes and Proficiencies outlined in the PTEU Candidate Performance Instrument (CPI) and embodied in the PTEU Conceptual Framework (CF). Candidates demonstrate their achievement of the Outcomes and Proficiencies through successful completion of the following:

- Entire semester of student teaching including eight to ten continuous weeks of full-time teaching (during one semester), unless otherwise stated by the program area
- Candidate Performance Instrument (CPI)
- Portfolio Narrative
- Impact on Student Learning Analysis Assignment
- Program area criteria and requirements
- End-of-semester student teaching surveys

The CF Outcomes and Proficiencies are available on the Center for Field Experiences and Partnerships website, [www.kennesaw.edu/education/CFEP](http://www.kennesaw.edu/education/CFEP). Refer to the Field Experiences Handbook to review reasons for removal from the student teaching experience.

### Grading Policies for Student Teaching

The final grades and their definitions for student teaching are as follows:

**I** – indicates an incomplete grade for the Student Teaching experience, and will be awarded only when the candidate is progressing successfully in the Student Teaching experience, but for non-academic reasons beyond his/her control is unable to meet the full requirements of the student teaching semester experience. An “Incomplete Grade Documentation” form is required that stipulates the conditions for successful completion of student teaching and signed by the University Supervisor, Collaborating Teacher, Department Chair/Program Coordinator, and

Candidate.

If a candidate receives a grade of I, the candidate must satisfactorily complete the requirements for Student Teaching as recommended by the program area, in compliance with the time frame stated under “Grading Policies” on the current KSU Catalog. The candidate will be assigned the grade of U if the grade of I is not removed within the time frame stated under “Grading Policies” on the current KSU Catalog. If the candidate receives a grade of U and wishes to enroll for student teaching in a subsequent semester, the candidate must reapply for student teaching. If accepted to the program, the candidate must complete the entire student teaching semester experience.

**W** – is awarded when a candidate withdraws without penalty from student teaching with the approval of the registrar before the withdrawal date listed in the Semester Schedule of Classes. Withdrawals without penalty may be permitted after the official withdrawal period in hardship cases only with the approval of the Department Chair and the Registrar. A remediation plan stipulating the conditions for successful completion of student teaching and signed by the University Supervisor, Collaborating Teacher, Department Chair/Program Coordinator, and Candidate is required. If a candidate receives a grade of W and wishes to enroll in student teaching in a subsequent semester, the candidate must reapply for student teaching once the remediation plan is successfully completed and documented by the program area using the “Student Teacher Remediation Follow-up Report.” If accepted to the program, the candidate must complete the entire student teaching semester experience.

**WF** – indicates that the student was permitted to withdraw from a course with the approval of the registrar after the withdrawal date listed in the Semester Schedule of Classes. If a candidate earns a grade of WF, the conditions indicated under “U” below will apply.

**S** – indicates satisfactory completion of the

student teaching experience.

**U** – indicates unsatisfactory completion of the student teaching experience. If a candidate earns a grade of U, a remediation plan stipulating the conditions for successful completion of student teaching and signed by the University Supervisor, Collaborating Teacher, Department Chair/Program Coordinator, and Candidate is required. If a candidate receives a grade of U and wishes to enroll in student teaching in a subsequent semester, the candidate must reapply for student teaching once the remediation plan is successfully completed and documented by the program area using the “Student Teacher Remediation Follow-up Report.” If accepted to the program, the candidate must complete the entire student teaching semester experience.

## Appeals of Admission & Retention Decisions

A formal appeal of a decision to deny admission or retention in student teaching or the teacher education program may be made to the Teacher Education Appeals Board. Instructions and forms for such appeals are available in the Office of the Dean of the Bagwell College of Education. An appeal must be based on exceptional and extenuating circumstances and/or other pertinent information not previously available or considered. A formal appeal must be submitted in writing to the Dean of the Bagwell College of Education within 30 days of being notified of admission or retention status. **In all cases, the candidate may initiate an appeal after seeking resolution with the appropriate degree program’s Admissions and Academic Standing Committee and/or Department Chair.** The Dean will transmit the appeal to the Board. The decision of the Teacher Education Appeals Board may be appealed in writing within 30 days to the Dean of the Bagwell College of Education. The decision of the dean is final.

## Teacher Certification

Teacher certification is granted by the Georgia Professional Standards Commission. KSU’s degree programs in teacher education have been approved by the Professional Standards Commission, but their completion satisfies only one of the requirements for teacher certification in Georgia. Candidates completing an approved program will prepare the necessary paperwork for certification during the Student Teaching Seminar. Candidates desiring certification in another state should contact the Department of Education in that state for specific requirements.

For Kennesaw State University to recommend a candidate for certification in the state of Georgia, candidates must have received a degree in their field of education with a GPA of at least 2.75 from Kennesaw State University, pass the Praxis I examination or show proof of exemption (see below), pass the Praxis II test for that field, and submit a copy of the Praxis II score report to the Certification Officer. The Certification Officer is responsible for verifying that all information is correct before any paperwork can be submitted to the Georgia Professional Standards Commission.

Praxis I is a comprehensive test covering reading, writing, and mathematics. It is a requirement for entrance into the Teacher Education Program at Kennesaw State University. Candidates should plan to take the test prior to applying to the Teacher Education Program. Students with the following *minimum* scores on Collegiate SAT, ACT, and GRE examinations may exempt Praxis I test by submitting proof of scores to the Certification Officer located in the William D. Impey Teacher Education Advisement Center:

- SAT: *at least* 1000 (Verbal and Mathematics)
- ACT: *at least* 43 (English and Mathematics)
- GRE: *at least* 1030 (Verbal and Quantitative)

Candidates who believe they qualify for this exemption should see the Certification Officer in the William D. Impey Teacher Education Advisement Center to establish and record

the exemption. The center can also provide further information concerning Praxis I and Praxis II at 770/423-6105.

## Programs of Study

The following degree programs are offered through the collaborating colleges and departments of the PTEU:

### Early Childhood and Elementary Education Teacher Certification Program

- Bachelor of Science in Early Childhood Education

### Middle Grades Teacher Certification Program

- Bachelor of Science in Middle Grades Education

### Secondary Teacher Certification Programs

- Bachelor of Science in Biology Education
- Bachelor of Science in English Education
- Bachelor of Science in Mathematics Education
- Bachelor of Science in Chemistry (Chemistry Education Track) see page 202
- Bachelor of Science in Social Science Education

### P-12 Teacher Education Certification Programs

- Bachelor of Science in Art Education
- Bachelor of Science in Health and Physical Education
- Bachelor of Music in Music Education
- Bachelor of Art in Modern Language and Culture (Teacher Certification in Foreign Language Education Concentration) see

## Major in Early Childhood Education, B.S.

### **Bachelor of Science Degree Leading to Certification for Grades P-5 Bagwell College of Education Department of Elementary & Early Childhood Education (770) 423-6121**

This broad-field program is designed to prepare teachers of young children and leads to certification for pre-kindergarten to grade five in Georgia. The cross-disciplinary nature of the program's course requirements, with special emphasis on content studies in mathematics and reading, corresponds to the broad and integrated nature of teaching in the elementary grades as well as studying the fundamental importance of developing the reading and mathematical skills of young learners. The program provides candidates with an understanding of developmentally appropriate practices and an awareness of and sensitivity to cultural diversity and individual differences among young learners.

		Credit Hours
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
ECE 2205	Introduction to Preschool Education	3
EDUC 2201	Teaching and Schools in a Changing Society	3
EDUC 2204	Human Growth, Development and Learning	3
GEOG 1101	Introduction to Geography	3
HIST 2111	America to 1890	3
SCI 2201	Concepts of Science	3

**TEACHING FIELD REQUIREMENTS 24**

FAED 3340	Music and Art for the Elementary School	2
HPS 3670	Early Childhood Health and Physical Education for the Classroom	2
MATH 3315	Critical Content ECE Math I	3
MATH 3316	Critical Content of ECE Math II	3
MATH 3317	Critical Content of ECE Math III	3
ECE 3320	Teaching Reading in Early Grades PK-2	3
ECE 3330	Teaching Reading in Elementary Grades 3-5	3
ECE 3340	Diagnosis and Application of Literacy Instruction in the Early Childhood Classroom	3
EDUC 3310	Multicultural Perspectives in Teaching and Learning	2

**PROFESSIONAL EDUCATION (P-5) REQUIREMENTS 36**

EDUC 3302	Curriculum and Assessment	3
EDUC 3308	Learning, Motivation and Classroom Management	3
EXC 3304	Education of Exceptional Students	3
ECE 3313	Pre-School Curriculum	3
ECE 4401	Teaching Mathematics in Early Childhood Education	3
ECE 4402	Teaching Science in Early Childhood Education	3
ECE 4405	Teaching Language Arts and Social Studies in Early Childhood	3
ECE 4410	Reading Across the Curriculum	3
ECE 4473	Student Teaching: Early Childhood (P-5)	12

**PROGRAM TOTAL: 123**

**Major in Middle Grades Education, B.S.**

**Bachelor of Science Degree  
Leading to Certification for Grades 4 - 8  
Bagwell College of Education  
Department of Secondary and Middle Grades Education  
(770) 423-6314**

The middle grades program is designed to prepare teachers of children and young adolescents in the middle grades (grades 4 through 8). It leads to 4-8 teacher certification in Georgia. Candidates prepare in two of the four teaching fields of the middle grades curriculum (mathematics, science, social studies, or language arts). Preparation in these two teaching fields is more in depth than the content requirements of the program for early childhood educators, but less extensive and less specialized than the requirements of programs for secondary educators. The integrated nature of the curriculum and the importance of team teaching strategies for the different teaching field programs with 4-8 certification are emphasized.

(Major in Middle Grades Education - cont'd)

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**Specific General Education recommendations for this major**

Students should take ANTH 2105, PSYC 2105, OR SOCI 2105 and should take SCI 1101 & 1102.

Students whose content concentration area is Math or Science should take MATH 1113 Pre-Calculus as part of their General Education requirement. All middle grades majors should take MATH 1107 Statistics.

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 18-19**

EDUC 2201	Teaching & Schools in a Changing Society	3
EDUC 2202	Life Span Development: Adolescent and Young Adulthood Emphasis	3
MATH 2590	Mathematics for Teachers of Middle Grades	3
SCI 2201	Science Concepts	3-4
<b>or</b>		
CHEM 1151/L	Survey of Chemistry I and Lab*	3
GEOG 1101	World Regional Geography	3
ENGL 2270**	Language & Usage	3

\*Those choosing to concentrate in science should take CHEM 1151/1151L instead of SCI 2201.

\*\* Students who pass the English department's basic language competency test with an 80% or above may substitute an English course selected with an advisor for ENGL 2270.

**TEACHING FIELD REQUIREMENTS (Must complete at least 24-27**

12 hours of coursework in two of the following four teaching field concentrations with 9 hours of study at the 3000 level or above.)

**1. Mathematics (13 hours)** -Students should take MATH 1113 Pre-Calculus and MATH 1107 Statistics as part of their General Education requirements.

MATH 1190	Calculus	4
MATH 3390	Introduction to Mathematical Systems	3
MATH 3395	Geometry	3
MATH 3495	Advanced Perspective on School Mathematics, Part I	3

**2. Science (14 hours)**

BIOL 2107	Biological Principles I	4
SCI 3360 & 3360L	Earth Science and Lab	4
PHYS 3310	How & Why—Physics of Everyday Life	3
ASTR 3321	Solar System Astronomy <b>or</b>	3
ASTR 3320	Astronomy and Cosmology	

**3. Social Studies (12 hours)**

HIST 2206	Origins of Great Traditions <b>or</b>	3
HIST 2111	America to 1890	
HIST 3304	History of Georgia	3

Select two of the following:

HIST 3305, 3366, 3367, 3373, 3374, 3382, 3391, 3392	6
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Credit Hours

**4. Language Arts (12 hours)**

ENGL 3310	Principles of Writing Instruction	6
ENGL 3390	Great Works for Middle Grades Teachers	3
ENGL Elective	(from ENGL 3035, 3330, 3340, 3350, 3360, 3400, 3500, 4340)	3

**PROFESSIONAL EDUCATION (4-8) REQUIREMENTS**

**35**

(Must be admitted to Teacher Education Program before taking these courses)

EXC 3304	Education of Exceptional Students	3
EDUC 3308	Learning, Motivation, and Classroom Management	3
EDRD 4409	Instructional Strategies in Reading, Writing, & Young Adult Literature	3
EDRD 4410	Reading to Learn in the Content Areas	3
EDMG 4405	Curriculum and Instruction in Middle Grades	5

**EDMG 4405 is blocked with two 3-hour courses corresponding to your selected areas of Teaching Field Concentration:** 6

EDMG 4401	Teaching Mathematics in Middle Grades	(3)
EDMG 4402	Teaching Science in Middle Grades	(3)
EDMG 4403	Teaching Social Studies in Middle Grades	(3)
EDMG 4404	Teaching Language Arts in Middle Grades	(3)
EDMG 4475	Student Teaching in Middle Grades Education	12

**FREE ELECTIVE**

Only majors with concentrations in both Social Studies and Language Arts require one hour of elective credit. The number of hours required will be 126 for majors with concentrations in Mathematics and Science.

**0-1**

The following elective courses are recommended for all middle grades majors and have been developed in response to identified needs of schools and teacher candidates. These reading courses introduce reading theory and assessment techniques to strengthen teacher candidates' understanding of the learning and teaching of reading.

- EDRD 2408 Understanding the Reader and the Reading Process
- EDRD 4411 Reading Diagnostics for Teachers of Adolescents

**PROGRAM TOTAL: 123-126**

# SECONDARY EDUCATION

## Major in Biology Education, B.S.

**Bachelor of Science Degree  
Leading to Certification for Grades 6-12  
College of Science and Mathematics  
Department of Biological and Physical Sciences  
(770) 423-6158  
<http://science.kennesaw.edu/biophys/>**

This single field program is designed to prepare biology teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of biology in Georgia. Candidates complete the equivalent of a major in biology and a second major in pedagogical studies with an emphasis on teaching science.

		Credit Hours
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>43</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>Specific General Education requirements for this major:</b>		
MATH 1113 (Pre-calculus); MATH 1107 (Statistics); CHEM 1211 and 1211L (General Chemistry I and Lab); CHEM 1212 and 1212L (General Chemistry II and Lab).		
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
EDUC 2201	Teaching and Schools in a Changing Society	3
EDUC 2202	Life Span Development: Adolescent and Young Adulthood Emphasis	3
BIOL 2107	Biological Principles I	4
BIOL 2108	Biological Principles II	4
PHYS 1111	Introductory Physics I	4
or PHYS 2211	Principles of Physics I	
<b>TEACHING FIELD REQUIREMENTS</b>		<b>32</b>
BIOL 3300	Genetics	4
BIOL 3320	Plant Morphology	4
BIOL 3310/3310 Lab	Invertebrate Zoology	4
BIOL 3370	Ecology and Lab	3/1
BIOL 3380	Evolutionary Biology	3
BIOL 3350	Comparative Vertebrate Anatomy	4
BIOL 3340	Microbiology	4
Upper Level Electives	Biology	5
<b>PROFESSIONAL EDUCATION (6-12) REQUIREMENTS</b>		<b>27</b>
EXC 3304	Education of Exceptional Students	3
EDUC 3308	Learning, Motivation and Classroom Management	3
SCED 4415	Teaching Science - TOSS (6-12) (fall semester only)	9
SCED 4475	Student Teaching Science (6-12)	12

**PROGRAM TOTAL: 123**

## Major in Chemistry B.S. -(track in Chemistry Education)

**Bachelor of Science Degree**  
**Leading to Certification for Grades 6-12**  
**College of Science and Mathematics**  
**Department of Chemistry and Biochemistry**  
**(770) 423-6158**  
**<http://science.kennesaw.edu/chem>**

This track under the B.S. in Chemistry program is designed to prepare chemistry teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of chemistry in Georgia. Candidates complete the equivalent of a major in chemistry and a second major in pedagogical studies with an emphasis on teaching science. See a chemistry advisor for double major information (SC 409). See College of Science and Mathematics, major in Chemistry, B.S. section of this catalog for specific requirements for this track.

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Major in English Education, B.S.

**Bachelor of Science Degree**  
**Leading to Certification for Grades 6-12**  
**College of Humanities and Social Sciences**  
**Department of English**  
**(770) 423-6297**

This single field program is designed to prepare English teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of English/Language Arts in Georgia. Candidates complete the equivalent of a major in English/Language Arts and a second major in pedagogical studies with an emphasis on teaching English/Language Arts. The English education program aims to prepare teachers who have a broad, rich knowledge of the discipline of English (including courses in British, American, and world literature; language theory; and writing) and who enact an integrated, reflective, and theoretically informed pedagogy for English/Language Arts.

	<b>Credit Hours</b>
<b>GENERAL EDUCATION</b> (see previous listing of requirements)	<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>	<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>	<b>18</b>
EDUC 2201 Teaching and Schools in a Changing Society	3
EDUC 2202 Life Span Development: Adolescent and Young Adulthood Emphasis	3
ENGL 2145 Introduction to English Studies	3
ENGL 2160 American Literature Survey to 1914	3
ENGL 2172 British Literature, Beginnings to 1660	3
ENGL 2174 British Literature, 1160 to the Present	3

(Major in English Education - cont'd)

**Credit Hours**

**REQUIRED TEACHING FIELD COURSES 30**

ENGL 2270	Language and Usage*	3
ENGL 3035	Introduction to Language and Linguistics	3
ENGL 3310	Principles of Writing Instruction	6
FILM 3220	Studies in Film	3
ENGL 4340	Shakespeare	3

\* Students who take ENGL 2270 must make a "B" or better to take ENGL 3260. Students who pass the department's basic language competency test with an 80% or better may substitute for ENGL 2270 an English course selected with an English education advisor.

**OTHER TEACHING FIELD REQUIREMENTS**

**Studies in 19th-Century Literature (Choose one) 3**

ENGL 4460	Studies in 19th-Century American Literature
ENGL 4470	Studies in 19th-Century British Literature
ENGL 4480	Studies in 19th-Century World Literature

**Studies in 20th-Century Literature (Choose one) 3**

ENGL 4560	Studies in 20th-Century American Literature
ENGL 4570	Studies in 20th-Century British Literature
ENGL 4580	Studies in 20th-Century World Literature

**Cultural Studies of Literature (Choose one) 3**

ENGL 3320	Scriptural Literature
ENGL 3330	Gender Studies
ENGL 3340	Ethnic Literatures
ENGL 3350	Regional Literature
ENGL 3360	African-American Literature
ENGL 3400	Survey of African Literatures
ENGL 3500	Topics in African American Literature
ENGL 3600	Topics in African Diaspora Literatures
ENGL 4401	Topics in African Literatures

**Theory 3**

ENGL 3391	Teaching Literature to Adolescents
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**PROFESSIONAL EDUCATION (6-12) REQUIREMENTS 30**

EXC 3304	Education of Exceptional Students	3
EDUC 3308	Learning, Motivation, and Classroom Management	3
EDSM 4410	Reading to Learn in the Content Areas	3
ENED 4414	Teaching of English/Language Arts (6-12)	6
ENED 4415	Teaching of English/Language Arts (6-12) Internship	3
ENED 4475	Student Teaching	12
<b>or</b>		
ENED 4498	Student Teaching Internship (for provisional teachers only)	12

**PROGRAM TOTAL: 123**

## Major in Mathematics Education, B.S.

**Bachelor of Science Degree  
Leading to Certification for Grades 6-12  
College of Science and Mathematics  
Department of Mathematics  
(770) 423-6327**

This single field program is designed to prepare mathematics teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of mathematics in Georgia. Candidates complete the equivalent of a major in mathematics and a second major in pedagogical studies with an emphasis on teaching mathematics.

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**Specific General Education requirements for this major**

MATH 1113 (Precalculus) and MATH 1190 (Calculus I)

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18\***

EDUC 2201	Teaching and Schools in a Changing Society	3
EDUC 2202	Life Span Development: Adolescent and Young Adulthood Emphasis	3
MATH 2202	Calculus II	4
MATH 2203	Calculus III	4
One of the following		3
CSIS 1020	Introduction to Programming Principles	
CSIS 2301	Programming Principles I	

\*The additional hour for lower division major requirements is accrued from Calculus I in general education.

**TEACHING FIELD REQUIREMENTS** **24**

MATH 3260	Linear Algebra	3
MATH 3322	Discrete Modeling I	3
MATH 3332	Probability & Statistical Inference	3
MATH 3390	Introduction to Mathematical Systems	3
MATH 3395	Geometry	3
MATH 4361	Modern Algebra	3
MATH 3495	Advanced Perspective on School Mathematics Part I	3
MATH 4495	Advanced Perspective on School Mathematics Part II	3

**PROFESSIONAL EDUCATION (7-12) REQUIREMENTS** **30**

(Must be formally admitted to the teacher education program before taking these courses)

EXC 3304	Education of Exceptional Students	3
EDUC 3308	Learning, Motivation and Classroom Management	3
MAED 3475	Historical and Modern Approaches to Mathematics	3

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Professional Education (7-12) Requirements, Major in Mathematics Education - cont'd

**Credit Hours**

MAED 4416	Teaching of Mathematics (6-12)	6
MAED 4417	Teaching Mathematics: Practicum (6-12)	3
MAED 4475	Student Teaching: Mathematics (6-12)	12

**FREE ELECTIVES** Any courses in the university curriculum. **6**

**PROGRAM TOTAL: 123****Major in Social Science Education, B.S.**

**Bachelor of Science Degree  
Leading to Certification for Grades 6-12  
College of Humanities and Social Sciences  
Department of History & Philosophy  
(770) 423-6294**

This broad-field program is designed to prepare social science teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of social science in Georgia. Candidates complete the equivalent of a major in social science and a second major in pedagogical studies with an emphasis on teaching social science. Candidates concentrate in history since that is the principal social science discipline in the secondary education curriculum, and take additional course work in several other social science disciplines as part of their cross-disciplinary teaching field preparation.

**Credit Hours****GENERAL EDUCATION** (see previous listing of requirements) **42****UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3****Specific General Education requirement**

Students Should Take ECON 2100

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**

EDUC 2201	Teaching and Schools in a Changing Society	3
EDUC 2202	Life Span Development: Adolescent and Young Adulthood Emphasis	3
GEOG 1101	Introduction to Geography	3
HIST 2111	America to 1890	3
HIST 2206	Origins of Great Traditions	3
HIST 2275	Local History Research	3

**TEACHING FIELD REQUIREMENTS** (courses to be chosen with advisor) **33****American History (Choose Two)** **6**

HIST 4410	Colonial America to 1789
HIST 4411	United States to 1873

(Teaching Field Requirements, Major in Social Science Education - cont'd)

**Credit Hours**

HIST 4451	Civil War & Reconstruction
HIST 4461	Gilded Age & Progressive Era
HIST 4471	Recent U.S. History
HIST 3304	History of Georgia
HIST 3311	The New South
HIST 3315	History of the American West
HIST 3321	Diplomatic History of the US
HIST 3331	History of Religion in US
HIST 3332	U.S. Social and Cultural History
HIST 3335	African American History Since 1865
HIST 3340	U.S. Military Experience
HIST 3341	Women in US History and Culture
HIST 3345	Business and Economic History of US
HIST 3325	Introduction to Public History
HIST 4490	Special Topics Course (as appropriate)

**European History (Choose One)**

3

HIST 3337	Greek and Roman History
HIST 3350	England to 1688
HIST 3351	Modern England
HIST 3360	Russian Empire to 1917
HIST 3376	Problems & Philosophies in World History (may be used as Area Studies choice, as well)
HIST 3377	History of Science
HIST 4440	Medieval Europe
HIST 4444	Renaissance & Reformation
HIST 4445	Age of Enlightenment
HIST 4454	20th Century Europe
HIST 4455	20th Century Russia
HIST 4456	World War II
HIST 3307	Introduction to the European Union
HIST 4490	Special Topics Course (as appropriate)

**Area Studies (Choose One)**

3

HIST 3334	Africans in Diaspora
HIST 3366	History of Mexico and Central America
HIST 3367	History of Brazil
HIST 3373	Modern India & Southeast Asia
HIST 3374	Modern China & Japan
HIST 3376	Problems & Philosophies in World History (may be used as European choice, as well)
HIST 3382	North Africa and the Middle East in Modern Time
HIST 3391	History of West Africa
HIST 3392	History of Southern, Eastern, and Central Africa
HIST 4475	War and Revolution in Southeast Asia
HIST 3393	Emerging Themes in African History
HIST 4490	Special Topics Courses (as appropriate)

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(Major in Social Science Education - cont'd)

**Credit Hours****World History (Required)**

3

HIST 3305          The World Since 1945

**Political Science (Choose Two)**

6

POLS 3315          American Constitutional Law: Federalism

**or**

POLS 4415          Civil Liberties

**and:**

POLS 3334          Comparative Politics

**or**

POLS 3350          American Foreign Policy

**or**

POLS 4435          Comparative Foreign Policy

**Anthropology/Sociology/Psychology**

3

ANTH 3301          Human Origins

**or**

SOC 2201          Principles of Sociology

**or**

PSYC 1101          General Psychology

**Geography (Choose Two)**

6

GEOG 3310          Historical Geography

GEOG 3330          Economic Geography

GEOG 3300          Urban Geography

GEOG 3320          Political Geography

GEOG 3340          Cultural Geography

GEOG 3350          Geography of Sub-Saharan Africa

GEOG 3312          Geography of Europe

GEOG 3360          Geography of China

GEOG 3700          Intro to Environmental Studies

GEOG 4490          Special Topics

**Economics**

3

ECON 2200          Principles of Economics-Macro

**PROFESSIONAL EDUCATION (6-12) REQUIREMENTS****27****(Must be admitted to Teacher Education Program before taking these courses)**

EXC 3304          Education of Exceptional Students          3

EDUC 3308          Learning, Motivation, and Classroom Management          3

SSED 4413          Teaching Social Sciences (Prerequisite EDUC 3308)          9

**Must be Admitted to Student Teaching before enrollment**

SSED 4475          Student Teaching in Social Science (6-12)          12

**PROGRAM TOTAL: 123**



# P-12 PROGRAMS

## Major in Art Education, B.S.

**Bachelor of Science Degree  
Leading to Certification for Grades P-12  
College of the Arts  
Department of Visual Arts  
(770) 423-6139**

This single field program is designed to prepare art teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of art in Georgia. Candidates complete the equivalent of a major in art and a second major in pedagogical studies with an emphasis on teaching art. Based on the Discipline Based Model of Art Education, the curriculum in the teaching field includes study in studio, art history, aesthetics and art criticism.

	<b>Credit Hours</b>
<b>GENERAL EDUCATION</b> (See previous listing of requirements)	<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>	<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>	<b>18</b>
EDUC 2201 Teaching & Schools in a Changing Society	3
EDUC 2204 Human Growth, Development and Learning	3
ART 1100 2/D Design & Color Theory	3
ART 1150 Drawing I	3
ART 1200 3/D Design	3
ART 2150 Drawing II	3
<b>TEACHING FIELD REQUIREMENTS</b>	<b>36</b>
ARH 2750 Art History Survey I	3
ART 3160 Painting I	3
ART 3000 Professional Practices Seminar and Portfolio Review <sup>1</sup>	3
<b>Art History (Select two 3-hour courses)</b>	<b>6</b>
ARH 2850 Art History Survey II	
ARH 2950 Art History Survey III	
ARH 3550 Latin American Art	
ARH 3570 African Art	
ARH 3800 African American Art	
ARH 3950 American Art	
ARH 4450 Renaissance Art	
ARH 4550 Baroque Art	
ARH 4650 19th Century Art	
ARH 4850 Modern Art	
ARH 4870 History of Photography	
TPS 3493 Performance Art	

(Major in Art Education - cont'd)

		<b>Credit Hours</b>
<b>Art Studio<sup>2</sup></b>		15
ART 2550	Computer Applications in Art	
ART 3150	Drawing III-Life Drawing	
ART 3260	Painting II	
ART 3400	Photography I	
<u>or</u> ART 3500	Printmaking I	
ART 3120	Ceramics	
<u>or</u> ART 3300	Sculpture I	
<b>Art Criticism/Aesthetics</b>		
ART 3650	Theory and Criticism of the Visual Arts	3
<b>Senior Exhibition<sup>3</sup></b>		3
(required of all Art Education Majors for graduation)		
ART 4990	Senior Art Seminar and Exhibition	

**PROFESSIONAL EDUCATION (P - 12) REQUIREMENTS 32**

EXC 3304	Exceptional Students	3
ARED 3310	Multiculturalism & Cross-culturalism in Art Education	2
ARED 3302	Teaching, Learning, and Development in the Visual Arts	3
ARED 3304	Teaching Art History, Criticism, and Aesthetics	3
ARED 3306	Methods, Materials & Management for Teaching Art (P-12)	3
ARED 4410	Curriculum Models & Assessment in Art	3
ARED 4425	Art Instructional Design & Application (P-12)	3
ARED 4470	Student Teaching <sup>4</sup>	12

**PROGRAM TOTAL 131**

- <sup>1</sup> Declared art education majors must take ART 3000 during the semester of completion of lower division major requirements or before completion of 6 hours of upper level studio art courses. All transfer students with transfer credit of major requirements in lower division major requirements must take Art 3000 the first semester enrolled in upper level art courses. Transfer students will be required to present a portfolio with work in two and three dimensional design, drawing and painting in order to receive art foundation course work credit. A passing grade for the portfolio review is required for art education majors entering upper level concentrations. Art education majors are required to apply for admission to the Teacher Education Program upon completion of the six hours of education course work in lower division major requirements. A 2.75 GPA is required for admission, plus positive recommendations from three instructors. Contact the Office of the Assistant Dean of the College of Education for admission application procedures.
- <sup>2</sup> The upper level studio courses are basic requirements. Art education students may elect to take additional course work in specific studio areas such as drawing, painting, photography, printmaking, ceramics, sculpture, and graphic communications. Additional studio work is highly recommended for students planning to do graduate study.
- <sup>3</sup> The senior seminar and exhibition must be arranged at least two semesters in advance. Contact the Art Gallery Office for specific details and for an application.
- <sup>4</sup> See Coordinator of Art Education in the Department of Visual Arts for admission requirements and application procedures.

## Major in Modern Language and Culture, B.A. (Teacher Certification in Foreign Language Concentration)

**Bachelor of Arts Degree**  
**Leading to Certification for Grades P-12**  
**College of Humanities and Social Sciences**  
**Department of Foreign Languages**  
**(770) 423-6366 [www.kennesaw.edu/foreignlanguage](http://www.kennesaw.edu/foreignlanguage)**

The Teacher Certification in Foreign Language concentration under the B.A. in Modern Language and Culture program is designed to prepare Foreign Language Education teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of (French or Spanish) in Georgia. Candidates complete a major in Modern Language and Culture (primary language: French or Spanish) and the equivalent of a second major in pedagogical studies with an emphasis on teaching a foreign language.

For specific concentration and full major requirements, see College of Humanities and Social Sciences, Major in Modern Language and Culture.

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Major in Health and Physical Education, B.S.

**Bachelor of Science Degree**  
**Leading to Certification for Grades P-12**  
**College of Health and Human Services**  
**Department of Health, Physical Education & Sport Science**  
**(770) 423-6216**  
**[www.kennesaw.edu/col\\_hhs/hps/](http://www.kennesaw.edu/col_hhs/hps/)**

The B.S. in Health & Physical Education is fully accredited by NCATE, National Council for Accreditation of Teacher Education, fully approved by Georgia's Professional Standards Commission for P-12 teacher certification, nationally recognized by AAHPERD, the American Alliance for Health, Physical Education, Recreation & Dance, and nationally recognized by NASPE, the National Association for Sport & Physical Education.

This single field program is designed to prepare health and physical education teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of health and physical education in Georgia. Candidates complete the equivalent of a major in health and physical education and a second major in pedagogical studies with an emphasis on teaching health and physical education.

Teacher preparation students in addition to applying for Admission to Teacher Education and Student Teaching must demonstrate eligibility for practicum (HPS 4410 and 4430). This process

(Major in Health and Physical Education - cont'd)

is a part of the Department's periodic assessment of the teacher preparation students. Practicum forms, a detailed description of the eligibility requirements and submission deadlines are available from the departmental office (CC 3003).

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**General Education requirements for this major**

MATH 1107 - Statistics should be taken

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**

EDUC 2201	Teaching in Schools in a Changing Society	3
EDUC 2204	Human Growth, Development and Learning	3
HPS 2000	Contemporary and Historical Perspective in HPS	3
BIOL 2221	Human Anatomy and Physiology I	3
BIOL 2222	Human Anatomy and Physiology II	3
HPS 2300	First Aid/CPR Instructor Training	3

**TEACHING FIELD REQUIREMENTS** **29**

**HPS Core**

HPS 3100	Sociological and Psychological Aspects of Sport and Physical Education	3
HPS 3200	Motor Learning	3
HPS 3250	Family Health Issues	3
HPS 3300	Personal Health Behaviors	3
HPS 3800	Biomechanics	3
HPS 4200	Contemporary Health Issues	3
HPS 4300	Physiology of Exercise	3

**HPS PROFESSIONAL SKILLS** **8**

**Required:**

HPS 1170	Folk, Square, and Social Dance	1
HPS 1290	Stunts/Tumbling and Gymnastics	1
HPS 1550	Developmental Movement Experiences	1
HPS 1810	Outdoor Recreation and Education	1

**Choose four from the following:**

HPS 1050	Archery/Badminton	1
HPS 1070	Basketball/Softball	1
HPS 1190	Soccer/Team Handball	1
HPS 1210	Golf	1
HPS 1350	Swimming: Lifeguarding <b>or</b>	
HPS 1830	Swimming: Water Safety Instructor	1
HPS 1390	Tennis	1
HPS 1430	Volleyball	1
HPS 1850	Advanced Strength/Aerobic Training	1

**PROFESSIONAL EDUCATION (P-12) REQUIREMENTS 31**

EDUC 3310	Multicultural Perspectives in Teaching and Learning	2
HPS 3450	Curriculum, Instruction, and Management for Early Childhood Physical Education	3
HPS 3550	Curriculum, Instruction, and Management for Middle Grades and Secondary Physical Education	3
HPS 3650	Curriculum, Methods, and Materials in Health Education	3
HPS 3750	Adapted Physical Education	3
HPS 4250	Measurement and Evaluation	3
HPS 4410	Practicum in Health and Physical Education (P-5)	1
HPS 4430	Practicum in Health and Physical Education (6-12)	1
HPS 4850	Student Teaching in Health and Physical Education (P-12)	12

**PROGRAM TOTAL: 123**

**Major in Music Education, B.M.**

**Bachelor of Music Degree  
Leading to Certification for Grades P-12  
College of the Arts  
Department of Music  
(770) 423-6151**

This single field program is designed to prepare music teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of music in Georgia. Candidates complete the equivalent of a major in music and a second major in pedagogical studies with an emphasis on teaching music. The Bachelor of Music in Music Education degree is offered with applied concentrations in piano, voice, flute, oboe, clarinet, bassoon, saxophone, trumpet, horn, trombone, euphonium, tuba, percussion, guitar, violin, viola, cello, string contrabass, and harp.

Departmental requirements for all music majors are extensive. See the Music Degree Requirements as listed under the College of the Arts section of this catalog for more detail about admission, auditions, and general requirements.

Credit Hours

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT 3**

**General Education requirements for this major**

Students should take either ART 1107 or TPS 1107

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 18**

MUSI 1121	Music Theory I	3
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(Major in Music Education - cont'd)

**Credit Hours**

MUSI 1111	Aural Skills I	1
MUSI 1122	Music Theory II	3
MUSI 1112	Aural Skills II	1
MUAP 1111,1112	Applied in one area of concentration	2
MUAP 2211,2212	Applied in one area of concentration	2
MUSI 1146, 1147, 1148,1149	Wind Ensemble, Orchestra or Chorale/Chamber Singers*	4
MUSI 1165,1166	Class Piano I, Class Piano II	2

**TEACHING FIELD REQUIREMENTS**

**30**

MUSI 2221	Music Theory III	3
MUSI 2111	Aural Skills III	1
MUSI 2222	Music Theory IV	3
MUSI 2112	Aural Skills IV	1
MUSI 1110	Introduction to World Music	2
MUSI 3311	History of Music I	3
MUSI 3312	History of Music II	3
MUSI 2100	Technology in Music	1
MUSI 3324	Instrumentation	2
MUSI 3326	Composition	2
MUSI 3346, 3347, 3348, 3349	Wind Ensemble, Orchestra or Chorale/Chamber Singers*	3
MUSI 3380	Small Ensembles	1
MUAP 3311,3312	Applied in one area of concentration	2
MUAP 4411**	Applied in one area of concentration	1
MUSI 3331 or 3332	Choral or Instrumental Conducting	2

**Choose one of the following seven (7) credit hour tracks by advisement**

**7**

**I. Instrumental Track—Brass Concentration**

MUED 3361	Brass Techniques Class I	1
<b>or</b> MUED 3362	Brass Techniques Class II	
MUED 3363	Brass Techniques Class III	1
<b>or</b> MUED 3351	String Techniques Class I	
MUED 3365	Woodwind Technique Class I	1
MUED 3366	Woodwind Technique Class II	1
MUED 3357	Percussion Techniques Class	1
MUED 3355	Voice Techniques Class	1
MUED 3370	Marching Band Techniques	1

**II. Instrumental Track—Woodwind Concentration**

MUED 3361	Brass Techniques Class I	1
MUED 3362	Brass Techniques Class II	1
MUED 3365	Woodwind Technique Class I	1
<b>or</b> MUED 3366	Woodwind Technique Class II	

Credit Hours

MUED 3367	Woodwind Technique Class III	1
<u>or</u> MUED 3351	String Techniques Class I	
MUED 3357	Percussion Techniques Class	1
MUED 3355	Voice Techniques Class	1
MUED 3370	Marching Band Techniques	1

**III. Instrumental Track—Percussion Concentration**

MUED 3361	Brass Techniques Class I	1
MUED 3362	Brass Techniques Class II	1
MUED 3365	Woodwind Technique Class I	1
MUED 3366	Woodwind Technique Class II	1
MUED 3363	Brass Techniques Class III	1
<u>or</u> MUED 3367	Woodwind Techniques Class III	
<u>or</u> MUED 3351	String Techniques Class I	
MUED 3355	Voice Techniques Class	1
MUED 3370	Marching Band Techniques	1

**IV. Instrumental Track—String Concentration**

MUED 3361	Brass Techniques Class I	1
MUED 3362	Brass Techniques Class II	1
MUED 3365	Woodwind Techniques Class I	1
MUED 3366	Woodwind Techniques Class II	1
MUED 3351	String Techniques Class I	1
<u>or</u> MUED 3352	String Techniques Class II	
MUED 3355	Voice Techniques Class	1
MUED 3357	Percussion Techniques Class	1

**V. Choral/Vocal Track—Voice Concentration**

MUED 3357	Percussion Techniques Class	1
MUED 3353	Guitar Techniques Class	1
MUED 3334	Italian and English Diction	1
MUED 3335	German and French Diction	2
MUED 3351	String Techniques Class I	1
MUED 3361	Brass Techniques Class I	1
<u>or</u> MUED 3365	Woodwind Techniques Class I	

**VI. Choral/Vocal Track—Piano and Guitar Concentration**

MUED 3357	Percussion Techniques Class	1
MUED 3334	Italian and English Diction	1
MUED 3335	German and French Diction	2
MUED 3351	String Techniques Class I	1

(Major in Music Education - cont'd)

**Credit Hours**

MUED 3361	Brass Techniques Class I	1
<u>or</u> MUED 3365	Woodwind Techniques Class I	
MUED 3355	Voice Techniques Class	1

**VII. General/Classroom Track—Voice Concentration**

MUED 3357	Percussion Techniques Class	1
MUED 3353	Guitar Techniques Class	1
MUED 3334	Italian and English Diction	1
MUED 3335	German and French Diction	2
MUED 3351	String Techniques Class I	1
MUED 3361	Brass Techniques Class I	1
<u>or</u> MUED 3365	Woodwind Techniques Class I	

**VIII. General/Classroom Track—Piano Concentration**

MUED 3357	Percussion Techniques Class	1
MUED 3355	Voice Techniques Class	1
MUED 3334	Italian and English Diction	1
MUED 3361	Brass Techniques Class I	1
MUED 3365	Woodwind Techniques Class I	1
MUED 3351	String Techniques Class I	1
MUED 3353	Guitar Techniques Class	1

**IX. General/Classroom Track—Guitar Concentration**

MUED 3357	Percussion Techniques Class	1
MUED 3355	Voice Techniques Class	1
MUSI 3334	Italian and English Diction	1
MUED 3351	String Techniques Class I	1
MUED 3361	Brass Techniques Class I	1
MUED 3365	Woodwind Techniques Class I	1
MUED 3362	Brass Techniques Class II	1
<u>or</u> MUED 3366	Woodwind Techniques Class II	

**X. General/Classroom Track—Other Concentration**

MUED 3357	Percussion Techniques Class	1
MUED 3355	Voice Techniques Class	1
MUED 3353	Guitar Techniques Class	1
MUED 3334	Italian and English Diction	1
MUED 3361	Brass Techniques Class I	1
MUED 3365	Woodwind Techniques Class I	1
MUED 3362	Brass Techniques Class II	1
<u>or</u> MUED 3366	Woodwind Techniques Class II	



Credit Hours

**PROFESSIONAL EDUCATION (P-12) REQUIREMENTS 31**

MUED 3301	General Music Methods, Materials and Curriculum	3
MUED 3302	Choral/Vocal Methods, Materials and Curriculum	
<b>or</b> MUED 3303	Instrumental Methods, Materials and Curriculum	3
MUED 3305	Learning and Assessment in Music	2
MUED 3334	Foundations of Music Education	2
MUED 4470	Student Teaching/Seminar***	12
EDUC 2201	Teaching and Schools in a Changing Society	3
EDUC 2204	Human Growth, Development and Learning	3
EXC 3304	Education of Exceptional Students	3

**PROGRAM TOTAL: 131**

\* All credits must be earned in either Wind Ensemble or Orchestra or Chorale/Chamber Singer course numbers. Orchestra and Chamber Singers is by audition only.

\*\* Recital component

\*\*\* Student teaching is a full-time commitment; no other work should be taken.



# Wellstar College of Health and Human Services

The WellStar College of Health and Human Services is a dynamic academic unit that consists of the Department of Human Services, the Department of Health, Physical Education and Sport Science, and the School of Nursing. Additionally, the college includes the campus-wide Wellness Center, Student Health Clinic, Center for Health Services, and Center for Community Partnerships and the Center for Global Women's Leadership and Sport Development.

The WellStar College Office of Research actively pursues the development of faculty scholarship and grants. This initiative was designed to develop a comprehensive approach to the interrelated academic roles of teaching, scholarship, and service.

## Accreditations

All nursing degree programs and the teacher education program in this college are nationally accredited. In addition, the nursing programs are state-approved and the teacher education program is nationally recognized and has state approval for P-12 teacher certification in Georgia.

Members of each of the college units are actively engaged in the pursuit of excellence in undergraduate and graduate education.

The Human Services Department offers an undergraduate degree in Human Services and, in association with the national American Humanics Program, offers a certificate in non-profit leadership. A master's degree in clinical social work is now available to interested, qualified students. Faculty members in human services are taking leadership roles in community partnerships, with more than 100 agencies being affiliated with the Center for Community Partnerships. Several of these agencies are housed with the center on the Kennesaw State University campus. This partnership provides a unique model for service learning and research/evaluation initiatives.

The Department of Health, Physical Education and Sport Science offers degrees in three areas: health promotion; teacher education; and sport science.

The B.S. in Health & Physical Education has secured the following national accreditations and state approvals:

- fully accredited by NCATE, National Council for Accreditation of Teacher Education

- fully approved by Georgia's Professional Standards Commission for P-12 teacher certification
- nationally recognized by AAHPERD, the American Alliance for Health, Physical Education, Recreation, and Dance
- nationally recognized by NASPE, the National Association for Sport & Physical Education.

The department's faculty expands knowledge in several areas, such as recognizing and stressing the benefits of exercise in older adults. Additionally, the department offers the Physical and Leisure Activities for Youth (PLAY) Program that provides social and physical experiences for disabled children and the Seniors Participating in Activities Related to Health at Kennesaw State (SPARHKS) Program that provides outreach to older adults. It also manages an aquatics program that offers outreach to the community. Faculty has developed a close working relationship with colleagues at the University of Catarina, located in Floriannopolis, Brazil. This collaboration helps in supporting the international underpinning of the college, resulting in student and faculty exchanges, as well as international scholarship opportunities for both universities.

The WellStar School of Nursing offers both undergraduate and graduate programs in nursing that are accredited by the Commission on Collegiate Nursing Education (CCNE) and are also fully approved by the Georgia Board of Nursing.

The school is one of the largest and most well respected programs in the Southeast, with consistently high passing rates on the RN licensing examination and nurse practitioner certification examinations. The School of Nursing programs include a generic BSN program, an accelerated BSN program for individuals holding other degrees, and a MSN program in care management and leadership. The school offers an international experience for students that provides the opportunity to work in hospitals and clinics in Oaxaca, Mexico. Additionally, the School of Nursing has responsibility for the Center for Community Health Services, operating three clinics and serving more than 2,500 at-risk persons annually. These clinics have increasingly served the working poor

and recent immigrants to the U.S. Through the efforts of the school's faculty, and the Office of Research, the college was awarded a \$200,000 grant from the Georgia Health Care Foundation to develop a culturally specific response to the management of diabetes in the growing Hispanic/Latino community in the state. School of Nursing faculty is actively researching areas such as end-of-life issues, ethics, and barriers to prenatal care for immigrants and health disparities.

## Academic Departments

The WellStar College of Health and Human Services houses three academic departments:

- The Department of Health, Physical Education and Sport Science
- The Department of Human Services
- The WellStar School of Nursing

In addition to the academic departments the WellStar College of Health and Human Services, provides service to the students, faculty and staff through support of:

- University Health Clinic
- The Center for Health Promotion and Wellness
- Employee Fitness Center

### **Department of Health, Physical Education & Sport Science (HPS)** **(770) 423-6216**

**[http://www.kennesaw.edu/col\\_hhs/hps](http://www.kennesaw.edu/col_hhs/hps)**

The Department of Health, Physical Education & Sport Science provides: (a) an elective physical education activity program, (b) the required general education core course HPS 1000 Fitness for Living, and, Health, Physical Education, and Sport Science and, (c) the health, physical education and sport science major programs of study. The program of study includes three majors: (a) exercise and health science major; (b) health and physical education (P-12) major which is found in the Bagwell College of Education teacher education program and (c) sport management major. Students interested in one of the majors offered by the department should contact the office of the department chair (PE 169) for further information and appropriate

advisement forms. Student should seek HPS faculty advisement early when planning their program of study and continue interacting with their advisor each semester during their study at Kennesaw State University.

**Department of Human Services  
(770) 423-6630**

**[www.kennesaw.edu/humanservices](http://www.kennesaw.edu/humanservices)**

The Department of Human Services offers an undergraduate degree program in Human Services. The Human Services degree (HS) is designed to prepare students to begin working as generalist practitioners in a variety of private, nonprofit or governmental human service organizations. The Department also offers the American Humanics Certificate in Non-profit Management.

**WellStar School of Nursing Program  
(770) 423-6061**

**[www.kennesaw.edu/chhs/schoolof-nursing/](http://www.kennesaw.edu/chhs/schoolof-nursing/)**

The WellStar School of Nursing offers a program of study in nursing leading to a Bachelor of Science in Nursing degree. This program leads to eligibility for initial licensure as a registered nurse and consists of a traditional curriculum plan and an accelerated option for students holding a bachelors degree in another field. A BSN completion option is also available for persons who are already registered nurses. Both programs combine nursing courses with general education courses. The curriculum includes courses in the humanities and the biological and social sciences as well as the theoretical and clinical practice background necessary for the practice of professional nursing.

The BSN completion option is based on the statewide articulation plan formulated by nursing programs in the State of Georgia. Nursing courses for the RN-BSN Program are offered in both online and onground formats. Upon completion of a bridge course and other prerequisites, registered nurse students receive credit for 25 semester hours of sophomore and junior-level nursing courses and enter the senior-level courses. This program admits students once a year and is planned to provide flexible options for the working

nurse. Emphasis at the senior level is on community and family nursing, career development and professional growth. Learning experiences in health care settings are individually tailored to meet student needs.

Cooperative study and internship programs are available through the baccalaureate nursing program for students to gain work experience in conjunction with their academic and clinical education.

## Minors\*

- Professional Practice with Hispanic Populations

\* See section on Minors for policy on and additional information regarding minors.

## Programs of Study

The WellStar College of Health and Human Services offers the following undergraduate degrees:

- Bachelor of Science in Exercise and Health Science
- Bachelor of Science in Health and Physical Education P-12 (with PTEU)
- Bachelor of Science in Human Services
- Bachelor of Science in Nursing
- Bachelor of Science in Sport Management

## Major in Exercise and Health Science, B.S.

### Bachelor of Science Degree

#### WellStar College of Health and Human Services

#### Department of Health, Physical Education & Sport Science

(770) 423-6216

[http://www.kennesaw.edu/col\\_hhs/hps](http://www.kennesaw.edu/col_hhs/hps)

The Exercise and Health Science major program is designed for students seeking academic preparation in the exercise, fitness and/or health areas. This program of study prepares students to become leaders in the fitness profession, and to organize and deliver health promotion programs in private, public, or corporate wellness environments. The capstone to the program is a one academic semester internship experience working in an exercise and health science setting, or students can select pre-professional elective coursework to prepare for advanced or graduate studies, e.g., physical therapy, exercise physiology. For admission to the program and further information, see the department office (CC 3003).

#### Credit Hours

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**

HPS 2100	Introduction to Exercise and Health Science	3
BIOL 2221	Anatomy and Physiology I	3
BIOL 2221L	Anatomy and Physiology I Lab	1
BIOL 2222	Anatomy and Physiology II	3
BIOL 2222L	Anatomy and Physiology II Lab	1
HPS 2090	Exercise Leadership	3
HPS 1530	Water Aerobics	
<b>or</b>		
HPS 1570	Walk/Jog for Fitness	1
HPS 1850	Advanced Strength/Aerobic Training	1
Select any two courses from HPS 1050-HPS 1830		2

### UPPER DIVISION MAJOR REQUIREMENTS

**EXERCISE AND HEALTH SCIENCE CORE** **27**

HPS 3800	Biomechanics	3
HPS 3240	Physical Activity and Health Promotion for Older Adult	3
HPS 3300	Personal Health Behaviors	3
HPS 3850	Health Promotion Program Planning	3
HPS 4150	Nutrition and Physical Activity	3
HPS 4300	Physiology of Exercise	3
HPS 4350	Fitness Evaluation and Exercise Prescription	3
HPS 4500	Physiological Basis of Training and Performance	3
HPS 4700	Clinical Aspects of Exercise	3

**EXERCISE AND HEALTH SCIENCE ELECTIVES** **6**

(Select one of the following elective areas)

Credit Hours

**Health Promotion Electives**

HPS 4200	Contemporary Health Issues	3
HPS 4600	Health Promotion Applications	3

**HPS General Electives**

Select any two 3000-4000 level HPS courses. 6

**CAPSTONE EXPERIENCE** (Select one of the following) **15****Internship Experience**

HPS 4730	Seminar in Exercise and Health Science	3
HPS 4750	Exercise and Health Science Internship	12

**Pre-Professional Electives**

CHEM 1211, CHEM 1211L, CHEM 1212, CHEM 1212L, or PHYS 1111, PHYS 1112  
and any 3000-4000 level BIOL, HPS, PSYC; Any PHYS; Any CHEM

**FREE** **12**

**ELECTIVES** Any course in the university curriculum.

**PROGRAM TOTAL: 123****Major in Health and Physical Education, B.S.**

**Bachelor of Science Degree  
Leading to Certification for Grades P-12  
WellStar College of Health and Human Services  
Department of Health, Physical Education, and Sport Science  
(770) 423-6216  
[http://www.kennesaw.edu/col\\_hhs/hps](http://www.kennesaw.edu/col_hhs/hps)**

The B.S. in Health & Physical Education is fully accredited by NCATE, National Council for Accreditation of Teacher Education, fully approved by Georgia's Professional Standards Commission for P-12 teacher certification, nationally recognized by AAHPERD, the American Alliance for Health, Physical Education, Recreation & Dance, and nationally recognized by NASPE, the National Association for Sport & Physical Education.

This single field program is designed to prepare health and physical education teachers at all grade levels (pre-kindergarten through grade 12). It leads to P-12 teacher certification in the teaching field of health and physical education in Georgia. Candidates complete the equivalent of a major in health and physical education and a second major in pedagogical studies with an emphasis on teaching health and physical education.

Teacher preparation students in addition to applying for Admission to Teacher Education and Student Teaching must demonstrate eligibility for practicum (HPS 4410 and 4430). This process is a part of the Department's periodic assessment of the teacher preparation students. Practicum forms, a detailed description of the eligibility requirements and submission deadlines are available from the departmental office (CC 3003).

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Major in Human Services, B.S.

**Bachelor of Science Degree**  
**WellStar College of Health and Human Services**  
**Department of Human Services**  
**(770) 423-6630**

The Human Services (HS) program prepares students to pursue careers in the field of human services in a variety of public, nonprofit, and private human service organizations. Students may choose either a concentration in clinical case management that provides the skills and knowledge needed for direct service provision, or a concentration in human service administration that prepares for a career in program development and management. All students are required to take a common core, which includes two internship experiences.

HS majors also have the opportunity to qualify for the American Humanics Certificate in Non-profit Management by taking courses in nonprofit management and leadership. American Humanics, Inc. (AH) is a national organization that collaborates with affiliated universities and major nonprofit organizations recruiting, preparing, and placing students in meaningful careers with youth and human service agencies. Students pursuing the certificate must acquire the required competencies of the program including: board committee development, human resource development, nonprofit financial management, fund-raising principles and practices, program planning, and nonprofit marketing. Students demonstrate these competencies through completion of appropriate course work, participation in the American Humanics student organization, and attendance at the yearly Management Training Institute sponsored by AH.

		Credit Hours
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
HS 2233	Introduction to Human Services	3
HS 2244	Foundation Internship	3
HS 2275	Research Methods for Human Services	3
SOCI 2201	Introduction to Sociology	3
SPAN 2030	Spanish for Human Services	3
Electives	Choose one from the following:	3
	POLS 2212, PSYC 2201	
<b>UPPER DIVISION MAJOR REQUIREMENTS</b>		<b>33</b>
HS 3200	Social Welfare Policy	3
HS 3304	Community Intervention	3
HS 3313	Interviewing Skills	3
HS 3320	Working with Groups	3
HS 3350	Culture and Poverty	3



		Credit Hours
HS 3375	Program Development and Evaluation	3
HS 4410	Ethics in the Helping Professions	3
HS 3300	Human Socialization	3
<u>or</u> PSYC 3305	Lifespan Developmental Psychology	
HS 3398	Advanced Internship	
<u>or</u> HS 3396	Co-Op	6
HS 4498	Capstone Seminar in Human Services	3

**CONCENTRATIONS** (Select one of the following concentrations): **15**

**HUMAN SERVICES CASE MANAGEMENT CONCENTRATION**

HS 3335	Working with Families	3
HS 4425	Working with Children	3
HS 4440	Crisis Intervention	3

**Choose two of the following:**

HS 3322	Aging and the Family	3
HS 3324	Death and Dying	3
HS 4420	Dynamics of Family Violence	3
HS 4415	Principles of Child Welfare	3
HS 4490	Special Topics	1-3

**HUMAN SERVICE ADMINISTRATION CONCENTRATION**

HS 3520	Leadership in HS Organizations	3
HS 3540	Fund-raising in HS Organizations	3
HS 3560	Human Resource Management in HS Organizations	3

**Choose two of the following:**

COM 3385	Organizational Presentations	3
MGT 3100	Management and Behavioral Sciences	3
POLS 3343	Principles of Public Administration	3
SOCI 3304	Social Organizations	3

**FREE**

**ELECTIVES** Any four courses in the university curriculum **12**

**PROGRAM TOTAL: 123**

## Nursing Program Admission Requirements

The WellStar College of Health and Human Services offers a program of study in nursing leading to a Bachelor of Science in Nursing (BSN) degree. This program is fully accredited by the Commission on Collegiate Nursing Education (CCNE). In addition, this program leads to eligibility for initial licensure as a registered nurse and consists of a traditional curriculum plan and an accelerated option for students holding a bachelors degree in another field. A BSN completion option is also available for persons who are already registered nurses. All three program options combine nursing courses with general education courses. The general education courses provide a broad scope of liberal education for the nursing program and serve as a foundation for functioning in a civil society and learning nursing concepts. Students may declare nursing as a major and begin taking the general education component of either program, at any time.

The baccalaureate degree sequence for prelicensure students is offered every semester. Since there are a limited number of spaces in the program, prospective students must apply to the BSN program for admission with a cohort for each clinical sequence of the program.

The 16-month Accelerated program provides an excellent career migration for those with previous baccalaureate or higher degrees. The curriculum includes a combination of on-campus and several online courses, which incorporate both theoretical and clinical nursing classes. Accelerated program students are admitted each semester as full-time students. Sections of the accelerated classes are taught at our main KSU campus and at the Rome satellite location. The satellite program, established to serve the needs of Northwest Georgia residents, gives priority to those students living in the Northwest Crescent of Georgia.

### Nursing Program Admission Requirements

Requirements for students include:

1. Annual health history and physical exam
2. Initial proof of immunity to specified communicable diseases
3. Annual tuberculosis screening (more frequently for some clinical agencies)
4. Health Insurance
5. Certification in health care provider cardiopulmonary resuscitation by either the American Heart Association or the American Red Cross
6. Uniforms (must be purchased from designated School of Nursing vendor), stethoscope, and a suitable watch.
7. An initial fee of approximately \$320 to cover the cost of achievement exams taken during the program, \$15 for professional liability insurance, and \$35 per semester for clinical lab fee.
8. Attend mandatory all day nursing orientation session prior to entry to the nursing program.
9. Criminal background check and drug screen (cost incurred by student) must be conducted by vendor designated by the School of Nursing. Dismissal from the program may result if student is not capable of meeting clinical agency requirements for criminal background check and/or is found to have a positive drug screen.
10. Students health records will be released to clinical agencies if requested. Students enrolled in clinical nursing courses who have not met the above requirements may be administratively withdrawn from the course.

### Baccalaureate Program Admission Criteria

1. Must have met Kennesaw State University admission requirements.
2. All nursing students must complete developmental studies requirements prior to application to the nursing sequence.

3. All nursing students must complete the Regent's requirements prior to admission to the nursing program.
4. The following prerequisite courses must be completed prior to beginning the clinical sequence: ENGL 1101, 1102; MATH 1101, 1107; CHEM 1151/1151L, 1152/1152L; BIOL 2221/2221L, 2222/2222L, 2261/2261L; PSYC 2201, 3305; and SOCI 2105.
5. Applicants must complete seven of the prerequisite requirements to be considered for admission, and five of the seven must be math and natural science courses. Note: courses with a lab component will be considered one prerequisite. Students will receive one calculated grade for the class and lab (weighting the course grade 75% and lab grade 25%)
6. Applicants must have a 2.7 cumulative grade point average with a minimum grade of "C" in each required science and mathematics course. In addition, an applicant who repeats two different natural science courses or repeats the same natural science course twice because of grades below "C" within the past 5 years will not be considered for admission to the program.
7. To be considered for admission, applicants must not have more than two withdrawals per course from any prerequisite nursing courses on their academic transcripts.
8. Admission will be based on a combination of grades received in prerequisite courses required in their program of study, the total number of required prerequisite courses completed and the total number of college credits completed. Personal qualities important to nursing and longevity at Kennesaw State University may also be considered.
9. Applications for entry into the baccalaureate nursing sequence must be completed by published deadlines.
10. Decisions regarding admission into the nursing sequence and progression in the program will be made by a nursing admissions committee.
11. All applicants must complete a pre-entrance admission exam (limited to two attempts) as designated by the School of Nursing for admission consideration. Cost for the exam is incurred by the student.
12. Finalists for admission will be notified and must attend a mandatory interview session as the final step in the admissions process.
13. Students who were previously enrolled in a nursing program and not eligible to return to their former nursing program will not be eligible for admission to the KSU Nursing Program.
14. All applicants must be aware that the state examining board has the right to refuse to grant a registered nurse license to any individual regardless of educational credentials under circumstances of (1) falsification of application for licensure (2) conviction of a felony or crime of moral turpitude; other moral and legal violations specified in the Georgia law.

### Advanced Placement for RNs

The Baccalaureate Nursing Program ascribes to the Georgia RN-BSN Articulation Model. Copies of the model are available in the WellStar School of Nursing Office. Advanced placement for registered nurses is available in the baccalaureate program. Successful completion of NURS 3320 - Concepts of Professional Nursing, a 3-hour non-degree credit course, allows these students to receive 24 hours of sophomore, junior, and NURS 4414 credits and enter the clinical sequence at the senior level. This course can be taken only once. In the event that the student does not successfully complete NURS 3320, no validation credits will be granted, and the student must complete the sophomore and junior levels of the nursing sequence. All required courses for completion of the BSN must be completed within 5 years. Criteria for progression are the same as the baccalaureate degree program.

The requirements for entry into NURS 3320 are:

1. Must have met Kennesaw State University admission requirements.
2. Must have met Kennesaw State University baccalaureate nursing program admission criteria and the testing requirements of the Georgia RN-BSN Articulation Model.

3. Must have successfully completed the following prerequisite courses: ENGL 1101, 1102; MATH 1101, 1107; CHEM 1151 / (add slash) 1151L, 1152 / 1152L; BIOL 2221 / 2221L, 2222 / 2222L, 2261 / 2261L; PSYC 2201, 3305; SOCI 2105; BIOL 3317; NURS 3303; and corequisite course NURS 3309.
4. A student with a grade less than "C" in nursing courses, (including BIOL 3317 – Human Pathophysiology), limited to two attempts per course, will not be eligible for admission to the Advanced Placement Program for R.N.s.
5. Must present a current, valid Georgia RN license.
6. Must apply by published deadlines.

### Transfer Credit for Nursing Courses

In order for any course to be considered for transfer credit, the nursing course must be from an accredited nursing program within the past two years and a grade of "B" or better, received in the course. Nursing courses older than two years will be considered only if the student has been out of the former program for two terms or less and was continuously enrolled in the former nursing program. A letter must be obtained from the School of Nursing Chair/Department Head stating that the student is eligible to return to the nursing program and is in good academic standing. Students who are not eligible to return to their former nursing program will not be able to apply to the nursing program. In addition, students will need to successfully complete a medication calculation test at 90% or better (limited to two attempts) and a nursing skills checkoff (limited to three attempts) before beginning a clinical nursing course.

### Progression and Readmission within the Baccalaureate Nursing Program

Criteria for progression to the junior and senior year and graduation from the baccalaureate degree program are as follows:

1. Receive at least a "C" in all nursing, natural science and mathematics courses.
2. Maintain a cumulative GPA of 2.7.
3. A student may repeat only one nursing course (including BIO 3317, Human Pathophysiology). A grade less than "C" in any two nursing courses will result in being dropped from the program. Students who are dropped are not eligible to reapply. Students must earn a minimum of "C" in each nursing course and Biology 3317 (Human Pathophysiology) to progress.
4. Successful completion of a nursing exit exam administered in final semester of nursing program (limited to two attempts). A remediation plan will be developed for a student not successful on the first attempt. Failure to successfully complete the exit exam will prevent the student from graduating from the baccalaureate nursing program.

If a student leaves the program temporarily, whether by choice or because of failure, readmission to the nursing sequence is not guaranteed. Eligible students who drop out of the nursing sequence for any reason will be readmitted to the sequence on a space-available basis. Students will be accommodated in rank order according to their GPA. Students interested in reentry must notify the chair in writing of their interest. A student who has a cumulative GPA of less than 2.7 or less than a "C" in all completed natural science and mathematics courses will not be considered for readmission. If a student has been on a leave from the nursing program for more than two calendar years then the student will need to reapply for admission to the program and repeat the entire sequence of required nursing courses.

### **Admission, Progression, and Retention Decision Appeals**

A formal appeal of a decision to deny admission, to delay progression, or to dismiss a student from the WellStar School of Nursing may be made to the Admissions, Progression and Retention Committee within 30 days of notification. Instructions and forms for such appeals are available in the School Office. An appeal must be on exceptional and extenuating circumstances or other pertinent information not previously available or considered or both. The committee will review the student appeal and notify the student of its decision in writing. If a student wishes to appeal the decision of the Admissions, Progression and Retention Committee, a formal appeal must be submitted in writing to the dean of the WellStar College of Health and Human Services or designee within 30 days of receipt of notification of the Committee's decision. The decision of the dean is final.

### **Program of Study in Nursing**

The program of study in nursing offers the opportunity to obtain a Baccalaureate of Science in Nursing degree. After completion of the degree, and upon the recommendation of the chair, graduates who are not already licensed will be eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX) to practice as a registered nurse (R. N.). All applicants must be aware that the state examining board has the right to refuse to grant a registered nurse license to any individual regardless of educational credentials under circumstances of (1) falsification of application for licensure (2) conviction of a felony or crime of moral turpitude; other moral and legal violations specified in the Georgia law.

Courses in the program include a strong foundation in the liberal arts and the sciences. At the upper division, emphasis is on the art and science of nursing and students may select electives to provide an interdisciplinary perspective. Registered nurse students may bypass sophomore and junior level clinical courses and NURS 4414 according to the provisions of the RN-BSN articulation model for the State of Georgia. The nursing courses for the RN-BSN program are offered in both online (internet-based) and on-ground formats. Every online course is not offered every semester. Online &/ or on-ground classes may be cancelled due to low enrollment.

### **Core Performance Standards**

The WellStar College of Health and Human Services has adopted core performance standards for admission and progression within the nursing major. These standards identify the abilities and skills necessary to perform in an independent manner. If a student admitted to the program believes that he or she cannot meet one or more of the standards without accommodations or modifications, then the student should notify the Chair of the School of Nursing in writing. The nursing program will determine, on an individual basis, whether or not necessary accommodations or modifications can reasonably be made. Core performance standards for admission and progression are contained in the program application, which is available online or from the WellStar School of Nursing.

## Major in Nursing, B.S.

**Bachelor of Science Degree**  
**WellStar College of Health and Human Services**  
**Baccalaureate Nursing Program**  
**(770) 423-6061**

Credit Hours

**GENERAL EDUCATION (see previous listing of requirements) 43**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT 3**

**Lower division major requirements (AREA F) 17**

BIOL 2221 / 2221L	Human Anatomy & Physiology I	4
BIOL 2222 / 2222L	Human Anatomy & Physiology II	4
BIOL 2261 / 2261L	Fundamental Microbiology	4
PSYC 2201	General Psychology	
<b>or</b>		
PSYC 2105	Social Perspectives: Issues in Psychology	0-3
DIRECTED or GENERAL ELECTIVES		3-6

**UPPER DIVISION MAJOR REQUIREMENTS 57**

NURS 3209*	Theoretical Basis for Holistic Nursing & Health	6
NURS 3301*	Nutritional Concepts and Practice	2
NURS 3303	Clinical Pharmacology for Nurses	3
NURS 3309	Health Assessment	3
NURS 3313*	Adult Health Nursing	6
NURS 3314*	Mental Health Nursing	3
NURS 3318*	Parent-Child Nursing	6
NURS 4401	Nursing Perspectives	2
NURS 4402	Research in Nursing	3
NURS 4412	Community Health Nursing	5
NURS 4414*	Complex Health Nursing	2
NURS 4416	Leadership in Nursing	2
NURS 4417	Advanced Clinical Practicum	5
( <b>or</b> NURS 4418**)	Advanced Clinical Project	4
NURSING ELECTIVE		3
BIOL 3317	Pathophysiology	3
PSYC 3305	Life Span Developmental Psychology	3

**FREE ELECTIVES** Any course in the university curriculum. **3**

\* RN-BSN students can receive credit for these courses after successfully completing NURS 3320, NURS 3309, and NURS 3303.

\*\* RN-BSN students substitute NURS 4418 for NURS 4417.

**PROGRAM TOTAL: 123**

## Major in Sport Management, B.S.

### Bachelor of Science Degree

#### WellStar College of Health and Human Services

#### Department of Health, Physical Education, and Sport Science

(770) 423-6216 [http://www.kennesaw.edu/col\\_hhs/hps](http://www.kennesaw.edu/col_hhs/hps)

The Sport Management major program is designed for students seeking an interdisciplinary approach to the fields of Sport/Exercise Marketing, Management and Communications. Within Sport Management students will choose to concentrate in either Fitness Management, Sport Journalism, Sport Marketing, or Recreation Management. Fitness Management prepares the student for careers in managerial positions in fitness facilities or health clubs. Sport Journalism prepares students for careers as sport information directors and in the sport print or broadcast media. Sport Marketing prepares students for the marketing of goods and services within various segments of the sport industry. Recreation Management prepares students for careers in managerial positions with YMCA, YWCA, County recreational programs, or governmental/private agencies with recreational components.

#### Admission to the program and retention criteria

An AGPA of 2.75 is required for admission to the program. Once admitted to the program, students must maintain an AGPA of 2.75 throughout their coursework in the program.

		Credit Hours
<b>GENERAL EDUCATION</b> (see previous listing of requirements*)		<b>42</b>
* Students must take ECON 2100 in General Education Core		
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
HPS 2200	Introduction to Sport Management	3
BISM 2100	Business Information Systems & Communications	3
COM 1129	Public Speaking	3
HPS 2220	Legal Aspects of Sport	3
HPS 2222	Sports Information	3
ACCT 2100	Introduction to Financial Accounting	3
<b>UPPER DIVISION MAJOR REQUIREMENTS</b>		
<b>SPORT MANAGEMENT CORE</b>		<b>36</b>
HPS 3100	Sociological & Psychological Aspects of HPS	3
MKTG 3100	Principles of Marketing	3
HPS 3777	Economics of Sport	3
HPS 3888	Budget and Finance in Sport	3
HPS 3370	Sport Facility Design and Management	3
HPS 3390	Leadership and Management in Sport Organizations	3
HPS 4710	Senior Sport Management Seminar	3
MKTG 4870	Sports Marketing	3
HPS 4950	Sport Management Internship	12

(Major in Sport Management -cont'd)

**Credit Hours**

**CONCENTRATION AREA** (Select one of the following concentrations:)

**18**

**Fitness Management Concentration**

HPS 1530	Water Aerobics	1
HPS 1570	Walk/Jog for Fitness	1
HPS 1850	Advanced Strength/ Aerobic Training	1
HPS 2090	Exercise Leadership	3
BIOL 2221	Human Anatomy & Physiology I	3
BIOL 2222	Human Anatomy & Physiology II	3
HPS 4300	Physiology of Exercise	3
HPS 4150	Nutrition & Physical Activity	
<u>or</u>		
MKTG 4410	Professional Selling	3

**Sport Communication Concentration**

**• Sport-Physical Activities (select 3):**

**-Individual [Business facilitation]: Select at least 1 (you may take 2)**

HPS 1210	Golf	1
HPS 1390	Tennis	1

**-Team: Select at least 1 (you may take 2)**

HPS 1070	Basketball/Softball	1
HPS 1190	Soccer/Team Handball	1
HPS 1430	Volleyball	1

**Take all of the following:**

HPS 3333	Sports Broadcasting	3
COM 3310	Concepts in the Media	3
COM 1135	Writing for Public Communications	3
COM 3330	News Reporting and Writing	3
COM 3335	Public Relations Principles	3

**Sport Marketing Concentration**

**• Sports-Physical Activities (select 3):**

**-Individual (Business facilitation): Select at least 1 (you may take 2)**

HPS 1210	Golf	1
HPS 1390	Tennis	1

**-Team: Select at least 1 (you may take 2)**

HPS 1070	Basketball/Softball	1
HPS 1190	Soccer/Team Handball	1
HPS 1430	Volleyball	1



## Credit Hours

• **Choose 5 of the following:**

MKTG 4150	Consumer Behavior	3
MKTG 4300	Basic Retailing	3
MKTG 4410	Professional Selling	3
MKTG 4650	Advertising	3
MKTG 4670	Promotional Strategy	3
MKTG 4850	Business to Business Marketing	3

**Recreation Management Concentration**• **Aquatic and Fitness Activities (Select 3)****-Aquatics: Select at least 1 (you may take 2)**

HPS 1310	Swimming: Beginning	1
HPS 1330	Swimming: Intermediate	1
HPS 1350	Swimming: Lifeguard Training	1

**-Fitness: Select at least 1 (you may take 2)**

HPS 1030	Aerobic Conditioning/Weight Training	1
HPS 1570	Walk/Jog for Fitness	1
HPS 1850	Advanced Strength/Aerobic Training	1

## • Sports-Physical Activities (select 3):

**-Individual (Business facilitation): Select at least 1 (you may take 2)**

HPS 1210	Golf	1
HPS 1390	Tennis	1

**-Team: Select at least 1 (you may take 2)**

HPS 1070	Basketball/Softball	1
HPS 1190	Soccer/Team Handball	1
HPS 1430	Volleyball	1

• **Take all of the following:**

HPS 1170	Folk, Square, & Social Dance	1
HPS 1550	Developmental Movement Experiences	1
HPS 1810	Outdoor Recreation and Education	1
HPS 3050	Coaching Principles	3
HPS 3500	Foundations of Recreation	3
HPS 2090	Exercise Leadership	
<b>or</b>		
HPS 3200	Motor Learning	3

**FREE****ELECTIVES** Any course in the university curriculum.**6****PROGRAM TOTAL: 123**



# College of Humanities and Social Sciences

The College of Humanities and Social Sciences offers career-sensitive liberal arts programs leading to baccalaureate and masters degrees, as well as specialized certificate programs. Bachelor degrees are offered in African and African Diaspora Studies, Communication, Criminal Justice, English, History, Geographic Information Science, International Affairs, Modern Language and Culture, Political Science, Psychology, and Sociology. Bachelor degrees are also offered in English Education and Social Science Education. Certificate programs provide training in alternative dispute resolution, professional politics, European Union studies, public history, geographic information systems, and legal interpreting. The college also offers a Master of Arts in Professional Writing, a Master of Science in Conflict Management, and a Master of Public Administration.

In addition to these programs of study, the college offers a wide range of elective courses in Anthropology, Geography, German, Italian, Chinese, Japanese, Philosophy and Russian.

The College of Humanities and Social Sciences supports the Institutional Mission of Kennesaw State University with programs and policies that foster teaching and learning; professional service responsive to campus, academic profession, and community needs; and scholarship and creative activity in support of instruction, service, and the advancement of human understanding. The faculty, staff, and students of the college strive for excellence in undergraduate and graduate instruction with the goal of understanding human interaction across world cultures over time. Career-sensitive liberal arts programs emphasizing effective communication, critical thinking, problem solving, and global perspectives provide our students the knowledge, skills, and versatility to succeed personally and professionally in an ever-changing society. Students are provided a variety of learning opportunities that foster an appreciation of the richness of human experience and promote a balance between individual achievement and community responsibility.

The faculty and staff of the College of Humanities and Social Sciences are engaged in scholarship and service-focused professional initiatives that promote collaboration across disciplines, address both local and global problems, and enhance the quality of life of the diverse communities we serve. The college also serves all students at the university by providing instruction in the general education curriculum. The college provides services to the region through the A.L. Burruss Institute of Public Service, The Center for Regional History and Culture, and the Center for Conflict Management. The college also offers a wide variety of educational and cultural enrichment programs.

## Accreditations

All degree programs in teacher education in the College of Humanities and Social Sciences are nationally accredited. In addition, the teacher education programs are nationally recognized and have state approval for 6-12 teacher certification in Georgia.

The Master of Public Administration (MPA) program is formally accredited by the National Association of Schools of Public Affairs and Administration (NASPA).

## Academic Departments

The College of Humanities and Social Sciences houses eight academic departments:

- Department of Anthropology and Geography
- Department of Communication
- Department of English
- Department of Foreign Language
- Department of History and Philosophy
- Department of Political Science and International Affairs
- Department of Psychology
- Department of Sociology and Criminal Justice

### **Department of Anthropology and Geography (770) 423-6739**

The Department of Geography & Anthropology prepares students for better global citizenship by educating them about the world and its peoples. Critical thinking about cultures, environments, space, and place is central to this mission. As the pace of globalization increases in the 21st century, these elements are vital in fostering an awareness, understanding, and ability to conceptualize, articulate, and influence the forces that are changing the Earth's human and environmental landscapes. The Department of Geography & Anthropology offers courses that contribute to baccalaureate degrees in Geographic Information Science, Anthropology (proposed), and Geography (proposed). The Department offers a wide range of specialties including geographic information systems and remote sensing, cultural anthropology and geography, physical anthropology, archaeology, regional area studies, and urban/economic geography. Graduates from this Department's programs acquire a variety of theoretical and practical skills that prepare them well for a competitive job market or entry into graduate level programs in the social science tradition.

### **Department of Communication (770) 423-6298**

The Department of Communication offers a B.S. in Communication with the opportunity to concentrate in three areas: public relations, organizational communication, and media studies — emphasizing their applied, theoretical and aesthetic dimensions within culturally diverse settings. The study of communication helps prepare students to meet the challenges of today's information age. Emphasis is placed on critical thinking as well as professional and technical skills required to meet the demand of communication industries. Communication studies help prepare students to meet the challenges of the present and the future by developing research, analytical, written, organizational and presentation skills.

### **Department of English (770) 423-6297**

The Department of English houses exciting opportunities in critical thinking, research, and analysis; commanding professional and creative writing and speaking; and the informed appreciation and understanding of written and presented cultures from traditional and current world literatures. It encourages students to engage distant and contemporary voices and to discover and train their own. Award-winning and experienced faculty committed to excellent teaching, scholarship and dedicated service prepare students for lifelong learning and immediate employment or toward professional careers in journalism, the law, the ministry, arts administration, museum and archival work, public relations, teaching, editing, advertising, publishing, and other possibilities. Senior seminars, service learning, internships, study abroad, and integrated studies enrich bachelor's degrees in English and English Education.

### **Department of Foreign Languages (770) 423-6366**

The Department of Foreign Languages offers students the opportunity to “speak to the world” by providing authentic experiences

with other cultures which enable them to begin or to continue developing their linguistic and cultural proficiency. Students are encouraged to explore new approaches to learning languages through the “critical languages” program and to experience another culture directly by studying abroad, participating in an internship or other applied learning experiences both at home and abroad, incorporating a non-English language component into their regular course work through the FLAC program, joining one of the weekly conversation groups, or simply getting to know the culturally and linguistically diverse staff of the Foreign Language Resource Center. The various programs and courses all strive to increase students' linguistic and cultural competence and to help them to use this knowledge base in languages and the humanities as the basis for their personal enrichment as well as to acquire the knowledge, skills, and versatility that will prepare them for careers in many different fields, from the arts to business.

To accomplish its mission in teaching, service, and scholarship, the Department combines a firm academic foundation in the discipline with a practical preparation for life. German students regularly participate in summer internships in a German-speaking country; students of French have numerous possibilities for study and work abroad in France and other Francophone countries. The Department's “Internship Coordinator” also works actively with students of other languages to provide them similar opportunities. In short, the Department contributes significantly to the mission of the College of Humanities and Social Sciences and to the entire University by facilitating an understanding of human interaction across world cultures and time, enhancing awareness of global perspectives, and encouraging multilingualism and multiculturalism.

For further information about the Department of Foreign Languages and its programs, visit our web site: <http://www.kennesaw.edu/foreignlanguage/>.

### **Department of History & Philosophy (770) 423-6294**

The Department of History & Philosophy offers a variety of courses in both history and philosophy. The history courses include United States and European history as well as courses pertaining to other areas of the world. The philosophy courses include an introductory course and courses in world religions, ethics, logic, Asian philosophy, feminist philosophy, and western philosophy.

The department offers programs of study leading to the Bachelor of Arts in History and the Bachelor of Science in Secondary Education with a major in Social Science Education. In the BA History program, all majors take several "general requirements" (including a 3-hour Senior Seminar) which provide needed background in research and writing, in the theory of the discipline, and in the various fields of history. In addition, the program allows selection of one of three concentrations: World History and Cultures; American History and Culture; and History of Ideas. Each concentration includes complementary interdisciplinary electives which students can tailor to suit their own interests. The History of Ideas concentration provides interdisciplinary study in both history and philosophy. Each concentration provides an opportunity for an internship or other applied experience to help students make the transition from undergraduate work into a career or graduate study.

A degree in history is useful to all students interested in careers involving research and writing. It serves as a prerequisite for graduate study in a number of fields, including history or many other social science disciplines, law, and theology. The concentration in American History and Culture can equip students for careers in public history, especially if students complete the department's Certificate in Public History. The World History and Cultures concentration can prepare students for careers in the international arena, as well as for many positions in the government or for graduate study. The concentration in History of Ideas should be especially useful as preparation for graduate study in history, philosophy, law, or theology. In addition to the

Certificate in Public History, the department also offers a Certificate in European Union Studies and minors in History, Philosophy, African and African American Studies, and Asian Studies.

### **Department of Political Science and International Affairs (770) 423-6227**

The Department of Political Science and International Affairs offers courses that contribute to baccalaureate degree programs in political science and international affairs, a graduate program of study in Conflict Management, a certificate program in Alternative Dispute Resolution (ADR), a Master of Public Administration, and a certificate in Professional Politics. The degree programs provide students the opportunity to prepare for a number of career options or for graduate and professional study. The certificate programs focus on skills development with a broad academic base. Students also build upon a common core of liberal arts courses to develop the intellectual and social interaction skills to promote personal growth. The department coordinates the pre-law, pre-professional program. A wide range of courses in United States and international politics, offer support for other college or university programs. The degree and certificate programs allow students the opportunity to take an internship or practicum in their field of interest, or to participate in the university's co-op program.

The department encourages student learning through extra- and co-curricular activities such as the Society for Legal Studies, Political Science Club, Global Society and Pi Sigma Alpha, the national political science honorary. Students are given opportunities to develop and demonstrate their skills through participation in Mock Trial, Model United Nations and Model Arab League simulation competitions.

### **Department of Psychology (770) 423-6225**

The Department of Psychology offers a program that provides students with opportunities for personal and intellectual development, preparation for a wide range of employment opportunities with a bachelor's degree, as well as the necessary prerequisites

for graduate education in psychology or for professional training in related fields such as law, medicine, business, management, education or social work.

Courses in the psychology curriculum give students a strong background in both the scientific and applied areas of the field. All majors complete the introductory course in psychology and a course on careers in psychology. A two semester research sequence follows which emphasizes statistics, methodology, and experimental psychology. Students then select courses concerning the foundations of behavior and advanced topics in psychology. Upper division electives in the major furnish students with additional background in an area of interest related to the discipline. The Senior Capstone Seminar provides closure to a student's undergraduate education.

Learning experiences in the classroom and laboratory are the foundation from which students can extend their undergraduate education in psychology to a variety of settings, such as practicum experiences in community-based agencies, collaboration on research with psychology faculty members, and individualized directed studies on topics of particular interest to students. In addition, extracurricular activities sponsored by Psi Chi (the National Psychology Honor Society) and the Psychology Club provide avenues for enhancing an individual's personal growth and identity as a psychology major.

**Department of Sociology and Criminal Justice  
(770) 423-6739**

This Department offers courses that lead to baccalaureate degrees in Sociology and Criminal Justice. The courses and specializations offered by the department prepare students to understand and deal with our contemporary world in terms of diversity, change, societal concerns for stability, and their implications locally and globally. The core competencies of its graduates enable them to enter careers requiring technological facility, communication skills, data gathering and analysis, community awareness and involvement,

problem-solving, critical thinking, an understanding of the structure and functioning of groups and organizations, greater awareness of their environments, critical self-reflection, and interpersonal and intercultural skills.

The faculty of the Sociology and Criminal Justice Department strives to mentor students in a process of professional socialization in which students develop practical, marketable, applicable skills and take responsibility for their own lifelong learning. Students will understand our degree programs as social sciences that strive to provide an understanding of our complex social world, and also have practical implications for career and personal success.

## Minors\*

- African and African American Studies
- American Studies
- Anthropology
- Asian Studies
- Criminology
- Film Studies
- French and Francophone Studies
- Gender Studies
- Geography
- German Studies
- Gerontology
- History
- International Affairs
- Language and Literary Studies
- Latin American Studies
- Legal Studies
- Native American Studies
- Philosophy
- Professional Writing
- Sociology
- Spanish

\*See section on Minors for policy on and additional information regarding minors.

## Programs of Study

The College of Humanities and Social Sciences offers the following undergraduate degrees:

- Bachelor of Arts in African and African Diaspora Studies
- Bachelor of Science in Communication
- Bachelor of Science in Criminal Justice
- Bachelor of Arts in English
- Bachelor of Science in English Education
- Bachelor of Science in Geographic Information Science
- Bachelor of Arts in History
- Bachelor of Arts in International Affairs
- Bachelor of Arts in Modern Language and Culture
- Bachelor of Science in Political Science
- Bachelor of Science in Psychology
- Bachelor of Science in Sociology
- Bachelor of Science in Social Science Education

## Certificate Programs

The College of Humanities and Social Sciences offers the following certificate programs:

- Certificate in Alternative Dispute Resolution
- Certificate in European Union Studies
- Certificate in Geographic Information Systems
- Certificate in Legal Interpreting
- Certificate in Professional Politics
- Certificate in Public History

## Major in African and African Diaspora Studies, B.A.

### **Bachelor of Arts Degree College of Humanities and Social Sciences Department of History (770) 423-6294**

The Bachelor of Arts degree in African and African Diaspora Studies offers students an interdisciplinary educational experience that fosters an understanding of the global experiences of African and African-descended peoples in Asia, Europe, the Oceania, and the Americas. In particular, students will gain an appreciation for the diverse character of humanity, explore the complex historical and cultural relations between Africans on the continent and African-descended peoples in the Diaspora, and engage in a comparative study of issues affecting Africans in the continent and the Diasporas.

Students in the major will complete 33 hours of common requirements, including African language, Senior Seminar, and study abroad or internship. In addition, students choose one of three concentrations: Literature; History; and Social, Cultural and Political Issues.

		Credit Hours
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
PSYC 2110	Interacting Effectively in a Diverse Society: Psychological Approaches	3
ENGL 2300	Africa and the African Diaspora Literatures	3



		Credit Hours
GEOG 1101	World Regional Geography	3
HIST 2206	Origins of the Great Traditions	3
Six hours of 2000-level foreign language: an African language preferred, or choose from French, Arabic, Portuguese, or Spanish		6

**UPPER DIVISION MAJOR REQUIREMENTS**

**36**

		<b>15</b>
HIST 3334	The Africans in the Diaspora	3
HIST 3393	Emerging Themes in African History	3
GEOG 3350	Geography of sub-Saharan Africa	3
HIST 4499/ ENGL 4620	Senior Seminar	3
Three hours from the following:		
SA 4400	A study abroad course in Africa	3
<b>or</b>		
HIST 3398	Internship	3

There are three Concentrations: Literature, History, and Social Cultural, and Political Issues. Students are to select a concentration. See courses in each of the following concentrations. With the assistance of their advisors, students are to take four courses (12 hours) in their concentration and three courses (9 hours) from the other two concentrations for a total of 21 hours.

**21**

**Literature**

ENGL 3360	African American Literature	3
ENGL 3400	Survey of African Literatures	3
ENGL 3500	Topics in African American Literature	3
ENGL 3600	Topics in African Diaspora Literature	3
ENGL 4401	Topics in African Literatures	3
FREN 4434	Topics in Language, Literature, and Culture	3
Topics in French and Francophone Literature Since 1800		3

**History**

HIST 3333	African American History to 1865	3
HIST 3335	African American History, 1865 to present	3
HIST 3357	Africans in Asia	3
HIST 3358	Africans in Latin American and the Caribbean	3
HIST 3382	North Africa and the Middle East in Modern Times	3
HIST 3391	History of West Africa	3
HIST 3392	History of Southern, Eastern, and Central Africa	3

**Social, Cultural, and Political Issues**

ANTH 3310	Cultural Diversity in the US	3
ARH 3570	African Art	3
ARH 3800	African American Art	3
MUSI 3411	Survey of African-American Music	3
MUSI 3319	Introduction to Jazz	3
POLS 4454	Politics of the Middle East and North Africa	3
PSYC 3355	Cross-Cultural Psychology	3
PSYC 3385	Ethnic Minority Psychology	3
POLS 4455	International Relations of Africa	3
SOCI 4434	Emerging Social Issues in Africa	3
SOCI 3314	Race and Ethnicity	3

<b>RELATED STUDIES</b>	Twelve hours of upper-division studies in related disciplines. These could be courses not already taken from the above list of upper-division major requirements, foreign language, study abroad, internship, coop, and directed study as approved by the academic advisor.	<b>12</b>
<b>FREE ELECTIVES</b>	Any courses in the university curriculum.	<b>12</b>

**PROGRAM TOTAL: 123**

\*Diaspora means the migration or dispersion of any group of people from their ancestral homelands. "Diaspora" in this program refers to the African Diaspora in Asia, Europe, Oceania, and the Americas.

## Major in Communication, B.S.

### Bachelor of Science Degree College of Humanities and Social Sciences Department of Communication (770) 423-6298

The program of study in communication offers a Bachelor of Science degree with an emphasis in one of three academic tracks: (1) **Organizational Communication**, (2) **Media Studies**, and (3) **Public Relations**.

The major requires 18 credit hours of lower division course work (1000-2000 level) comprising various offerings, both inside and outside of the communication discipline, that serve as important groundwork leading to advanced studies. Lower division offerings include basic courses in writing, communication research methods, public speaking, an introductory course relevant to the student's selected major track, and two courses outside communication that will support his/her studies within the major. Communication majors must earn a combined adjusted GPA of 2.5 or higher in COM 1129 and COM 1135 before they can enroll in any upper-division (3000-4000 level) communication courses. Regardless of whether the courses are taken at Kennesaw State University or at another accredited institution, the grades earned in these two courses will be used to check this GPA requirement. A course may be repeated if necessary.

Students must complete 36 credit hours of upper division course work (3000-4000 level) in Communication to fulfill their major program requirements, which include six hours of upper division required course work for all majors, 18 hours within one of the three tracks indicated above, and 12 hours of upper division communication elective credit. Studies within the tracks are designed to include course offerings that address both the applied and theoretical dimensions of communication.

<b>GENERAL EDUCATION</b> (see previous listing of requirements)	<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>	<b>3</b>

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 18**

COM 1109	Introduction to Human Communication	3
COM 1129	Public Speaking	3
COM 1135	Writing for Public Communication	3

\* **Communication majors must earn a combined GPA in COM 1129 and COM 1135 of 2.5 or higher to enroll in upper division communication courses.**

Electives:	Choose two 1000-2000 courses from any discipline except Communication and Health and Physical Science.	6
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Choose one of the following according to the selected track: 3

COM 2205	Introduction to Organizational Communication (Organizational Communication Track)	
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COM 2230	Introduction to Mass Communication (Media Studies Track)	
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(PR students may choose either COM 2205 or COM 2230)

**UPPER DIVISION MAJOR REQUIREMENTS 36**

COM 4435	Communications Research Methods	3
COM 4480	Seminar in Communication Theory	3
COM 4499	Senior Thesis	3

**Major Track** (select one of the three 18-hour tracks listed below:) 18

**Organizational Communication**

**Track Requirements** 9

COM 3344	Organizational Training and Development	
COM 3376	Interpersonal Communication	
COM 4455	Organizational Communication Assessments	

**Track electives (choose three of the following):** 9

COM 3325	Intercultural Communication	
COM 3345	Discussion Methods	
COM 4459	Conflict Management in Organizations	
COM 4475	Decision Making and Problem Solving	

or

**Media Studies**

**Track Requirements** 9

COM 3324	Contemporary Issues in Mass Media	
COM 3330	News Reporting and Writing	
COM 4470	Media Law	

**Track electives (choose three of the following):** 9

COM 3310	Concepts in New Media	
COM 3333	Visual Communication	
COM 4420	Advanced Media Writing	
COM 4424	Uses and Effects of Mass Media	
COM 4430	Media Management	
COM 4444	Film & Video Structure and Process	

or

Major in Communication, B.S. - (cont'd)

**Credit Hours**

**Public Relations**

**Track Requirements** 9

COM 3335 Public Relations Principles

COM 3355 Public Relations Cases

COM 3375 Public Relations Writing

**Track Electives (Choose three of the following):** 9

COM 3330 News Reporting and Writing

COM 4465 Public Relations Campaigns

COM 4405 Organizational Publications

COM 4429 Persuasion Methods and Strategy

**Major Electives (choose any three upper-division communication courses not already taken as a track requirement or a track elective) up to 9 hours may be from COM 3398 Internships.** 9

**RELATED STUDIES** Select 12 hours of upper division course work (3000-4000 level) **12**  
 outside of communication. These hours do not have to be taken in a single discipline, but should relate to a particular interest or career goal. Students should determine prerequisites for upper-division elective courses and take them as electives in lower division major requirement or free electives. Completion of Formal Minor or Certificate Program would also satisfy the Related Studies requirement.

**FREE ELECTIVES** Any courses in the university curriculum. **12**

**PROGRAM TOTAL: 123**

**Major in Criminal Justice, B.S.**

**Bachelor of Science Degree  
 College of Humanities and Social Sciences  
 Department of Sociology and Criminal Justice  
 (770) 423-6739**

The Criminal Justice system is an institution that is at the crux of societal concern. People not only want to have a better understanding of these problems; many also want to become a part of the solution. The program of study infuses knowledge about criminal justice systems and process, communication skills, multicultural issues, crime context research, moral and ethical considerations, management concerns, and technological applications into the coursework. The program is geared toward two student groups: traditional and non-traditional age students who are interested in pursuing a degree and a career in the field, and criminal justice professionals who are seeking credentialing through a bachelor's degree. Following a core of required courses that includes cultural diversity, ethics, and foreign language, the student selects one of three major concentrations tied to his or her intellectual interests and career status and goals:

- Criminal Justice Administration
- Forensic Behavioral Sciences
- Technology and Crime

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) AND  
SELECTED CONCENTRATION** **18**

CRJU 1101	Foundations of Criminal Justice	3
SOCI 2201	Principles of Sociology	3
CRJU 2301	Research Methods in Criminal Justice	3
SPAN 2030	Spanish for Human Services and Criminal Justice	3

Select two of the following:

PSYC 1101	General Psychology	3
GEOG 1101	World Regional Geography	3
ANTH 2201	Introduction to Anthropology	3
HS 2233	Overview of Human Services	3

**UPPER DIVISION MAJOR REQUIREMENTS** **18**

**Required Core for Major Field**

CRJU 3310	Police in America	3
CRJU 3332	Corrections	3
<b>or</b>		
CRJU 3352	Juvenile Delinquency and Corrections	
CRJU 3398	Criminal Justice Internship	3
<b>or</b>		
GEOG 4415	Practicum in Geographic Information Systems	
CRJU 4100	Ethics in Criminal Justice	3
POLS 4411	Criminal Law	3
<b>or</b>		
CRJU 3315	Criminal Procedure	
SOCI 4432	Criminology	3

**CULTURAL DIVERSITY** (select one): **3**

ANTH 3110	Cultural Diversity in the U.S.	3
ANTH 4410	Cultural Anthropology	3
SOCI 3314	Race and Ethnicity	3
PSYC 3355	Cross-Cultural Psychology	3

**CONTEXTUAL FACTORS OF CRIME** (select two): **6**

SOCI 4200	Drugs, Alcohol, and Society	3
CRJU 4430	Victimology	3
SOCI 3360	Sociology of Violence	3
SOCI 4442	Deviance and Social Control	3
CRJU 3400	Ideological/Group Violence in American	3
GEOG 3300	Urban Geography	3

Criminal Justice Major - cont'd)

Credit Hours

**MAJOR CONCENTRATION** (select one concentration)

(select 3 courses:)

**9**

**Criminal Justice Administration Concentration**

CRJU 3311	Police Administration	3
SOCI 4444	Social Change and Modernization	3
SOCI 3304	Social Organization	3
MGT 3100	Management and Behavioral Sciences	3
PSYC 4475	Psychology of Workplace Motivation and Leadership	3
HS 3313	Interviewing Skills and Crisis Management	3

**Forensic Behavioral Sciences Concentration**

SOCI 3360*	Sociology of Violence	3
CRJU 3320	Criminal Investigation	3
CRJU 3365	Profile of the Serial Offender	3
CRJU 4410	Criminal Profiling and Analysis	3
SOCI 4442*	Deviance and Social Control	3
PSYC 4430	Abnormal Psychology	3

**Technology and Crime Concentration**

GEOG 3305	Introduction to Cartographic Processes	3
GEOG 3315	Introduction to GIS	3
GEOG 4405	Advanced GIS	3
CRJU 3320	Criminal Investigation	3
CRJU 3305	Technological Applications in the Criminal Justice System	3
CRJU 4305	Technology and Cybercrime	3

**RELATED STUDIES**

Twelve hours of upper-division studies beyond the major requirements as approved by the academic advisor (for example, course work toward certificate in Alternative Dispute Resolution or Information Technology). Lower-division courses may also be approved when appropriate.

**12**

**FREE ELECTIVES**

Any four courses in the university curriculum.

**12**

**PROGRAM TOTAL: 123**

\*Students cannot use the same upper division level course for their upper division requirement and their concentration requirement.

## Major in English, B.A.

**Bachelor of Arts Degree**  
**College of Humanities and Social Sciences**  
**Department of English**  
**(770) 423-6297**

English majors take 18 hours of courses in lower-division major requirements of the general education curriculum. These courses are designed as an introduction to the field of English Studies.

At the 3000/4000 level, students choose one course from each of eight categories reflecting different areas within the discipline: Language, Writing, Genres, Cultural Studies, Theory, and three period requirements.

The English major culminates in the Senior Seminar, which is the major's capstone course, and 9 hours of an applied/professional sequence. The applied/professional sequence consists of three additional upper-level English courses chosen to foster professional development in the subfield(s) of English Studies which the student aims to pursue upon graduation (e.g., creative writing, applied writing, advanced study of literature). The sequence may include ENGL 3398, Internship, or ENGL 3396, Cooperative Study.

All English majors must demonstrate competence in foreign languages up through the level of FL 2002.

		Credit Hours
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
FL 2001	Intermediate Foreign Language and Culture I	3
FL 2002	Intermediate Foreign Language and Culture II	3
ENGL 2145	Introduction to English Studies	3
ENGL 2160	American Literature Survey	3
ENGL 2172	British Literature, Beginnings to 1660	3
ENGL 2174	British Literature, 1660 to Present	3
<b>UPPER DIVISION MAJOR REQUIREMENTS</b>		<b>36</b>
<b>Three hours from each of the following eight groups</b>		<b>24</b>
<b>I. Language</b>		
ENGL 3030	Studies of Grammar and Linguistics*	
ENGL 3040	History of the English Language	
<b>II. Writing</b>		
ENGL 3100	Poetry Writing	
ENGL 3109	Careers in Writing	
ENGL 3110	Playwriting	
ENGL 3111	Professional Editing	
ENGL 3120	Fiction Writing	

## Upper-Division Requirements, Writing- (cont'd)

## Credit Hours

ENGL 3130	Literary Nonfiction
ENGL 3140	Technical Writing
ENGL 3150	Computers and Writing
ENGL 3160	Argumentative Writing

**III. Genres**

FILM 3220	Studies in Film*
ENGL 3230	Literary Genre*

**IV. Cultural Studies of Literature**

ENGL 3320	Scriptural Literature*
ENGL 3330	Gender Studies*
ENGL 3340	Ethnic Literatures*
ENGL 3350	Regional Literature*
ENGL 3360	African American Literature*
ENGL 3400	Survey of African Literatures*
ENGL 3500	Topics in African American Literature*
ENGL 3600	Topics in African Diaspora Literatures*
ENGL 4401	Topics in African Literatures*

**V. Theory**

ENGL 4220	Critical Theory
ENGL 4230	Theory-Based Studies in Literature*

**VI. Studies in Literature Before 1800**

ENGL 4340	Shakespeare
ENGL 4360	American Literature Before 1800*
ENGL 4370	British Medieval and Chaucerian Literature
ENGL 4372	British Renaissance Literature
ENGL 4374	Studies in Restoration and Eighteenth Century Literature
ENGL 4380	World Literature Before 1800*

**VII. Studies in 19th-Century Literature**

ENGL 4460	19th-Century American Literature*
ENGL 4470	19th-Century British Literature*
ENGL 4480	19th-Century World Literature*

**VIII. Studies in 20th-Century Literature**

ENGL 4560	20th-Century American Literature*
ENGL 4570	20th-Century British Literature*
ENGL 4580	20th-Century World Literature*

**ENGL 4620 Senior Seminar**

3

\*These courses can be taken more than once provided the course content differs entirely from the previous offering.



Applied/Professional Sequence	To be decided upon in consultation with student's advisor	9
<b>RELATED STUDIES</b>	12 hours of upper-division studies beyond the major requirements as approved by the academic advisor. Lower-division courses may also be approved when appropriate.	<b>12</b>
<b>FREE ELECTIVES</b>	Any courses in the university curriculum.	<b>12</b>
<b>PROGRAM TOTAL:</b>		<b>123</b>

## Major in English Education, B.S.

**Bachelor of Science Degree  
Leading to Certification for Grades 6-12  
College of Humanities and Social Sciences  
Department of English  
(770) 423-6297**

This single field program is designed to prepare English teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of English/Language Arts in Georgia. Candidates complete the equivalent of a major in English/Language Arts and a second major in pedagogical studies with an emphasis on teaching English/Language Arts. The English education program aims to prepare teachers who have a broad, rich knowledge of the discipline of English (including courses in British, American, and world literature; language theory; and writing) and who enact an integrated, reflective, and theoretically informed pedagogy for English/Language Arts. This program is fully accredited by NCATE (National Council for Accreditation of Teacher Education), is nationally recognized by NCTE, (National Council of Teachers of English), and is fully approved by Georgia's Professional Standards Commission for teacher certification.

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Major in Geographic Information Science, B.S.

**Bachelor of Science Degree**  
**College of Humanities and Social Sciences**  
**Department of Anthropology and Geography**  
**(770) 423-6739**

The Bachelor of Science degree program in Geographic Information Science (GISc) integrates Geographic Information Systems (GIS) technology with applied research domains. The principal objective of the proposed program is to produce high caliber graduates who are well trained in the technology, theory, and usage of GIS, computer science and information systems (CSIS), and basic geography. This knowledge will then be applied to one of three content areas: business systems, environmental systems, or urban systems. These three systems represent the largest and most common areas in which GIS is used in our society. Where GIS provides students with the technological tools, the specific content areas cited above provide the requisite theory and context.

		<b>Credit Hours</b>
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>12</b>
CSIS 1020	Introduction to Programming Principles: Visual Basic	3
POLS 2212	State and Local Government	3
POLS 2280	Research Methods	3
GEOG 1101	World Regional Geography	3
<b>LOWER DIVISION CONCENTRATION</b> (Choose one of the following six hour concentrations):		<b>6</b>
<b>Business Systems:</b>		
BISM 2100	Business Information Systems and Communication Fundamentals	3
ECON 2200	Macroeconomics	3
<b>Environmental Systems:</b>		
BIOL 2107	Biological Principles I	3
BIOL 2108	Biological Principles II	3
<b>Urban Systems:</b>		
ANTH 2201	Introduction to Anthropology	3
SOCI 2201	Principles of Sociology	3
<b>MAJOR REQUIREMENTS</b>		<b>36</b>
<b>Professional Skills Related Courses:</b>		
CSIS 2300	Principles of Computing (for the non-Business Systems Concentration)	3

		Credit Hours
<u>or</u>		
IT 4525	Electronic Commerce (for the Business Systems Concentration)	
IT 3300	Web Technologies	3
IT 3500	Database Technologies	3
IT 3700	Information Technology Management	3

**UPPER DIVISION MAJOR REQUIREMENTS**

GEOG 3305	Introduction to Cartographic Processes	3
GEOG 3315	Introduction to GIS	3
GEOG 3398	GIS Internship	5
GEOG 4405	Advanced GIS	3
GEOG 4410	Remote Sensing	3
GEOG 3300	Urban Geography	3
<u>or</u>		
GEOG 3330	Economic Geography	
<u>or</u>		
GEOG 3700	Introduction to Environmental Studies	
SCI 3360/3360L	Earth Science	4

**UPPER DIVISION CONCENTRATION** (Choose one of the following 12-13 hour concentrations): **12-13**

**Business Systems:**

GEOG 3330	Economic Geography	3
MKTG 3100	Principles of Marketing	3
MKTG 4150	Customer Behavior	3
MKTG 4430	Market Analysis	3

**Environmental Systems:**

BIOL 3370/3370L	Ecology	4
GEOG 3700	Introduction to Environmental Studies	3
POLS 4456	International Environmental Policy	3
SCI 3365	Earth Watch: Examining Global Environment Issues	3

**Urban Systems:**

GEOG 3300	Urban Geography	3
POLS 4412	Urban Affairs and Problems	3
SOCI 4464	Population	3
SOCI 4432	Criminology	3

**FREE**

**ELECTIVES** Any courses in the University curriculum.

**11-12**

**PROGRAM TOTAL: 123**

## Major in History, B.A.

**Bachelor of Arts Degree**  
**College of Humanities and Social Sciences**  
**Department of History and Philosophy**  
**(770) 423-6294**

The program of study in history offers a Bachelor of Arts degree. All majors take several “general requirements” (including a 3-hour Senior Seminar) which provide needed background in research and writing, in the theory of the discipline, and in the various fields of history. In addition, the program allows selection of one of three concentrations: World History and Cultures; American History and Culture; and History of Ideas. Each concentration includes complementary interdisciplinary electives which students can tailor to suit their own interests. The History of Ideas concentration provides interdisciplinary study in both history and philosophy. Each concentration provides an opportunity for an internship or other applied experience to help students make the transition from undergraduate work into a career or graduate study.

A degree in history is useful to all students interested in careers involving research and writing. It serves as a prerequisite for graduate study in a number of fields, including history or many other social science disciplines, law, and theology. The concentration in American History and Culture can equip students for careers in public history, especially if students complete an appropriate internship, or for graduate study. The World History and Cultures concentration can prepare students for careers in the international arena, as well as for many positions in the government or for graduate study. The concentration in History of Ideas should be especially useful as preparation for graduate study in history, philosophy, law, or theology. The History Department also offers a “Certificate in Public History”. The six course sequence is designed to enhance a student’s ability to find employment in historic preservation, archival management, museum administration, or heritage tourism.

## Credit Hours

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**

HIST 2206	Origins of Great Traditions	3
HIST 2111	American History to 1890	3
HIST 2275	Local History Research	3
FL 2001*	Intermediate Foreign Language and Culture I	
<u>or</u> PHIL 2200	Ways of Knowing	3
FL 2002	Intermediate Foreign Language and Culture II	3
GEOG 1101	Introduction to Geography	3

\*If not already taken in General Education area.

**UPPER DIVISION MAJOR REQUIREMENTS** **9**

HIST 3305	The World since 1945	3
HIST 3376	Problems and Philosophies of World History	3
HIST 4499	Senior Seminar	3

**MAJOR CONCENTRATION****39**

Choose one of three major concentrations:

**1. American History and Culture Concentration**

I. A total of six history courses selected as follows:

A. At least four but not more than five courses from the following: 12 - 15

HIST 3304	History of Georgia
HIST 3310	The Old South
HIST 3311	The New South
HIST 3315	History of the American West
HIST 3321	Diplomatic History of the U.S.
HIST 3325	Introduction to Public History
<u>or</u> HIST 3326	Historic Preservation
<u>or</u> HIST 4425	Oral History
<u>or</u> HIST 4426	Documentation and Interpretation
<u>or</u> HIST 4430	Museum Studies
HIST 3331	History of Religion in U.S.
HIST 3332	US Social and Cultural History
HIST 3333	African American History to 1865
HIST 3335	African American History since 1865
HIST 3340	US Military Experience
HIST 3341	Women in US History and Culture
HIST 3345	Business and Economic History of the U.S.
HIST 3366	History of Mexico and Central America
HIST 4410	Colonial America to 1789
HIST 4412	The Early Republic
HIST 4415	Jacksonian America
HIST 4435	History and Memory
HIST 4451	Civil War & Reconstruction
HIST 4461	Gilded Age & Progressive Era
HIST 4471	Recent US History
HIST 4490	Special Topics Course (as appropriate)

B. At least one but no more than two history courses chosen from catalog listings other than those above 3 - 6

II PHIL 3313 American Philosophy 3

III. At least four courses related to the major concentration from the following: 12 - 15

(An appropriate minor or certificate program may be substituted with approval of major advisor)

POLS 3315, 3320, 3350, 3360, 3370, 3380, 3385, 4402, 4410, 4412, 4415, 4420, 4425, 4426

PHIL 4415

ENGL 3330, 3340, 3350, 3360, 4360, 4460, 4560

ARH 3800, 3950

ANTH 3310, 3321, 4421, 4425

SOC 3310, 3314, 3324, 3352, 3354, 3364, 4424, 4432

FL Appropriate 3000-4000 level courses in Spanish or French

Appropriate 4490 Special Topics course in any related discipline

(B.A. in History - American History and Culture Concentration - cont'd)

**Credit Hours**

- IV. One to two 3000-4000 level electives from any discipline. One of these should be an internship, directed study, approved studies abroad course, or other academic experience chosen in consultation with advisor. 3 - 6

**2. History of Ideas Concentration**

I. Select a total of five history courses as follows:

- A. At least three but no more than four courses from the following: 9 - 12

HIST 3331	History of Religion in the US
HIST 3337	Greek and Roman History
HIST 3377	History of Science
HIST 4410	Colonial America
HIST 4440	Medieval Europe
HIST 4444	Renaissance/Reformation
HIST 4445	Age of Enlightenment
HIST 4454	Twentieth Century Europe
HIST 4490	Special Topics Course as appropriate

- B. One or two upper level history courses chosen from catalog listings other than those above 3 - 6

II. PHIL 3310 and 3311 (required), plus one additional Philosophy course 9

III. Four (4) other courses selected from the following: 12

(An appropriate minor or certificate program may be substituted with approval of major advisor)

PHIL 3301, 3305, 3312, 3313, 4415, 4420, 4425,
ANTH 4410
POLS 3315, 3320, 3323, 4405, 4410, 4415, 4420, 4421, 4422, 4425, 4426
ENGL 3040, 3230, 4220, 4230
FREN 3310, 3311, 4430, 4432
SPAN 3310, 3311, 4430, 4432, SOCI 3333, 3334, 4444
ARH 4450, 4550, 4650, 4850
Appropriate 4490 Special Topics Course in above disciplines

- IV. One upper level elective, preferably internship, directed study, studies abroad course, or other study experience chosen in conjunction with advisor. 3

**3. World History and Cultures Concentration**

I. Select a total of six history courses, as follows: (18 hours)

- A. Five courses from the following: 12-15

HIST 3334	Africans in Diaspora
HIST 3337	Greek and Roman History
HIST 3350	England to 1688
HIST 3351	Modern England
HIST 3358	Africans in Latin America and the Caribbean

Credit Hours

HIST 3360	Russian Empire to 1917
HIST 3366	History of Mexico and Central America
HIST 3367	History of Brazil
HIST 3373	Modern India & South Asia
HIST 3374	Modern China and Japan
HIST 3377	History of Science
HIST 3382	North Africa and the Middle East in Modern Times
HIST 3391	History of West Africa
HIST 3392	History of Southern, Eastern, and Central Africa
HIST 3393	Emerging Themes in African History
HIST 4440	Medieval Europe
HIST 4444	Renaissance & Reformation
HIST 4445	Age of Enlightenment
HIST 4454	20th Century Europe
HIST 4455	20th Century Russia
HIST 4456	World War II
HIST 4475	War and Revolution in Southeast Asia
HIST 4490	Special Topics Course as appropriate

B. One history course chosen from other catalog offerings other than those above 3

II. At least three but no more than five courses related to the major concentration from the following: 9-15

(An appropriate minor or certificate program may be substituted with approval of major advisor)

POLS 3323, 3334, 4405, 4421, 4422, 4430, 4435, 4436, 4438, 4451, 4452, 4453, 4454, 4455, 4456

PHIL 3310, 3311, 3312, 3320, 4420, 4425

ENGL 4340, 4360, 4370, 4380, 4470, 4480, 4570, 4580

ANTH 3310, 3350, 4410

GEOG 3300, 3310, 3312, 3320, 3330, 3340, 3350

ARH 3550, 3570, 4450, 4550, 4640, 4850

Appropriate 4490 Special Topics Course in any related discipline

III. At least one but no more than three 3000-4000 level foreign language courses 3 - 9

IV. One to two upper-level electives from any discipline. One of these should be an internship, directed study, approved studies abroad course, or other academic experience chosen in consultation with advisor. 3 - 6

**FREE ELECTIVES** Any courses in the university curriculum. **12**

**PROGRAM TOTAL: 123**

## Major in International Affairs, B.A.

### Bachelor of Arts Degree

#### College of Humanities and Social Sciences

#### Department of Political Science and International Affairs

(770) 423-6227

The program of study in International Affairs leads to a Bachelor of Arts degree. The degree plays an integral role in the Department of Political Science and International Affairs and draws upon disciplines such as political science, economics, history, foreign language, geography and anthropology. In this interdisciplinary major, the student must complete seven required major courses followed by five courses in one of the three major concentrations.

Firsthand international experiences can be acquired through a coop/internship option or study abroad programs. This degree prepares graduates for careers in business, nonprofit organizations, law or government service.

	<b>Credit Hours</b>
<b>GENERAL EDUCATION</b> (see previous listing of requirements)	<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>	<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>	<b>18</b>
Foreign Languages (2000-level courses)	6
POLS 2250      Contemporary International Politics	3
POLS 2280      Research Methods	
<u>or</u> BISM 2100      Business Information Systems and Communication	3
ECON 2100      Principles of Microeconomics (Counted in General Education)	
ECON 2200      Principles of Macroeconomics	3
GEOG 1101      World Regional Geography	3
<b>UPPER DIVISION MAJOR REQUIREMENTS</b>	<b>21</b>
ECON 4310      Economic Development in a Global Perspective	3
HIST 3305      World Since 1945	3
POLS 3334      Comparative Politics	3
POLS 4430      International Law and Organization	3
POLS 4435      Comparative Foreign Policy	3
POLS 4436      Politics of Developing Areas	3
POLS 4499      Senior Seminar	3
<b>Major Concentration</b>	<b>15</b>
Students will take five courses in their concentration. For Concentration I, select no more than two courses from:	
(a) Anthropology and Geography	
(b) History	
(c) Political Science	



For Concentration II, select no more than two political science courses.

For Concentration III, students will select one language track, i.e. French, Spanish, or German, and complete five courses in that language.

### **Concentration I: Diplomatic and International Service**

ANTH 4410	Cultural Anthropology
GEOG 3312	Geography of Europe
GEOG 3320	Political Geography
GEOG 3350	Geography of Sub-Saharan Africa
GEOG 3360	Geography of China
HIST 3321	Diplomatic History of the U.S.
HIST 3334	Africans in Diaspora
HIST 3366	History of Mexico and Central America
HIST 3367	History of Brazil
HIST 3373	Modern India and South Asia
HIST 3374	Modern China and Japan
HIST 3391	History of West Africa
HIST 3392	History of Southeast and Central Africa
HIST 4454	20th Century Europe
HIST 4455	Twentieth Century Russia
POLS 4431	Politics of International Terrorism
POLS 4451	Politics & Government of Post-Communist Europe
POLS 4452	Politics of the Pacific Rim
POLS 4453	Latin America: Democracy and Development
POLS 4454	Politics of Middle East
POLS 4455	International Relations of Africa

### **Concentration II: International Business, Economics and Policy**

ECON 4410	International Trade and Finance
GEOG 3330	Economic Geography
MGT 4174	International Human Resource Management
MGT 4190	International Management
MKTG 4820	International Marketing
NURS 4423	International Health Policy
POLS 3350	American Foreign Policy
POLS 4438	Politics of International Economic Relations
POLS 4456	International Environmental Policy

### **Concentration III: Applied Languages**

#### French Track:

FREN 3200	Critical Reading and Applied Writing
FREN 3302	Practical Conversation
FREN 3303	Grammar and Composition

French electives 6 credit hours of French 3000-4000 level courses

#### Spanish Track:

SPAN 3200	Critical Reading and Applied Writing
SPAN 3302	Practical Conversation
SPAN 3303	Grammar and Composition

Spanish Electives: 6 credit hours of SPAN 3000-4000 level courses

## 172 College of Humanities and Social Sciences

Major in International Affairs, Applied Language Concentration - cont'd)

### German Track:

GRMN 3310 Survey of German Culture and Institutions I  
GRMN 3311 Survey of German Culture and Institutions II  
GRMN 4404 Commercial German  
German Electives: 6 credit hours of GRMN 3000 or 4000 level courses

**RELATED STUDIES** Upper-division studies beyond the major requirements as approved by the academic advisor. **12**

**FREE ELECTIVES** Any courses in the University curriculum. **12**

**PROGRAM TOTAL: 123**

## Major in Modern Language and Culture, B.A.

### **Bachelor of Arts Degree College of Humanities and Social Sciences Department of Foreign Languages (770) 423-6366**

Speaking a second language and understanding other cultures are of strategic importance in a world in which international collaboration is not only necessary for political survival, but also indispensable for economic success. The B.A. in Modern Language and Culture prepares graduates who are able to communicate effectively in one or more foreign languages and have a keen understanding of how humans interact across world cultures. Graduates will be familiar with current global issues and possess the knowledge, skills, and versatility needed to succeed academically and professionally in an ever-changing society.

The B.A. in Modern Language and Culture is designed to develop students' communication skills and understanding of other cultures and to foster respect for difference and diversity in a global society. Students choose one of two primary languages—French or Spanish—in which they develop and refine language proficiency as well as cross-cultural competence. In the course of their studies, Modern Language and Culture majors acquire and practice the communication skills and cultural competence necessary to function effectively in a global society. The curriculum prepares degree candidates for future academic programs and professional careers in which foreign language proficiency and cultural knowledge are desirable or required or both.

The B.A. in Modern Language and Culture is fully accredited by NCATE (National Council for Accreditation of Teacher Education) and nationally recognized by ACTFL (American Council on the Teaching of Foreign Languages).

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**  
**(select a primary language (French or Spanish))**

FREN <u>or</u> SPAN		
2001	Intermediate Language and Culture I	3
FREN <u>or</u> SPAN		
2002	Intermediate Language and Culture II	3
FL 2209	World Languages and Cultures	3

**Select three courses from one of the following concentrations:**

**Second Language and Culture** (the language chosen must be different from the primary language)

FREN <u>or</u>	Beginning Language and Culture II	3
GRMN <u>or</u>		
ITAL <u>or</u>		
SPAN 1002 (or higher)		
FREN <u>or</u>	Intermediate Language and Culture I	3
GRMN <u>or</u>		
ITAL <u>or</u>		
SPAN 2001 (or higher)		

FREN <u>or</u>	Intermediate Language and Culture II	3
GRMN <u>or</u>		
ITAL <u>or</u>		
SPAN 2002 (or higher)		

**OR Teacher Certification in Foreign Language**

COM 1129	Public Speaking	3
PSYC 2110	Interacting Effectively in a Diverse Society: Psychological Approaches	3
ENGL 2270	Language and Usage	3

**OR Applied Business**

ACCT 2100	Introduction to Financial Accounting	3
ECON 2100	Principles of Microeconomics	3
<u>or</u> ECON 2200*	Principles of Macroeconomics	
	(*If ECON 2100 already taken in General Education)	
BLAW 2200	Legal and Ethical Environment of Business	3

**OR Cross-disciplinary Perspectives** (choose three of the following courses)

ARH 2750	Art History Survey	3
GEOG 1101	World Regional Geography	3
HIST 2206	Origins of Great Traditions	3
HS 2233	Overview of Human Services	3

Major in Modern Language and Culture - cont'd)

**Credit Hours**

**UPPER DIVISION REQUIRED CORE COURSES (French or Spanish) 30**

**French**

FREN 3200	Critical Reading and Applied Writing	3
FREN 3302	Practical Conversation	3
FREN 3303	Grammar and Composition	3
FREN 3304	Literature and Culture I	3
FREN 3305	Literature and Culture II	3
FREN 3398	Internship	3
<b>or</b>		
SA 4490	Study Abroad	
FREN 4402	Contemporary Culture	3
FREN 4434	Topics in Literature, Language, and Culture	3
FREN 4456	Advanced Grammar and Linguistics	3
FREN 4499	Senior Seminar	3

**Spanish**

SPAN 3200	Critical Reading and Applied Writing	3
SPAN 3302	Practical Conversation	3
SPAN 3303	Grammar and Composition	3
SPAN 3304	Literature and Culture I	3
SPAN 3305	Literature and Culture II	3
SPAN 3398	Internship	3
<b>or</b>		
SA 4490	Study Abroad	
SPAN 4402	Contemporary Culture	3
SPAN 4434	Topics in Literature, Language, and Culture	3
SPAN 4456	Advanced Grammar and Linguistics	3
SPAN 4499	Senior Seminar	3

**OTHER REQUIREMENTS**

**Select one concentration**

- I. Second Language and Culture
- II. Teacher Certification in Foreign Languages
- III. Applied Business
- IV. Cross-disciplinary Perspectives

**Concentration I: Second Language and Culture**

**9**

Select three 3000 level courses (or higher) within your second language (French, German, Italian, or Spanish)

**Concentration II: Teacher Certification in Foreign Languages** **36**

EDUC 2201	Teaching and Schools in a Changing Society	3
EDUC 2204	Human Growth, Development, and Learning	3
EXC 3304	Education of Exceptional Students	3
EDUC 3308	Learning, Motivation, and Classroom Management	3
FLED 3303	Second Language Acquisition	3
FLED 4410	Methods, Materials, and Curriculum in FLED P-8	3
FLED 4412	Methods, Materials, and Curriculum in FLED 9-12	3
FLED 4413	Field Experiences in FLED, P-12	3
FLED 4480	Student Teaching in FLED, P-12	12

**Concentration III: Applied Business** **9**

MKTG 3100	Principles of Marketing	3
MGT 3100	Principles of Management	3
FREN 4404*	Commercial French	
<b>or</b>		
SPAN 4404*	Commercial Spanish	3

(must be the same as the primary language)

**Concentration IV: Cross-Disciplinary Perspectives** **9**

(choose three of the following courses:

ANTH 3310	Cultural Diversity in the U.S.	3
COM 3325	Intercultural Communication	3
HIST 3305	The World Since 1945	3
PSYC 3355	Cross-Cultural Psychology	3

**RELATED STUDIES** **(Applies to concentrations I, III, and IV only):** **9**

Nine hours of upper-division studies beyond the major requirements as approved by the academic advisor (for example, coursework toward the Certificate in Legal Interpreting). Lower division courses or additional internship or study abroad hours may also be approved when appropriate.

**FREE ELECTIVES** **(Applies to concentrations I, III, and IV only):** **12**

Any courses in the University curriculum.

**PROGRAM TOTAL (concentrations I, III, and IV) : 123**

**PROGRAM TOTAL (concentrations II) : 129**

## Major in Political Science, B.S.

**Bachelor of Science Degree**  
**College of Humanities and Social Sciences**  
**Department of Political Science and International Affairs**  
**(770) 423-6227**

Political Science is the study of the formal institutions of government and the actual behavior of people in public life. It examines both the institutions and processes of government using both empirical and normative research methodologies. A degree in political science is of value to all persons who take the responsibilities and opportunities of membership in a democratic society seriously. Specifically, political science is the undergraduate major of a majority of persons who attend law school; serves as prerequisite for graduate study in a number of social science disciplines; and is an ideal liberal arts major for careers in business, journalism, public and international affairs, the federal government, state and local government, teaching, interest groups, campaign management, communications, and many others.

Political Science has four concentrations: 1) Legal Studies, 2) Government and Professional Politics, 3) Public Service and Public Policy, and 4) Global Studies. Majors are required to choose one concentration and take 12 hours from that concentration.

Supervised internships and cooperative study programs at sites in business, industry and government are available and students are strongly urged to participate.

		<b>Credit Hours</b>
<b>GENERAL EDUCATION</b> (see previous listing of requirements)		<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>		<b>3</b>
<b>LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>		<b>18</b>
POLS 2212	State and Local Government	3
POLS 2250	Contemporary International Politics	3
POLS 2260	Current Political Issues	3
<b>or</b>		
POLS 2270	Political Ideologies	
POLS 2280	Research Methods	3
Foreign Language (six hours at 2000 level)		
<b>or</b>		
MATH/CSIS (six hours of math and/or computer science at the 1000 or 2000 level)		6
<b>UPPER DIVISION MAJOR REQUIREMENTS</b>		<b>24</b>
PHIL 3301	Ethics	3
<b>or</b>		
PHIL 3305	Logic (recommended for those interested in Legal Studies Concentration)	
POLS 4499	Senior Seminar	3

Credit Hours  
18

**Choose any six from the following**

POLS 3334	Comparative Politics
POLS 3343	Principles of Public Administration
POLS 3360	U.S. Congress
POLS 3370	U.S. Presidency
POLS 3380	Mass Media and Politics
POLS 4410	American Legal System
POLS 4423	Great Political Thinkers
POLS 4436	Politics of Developing Areas

**Major Concentrations** (select one concentration, take 12 hours from that concentration)

12

**Concentration I: Legal Studies**

POLS 4410	American Legal System (required for the concentration, if not taken as major requirement)	3
POLS 3315	American Constitutional Law: Federalism	3
POLS 3320	Legal Research	3
POLS 4405	Comparative Legal Systems	3
POLS 4411	Criminal Law	3
POLS 4415	Civil Liberties	3
POLS 4420	Judicial Process	3
POLS 4427	American Political Thought	3
POLS 4430	International Law and Organization	3
POLS 4470	Alternative Dispute Resolution	3

**Concentration II: Government and Professional Politics**

POLS 3360	U.S. Congress (required for the concentration, if not taken as major requirement)	3
POLS 3370	U.S. Presidency (required for the concentration, if not taken as major requirement)	3
POLS 3380	Mass Media and Politics (required for the concentration, if not taken as major requirement)	3
POLS 3385	Campaigns and Elections	3
POLS 3388	Lobbying and Interest Groups	3
POLS 3390	Political Research On-Line	3
POLS 3394	Public Polling and Survey Techniques	3
POLS 4402	Political Parties	3
POLS 4412	Urban Affairs and Problems	3
POLS 4427	American Political Thought	3

**Concentration III: Public Service and Public Policy**

POLS 3343	Principles of Public Administration (required for the concentration, if not taken as major requirement)	3
POLS 3313	Public Policy Analysis	3
POLS 3350	American Foreign Policy	3
POLS 4412	Urban Affairs and Problems	3
POLS 4435	Comparative Foreign Policy	3
POLS 4444	Administrative Practices and Organization	3
POLS 4446	Governmental Budgeting	3
POLS 4456	International Environmental Policy	3
POLS 4470	Alternative Dispute Resolution	3

(Major in Political Science, major concentrations-cont'd)

**Concentration IV: Global Studies**

POLS 3334	Comparative Politics (required for the concentration, if not taken as major requirement)	3
POLS 4436	Politics of Developing Areas (required for the concentration, if not taken as major requirement)	3
POLS 4431	Politics of International Terrorism	3
POLS 4435	Comparative Foreign Policy	3
POLS 4438	Politics of International Economic Relations	3
POLS 4451	Politics & Government of Post-Communist Europe	3
POLS 4452	Politics of the Pacific Rim	3
POLS 4453	Latin America: Democracy and Development	3
POLS 4454	Politics of Middle East/North Africa	3
POLS 4455	International Relations of Africa	3
GEOG 3320	Political Geography	3

**RELATED STUDIES** Twelve hours of upper-division studies beyond the major requirements as approved by the academic advisor. **12**

**FREE ELECTIVES** Any courses in the University curriculum. **12**

**PROGRAM TOTAL : 123**

**Major in Psychology, B.S.**

**Bachelor of Science Degree  
College of Humanities and Social Sciences  
Department of Psychology  
(770) 423-6225**

Psychology is the study of behavior and mental processes. It examines behavior and mental processes in an effort to serve human welfare. The program of study for a Bachelor of Science degree in Psychology requires freshman and sophomore coursework in Math, Computer Science and Information Systems, Business Information Systems Management, or the Natural Sciences and from a broad array of other disciplines combined with junior and senior coursework from a broad array of disciplines. Psychology majors are required to complete the general introductory course in psychology, a three-hour course on careers in psychology, and a two-semester research sequence. Seven additional junior and senior level psychology courses, including a Senior Seminar, are also required. Students select these courses in consultation with their advisor based on their interests or career goals. Students wishing to pursue graduate work in psychology or particular bachelor's degree careers will be encouraged to include specific courses in their program of study.

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**



**LOWER DIVISION MAJOR REQUIREMENTS (AREA F) 26**

(All prerequisites must be completed with a "C" or better to fulfill prerequisite requirement)

PSYC 1101	General Psychology	3
PSYC 2210	Careers in Psychology	3
PSYC 2300	Research Methods in Psychology and	3
PSYC 2300L	Research Methods in Psychology Laboratory	1
PSYC 2301	Experimental Psychology and	3
PSYC 2301L	Experimental Psychology Laboratory	1
Two 1000-2000	level courses in Computer Science and Information Systems, or Business Information Systems Management	6

**OR**

Two 1000-2000 level courses in Mathematics or Natural Sciences (Only students with strong computer skills can select the Mathematics or Natural Sciences option)

Electives Any 1000-2000 level courses 6

**UPPER DIVISION MAJOR REQUIREMENTS 28-29****Major Electives (one course from each of the following four groups):**

**Group I:** 3

PSYC 3305 Life-Span Developmental Psychology  
PSYC 3325 Social Psychology

**Group II** 3

PSYC 4430 Abnormal Psychology  
PSYC 3345 Theories of Personality

Must take one 4-hour course from Groups III or IV

**Group III** 3 or 4

PSYC 3310 Psychopharmacology Drugs and Behavior  
PSYC 4410 Physiological Psychology (4)  
PSYC 4415 Perception (4)

**Group IV** 3 or 4

PSYC 3345 Learning and Behavior (Changed from Learning and Conditioning)

PSYC 4455 Cognitive Psychology (4)

**Senior Capstone Experience:** 3

PSYC 4499 Senior Seminar in Psychology

**Psychology Electives:** 12

Four 3000-4000 level PSYC courses

**180 College of Humanities and Social Sciences**

(Psychology major - cont'd)

**RELATED STUDIES** Twelve hours of 3000-4000 level courses (cannot be in PSYC). **12**  
 Lower division courses may also be approved when appropriate.

**FREE ELECTIVES** Any courses in the university curriculum. **12**

**PROGRAM TOTAL: 123****Major in Sociology, B.S.**

**Bachelor of Science Degree**  
**College of Humanities and Social Sciences**  
**Department of Sociology, Geography, and Anthropology**  
**(770) 423-6739**

The program of study in sociology offers a Bachelor of Science degree with an emphasis in one of the four academic tracks:

- Organizational and Social Change
- Cultural Diversity Studies
- Criminology
- Spatial Analysis and Population Studies

**Credit Hours**

**GENERAL EDUCATION** (see previous listing of requirements) **42**

**UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT** **3**

**LOWER DIVISION MAJOR REQUIREMENTS (AREA F)** **18**

SOCI 2201	Principles of Sociology	3
SOCI 2251	Social Problems	3
SSRM 2301	Social Science Research Methods	3
Electives (Three of the following)		9
ANTH 2201	Introduction to Anthropology	
HS 2233	Introduction to Human Services	
POLS 2212	State and Local Government	
GEOG 1101	World Regions	
COM 1109	Introduction to Communication (if not taken as Humanities elective)	
PSYC 1101	General Psychology	
CRJU 1101	Foundations of Criminal Justice	

**UPPER DIVISION MAJOR REQUIREMENTS** **24**

SOCI 3300	Foundations of Social Theory	3
ANTH 3310	Cultural Diversity in the U.S.	3
<u>or</u> SOCI 3314	Race and Ethnicity	
ANTH 4410	Cultural Anthropology: A Global Perspective	3
SOCI 3304	Social Organization	3

		Credit Hours
SOCI 4444	Social Change and Modernization	3
SOCI 3333	Technology and Society	3
SOCI 3398	Internship	
<u>or</u>		
SOCI 3396	Co-op	3
SOCI 4499	Senior Seminar	3

**Major Concentration** (select four courses in one concentration area):

**12**

**Cultural Diversity Studies Concentration**

ANTH 3310	Cultural Diversity in the U.S.	3
ANTH 3315	The Southeastern Indians	3
ANTH 3321	Indians of North America	3
ANTH 3350	Cultures and Societies of the World	3
ANTH 3370	The Culture and Society of Japan	3
ANTH 4450	Research in Anthropology	3
SOCI 3314	Race and Ethnicity	3
SOCI 3324	Sex Roles in Modern Society	3
SOCI 3334	Religion and Society	3
PSYC 3355	Cross-Cultural Psychology	3
GEOG 3340	Cultural Geography	3
GEOG 3360	Geography of China	3

**Criminology Concentration**

CRJU 3352	Juvenile Delinquency	3
CRJU 3365	Profile of the Serial Offender	3
CRJU 4410	Criminal Profiling and Analysis	3
SOCI 4432	Criminology	3
SOCI 4200	Drugs, Alcohol, and Society	3
SOCI 4442	Deviance and Social Control	3
PSYC 3310	Psychoactive Drugs and Behavior	3
PSYC 4430	Abnormal Psychology	3
GEOG 3300	Urban Geography	3

**Organizational and Social Change Concentration**

SOCI 3364	Sociology of the Family	3
SOCI 3354	Social Class and Mobility	3
SOCI 3310	Introduction to Gerontology	3
SOCI 3374	Sociology of Occupations	3
GEOG 3330	Economic Geography	3
MGT 3100	Management and Behavioral Sciences	3
<u>or</u> PSYC 3370	Industrial-Organizational Psychology	3

**Spatial Analysis and Population Studies Concentration**

SOCI 4464	Population	3
GEOG 3300	Urban Geography	3
GEOG 3330	Economic Geography	3
GEOG 3320	Political Geography	3
MKTG 3100	Principles of Marketing	3

(Major in Sociology - cont'd)

<b>RELATED STUDIES</b>	Twelve hours of upper-division studies beyond the major requirements as approved by the academic advisor. Lower-division courses or additional internships hours may also be approved when appropriate.	<b>12</b>
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<b>FREE ELECTIVES</b>	Any courses in the university curriculum.	<b>12</b>
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**PROGRAM TOTAL: 123**

## Major in Social Science Education, B.S.

**Bachelor of Science Degree  
Leading to Certification for Grades 6-12  
College of Humanities and Social Sciences  
Department of History and Philosophy  
(770) 423-6294**

This broad-field program is designed to prepare social science teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of social science in Georgia. Candidates complete the equivalent of a major in social science and a second major in pedagogical studies with an emphasis on teaching social science. Candidates concentrate in history since that is the principal social science discipline in the secondary education curriculum, and take additional course work in several other social science disciplines as part of their cross-disciplinary teaching field preparation.

The B.S. in Secondary Education is fully accredited by NCATE, National Council for Accreditation of Teacher Education, is fully approved by Georgia's Professional Standards Commission for teacher certification, and is nationally recognized by NCSS, the National Council for the Social Studies.

The specific requirements for admission, retention, degree completion and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Certificate in Alternative Dispute Resolution

**Department of Political Science and International Affairs  
(770) 423-6227**

Conflict occurs in many different situations: between and among members of a family; between labor and management; in political parties, religious groups, formal organizations and nations; and even within a single mind. The actors in a conflict can be individuals, social groups, formal organizations, or political and social institutions. Consequently, the development of skills for peaceful and nonlegal conflict resolution or management should be an essential element of a person's formal education.

A certificate in Alternative Dispute Resolution (ADR) will offer fully-admitted KSU students the opportunity to develop skills that are helpful no matter what major they pursue or which line of work they choose. Students are required to receive at least a “C” in these five courses totalling 15 credit hours in order to receive the certificate. Applications for admission to the Program are available in the office of the Department of Political Science and International Affairs.

<b>Required Courses:</b>		<b>Credit Hours</b>
COM 3325	Multicultural Communication	
<b>or</b>		
ANTH 4410	Cultural Anthropology	3
BLAW 3400	Negotiation	3
POLS 4410	American Legal System	3
POLS 4470	Alternative Dispute Resolution	3
POLS 4480	Practicum in Alternative Dispute Resolution	3

**PROGRAM TOTAL: 15**

## Certificate in European Union Studies

### Department of History and Philosophy (770) 423-6294

The European Union Studies Certificate will provide students with in depth multi-disciplinary knowledge of the European Union. The program is also designed to provide applied knowledge of the EU in a professional context outside the classroom. Students enrolled in the certificate program choose from a menu of courses available at KSU from a variety of disciplines, as well as on-line classes team taught by faculty from the Georgia University system and the University of Munich. The program is directed towards preparing students to move into business/professional occupations and/or graduate study related to the European Union.

To earn the certificate, students must take a total of six courses including the Introduction to the European Union (HIST 3307) , four courses from an extensive menu of EU courses either on-line or in the classroom, and a capstone seminar. Students must maintain a GPA of 3.0 in required courses. In addition, students must complete a practicum: a visit to an EU country or an internship with an EU company.

		<b>Credit Hours</b>
HIST 3307	Introduction to the European Union (required prerequisite)	3
European Union Course Menu (Four courses, only 2 may be chosen from the same discipline):		12
<b>Art History</b>		
ARH 4850	20 <sup>th</sup> Century Art	
<b>Business</b>		
ECON 4310	Economic Development in Global Perspective	
ECON 4410	International Trade and Finance	

(Certificate in European Union Studies - cont'd)

**Credit Hours**

**Foreign Language**

FREN 3311	Survey of French & Francophone Culture & Institutions II
GERM 3311	Survey of German culture and Institutions II
SPAN 3311	Survey of Hispanic Culture & Institutions II

**History**

HIST 3305	The World Since 1945
HIST 4454	Twentieth Century Europe

**Geography**

GEOG 3320	Political Geography
GEOG 3312	Geography of Europe
GEOG 3330	Economic Geography

**Political Science**

POLS 4405	Comparative Legal System
POLS 4430	International Law and Organization
POLS 4435	Comparative Foreign Policy
POLS 4451	Politics and Government in Post-Communist Europe
POLS 4456	International Environmental Policy

**On-line classes** now offered, team taught by Georgia University System and University of Munich faculty:

- US-EU Relations
- The European Monetary Union

**Capstone Seminar**

3

**PROGRAM TOTAL: 18**

**Certificate in Geographic Information Systems**

**Department of Anthropology and Geography  
(770) 423-6739**

A Geographic Information System is a computer-based system which provides information using geographically-referenced data. Computerized maps of various data (e.g. demographics, statistics, soils, vegetation) are overlaid to produce useful geographic information to decision makers. GIS can provide valuable locational information used for planning. It is an essential tool in urban and regional design, marketing and industrial location, and in providing government services.

Students must earn a "B" or higher grade in each of the required courses.

Applications for admission to the program are available in the office of the Department of Sociology, Geography, and Anthropology.

**Credit Hours**

**Required Courses:**

**9**

GEOG 3305	Introduction to Cartographic Processes	3
GEOG 3315	Introduction to GIS (GIS I)	3
GEOG 4405	Advanced GIS (GIS II)	3

## Credit Hours

**Choose one from the following:****3**

GEOG 3300	Urban Geography	3
GEOG 3320	Political Geography	3
GEOG 3330	Economic Geography	3
GEOG 4410	Introduction to Remote Sensing	3

**Required Capstone Course:**

GEOG 4415	Practicum in Geographic Information Systems	<b>3</b>
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**PROGRAM TOTAL: 15**

## Certificate in Legal Interpreting

### Department of Foreign Languages (770) 423-6366

Students completing the Certificate in Legal Interpreting (CLI) will be familiar with court procedures, learn legal terminology and interpreting skills in both Spanish and English. The certificate program will also emphasize the acquisition of relevant skills in cross-cultural communication. Students will be prepared to serve as interpreters for a variety of agencies in both the private and public sectors.

**Prerequisites:**

Students must pass an oral proficiency interview in the language in which the student is a non-native speaker (English or Spanish). The interview will be administered by a faculty member in the Department of Foreign Languages and will be evaluated according to the ACTFL Proficiency Guidelines for Speaking. An official Oral Proficiency Interview with a rating of Intermediate High or higher may be substituted. To be admitted to the certificate program, students must have a university degree or be enrolled in a degree program (a Bachelor or higher). The Certificate in Legal Interpreting will be awarded upon completion of all certificate requirements and successful completion of a four-year university degree or higher.

**Required****Courses:**

SPAN 4456	Advanced Grammar and Translation	3
SPAN 4460	Foundations of Legal Interpreting	3
SPAN 4466	Legal Interpreting Internship	3
POLS 4405	Comparative Legal Systems	3
POLS 4410	American Legal System	3

**PROGRAM TOTAL: 15**

## Certificate in Professional Politics

### Department of Political Science and International Affairs (770) 423-6227

Courses in the program focus on applied skills and settings: campaign management, media and politics, polling, public policy, and lobbying.

Students receiving the certificate must complete 15 semester hours, as outlined below. The internship serves as a capstone experience for the program, and is limited to professional political settings. Credit hours for the internship may range from 3 to 12 semester hours, depending on the number of hours worked per week.

		Credit Hours
<b>Choose 12 hours from the following options:</b>		
POLS 3380	Mass Media and Politics	(3)
POLS 3385	Campaigns and Elections	(3)
POLS 3388	Lobbying and Interest Groups	(3)
POLS 3394	Public Polling and Survey Techniques	(3)
POLS 3398	Internship	(3)
POLS 3313	Public Policy Analysis	(3)
<b>or</b>		
POLS 4444	Administrative Practices and Organization	(3)
POLS 4410	American Legal System	(3)
<b>or</b>		
POLS 4420	Judicial Process	(3)
<b>Required Capstone Experience</b>		
POLS 3398	Internship (3 or more hours)	

**PROGRAM TOTAL: 15**

## Certificate in Public History

### Department of History & Philosophy (770) 423-6294

Kennesaw State University's public history certificate program trains students to think critically about the public presentation of history and culture and helps students develop tangible skills that will enable them to pursue graduate study in a number of fields as well as professional or avocational work at historic and cultural sites. Classroom and fieldwork combine to deliver both theoretical understanding of memory and history and practical experience in historic preservation, community documentation, museums, and cultural program development.

To be awarded the Certificate in Public History students must maintain a GPA of 3.0 in certificate requirements. The certificate is awarded with the completion of a bachelor's degree or, if the student already has a bachelor's degree, after the successful completion of the certificate



program.

Program requirements include the completion of HIST 2275 (Local History Research) and six (6) public history courses.

<b>Core requirements</b>		<b>Credit Hours</b>
HIST 3325	Introduction to Public History	3
HIST 3398	Internship (All internships must be approved by the public history program coordinator).	3
<b>and at least two of the following:</b>		
HIST 3326	Historic Preservation	3
HIST 4426	Documentation and Interpretation	3
HIST 4430	Museum Studies	3
HIST 4435	History and Memory	3
<b>remaining courses drawn from the following:</b>		3
HIST 3398	Internship (A second internship may be used as an elective as long as the experiences are independent of each other, with different identifiable learning outcomes. All internships must be approved by the public history program coordinator.)	(3)
HIST 4425	Oral History	(3)
HIST 4490	Special Topics (as approved by the public history program coordinator)	(3)
ANTH 4425	Historical Archaeology	(3)
HS 3375	Program Development and Evaluation*	(3)
HS 3540	Fundraising in Nonprofits*	(3)
TPS 3093	Storytelling I: Folktale and Legend	(3)

**PROGRAM TOTAL: 18**

\*Public history certificate students will use HIST 3325 as a prerequisite for these courses. See public history program coordinator for a permit to register.



# College of Science and Mathematics

The College of Science & Mathematics is home to the departments of Biology & Physics, Chemistry & Biochemistry, Computer Science & Information Systems, and Mathematics & Statistics. Staffed by faculty with varied teaching skills and research interests, these departments have gained nationwide recognition for the success of their faculty and graduates. The college's degree programs offer curricula that are state-of-the-art and challenging. Opportunities abound for students to develop a strong identity with their respective departments through student organizations and mentoring relations with the faculty.

The college offers baccalaureate degree programs in biology, biochemistry, biotechnology, biology education, chemistry, computer science, information security and assurance, information systems, mathematics and mathematics education. It offers master's degrees in information systems, applied computer science, and applied statistics. Additionally, our Master of Arts in Teaching program in biology, chemistry, mathematics, and physics education leads to initial certification to teach in a middle or high school classroom. Certificate programs are offered in applied statistics and data analysis, biomedical, information technology, e-business systems, and information security and assurance. Collaborative relationships exist between the departments and the Bagwell College of Education which

are reflected in the strong content areas within Biology, Chemistry, and Mathematics Education programs. Biology, chemistry, and mathematics education majors receive the same in-depth course work in the disciplines of science and mathematics as do students majoring in these fields.

Students with career interests in the sciences, mathematics, computer science or information systems will find degree programs in these areas in the College of Science & Mathematics. Those students with interests in medicine, dentistry, pharmacy, veterinary medicine, engineering, or related fields most frequently choose to pursue the pre-professional requirements in the Biology & Physics or the Chemistry & Biochemistry Department. While degree programs are not offered in these pre-professional areas, students with appropriate course selection can meet the entrance requirements of most professional schools with a biology, biochemistry, biotechnology, or chemistry degree from the College of Science & Mathematics.

Students have numerous opportunities to gain practical experience in their field. Through co-ops and internships available to students in all degree programs, they can obtain direct experience in the workplace with companies or government agencies. Our Mentor-Protégé Scholarship Program

enables students to work one-on-one with faculty in undergraduate research projects in areas of mutual interest. Our industry-based programs give students career-related experiences that often lead directly to job offers upon graduation.

### Accreditations

The programs in computer science, information systems, professional chemistry & biochemistry, and teacher education degree programs in the sciences and mathematics are nationally accredited. In addition, the teacher education programs are nationally recognized and have state approval for 6-12 teacher certification in Georgia.

## Academic Departments

The College of Science and Mathematics houses four academic departments:

- The Department of Biology & Physics
- The Department of Chemistry & Biochemistry
- The Department of Computer Science & Information Systems
- The Department of Mathematics & Statistics

### Biology and Physics

**(770) 423-6158**

**biol@kennesaw.edu**

**<http://science.kennesaw.edu/biophys/>**

The Department of Biology & Physics offers a wide variety of courses that introduce students to the important fields of Biology, Biotechnology, and Physics, as well as Biology Education. Instruction in biology and physics is well balanced by contemporary approaches to the teaching of science. The department takes great pride in its multidisciplinary approach to cell and molecular biology, organismal, field and population biology, and in its commitment to the student's understanding of how these disciplines contribute to the indispensable role of science in society.

On-campus academic courses and independent research activities, as well as off-campus co-op and internship experiences, support the

department's philosophy of a "hands-on" approach to the study of science. Through these practical experiences, students are prepared for a diverse number of exciting careers in the biological sciences. By maintaining high academic standards, the Department of Biology & Physics has not only been an important educator of students destined for graduate school, medical, dental and other health-related professional schools, but, in addition, has successfully prepared well-trained graduates who can immediately enter the job market.

### Chemistry and Biochemistry

**(770) 423-6159**

**chem@kennesaw.edu**

**<http://science.kennesaw.edu/chem>**

The Department of Chemistry & Biochemistry offers class and laboratory instruction in all areas of chemistry including computational chemistry. The chemistry courses utilize modern instructional techniques to help students become knowledgeable of many abstract concepts in modern chemistry. The department's two degree programs offer students a wide range of options to prepare them for employment in the chemical industry in a variety of different roles, for beginning graduate study in chemistry or biochemistry, for entrance into pre-professional schools (medical, dental, pharmacy, or law), for secondary school education as a chemistry educator, for government or health care profession as a skilled laboratory scientist, or for many other opportunities in the government and private sector for which the critical thinking skills that accompany a chemistry degree are needed. Internships and cooperative employment opportunities are also available and provide the students valuable field-related work experience and an advantage when searching for employment. Many students are involved in research projects with faculty which emphasizes the department's attitude that one learns best by doing. Financial aid opportunities include three scholarships, and employment either as either laboratory or research assistants.

### **Computer Science and Information Systems (770) 423-6005**

**csis@kennesaw.edu**  
**<http://csis.kennesaw.edu/>**

The Department of Computer Science & Information Systems offers five degree programs: (1) a master's of science in information systems—a 36-hour applied program which prepares graduates to excel as IT leaders in the global economy.; (2) a master's of science in applied computer science designed for experienced computing professionals who want to advance their knowledge of computing without disrupting their careers; (3) a bachelor of science in information security and assurance; (4) a bachelor of science in information systems; and, (5) a bachelor of science in computer science. All three baccalaureate degree programs lead to careers in the field of information technology. Although different in emphasis, each undergraduate program is based on a strong technical foundation including programming principles, systems analysis, systems architecture, data communications, and database design. Each program includes an emphasis on data communications and systems development.

A certificate program in information technology is also offered through the CSIS department. This certificate is ideal for students who enjoy working with computers but do not wish to seek a degree in either computer science or information systems. It is also ideal for students who have already completed a bachelor's degree and seek the latest information technology expertise.

A certificate program in e-business systems prepares students for careers in the online world of business-to-consumer and business-to-business computing. The certificate in Information Security Assurance prepares students to protect the information and technology assets of organizations.

The department serves both traditional and nontraditional students. Many of our students work full or part-time, often in the computing field. Many are returning to school in order to finish work started many years earlier. To serve this diverse group, the department offers a full program at night as well as during the day. The department also

has an active co-op/internship program with flexible scheduling and competitive salaries in the IT field. The CSIS Department awards 30 scholarships each year, through the NSF CSEMS grant program.

### **Mathematics and Statistics (770) 423-6327**

**math@kennesaw.edu**  
**<http://math.kennesaw.edu/>**

Mathematical skills encompass many areas, especially in today's modern culture. The Department of Mathematics and Statistics offers courses which introduce students to this broad area of knowledge and teaches them how to use quantitative skills to solve real-world problems.

The Department of Mathematics & Statistics offers programs of study leading to the Bachelor of Science in Mathematics and the Bachelor of Science in Mathematics Education Certificate programs in Applied Mathematics, and Applied Statistics and Data Analysis are also offered as is a Master of Science in Applied Statistics. Additionally, formal minors may be declared in either area. The department is one of the largest in the state in terms of graduates in both mathematics and mathematics education. Also, the new graduate program allows students to continue their education and receive a Masters of Science Degree in Applied Statistics.

There are many employment opportunities for mathematics majors. Recently, University graduates who have majored in mathematics received the fourth highest average starting salaries, nationwide, of new and recent college graduates entering the job market and ranked by major. The three highest ranked degrees all require mathematics. Employment prospects upon graduation are further enhanced with the choice of appropriate interdisciplinary electives. Among these are courses in computer science, biology, chemistry or any of the business areas. A mathematical degree is also excellent preparation for graduate and professional school entrance examinations such as the GMAT (Graduate Management Admissions Test), GRE (Graduate Record Examination), LSAT (Law School Admissions Test) and the MCAT (Medical College Aptitude Test).

### Minors

- Applied Mathematics
- Applied Statistics & Data Analysis
- Chemistry
- Environmental Studies

### Certificate Programs

The College of Science and Mathematics offers the following certificate programs:

- Certificate in Applied Mathematics
- Certificate in Applied Statistics and Data Analysis
- Certificate in e-Business Systems
- Certificate in Forensic Chemistry
- Certificate in Information Security and Assurance
- Certificate in Information Technology

### Programs of Study

The College of Science and Mathematics offers the following undergraduate degrees:

- Bachelor of Science in Biology
- Bachelor of Science in Biology Education
- Bachelor of Science in Biotechnology
- Bachelor of Science in Biochemistry
- Bachelor of Science in Chemistry
- Bachelor of Science in Computer Science
- Bachelor of Science in Information Security and Assurance
- Bachelor of Science in Information Systems
- Bachelor of Science in Mathematics
- Bachelor of Science in Mathematics Education

## Major in Biology, BS

**College of Science and Mathematics,  
Department of Biology and Physics  
(770) 423-6158**

**<http://science.kennesaw.edu/biophys/>**

The program of study in biology leading to a Bachelor of Science degree provides students with the opportunity to pursue a major field of concentration in biology with a background in the liberal arts. The breadth and depth of the course offerings combined with high academic standards provide students with the flexibility to concentrate on any of the many career opportunities in biology. The biology degree program will prepare students for graduate school, for professional schools in a number of health-related fields including medical, dental, pharmacy, and veterinary schools and for technical positions in a large number of science laboratories.

### **General Education (43 Credit Hours)**

see previous listing of requirements

### **University-Wide Fitness For Living Requirement (3 Credit Hours)**

#### **Specific General Education requirements for this major**

- CHEM 1211 - General Chemistry I
- CHEM 1211L - General Chemistry I Laboratory
- CHEM 1212 - General Chemistry II
- CHEM 1212L - General Chemistry II Laboratory
- MATH 1113 - Precalculus
- MATH 1190 - Calculus I

#### **Lower Division Major Requirements (Area F) (17 Credit Hours)**

- Lab/math credit from General Education (2 Credit Hours)
- BIOL 2101 - Introduction to the Culture and Methods of Biology
- BIOL 2107 - Biological Principles I
- BIOL 2108 - Biological Principles II
  
- PHYS 1111 - Introductory Physics I  
or
- PHYS 2211 - Principles of Physics I

#### **Upper Division Major Requirements (45 Credit Hours)**

##### **I. Biology Courses:**

- BIOL 3300 - Genetics
- BIOL 3370 - Ecology
- BIOL 3380 - Evolutionary Biology

Choose one from A and one from B:

##### **A. Anatomy and Physiology (4 Credit Hours)**

- BIOL 3320 - Plant Morphology
- BIOL 3350 - Comparative Vertebrate Anatomy
- BIOL 4420 - Plant Physiology
- BIOL 4431 - Human Physiology

**B. Cell and Molecular Biology (3-4 Credit Hours)**

- BIOL 3338 - Histology
- BIOL 3338L Histology Lab
- BIOL 3340 - Microbiology
- BIOL 4410 - Cell and Molecular Biology
- BIOL 4465 - Immunology

**II. Biology Electives\* (12-13 Credit Hours)**

Any upper level Biology or Biotechnology courses.\*\* (A student must have a minimum of four (4) laboratory courses: Biology 3300, BIOL 3370; one laboratory course chosen from among those listed in the Anatomy and Physiology area plus any other upper-level Biology laboratory course of the students choosing.)

**III. MATH 2107** - Biostatistics (must pass with a "C" or better)**IV. Organic Chemistry Labs**

- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry Lab I
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry Lab II
- PHYS 1112 - Introductory Physics II
- or
- PHYS Principles of Physics II

**Related Studies (3 Credit Hours)**

Any courses for which prerequisites have been met, chosen from among the following:

- any upper-level Biology or Biotechnology
- any upper-level Chemistry
- any upper-level Math or Statistics
- other courses with prior approval of Biology / Physics Department Chair
- ASTR 3320 - Astronomy and Cosmology
- ASTR 3321 - Solar System Astronomy
- GEOG 3300 - Urban Geography
- GEOG 3305 - Introduction to Cartographic Processes
- GEOG 3315 - Introduction to Geographic Information Systems
- GEOG 3320 - Political Geography
- GEOG 3330 - Economic Geography
- GEOG 4405 - Advanced Geographic Information Systems
- GEOG 4410 - Introduction to Remote Sensing
- GEOG 4415 - Practicum in Geographic Information Systems
- ENGL 3140 - Technical Writing
- HIST 3377 - History of Science
- PHYS 3300 - Analysis of Physical Systems
- PHYS 3305 - Physics of the Micro World and the Cosmos
- PHYS 3312 - Concepts of Optics
- PHYS 3340 - Electronics
- POLS 4456 - International Environmental Policy
- SCI 3360 - Earth Science
- SCI 3365 - Earth Watch: Examining Global Environmental Issues
- WRIT 3170 - Environmental Writing and Literature



**Free Electives (12 Credit Hours)**

Any credit courses in university curriculum.

**Program Total (123 Credit Hours)****Notes:**

\* A maximum of 8 hours (at least two different experiences) from BIOL 3398, 4400 and/or 4450 can be used to satisfy major electives. Credit for BIOL 3396 can be applied to Free Electives only.

## Major in Biology Education, BS

**Leading to Certification for Grades 6-12**

**College of Science and Mathematics**

**Department of Biology and Physics**

**(770) 423-6158**

**<http://science.kennesaw.edu/biophys/>**

This single field program is designed to prepare biology teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of biology in Georgia. Candidates complete the equivalent of a major in biology and a second major in pedagogical studies with an emphasis on teaching science.

The BS in Secondary Biology Education is fully accredited by NCATE, the National Council for Accreditation of Teacher Education, is fully approved by Georgia's Professional Standards Commission for 6-12 teacher certification, and is nationally recognized by NSTA, the National Science Teachers Association.

The specific requirements for admission, retention, degree completion, and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Major in Biotechnology, BS

**College of Science and Mathematics,**

**Department of Biology and Physics**

**(770) 423-6158**

**<http://science.kennesaw.edu/biophys/>**

This program of study, leading to a Bachelor of Science degree, is designed to meet growing national, regional, and state needs in different areas of biotechnology. Requirements for this degree are designed to provide graduates with a solid conceptual foundation from multiple disciplines as well as practical laboratory skills. However, completion of this degree will also result in the graduate having sufficient basic scientific knowledge to pursue advanced graduate or professional degrees. This program also includes the Cytogenetics track, which is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

**General Education (44 Credit Hours)**

see previous listing of requirements

**University-Wide Fitness For Living Requirement (3 Credit Hours)****Specific General Education requirements for this major**

- COM 1109 - Human Communication
- MATH 1113 - Precalculus

- MATH 1190 - Calculus I
- CHEM 1211 - General Chemistry I
- CHEM 1211L - General Chemistry I Laboratory
- CHEM 1212 - General Chemistry II
- CHEM 1212L - General Chemistry II Laboratory

### Lower Division Major Requirements (Area F) (18 Credit Hours)

- BIOL 2101 - Introduction to the Culture and Methods of Biology
- BIOL 2107 - Biological Principles I
- BIOL 2108 - Biological Principles II
- MATH 2107 - Biostatistics
  
- PHYS 1111 - Introductory Physics I  
or
- PHYS 2211 - Principles of Physics I

### Upper Division Major Requirements (28 Credit Hours)

- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry I Lab
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry II Lab
- BIOL 3300 - Genetics
- BIOL 3340 - Microbiology / Lab
- BIOL 3380 - Evolution
- BTEC 3301 - Introduction to Biotechnology
- BIOL 4486 - Bioethics
- BTEC 3400 - Regulations/QU/QA
- 

### Major Electives (17 Credit Hours)

At least 12 of the 17 hours must be BTEC courses; a minimum of 8 hours must be BIOL/BTEC/CHEM courses with labs chosen from this list.

#### A. Biotechnology Lab Electives

- ANTH 3302 - Forensic Anthropology
- BTEC 3398\* - Biotechnology Internship
- BTEC 3399 - Seminar in Biotechnology
- BTEC 4100 - Molecular Methods: DNA
- BTEC 4200 - Industrial Microbiology
- BTEC 4300\* - Chromosome Preparation & Analysis
- BTEC 4400 - Directed Study
- BTEC 4455 - Case Studies in Forensic Science
- BTEC 4460 - Methods in Forensic DNA Analysis
- BTEC 4800 - Forensic Diagnostics: Infectious Agents
- BTEC 4490 - Special Topics in Biotechnology
- BIOL 3327\* - Medical Genetics
- BIOL 3390 - Developmental Biology
- BIOL 3390L - Developmental Biology Lab
- BIOL 4460 - Medical Microbiology
- BIOL 4465 - Immunology
- BIOL 4475 - Virology
- CHEM 2800 - Quantitative Analytical Chemistry
- CHEM 2800L - Quantitative Analytical Chemistry Lab
- CHEM 3500 - Survey of Biochemistry
- CHEM 3501 - Biochemistry I: Structure and Function of Biological Macromolecules
- CHEM 3501L - Biochemistry I Laboratory

- CSIS 4575 - Technology Commercialization
- CRJU 1101 - Foundations of Criminal Justice
- CRJU 3320 - Criminal Investigation
- SOCI 3344 - Biotechnology and Social Change

### Physics Requirement (4 Credit Hours)

- PHYS 1112 - Introductory Physics II  
or
- PHYS 2212 - Principles of Physics II

### Free Electives (9 Credit Hours)

Any credit courses in university curriculum.

### Program Total (123 Credit Hours)

#### Notes:

BTEC 3396 (Co-Op) may be used as Free Electives only.

\* Required courses for those in the Cytogenetics track who wish to sit for the national certification exam. See director of the Cytogenetics track for details.

## Major in Biochemistry and Chemistry, BS

The American Chemical Society (ACS) has continually certified the department since 1987. The programs of study in the department lead to a Bachelor of Science degree in either Biochemistry or Chemistry. The ACS nationally approves both of these programs. In addition, the Bachelor of Science in Secondary Chemistry Education (track) is fully accredited by NCATE, the National Council for Accreditation of Teacher Education, fully approved by Georgia's Professional Standards Commission for 6-12 teacher certification, is nationally recognized by NSTA, the National Science Teacher Association, and has pending approval by the ACS.

Biochemistry is the study of the structure, composition, and chemical reactions of substances in living systems. This program is an excellent choice for pre-medical students. Biochemistry is a discipline that is applied to medicine, dentistry, and veterinary medicine. Biochemistry spills over into pharmacology, physiology, microbiology, and clinical chemistry. In these areas, a biochemist may investigate the mechanism of a drug action; engage in viral research; conduct research pertaining to organ function; or use chemical concepts, procedures, and techniques to study the diagnosis and therapy of disease and the assessment of health. To receive the ACS certificate for the Biochemistry degree requires discussion with an appropriate advisor in the department.

Within the Chemistry degree program there are several options, depending upon the student's career goals. Completion of the Professional Chemistry track automatically earns the student a certificate from the ACS, which recognizes them as having completed an ACS approved program. The Professional Chemistry track prepares the student for graduate school in chemistry or biochemistry and for employment in industry, government, or other agencies doing research and development, quality control, environmental studies, or other applications of chemistry and/or biochemistry.

The General Chemistry track was designed to have more electives and to allow the student to prepare for professional schools (medical, dental, veterinary, pharmacy, or optometry), for a career in high school teaching, for law school (patent law), or for a position in sales or management in some chemical or biochemical industry.

Students also have the option of taking either Forensic Chemistry or Chemistry Education curriculum under the General Chemistry track. Because of the wide range of possibilities for curricula modification in the General Chemistry track, it is very important to receive advice from an advisor during the first semester at KSU.

## Biochemistry B.S.

**College of Science and Mathematics,  
Department of Chemistry and Biochemistry  
(770) 423-6159**

**<http://science.kennesaw.edu/chem>**

### **General Education (42 Credit Hours)**

see listing of requirements

### **University-Wide Fitness For Living Requirement (3 Credit Hours)**

#### **Specific General Education requirements for this major:**

- MATH 1113 - Precalculus
- MATH 1190 - Calculus I
- PHYS 1111 - Introductory Physics I
- PHYS 1112 - Introductory Physics II

#### **Lower Division Major Requirements (Area F) (18 Credit Hours)**

- Course credit from General Education (2 Credit Hours)
- CHEM 1211 - General Chemistry I
- CHEM 1211L - General Chemistry I Laboratory
- CHEM 1212 - General Chemistry II
- CHEM 1212L - General Chemistry II Laboratory
- CHEM 2800 - Quantitative Analytical Chemistry
- CHEM 2800L - Quantitative Analytical Chemistry Laboratory
- BIOL 2107 - Biological Principles I

#### **Upper Division Major Requirements (30 Credit Hours)**

- CHEMXXXX Chemistry Elective (Choose from CHEM 3010, CHEM 4510, CHEM 4100, CHEM 3396, CHEM 3398, CHEM 4400. Other courses may be approved by department chair.) (3 Credit Hours)
- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry Lab I
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry Lab II
- CHEM 3050 - Physical Chemistry
- CHEM 3501 - Biochemistry I: Structure and Function of Biological Macromolecules
- CHEM 3501L - Biochemistry I Laboratory
- CHEM 3502 - Biochemistry II: Metabolism
- CHEM 3540L - Advanced Biochemistry Laboratory  
or
- CHEM 4100 - Directed Applied Research (on a Biochemistry-Related Topic)
- CHEM 3110 - Bioinorganic Chemistry
- CHEM 3110L - Bioinorganic Chemistry Laboratory

**Supporting Disciplines (18 Credit Hours)**

- BIOL 2108 - Biological Principles II
- BIOL 3300 - Genetics
- BTEC 3301 - Introduction to Biotechnology
- BIOL 4410 - Cell and Molecular Biology
- BTEC 4100 - Molecular Methods: DNA
- MATH 2202 - Calculus II

**Supporting Discipline Electives: choose six hours from the following:**

- Other courses may be approved by the department chair.
- BIOL 3340 - Microbiology
- BIOL 3396 - Cooperative Study
- BIOL 3398 - Internship
- BIOL 4400 - Directed Study
- BIOL 4420 - Plant Physiology
- BIOL 4420L - Plant Physiology Lab
- BIOL 4450 - Team Research
- BIOL 4465 - Immunology
- BIOL 4475 - Virology
- BIOL 4630 - Advanced Topics in Cell & Molecular Biology
- MATH 1107 - Elementary Statistics
- CSIS 1020 - Introduction to Programming Principles
- CSIS 2300 - Principles of Computing

**Free Electives (12 Credit Hours)**

Any courses in university curriculum.

**Program Total (123 Credit Hours)**

## Chemistry B.S.

**College of Science and Mathematics,  
Department of Chemistry and Biochemistry  
(770) 423-6159  
<http://science.kennesaw.edu/chem>**

**Professional Chemistry Track****General Education (42 Credit Hours)**

see listing of requirements

**University-Wide Fitness For Living Requirement (3 Credit Hours)****Lower Division Major Requirements (19 Credit Hours)**

- Lab/math credit from General Education (2 Credit Hours)
- PHYS 2211 - Principles of Physics I (if not taken in General Education)
- PHYS 2212 - Principles of Physics II (if not taken in General Education)
- CHEM 1110 - Chemistry Career Seminar
- CHEM 1211 - General Chemistry I (if not taken in General Education)
- CHEM 1211L - General Chemistry I Laboratory (if not taken in General Education)
- CHEM 1212 - General Chemistry II (if not taken in General Education)
- CHEM 1212L - General Chemistry II Laboratory (if not taken in General Education)
- CHEM 2800 - Quantitative Analytical Chemistry
- CHEM 2800L - Quantitative Analytical Chemistry Laboratory
- MATH 2202 - Calculus II

**Upper Division Major Requirements (36 Credit Hours)**

- Chemistry Elective Any 3000/4000 level chemistry course (3 credit hours) 1
- CHEM 3000 - Chemical Literature
- CHEM 3105 - Inorganic Chemistry
- CHEM 3105L - Inorganic Synthesis
- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry Lab I
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry Lab II
- CHEM 3501 - Biochemistry I
- CHEM 3501L - Biochemistry I Lab
- CHEM 3601 - Physical Chemistry I: Rates of Reactions, Atomic and Molecular Structure and Spectroscopy
- CHEM 3601L - Physical Chemistry Lab I
- CHEM 3602 - Physical Chemistry II: Thermodynamics and Statistical Mechanics
- CHEM 3602L - Physical Chemistry Lab II
- CHEM 3990 - Seminar
- CHEM 4100 - Chemical Research
- CHEM 4300 - Instrumental Analytical Chemistry
- CHEM 4300L - Instrumental Analytical Chemistry Laboratory

**Supporting Disciplines (12 Credit Hours)**

- 3000-4000 level course other than chemistry (5 Credit Hours)
- MATH 2203 - Calculus III
- MATH 3310 - Differential Equations

**Free Electives (12 Credit Hours)**

Any courses in university curriculum.

**Program Total (123 Credit Hours)**

Math 1190 must be chosen as general education requirement unless credit for this course is earned as a lower division major requirement. MATH 1190 is a prerequisite for MATH 2202 in lower division major requirements and MATH 1113 is a prerequisite for MATH 1190.

Students planning to study in a health-care field are urged to choose, in the appropriate elective areas, those courses required by the appropriate professional school (see advisor for recommended courses.)

**General Chemistry Track****General Education (43 Credit Hours)**

see listing of requirements

**University-Wide Fitness For Living Requirement (3 Credit Hours)****Lower Division Major Requirements (18 Credit Hours)**

- Lab/math credit from General Education (2 Credit Hours)
- PHYS 1111 - Introductory Physics I (if not taken in General Education)
- PHYS 1112 - Introductory Physics II (if not taken in General Education)
- CHEM 1211 - General Chemistry I (if not taken in General Education)
- CHEM 1211L - General Chemistry I Laboratory (if not taken in General Education)
- CHEM 1212 - General Chemistry II (if not taken in General Education)
- CHEM 1212L - General Chemistry II Laboratory (if not taken in General Education)

- CHEM 2800 - Quantitative Analytical Chemistry
- CHEM 2800L - Quantitative Analytical Chemistry Laboratory
- ELECTIVES - Any course from biology, computer science, math, physics, or foreign language

### Upper Division Major Requirements (24 Credit Hours)

- Chemistry Elective Any 3000/4000 level chemistry course (5 Credit Hours)
- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry Lab I
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry Lab II
- CHEM 3050 - Biophysical Chemistry
- CHEM 3501 - Biochemistry I
- CHEM 3501L - Biochemistry I Lab
- CHEM 3110 - Bioinorganic Chemistry
- CHEM 3110L - Bioinorganic Chemistry Lab

### Supporting Disciplines (24 Credit Hours)

Electives\*

\*See advisor for proper career option and recommendations for computer skills courses.

### Free Electives (12 Credit Hours)

Any courses in university curriculum.

### Program Total (123 Credit Hours)

## Forensic Chemistry Track

### General Education (42 Credit Hours)

see listing of requirements

### University-Wide Fitness For Living Requirement (3 Credit Hours)

### Lower Division Major Requirements (18 Credit Hours)

- (Same as General Chemistry track except the following course replaces the four hours of electives.)
- CHEM 2100/L - Forensic Chemistry / Lab

### Upper Division Major Requirements (27 Credit Hours)

- CHEM 3010 - Pharmacological Chemistry
- CHEM 3050 - Physical Chemistry
- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry Lab I
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry Lab II
- CHEM 3501 - Biochemistry I
- CHEM 3501L - Biochemistry I Lab
- CHEM 4300 - Instrumental Analytical Chemistry
- CHEM 4300L - Instrumental Analytical Chemistry Laboratory
- CHEM 4100 - Directed Applied Research (on a Forensic-Related Topic)
- Upper level elective any 3000/4000 level chemistry, biology, or biotechnology course

**Supporting Disciplines (21 Credit Hours)**

- CRJU 1101 - Foundations of Criminal Justice
- CRJU 3320 - Criminal Investigation
- BIOL 2107 - Biological Principles I
- BIOL 2108 - Biological Principles II
- BIOL 3300 - Genetics
- BTEC 4100 - Molecular Methods: DNA  
or
- BTEC 4800 - Forensic Diagnostics: Infectious Agents  
or
- ANTH 3302 - Forensic Anthropology

**Free Electives (12 Credit Hours)**

Any courses in university curriculum. See adviser for recommendations.

**Program Total (123 Credit Hours)****Chemistry Education Track****General Education (44 Credit Hours)**

see listing of requirements

**University-Wide Fitness For Living Requirement (3 Credit Hours)****Lower Division Major Requirements (Area F) (18 Credit Hours)**

Same as General Chemistry track except the following specific electives added for this track:

- EDUC 2201 - Teaching and Schools in Changing Society
- EDUC 2202 - Life Span Development: Adolescent and Young Adulthood Emphasis

**Upper Division Major Requirements (31 Credit Hours)**

- CHEM 3050 - Biophysical Chemistry
- CHEM 3361 - Modern Organic Chemistry I
- CHEM 3361L - Modern Organic Chemistry Lab I
- CHEM 3362 - Modern Organic Chemistry II
- CHEM 3362L - Modern Organic Chemistry Lab II
- CHEM 3110 - Bioinorganic Chemistry
- CHEM 3110L - Bioinorganic Chemistry Lab
- CHEM 3700 - Environmental Chemistry
- CHEM 4100 - Directed Applied Research
- ELECTIVES - 3000-4000 level chemistry (7 credit hours)

**Supporting Disciplines (27 Credit Hours)**

- EDUC 3308 - Learning, Motivation, and Classroom Management
- EXC 3304 - Education of Exceptional Students
- SCED 4415 - Teaching Science (6-12)
- SCED 4475 - Student Teaching Science (6-12)

**Program Total (123 Credit Hours)**



## Major in Computer Science, BS

### College of Science and Mathematics, Department of Computer Science and Information Systems (770) 423-6005

<http://csis.kennesaw.edu/>

The B.S. in computer science program is fully accredited by ABET, the Accreditation Board for Engineers & Technology.

The program in computer science (CS) provides a blend of the foundations of CS and applications in the information technology (IT) industry. The CS program emphasizes the study of computer systems architecture, software development, and data communications. Core technology areas include programming, computer architecture, operating systems, data communication, database systems, and software engineering. These areas are supported by a strong foundation in computing principles such as the design of programming languages, data structures, and operating system principles. The program includes a mathematics component and mathematics concepts are incorporated into many of the major courses. A certificate in Mathematical Foundations of Computing is also available. CS majors are strongly advised to take advantage of this new option for credentialing their academic accomplishments.

Graduates of the CS program are prepared for a variety of careers in CS and IT, especially in the development of software for distributed systems. Example job titles from KSU graduates of the CS program include information technology specialist, programmer analyst, software engineer, network administrator, and software consultant. This program also prepares students for graduate studies in IT-related fields.

#### General Education (44 Credit Hours)

see listing of requirements

#### University-Wide Fitness For Living Requirement (3 Credit Hours)

#### Specific General Education requirements for this major:

##### Math:

CS majors are encouraged to take MATH 1190 Calculus I as the first math course. However, it is acceptable to start with MATH 1113 Pre-calculus.

- MATH 1113 - Precalculus
- MATH 1190 - Calculus I

##### Science:

CS majors should take either Physics sequences:

- PHYS 1111 - Introductory Physics I
- PHYS 1112 - Introductory Physics II
- or
- PHYS 2211 - Principles of Physics I
- PHYS 2212 - Principles of Physics II

#### Lower Division Major Requirements (Area F) (16 Credit Hours)

- MATH 2202 - Calculus II
- CS 2300 - Principles of Computing
- CS 2301 - Programming Principles I
- CS 2302 - Programming Principles II
- CS 2350 - Object-Oriented Programming

**Upper Division Major Requirements (43 Credit Hours)**

- CS 3150 - Programming Language
- CS 3310 - Introduction to Database Systems
- CS 3401 - Introduction to Data Structures
- CS 3402 - Advanced Data Structures and Algorithms
- CS 3510 - Computer Organization, Architecture, and Communications
- CS 3530 - Operating Systems
- CS 3600 - Systems Analysis and Design
- CS 4500 - Advanced Data Communications
- CS 4850 - Computer Science Senior Project
- MATH 3322 - Discrete Modeling I
- MATH 3323 - Computer Applications of Discrete Modeling
- MATH 3332 - Probability and Statistical Inference
  
- MATH 4322 - Discrete Modeling II  
or
- MATH 3260 - Linear Algebra I
- COM 3385 - Organizational Presentation  
or
- ENGL 3140 - Technical Writing
  
- PHYS 3340 - Electronics  
or
- CHEM 3361 - Modern Organic Chemistry I
  
- CHEM 3361L - Modern Organic Chemistry Lab I  
or
- BIOL 3300 - Genetics

**Major Electives (9 Credit Hours)**

Three 3-hour classes chosen from:

- CS 3650 - Object-Oriented Software Development
- CS 4491 - Advanced Topics in Computer Science
- CS 4520 - Web Applications with Java
- CS 4580 - Web Services with Java
- CS 4610 - Human Computer Interface
- CS 4620 - Object-Oriented Methods
- CS 4650 - Advanced Object-Oriented Software Development
- CS 4730 - Real-Time Systems and Simulation

**Free Electives (8 Credit Hours)**

Any courses in the university curriculum.

**Program Total (123 Credit Hours)**

## Major in Information Security and Assurance, BS

### College of Science and Mathematics, Department of Computer Science and Information Systems (770) 423-6005

<http://csis.kennesaw.edu/>

The purpose of the Bachelor of Science in Information Security and Assurance (BS-ISA) program is to create technologically proficient, business-savvy information security professionals capable of applying policy, education & training, and technology solutions to protect information assets from all aspects of threats, and to manage the risks associated with modern information usage. Information security is the protection of the confidentiality, integrity, and availability of information while in transmission, storage or processing, through the application of policy, technology, and education and awareness. Information assurance concerns information operations that protect and defend information and information systems by ensuring availability, integrity, authentication, confidentiality, and nonrepudiation. This program spans both areas in its approach to the protection of information in the organization.

The Committee on National Security Systems and the National Security Agency have certified that Kennesaw State University offers a set of courseware that has been reviewed by National Level Information Assurance Subject Matter Experts and determined to meet National Training Standard for Information Systems Security Professionals (NSTISSI 4011, 4012, 4013E, 4014E). KSU is also designated as a National Center of Academic Excellence in Information Assurance as recognized by the National Security Agency and the Department of Homeland Security.

#### General Education (42 Credit Hours)

see listing of requirements

#### University-Wide Fitness For Living Requirement (3 Credit Hours)

#### Specific General Education requirements for this major

Information Security and Assurance majors must take:

- MATH 1101 - Introduction to Mathematical Modeling
- MATH 1106 - Elementary Applied Calculus

#### Lower Division Major Requirements (Area F) (18 Credit Hours)

- ACCT 2100 - Introduction to Financial Accounting
- ACCT 2200 - Introduction to Managerial Accounting
- CSIS 2300 - Principles of Computing
- or
- BISM 2100 - Business Information Systems & Communication
- BLAW 2200 - Legal and Ethical Environment of Business
- CSIS 2301 - Programming Principles I
- CSIS 2520 - Introduction to Data Communications

#### Upper Division Major Requirements (42 Credit Hours)

- ENGL 3140 - Technical Writing
- MATH 3400 - Computer Applications in Statistics
- CSIS 3210 - Project Management
- ISA 3010 - Security Script Programming
- ISA 3200 - Network Security

- ISA 3100 - Principles of Informational Security and Assurance
- ISA 3300 - Policy and Administration in Information Security and Assurance
- ISA 4210 - Client Operating System Security
- ISA 4220 - Server Systems Security
- ISA 4330 - Incident Response and Contingency Planning
- ISA 4810 - Cyber Defense
- ISA 4820 - Information Security and Assurance Programs and Strategies
- IT 3500 - Database Technologies
  - or
- BISM 3200 - Advanced Business Application Systems
  - or
- CSIS 3310 - Introduction to Database Systems
- MGT 3100 - Management and Behavioral Sciences

**Major Electives (9 Credit Hours)**

(Three-3 hour classes chosen from):

- ACCT 3100 - Intermediate Financial Accounting I
- ACCT 3300 - Accounting Information Systems
- ACCT 4150 - Auditing and Assurance
- ECON 2200 - Principles of Macroeconomics
- CRJU 1101 - Foundations of Criminal Justice
- CRJU 3305 - Technology and Criminal Justice
- CRJU 3320 - Criminal Investigation
- CRJU 4305 - Technology and Cyber Crime
- CSIS 3550 - Unix Administration and Security
- CSIS 4420 - Local Area Networks
- CSIS 4515 - Computer Ethics
- CSIS 4555 - Electronic Business Systems
- CSIS 4575 - Technology Commercialization
- ISA 4350 - Computer Forensics
- ISA 4400 - Directed Study in Information Security and Assurance
- ISA 4490 - Special Topics in Information Security and Assurance
- ISA 4700 - Emerging Issues in Information Security and Assurance
- ISA 4820 - Information Security and Assurance Programs and Strategies
- IT 3300 - Web Technologies
- IT 3700 - Information Technology Management
- IT 4525 - Electronic Commerce
- 

**Free Electives (9 Credit Hours)**

Any courses in the university curriculum.

**Program Total (123 Credit Hours)**

## Major in Information Systems, BS

**College of Science and Mathematics,  
Department of Computer Science and Information Systems  
(770) 423-6005**

**<http://csis.kennesaw.edu/>**

The B.S. in information systems program is fully accredited by ABET, the Accreditation Board for Engineers & Technology.

The program in information systems (IS) provides a sound foundation in information technology (IT) principles and practice. The emphasis is on applications of information technology rather than the computer itself. Core information systems courses include computer and your world, web development, systems analysis, data management, application development, IT infrastructure, project management, and systems design. In the core courses students learn to develop information systems using the .NET development framework. The program of study also includes practical statistics and a significant general business courses, as business topics are integrated into many IS courses.

Graduates of the IS program are prepared for a variety of courses in IS and IT, especially in the design, implementation, and management of IT projects. Example job titles include application developer, application support, business analyst, business intelligence manager, client services analyst, database administrator, database analyst, information resource manager, IT consultant, programmer/analyst, project manager, quality assurance analyst, systems analyst, user support analyst, web developer, web page designer, and webmaster.

### **General Education (42 Credit Hours)**

see listing of requirements

### **University-Wide Fitness For Living Requirement (3 Credit Hours)**

### **Lower Division Major Requirements (Area F) (18 Credit Hours)**

- ACCT 2100 - Introduction to Financial Accounting
- ACCT 2200 - Introduction to Managerial Accounting
- CSIS 2300 - Principles of Computing
- CSIS 2301 - Programming Principles I
- CSIS 2302 - Programming Principles II
- CSIS 2520 - Introduction to Data Communication

### **Upper Division Major Requirements (30 Credit Hours)**

- CSIS 3210 - Project Management
- CSIS 3310 - Introduction to Database Systems
- CSIS 3510 - Computer Organization and Architecture
- CSIS 3530 - Operating Systems
- CSIS 3600 Systems Analysis and Design
- CSIS 4830 - IS Integrated Project
- CSIS 4840 - Information Resource Management & Policy
- CSIS 4841 - Information Technology Connections Lectures
- ENGL 3140 - Technical Writing
- MATH 3400 - Computer Applications in Statistics
- MGT 3100 - Management and Behavioral Sciences

### **Major Electives (six 3-hour classes chosen from):**

**Business Electives (Students must take at least one but not more than three from):**

- ACCT 3100 - Intermediate Financial Accounting & Auditing
- ACCT 3300 - Accounting Information Systems
- ACCT 4150 - Auditing and Assurance
- COM 3385 - Organizational Presentation
- FIN 3100 - Principles of Finance
- MGT 4160 - Organizational Behavior
- MKGT 3100 - Principles of Marketing

**Non-Business Electives (The remaining major electives are chosen from):**

- CSIS 3550 - Unix Administration and Security
- CSIS 4300 - Web Development
- CSIS 4305 - Web Systems Development

- CSIS 4310 - Advanced Database Systems
- CSIS 4400 - Directed Study
- CSIS 4420 - Local Area Networks
- CSIS 4500 - Data Communication Protocols
- CSIS 4510 - Computer Law
- CSIS 4515 - Computer Ethics
- CSIS 4555 - Electronic Business Systems
- CSIS 4575 - Technology Commercialization
- CSIS 4610 - Human Computer Interface
- CSIS 4620 - Object-Oriented Methods
- CSIS 4490 - Special Topics in Information Systems
- ISA 3100 - Principles of Information Security and Assurance
- ISA 3200 - Network Security
- ISA 3300 - Policy and Administration in Information Security and Assurance

**Free Electives (12 Credit Hours)**

Any courses in the university curriculum. See advisor for recommendation.

## Major in Mathematics, BS

**College of Science and Mathematics,  
Department of Mathematics and Statistics  
(770) 423-6327**

**<http://math/kennesaw.edu>**

The program of study leading to the Bachelor of Science degree in Mathematics provides a solid foundation in the application of analytical, geometrical, and numerical methods in problem solving and logical deduction. In addition to a core set of mathematics courses, the program also includes concentrations of courses in pure mathematics, computational mathematics, applied statistics or in mathematics-related disciplines that prepare the student for graduate study or for employment in various mathematics-related fields such as actuarial, financial, pre-engineering, secondary mathematics teacher certification, or applied statistics. During the Junior or Senior year, students complete a capstone experience which might be an internship, a faculty-directed research project, or a special topics course.

**General Education (42 Credit Hours)**

see listing of requirements

**University-Wide Fitness For Living Requirement (3 Credit Hours)****Lower Division Major Requirements (Area F) (18 Credit Hours)**

- Guided Electives (6 hours)
- Math-Science overflow from Area D (2 Credit Hours)
- MATH 2202 - Calculus II

- MATH 2203 - Calculus III
- CSIS 2301 - Programming Principles I

### Upper Division Major Requirements (21 Credit Hours)

- MATH 3260 - Linear Algebra I
- MATH 3310 - Differential Equations
- MATH 3322 - Discrete Modeling I
- MATH 3332 - Probability and Statistical Inference
- MATH 4361 - Modern Algebra I
- MATH 4381 - Real Analysis I
- MATH 4700 - Capstone Experience<sup>2</sup>

### Major electives (9 Credit Hours) (any 3 of the following)

- MATH 3333 - Analysis of Variance and Regression
- MATH 3261 - Computational Linear Algebra
- MATH 4345 - Numerical Methods
- MATH 4322 - Discrete Modeling II
- MATH 4400 - Directed Study
- MATH 4490 - Special Topics in Mathematics
- MATH 4495 - Advanced Perspective on School Mathematics Part III
- MATH 3396 - Cooperative Study (At most 3 hours)
- MATH 3398 - Internship (at most 3 hours)
- MATH 4416 - Teaching of Mathematics (7-12) (At most 3 hours)
- MATH 4475 - Student Teaching Mathematics (7-12) (at most 3 hours)

### Interdisciplinary Electives (18 hours)

Overflow from lower division major requirement for CSIS 2301 (1 hour)

Other Interdisciplinary Electives (17 hours)

Seventeen hours of interdisciplinary electives will be taken to form a cohesive unit that reflects and complements the student's mathematical interests and career goals. The courses may be taken from any department (including Mathematics) but must reflect the student's area of emphasis. Approval of a faculty advisor and the Mathematics Department Chair will be required in determining allowable selections. At least 15 hours must be taken at the upper level (3000 level or above).

### Free Electives (12 hours)

Any course in the university curriculum.

### Program Total (123 Credit Hours)

Guided Electives will be selected from among freshman and sophomore level courses based upon students interests and career goals and requiring the approval of a faculty advisor and the Mathematics Department Chair. Students who do not place directly into CSIS 2301 will take CSIS 2300 as one of these electives.

## Major in Mathematics Education, BS

**Leading to Certification for Grades 6-12**  
**College of Science & Mathematics,**  
**Department of Mathematics and Statistics**  
**(770) 423-6158**

**<http://math.kennesaw.edu>**

This single field program is designed to prepare mathematics teachers of adolescents, largely at the secondary school level (grades 6 through 12). It leads to 6-12 teacher certification in the teaching field of mathematics in Georgia. Candidates complete the equivalent of a major in mathematics and a second major in pedagogical studies with an emphasis on teaching mathematics.

The BS in Secondary Mathematics Education is fully accredited by NCATE, the National Council for Accreditation of Teacher Education, is fully approved by Georgia's Professional Standards Commission for 6-12 teacher certification, and is nationally recognized by NCTM, the National Council of Teachers of Mathematics.

The specific requirements for admission, retention, degree completion, and teacher certification in this degree program are listed with all other teacher education programs. See Bagwell College of Education & PTEU.

## Certificate in Applied Mathematics

**College of Science and Mathematics,**  
**Department of Mathematics and Statistics**  
**(770) 423-6327**

**<http://math.kennesaw.edu/>**

Applied Mathematics is an inherently interdisciplinary topic. All professional disciplines encounter mathematics in different forms. The Certificate In Applied Mathematics is designed to train students to utilize mathematical skills correctly and to apply these skills in their discipline in order to solve problems in the real world. A Certificate in Applied Mathematics will help differentiate the student from others with the same degree when competing for positions after graduation. This Certificate is intended to enhance the value of a student's degree from any department in any institution, whether a student chooses to enter private industry or graduate school.

### **Required Courses (12 Credit Hours)**

- MATH 3000 - Software of Mathematics
- MATH 3261 - Computational Linear Algebra
- MATH 3310 - Continuous Modeling: Differential Equations
- MATH 4345 - Numerical Methods

### **Elective Courses (3 Credit Hours)**

(3 credit hours taken from the following)

- Varies, Any other 3000 level or above Mathematics/Statistics course (3 Credit Hours)

### **Program Total (15 Credit Hours)**



## Certificate in Applied Statistics and Data Analysis

**College of Science and Mathematics**  
**Department of Mathematics and Statistics**  
**(770) 423-6327**  
<http://math.kennesaw.edu/>

The certificate in Applied Statistics and Data Analysis is designed for individuals who are non degree-seeking students, with an interest in developing a highly applied set of skills in the area of statistical analysis. This certificate program emphasizes the foundational concepts in descriptive and inferential statistics, as well as the major statistical computing packages – EXCEL, SPSS, Minitab and SAS.

### Required Courses (12 Credit Hours)

- STAT 3010 - Computer Applications of Statistics
- STAT 3120 - Statistical Methods I
- STAT 3130 - Statistical Methods II
- STAT 4120 - Applied Experimental Design

### Elective Courses (3 Credit Hours)

(3 credit hours taken from the following)

- STAT 4210 - Applied Regression Analysis
- STAT 4490 - Special Topics in Statistics

### Program Total (15 Credit Hours)

## Certificate in e-Business Systems

**College of Science and Mathematics,**  
**Department of Computer Science**  
**and Information Systems (CSIS)**  
**(770) 423-6005**

<http://csis.kennesaw.edu/>

Internet-based information systems that enable electronic communication and transactions have redefined how organizations compete, interact with value chain partners, and relate to customers. The Certificate in Electronic Business Systems is designed for students who have an understanding of the importance of Information Technology (IT) and its applications in the dynamic field of electronic business (e-business). The Certificate emphasizes the knowledge and skills necessary to design, create, administer, and maintain interactive web-based systems. Topics covered in required courses include Web development, e-business models, Web services and Web systems development, and enterprise applications. Students who have an existing background in Information Technology will find it possible to earn the certificate while pursuing their current degree programs.

### Required Courses (12 Credit Hours)

- CSIS 4300 - Web Development
- CSIS 4305 - Web Systems Development
- CSIS 4555 - Electronic Business Systems
- CSIS 4830 - IS Integrated Project

**Electives (3 Credit Hours)**

(Choose one)

- CSIS 4510 - Computer Law
- CSIS 4515 - Computer Ethics
- ISA 3100 - Principles of ISA
- CSIS 4310 - Advanced Database Systems
- CSIS 4575 - Technology Commercialization
- 

**Program Total (15 Credit Hours)**

## Certificate in Forensic Chemistry

**College of Science and Mathematics,  
Department of Chemistry and Biochemistry  
(770) 423-6159**

**<http://science.kennesaw.edu/chem>**

The Certificate in Forensic Chemistry is designed to give students the credentials to function in a forensic science laboratory as part of a team to solve legal problems requiring specific training in chemistry. With the proper choice of electives, the certificate can be earned by someone pursuing a degree in chemistry, biochemistry, or biology. The field of Forensic Chemistry is an exciting application of chemistry that helps serve the judicial system of our country. Modern developments in chemical instrumentation allow for detection of trace amounts of chemical evidence and people completing this certificate will be well trained to use these techniques.

**Required Courses**

- CHEM 4300 - Instrumental Analytical Chemistry
- CHEM 4300L - Instrumental Analytical Chemistry Laboratory
- CHEM 2100 - Forensic Chemistry
- CHEM 2100L - Forensic Chemistry Lab
- CRJU 3320 - Criminal Investigation
- BTEC 4100 - Molecular Methods: DNA
- CHEM 3398 - Internship
- or
- CHEM 4100 - Directed Applied Research (on a Forensic-Related Topic)

**Program Total (17 Credit Hours)**

## Certificate in Information Security and Assurance

**College of Science and Mathematics,  
Department of Computer Science and Information Systems (CSIS)  
(770) 423-6005**

**<http://csis.kennesaw.edu/>**

The Certificate in Information Security and Assurance (ISA) is designed for students with an interest in Information Security and its application in the expanding field of technology. The ISA program emphasizes the skills and knowledge necessary to protect and inspect systems, and to detect and react to threats to the security of information in those systems. Students will find it possible to earn the certificate while pursuing their current degree programs with minimal preparatory work.

Each student will be required to complete the 12 hour core (4 courses) and then select and complete one elective (3-hours).

All coursework within the certificate program must be completed with a "C" or better in order to count towards the certificate.

**Core: Required Courses (12 Credit Hours)**

- ISA 3100 - Principles of Information Security and Assurance
- ISA 3200 - Applications in Information Security and Assurance
- ISA 3300 - Policy and Administration in Information Security and Assurance
- ISA 4330 - Incident Response and Contingency Planning

**Elective: One course selected from the following (3 Credit Hours)**

- ISA 3350 - Computer Forensics
- CRJU 3320 - Criminal Investigation
- CSIS 3550 - Unix Administration and Security
- CSIS 4510 - Computer Law
- CSIS 4515 - Computer Ethics
- ISA 3398 - Internships in Information Security and Assurance
- ISA 3396 - Cooperative Study in Information Security and Assurance

**Program Total (15 Credit Hours)**

## Certificate in Information Technology

**College of Science and Mathematics,  
Department of Computer Science and Information Systems (CSIS)  
(770) 423-6005**

**<http://csis.kennesaw.edu/itcert.html>**

Information technology (IT) is rapidly becoming as important to career entry and advancement as oral and written communication. In fact, recruiting experts believe that even a small amount of technology savvy and knowledge opens doors for anyone entering today's work place. This certificate is ideal for students who enjoy working with computers but do not wish to seek a degree in either computer science or information systems. It is also ideal for students who have already completed a bachelor's degree and seek the latest IT expertise. Students with degrees in fields such as accounting, biology, foreign language, English, and sociology will find that the addition of these important IT skills will make them far more marketable.

The IT certificate offers KSU students knowledge and experience with the latest tools and technologies. Topics include web technologies, database technologies, and electronic commerce. Students are required to receive at least a "C" in courses in order to receive the certificate.

**Required Courses**

- CSIS 2300 - Principles of Computing or the equivalent

**Choose 3 from the following: (9 Credit Hours)**

- CSIS 1020 - Introduction to Programming Principles
- IT 3300 - Web Technologies
- IT 3500 - Database Technologies
- IT 3700 - Information Technology Management
- IT 4525 - Electronic Commerce

**Choose 1 applied learning experience: (3 Credit Hours)**

- IT 3396 - Cooperative Study
- IT 3398 - Internship
- IT 4400 - Directed Study
- XX 3398 - from major discipline
- XX 3396 - from major discipline
- CC 4400 - directed study with an applied emphasis from major discipline
- 

**Program Total (15 Credit Hours)**

# University College

University College provides university-wide administrative support and leadership in matters involving certain undergraduate programs and undergraduate students as well as assistance and support to the Vice President of Academic Affairs in a variety of university-wide curricular concerns and administrative activities. The college serves as the academic home for exploratory students who have not yet declared an academic major. The college provides leadership in the administration of university-wide scholarships, guidance on transfer credit, decisions regarding substitutions for the general education program, and works with other campus offices regarding advanced placement. The Dean of University College works closely with the General Education Council and the Council on Undergraduate Academic Advising. The Dean of University College also provides leadership for the Community Based Learning Fellows program.

## Community Based Learning

An on-going initiative, the KSU Community Based Learning programs are important across the campus and exist in many forms depending on the discipline. Through the Community Based Learning Fellows program, one faculty member from each discipline serves as a coordinator from their college to facilitate, assess, and develop community based learning activities. Academically based community engagement benefits the community, the university, the college, the department, and the student. By emphasizing experiential learning, it enhances curriculum-based academic knowledge while meeting community needs. The program is coordinated out of the Office of the Dean of University College.

## Programs of Study

Along with other campus departments, colleges, and schools, the Dean of University College works to maintain the high quality programs that have long characterized Kennesaw State University. Together with the solid faculty of KSU, University College focuses on student academic excellence and success.

Additionally, University College maintains a central role in advancing certain interdisciplinary programs on campus. The college offers students a degree program in Interdisciplinary Studies.

This Interdisciplinary Studies degree program directly reflects and advances several aspects of the institutional mission at the baccalaureate level. Building on the general education program, an interdisciplinary studies degree continues to advance the liberal arts tradition at the heart of Kennesaw State University.

Given the collaborative and integrative nature of this degree, it both broadens and deepens the current degree offerings, while at the same time ensures a focused, deliberate degree program for students.

The unique characteristic of this degree is that it requires majors to have two or more intentional academic concentrations. Rather than being a collection of random courses, the degree in Interdisciplinary Studies is a thoughtful, planned, substantive, schedule of coursework reflecting the integration of two or more disciplines, culminating in an applied or professionally oriented experience with consistent oversight by an interdisciplinary panel.

Institutionally, by encouraging cross-disciplinary connections, this degree facilitates, increases, and enhances linkages between and among existing departments. Additionally it provides students with a broad spectrum of institutional options.

## Major in Interdisciplinary Studies, B.S.

### Bachelor of Science Degree

#### University College

**(770) 499-3350**

**<http://www.kennesaw.edu/universitycollege>**

The Bachelor of Science degree in Interdisciplinary Studies is intended to allow students maximum flexibility to custom-design a curriculum to their personal and career goals. Such a program of study must assure depth as well as breadth of study. Therefore, students must take a total of 39 upper-division hours across at least two different disciplines. Each discipline must have a minimum of 12 upper division hours. Alternatively, students could choose to have an equal emphasis in two disciplines. Students must earn a grade of C or above in these upper division requirements. The university core curriculum requirements must also be met.

To insure coherence in the program, the student must construct and explain in writing the rationale for the Interdisciplinary Studies program's direct relationship to the student's personal and career goals. Each student will be required to identify advisors in the academic disciplines included in the program, who will agree to sponsor the student in drawing up the proposed curriculum, formulating the rationale, and presenting the case orally and in writing to the Interdisciplinary Studies Council. Students prepare a curriculum for their proposal that includes course work in writing/communication, course work in theory/culture, and course work in application/integration. All three areas must be included in their program of study.

Each program requires the following to ensure a focused, unique proposal:

- Interdisciplinary Studies Program must combine at least two disciplines
- Student must be working with a faculty advisor and have a collaborative advisor from the additional disciplines
- Student must take 39 hours in upper division courses from these disciplines
- Program proposal must list student learning outcomes
- Proposal must also describe the niche that this combined program fulfills that cannot be fulfilled with one of the degrees already offered at KSU
- Students must have some summative experience, through research, coursework, internship, or practicum to integrate the interdisciplinary program

The student, along with at least one advisor, must meet with the Interdisciplinary Studies Advisory Council to present the proposed program and answer questions concerning the Interdisciplinary Studies curriculum proposal. If approved, the student may proceed with the curriculum. The Council will meet during the fall, spring and summer semesters, and students must make written application by the second week in the semester.

The following is the proposed curriculum for the major in Interdisciplinary Studies, B.S.

<b>GENERAL EDUCATION</b>	<b>42</b>
<b>UNIVERSITY-WIDE FITNESS FOR LIVING REQUIREMENT</b>	<b>3</b>
<b>*LOWER DIVISION MAJOR REQUIREMENTS (AREA F)</b>	<b>18</b>
<b>*UPPER DIVISION MAJOR REQUIREMENTS</b>	<b>39</b>
Consisting of a minimum of 12 credit hours in each discipline, with a minimum of two disciplines. Each discipline must include courses focusing on a single theme (although they may represent diverse departments) and be consistent with career and educational goals.	
<b>*RELATED STUDIES</b>	<b>9</b>
<b>GENERAL ELECTIVES</b>	<b>12</b>
<b>PROGRAM TOTAL: 123</b>	

\*These areas are to be planned closely with the student's advisor and approved by the Interdisciplinary Studies Council.

Students are strongly encouraged to have some form of an internship, practicum, or applied experience in their program. However, if students do not have any of those listed, they should have coursework or projects within courses that pull together the disciplines in a very specific, focused experience.

Any unforeseen and/or necessary changes can be made on the recommendation of the student's advisor and the approval of the Interdisciplinary Studies Council.

## Department of University Studies within University College

University College provides oversight and operations for the following University-wide programs (each housed in the Department of University Studies):

- English as a Second Language (ESL)
- Honors Program
- Joint Enrollment Honors
- KSU 1101 / First-Year Experience
- KSU 1102 / CLASS (Communities for Learning Success)
- KSU 2290 / Sophomore Year Experience
- KSU 4401 / Senior Year Experience
- Learning Support Programs
- Math Lab
- Supplemental Instruction

### English as a Second Language

International students for whom English is a second language can find instruction and support in Learning Support Programs. The ESL director assists international students with transitions in language and culture, providing extensive testing for admission and placement along with appropriate diagnostic recommendations. In keeping with LSP's continuing commitment to student success across all academic levels, the ESL Program recently had two new courses approved: ESL 1105 and 1106. These courses are specifically geared to non-native speakers of English, offering intensive study of grammar, usage, and pronunciation of the English language. Application of course material will be in the form of written and oral presentations, with particular emphasis on professional adaptations that might be required of business or nursing majors.

The premiere Conversation Partners program coordinated out of University Studies, pairs native students, faculty, and staff with International students. Improving retention as well as helping to internationalize our campus, this popular program is offered both fall and spring semesters.

### Honors Program

The award-winning Honors Program at Kennesaw State University has two very important incarnations. For recently matriculated or currently enrolled undergraduates, the Undergraduate Honors Program offers a flexible array of excellent Honors experiences designed to challenge exceptional students. For high school juniors or seniors who want to complete college courses for dual credit, the Joint Enrollment Honors Program (JEHP) provides extensive academic support designed to make the transition to university life as smooth as possible. Both programs provide honors students with exciting academic challenges, intense mentoring relationships with faculty, connection to the student honors community, and applied learning that reflects the students' level of accomplishment.

### Undergraduate Honors Program Admission Criteria

Students who consistently exceed the expectations of their instructors, and therefore need and want the challenge of academic experiences qualitatively different from those provided in most existing courses, can find a home in the outstanding KSU Undergraduate Honors Program. Those admitted to the program will need to match one of the following profiles:

- Students who have recently graduated from high school, are entering Kennesaw State as first-year students, have a high school grade point average of 3.7 or better in their academic courses, and have made a composite score of 1100 or better on the Scholastic Aptitude Test (equivalent ACT scores also accepted)
- Currently enrolled students (including those who have transferred from other institutions) who have earned a cumulative grade point average of 3.7 or better in no fewer than 30 hours and no more than 60 hours of KSU course work

The Honors Director may waive these eligibility criteria for candidates who can present a convincing and substantive case of their motivation and potential to succeed in the Undergraduate Honors Program.



Students identified as Honors prospects should receive an invitation to join the program. Others should contact the Honors Director at (770) 423-6116 if they think they are eligible and have not received any communication from the Honors Office. This is an outstanding, competitive program and we encourage you to submit materials early!

### **Undergraduate Honors Program Fundamentals**

The Undergraduate Honors Program is organized around three fundamentals providing students with a rounded academic experience: Honors Faculty mentorship, formal Honors Experiences, and the Honors Colloquium.

- **Fundamental One:** Honors students are carefully matched with individual faculty mentors who are chosen from the ranks of the Honors Faculty and share their advisees' academic interests and professional objectives. Honors mentors are more than academic advisors (though they play that role, too). The active intellectual exchange between mentors and their students is designed to foster a peer relationship that helps the students to achieve their potential as well as gain a faculty advocate.
- **Fundamental Two:** Honors students must complete four Honors Experiences.
  1. Honors Experience I is based in traditional course work. Students may fulfill this requirement by taking an Honors Seminar (Honors 2290 or 4490) with other Honors students; by establishing an Honors contract in a non-Honors course; or by completing the requirements of an Honors Directed Study (Honors 4400) with one faculty member.
  2. Honors Experience II has an applied focus, in which students use the knowledge and skills they have learned in their major academic disciplines in contexts that model the laboratory or workplace. This experience may be conducted on or off campus and must be qualitatively different from similar experiences already offered in the major. Students especially enjoy having the opportunity to work closely with individuals in their discipline in a "hands on" environment.
  3. Honors Experience III may be a second course work or applied learning experience. Again, students gain an extensive experience in their major by going deeper into an area of their choice.
  4. Honors Experience IV is the Senior Capstone Experience, an original research project growing out of the student's major concentration; a project based in applied research that provides new insights into that discipline; an original synthesis of information or research already available in the discipline; or an extensive service learning project for which the student is the primary coordinator.
- **Fundamental Three:** Honors students must successfully complete two Honors Colloquia or one Honors Colloquium and one Honors Seminar. Honors 3000, the Honors Colloquium, is a one-hour course in which Honors students interact with each other and with members of the Honors Faculty in an informal setting designed to build and nurture an Honors community exploring an interdisciplinary topic. Honors 2290 or 4490 (more formal three-hour Honors courses) may be substituted for one Honors Colloquium.

To help students develop a perspective on their work that will be useful in employment after graduation, all Honors students are required to keep the products of their Honors Experiences and Honors Colloquia (research papers, journals, documentation of exhibits, etc.) in an Honors Portfolio. To be designated an Honors Scholar, a student must complete all four Honors Experiences with an A or a B; must complete each Honors Colloquium with a "Satisfactory" or "Unsatisfactory"; and must receive the Honors Council's approval for both the Senior Capstone project and the Honors Portfolio. The Honors Portfolio serves not only as a marker of the students' accomplishments, but is also an outstanding resource after graduation.

Students in KSU's Undergraduate Honors Program receive advanced priority registration as long as they maintain a cumulative g.p.a. of 3.7 or better; see their Honors mentors at least once a semester; and perform

satisfactorily in their Honors Experiences and Honors Colloquia. Each semester, Honors students have the opportunity to participate in special Honors events. Honors Scholars receive a special designation on their transcripts and diplomas and are recognized at graduation. We are proud of our Honors Program and believe it provides students the opportunity to advance their learning in an applied, individualized context.

### Joint Enrollment Honors Program Admission Criteria

Rising high school juniors and seniors are eligible for the Joint Enrollment Honors Program if they:

- have a cumulative grade point average of 3.0 or better in their academic course work and are on track to complete the College Preparatory requirements

and

- have a composite score of 1100 on the SAT, with minimum subparts of 530 verbal and 530 math; or an ACT score of at least 25 composite with subpart minimums of 24 English and 24 math.

### Joint Enrollment Honors Program Fundamentals

- Students admitted to the Joint Enrollment Honors Program at Kennesaw State may attend full-time (taking 12-15 hours of course work, or 4-5 courses) or part-time (taking fewer than 12 hours of course work, or 1-3 courses).
- To complete the final units of college preparatory English, mathematics, and social science required for high school graduation, JEHP students must take two college courses in these subject areas. Special Honors courses are offered in each area but are not required for participation in the program. JEHP students are also eligible to take most 1000- or 2000-level courses listed in the undergraduate catalog if they satisfy course pre-requisites and receive the approval of both their high school counselors and their KSU Honors advisors.

- JEHP students who attend public high schools may be able to take advantage of the Post-Secondary Options (PSO) Tuition Grant waiver, which, to date, has partially or completely subsidized tuition for program participants. Please note, however, that PSO funding is a special subsidy awarded at the pleasure of the state legislature. If the legislature withdraws this funding, students may be required to pay full tuition and fees for their Joint Enrollment experience.
- JEHP students who complete their application files by the appropriate deadlines will receive a host of advantages, including advanced priority registration, special advising services, priority enrollment in Joint-Enrollment Honors classes, and a guaranteed space in regular KSU classes if they enroll at their appointed registration time.
- Throughout the year, JEHP students may participate in special Honors events, including a dedicated summer orientation.

For Honors Program information, students should contact Dr. Liza Davis, the Honors director, at (770) 423-6116. For information regarding admission to the Joint Enrollment Honors Program, they should contact Ms. Nicole McGehee the Office of Admissions at (770) 423-6300.

### KSU 1101/First-Year Experience

Initiated as only a single course, this program designed for first year or transfer students with fewer than 30 credits, has developed into a comprehensive academic program with its own director and faculty. While the course has changed over the years, the KSU First-Year Seminar's primary focus on student success and campus orientation has remained constant. Letter grades are assigned to students and they earn three elective credits toward graduation. More than half of all entering new students elect to take the course in their first year of college. Faculty collaborate, share syllabi, and cooperate developing co-curricular experiences to enhance learning as described below.

### **KSU 1102/CLASS—Communities for Learning Success**

Communities for Learning Success help entering, first-year students adjust easily to college life and improve their chances for a successful college career. In each community, a group of twenty-five first-semester students enroll in the same sections of two or more first year classes. Because they take these classes together, these students get to know each other quickly, forming lasting friendships and their own small tight-knit community within the considerably larger 19,000-student university. Communities for Learning Success provide the perfect environment for successful learning. Because they know each other well, first year students are more comfortable speaking out in class and working collaboratively. They form natural study groups and support groups with their peers. They begin to see connections between their courses through specially designed assignments. Academic research shows that participation in learning communities consistently improves students' retention as well as their GPA—keeping them in college and helping them to be more successful.

### **KSU 2290/UpperCLASS Learning Communities**

UpperCLASS Learning Communities focus on second year students and are uniquely designed to meet specific disciplinary needs.

### **KSU 4401/Senior-Year Experience**

A "bookend" to the First-Year Experience, the Senior-Year Experience is a program designed around an institutional capstone course, KSU 4401, which offers upper classmen an opportunity to learn how best to prepare for the "post-university" experience. With its director and team of designated faculty, the Senior-Year Experience Program focuses on career development, graduate school explorations, and community service opportunities. Students earn three hours of upper-level elective credit, develop a portfolio that highlights their skills and experience, and collaborate with peer teams and experienced faculty.

### **Learning Support Programs**

Learning Support Programs have a specific mission: providing academic support to those students whose entrance and placement scores indicate that they need remedial instruction before they enroll in regular credit classes. Students whose SAT or ACT scores are in the lower quadrant of all applicants are required to take the corresponding sub-tests of COMPASS (Computer-Adaptive Placement Assessment and Support System). The Office of Admissions, the CAPS Center, or the Department of University Studies will contact students needing to take these courses. According to these placement scores, students may be placed in Learning Support courses in English, math, or reading. These are non-credit courses such as English 0099 (grammar and composition), Math 0097 (Elementary Algebra), Math 0098 (Intermediate Algebra), and Reading 0099 (Reading Comprehension and Vocabulary Skills). Learning Support courses are designed so that students may complete all requirements in an area in a maximum of two semesters.

Since these are academic assistance courses, there are certain restrictions placed by the Board of Regents and/or by Kennesaw State University upon students enrolled in these courses. The following restrictions apply to all Learning Support students: Students must register for the LSP courses they are required to take each semester of enrollment at KSU before they are eligible to register for any regular credit courses. If they do choose to take credit courses at the same time, these courses must not have LSP courses as prerequisites. They may not, however, accumulate more than 20 hours of academic credit before completing all Learning Support requirements. They also may not attempt any Learning Support discipline more than two times. Students may not withdraw from their Learning Support courses unless they withdraw from credit courses as well. Although these courses do not carry degree credit, students do receive institutional credit and thus may satisfy requirements for VA benefits and other

financial assistance. Unsuccessful completion of Learning Support requirements by students will result in exclusion from further study at KSU. Also, the program offers two courses in Regents test preparation, Reading 0020 and English 0020. In addition, the program provides a variety of tutorial services, including ESL tutoring for non-native speakers, math tutoring for math students and writing assistance for non-traditional students.

### **The Math Lab**

The Math Lab is a free, on campus tutoring service available to all currently enrolled KSU students. Services are on a first-come, first-serve basis. Access to videos, software, such as Scientific Notebook, Workplace, NovaNet, and other math-related computer software is also available. Tutors assist students with the understanding of math concepts, analysis of math problems, and skill building. All tutors have had Calculus I or higher and have completed the KSU tutor training workshop.

The lab is located on the 4th floor of the Library in room 433. For other information about the Math Lab, call 770-423-6044.

### **Supplemental Instruction**

Supplemental Instruction (SI) is a program whereby students in selected "high-risk" courses (courses with a high D,F,W rate) are provided the opportunity to receive additional instruction facilitated by students who have been successful in those courses in previous semesters. They receive content instruction as well as help in analysis, critical thinking, and problem solving as it relates to the subject matter. National studies have shown that students who take advantage of this opportunity generally perform better than matched students who do not avail themselves of the service. SI is coordinated within the Department of University Studies with the cooperation of the discipline departments in which the selected courses are housed.

# Minors and Military Science Program

## Minor Programs

A minor program is a prescribed area of academic study consisting of 15-18 semester hours, at least 12 of which must be non-duplicative outside the major's primary discipline and beyond the courses required for the student's major and general education requirements. At least nine of the required hours must be at the upper division level. The prescribed courses for a minor may be taken from one or more academic disciplines. Courses taken in Core Area F (lower division major requirements) may be counted as coursework in the minor. Courses taken to satisfy Core Areas A through E (general education) may not be counted as coursework in the minor. Students must earn a grade of at least "C" in all course work applicable to a formal minor. When a student's major and minor programs require the same courses, the credit hours for some of those courses may be counted toward both the major and minor.

However, at least 12 hours of a minor must be non-duplicative with course requirements in the major.

In order to graduate with a formal minor that will be noted on the student's permanent record, the student must complete the requirements noted above and submit to the Registrar's Office a completed and approved "Declaration of Formal Minor" form along with the student's formal petition to graduate. The formal minors available at the time this catalog went to press are listed below. The office responsible for approving the minor declaration form and for advising students about the specific requirements of a minor are also noted.

Formal Minors	See for Advisement & Declaration Approval:
Accounting	Coles College Advising Team and Accounting Department
African & African	History and Philosophy Department

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Formal Minors	See for Advisement & Declaration Approval	Formal Minors	See for Advisement & Declaration Approval
American Studies	English and History & Philosophy Department	History	History and Philosophy Department
Anthropology	Anthropology and Geography Department	International Affairs	Political Science and International Affairs Department
Applied Mathematics	Mathematics and Statistics Department	Language and Literary Studies	English Department
Applied Statistics & Data Analysis	Mathematics and Statistics Department	Latin American Studies	Political Science and International Affairs Department
Art History	Visual Arts Department and the College of the Arts	Legal Studies	Political Science and International Affairs Department
Asian Studies	History and Philosophy Department	Management	Coles College Advising Team and Management and Entrepreneurship Department
Business Law	Coles College Advising Team and Accounting Department	Marketing	Coles College Advising Team and Marketing and Professional Sales Department
Chemistry	Chemistry and Biochemistry Department	Music	Music Department
Criminology	Sociology and Criminal Justice Department	Native American	Anthropology and Geography Department
Dance	The Department of Theatre and Performance Studies and the College of the Arts	Operations and Purchasing	Coles College Advising Team and Management and Entrepreneurship Department
Economics	Coles College Advising Team and Economics and Finance Department	Philosophy	History and Philosophy Department and Philosophy Coordinator
Environmental Studies	Biological and Physical Sciences Department	Professional Practice with Hispanic Populations	WellStar School of Nursing and Human Services Department
Film Studies	English Department	Professional Sales	Coles College Advising Team and Marketing and Professional Sales Department
Finance	Coles College Advising Team and Economics and Finance Department	Professional Writing	English Department
French and Francophone Studies	Foreign Language Department	Sociology	Sociology and Criminal Justice Department
Gender Studies	Sociology and Criminal Justice Department	Spanish	Foreign Language Department
Geography	Anthropology and Geography Department		
German Studies	Foreign Language Department		
Gerontology	Sociology and Criminal Justice Department		

## Military Science

### Army Reserve Officer Training Corps (ROTC)

Looking to become a leader? Army ROTC is offered through the cooperation of the Georgia Institute of Technology to provide students with career options that lead to commissions as officers in the Active Army, Army National Guard, or Army Reserves. All classes and leadership labs are offered at KSU.

#### Program Information

The ROTC program is divided into the Basic Course (freshman and sophomore years) and the Advanced Course (junior and senior years). There is no military obligation incurred for enrollment in the Basic Course. After successfully completing the Basic Course, students who have demonstrated leadership potential, passed the qualifying exams and have three academic semesters remaining to graduation are eligible for the Advance Course. Students can also qualify for the Advance Course if they have completed basic training and advanced individual training in any military branch. In addition, students who did not take ROTC during their freshman or sophomore years can qualify for the Advance Course by successfully completing the four-week Leader's Training Course (LTC) any summer prior to their junior year.

Training and books are paid for through the ROTC program. All contracted cadets receive a tax-free monthly stipend ranging from to \$300-\$500. Students also receive approximately \$850 while attending a 33 day Leaders Development and Assessment Course (LDAC) between the junior and senior year. The starting pay of a second lieutenant is over \$39,000 per year, plus benefits. After four years of active duty service, the salary is over \$59,000 a year, plus benefits.

Sophomores through seniors can participate in the Army ROTC program and serve in the National Guard or Reserves at the same time. This program is called the Simultaneous Membership Program (SMP). SMP cadets are non-deployable to ensure completion of

academic degrees. These cadets receive a monthly allowance, as well as their reserve pay at the grade of sergeant, E5. The National Guard and Reserves both provide SMP cadets up to \$4,500 in tuition assistance per year.

#### In-college scholarships

Full one and a half, to four-year scholarships are available to highly qualified students. Selection is based upon performance to date, SAT and ACT scores, extracurricular activities and leadership potential. Scholarships include full payment of tuition and \$900 towards books per year. For more information about Army ROTC, contact the Military Science Department at 770-423-6229 or via e-mail at <http://www.armyrotc.gatech.edu>

## Army Military Science Curriculum

### Basic Course:

#### Freshman Year

MILS 1021	Introduction to the Army
MILS 1022	Introduction to Leadership
MILS 2031	Army Physical Fitness Training

#### Sophomore Year

MILS 2021	Self/Team Development
MILS 2022	Team Military Tactics
MILS 2031	Army Physical Fitness Training

### Advanced Course:

#### Junior Year

MILS 2031	Army Physical Fitness Training
MILS 3011	Small Unit Leadership I
MILS 3012	Small Unit Leadership II

#### Senior Year

MILS 2031	Army Physical Fitness Training
MILS 4011	Challenges and Goal Setting
MILS 4012	Transition to Lieutenant
MILS 4090	Special Topics in Military Science

## The Air Force Reserve Officer Training Corps (AFROTC)

<http://www.afrotc.gatech.edu/>

The Air Force Reserve Officer Training Corps (AFROTC) is a two to four-year educational program designed to give men and women the opportunity to become Air Force officers while completing a degree. The Air Force ROTC program is designed to prepare persons to assume positions of increasing responsibility and offers a wide variety of challenging opportunities for professional growth. Some sample careers are: Pilot, Navigator, Aircraft Maintenance, Missiles, Engineering, Scientific and Developmental Fields, Computer Science, Law, Health Services and Management.

### Academic schedule

Freshmen and sophomores attend a 50-minute class on Tuesday, and Leadership Lab (50 minutes) on both Tuesdays and Thursdays (3 hours per week total). The Leadership Labs consist of drill and ceremony practice, guest speakers from across the nation, athletic competitions, and other cadet activities. Juniors and seniors attend a 80-minute class each Tuesday and Thursday in addition to the Leadership Lab (5 hours per week). All cadets are required to wear their Air Force uniform throughout both days.

### Obligation after commissioning

Upon graduation from school, and completing all Air Force requirements, the student will be commissioned as a second lieutenant in the Air Force and have a 4-year active duty commitment. Navigators and pilots, respectively, have 8-year and 10-year commitments.

### Cross-registration

Students who are interested in enrolling in Air Force ROTC courses leading to a commission in the United States Air Force can do so through the cross-registration process at their school. Contact the Detachment 165 Unit Admissions Officer at 404-894-4175 for more information.

### Field training

Field Training is, in most cases, a cadet's first exposure to a working Air Force environment. The program is designed to develop military

leadership and discipline, and to provide Air Force officer orientation and motivation. At the same time, the Air Force evaluates each cadet's potential as an officer. Field training includes Air Force professional development orientation, marksmanship training, junior officer training, physical fitness, and survival training.

### In-college scholarships

Air Force ROTC can help you with the high cost of getting your degree. As an Air Force ROTC cadet you are entitled to many benefits. Some of them are:

- Up to \$15,000 per academic year to cover tuition, lab and incidental fees, \$600 for textbooks, and \$250-\$400 a month tax-free allowance;
- Free Air Force uniforms and textbooks;
- Management training and opportunities to apply leadership principles;
- At most schools, academic credit for your Air Force ROTC classes
- Travel on military aircraft on a space-available basis if you are on Air Force ROTC scholarship or in the Professional Officer Course.

### Pre-Health Professions and Armed Forces Health Professions Program

A Pre-Health Professions Program designation is offered to encourage students to earn commissions through Air Force ROTC and continue their education in medical or osteopathic school. You must apply before the end of your sophomore year. You will also be guaranteed additional tuition assistance for graduate-level health schooling expenses under the Armed Forces Health Professions Scholarship Program. When you are accepted to your graduate-level health professions school, you will be granted the scholarship and transferred into the Air Force Medical Corps. Armed Forces Health Professions Scholarship participants incur an additional active-duty service commitment.

### Nursing Scholarships

Air Force ROTC offers a variety of scholarships for nursing that cover most tuition, books, and lab fees. The goal of the Nursing scholarships is to allow nursing students to complete their degree debt free, while acquiring a valuable resource to the Air Force's medical staff.



# Preparation for Post- Baccalaureate Study

Students who are interested in post-baccalaureate study should, as early as possible in their academic career, take advantage of two valuable sources of information: the graduate catalog of the school/schools to which they intend to apply and a KSU academic advisor in their area of interest. The catalog will outline specific entrance requirements and necessary prerequisites, and the advisor can provide assistance with curricular decisions at KSU. Students should be aware that graduate programs do not necessarily require an undergraduate degree in that specific discipline and that prerequisites may often be completed as elective courses in another major.

## Professional Program Preparation

Some students are interested in applying to graduate or post-baccalaureate professional programs not offered at KSU (dentistry, engineering, law, medicine, social work, for example). Although KSU does not offer pre-professional

programs, many of our major programs of study and course offerings provide students with the opportunity to obtain recommended course work that will satisfy the entrance requirements for professional programs. These students are encouraged to see their advisor or contact a pre-professional program advisor as early as possible in their degree. These advisors can assist students in selecting appropriate course work, suggest strategies for including the course work into a specific program of study, and provide guidance on applying to professional programs. Information and advice about pre-professional preparation can be obtained from the departments listed below. Information for all such programs is also available on KSU's Web site at: [science.kennesaw.edu/chem/prepro](http://science.kennesaw.edu/chem/prepro).

Dentistry	Departments of Biology or Chemistry and Biochemistry
Engineering	Departments of Chemistry and Biochemistry or Mathematics
Forestry	Departments of Chemistry and Biochemistry or Biology

Law	Department of Political Science & International Affairs
Medicine	Departments of Biology or Chemistry and Biochemistry
Optometry	Department of Chemistry and Biochemistry
Pharmacy	Departments of Biology or Chemistry and Biochemistry
Podiatry	Department of Chemistry and Biochemistry
Veterinary Medicine	Department of Biology

Degree Program, along with all necessary admissions documentation to the Dean of Graduate Studies by the deadline dates listed below.

No more than nine semester hours of graduate credit may be completed prior to the completion of the baccalaureate degree and admission to a graduate degree program. An undergraduate student enrolled in graduate classes is limited to six semester hours of graduate course work per term and a total academic course load of 12 semester hours per semester.

## Accelerated Bachelor's-Master's Degree Option

The Accelerated Bachelor's Master's Degree Option provides qualified KSU undergraduate students the opportunity to begin graduate studies at KSU in their senior year and to simultaneously satisfy some remaining requirements for the bachelor's degree and the beginning requirements of an advanced degree.

A student may use up to nine credit hours of graduate-level courses offered within a single degree program in meeting the requirements of both a bachelor's degree and a master's degree. Students applying for this program must:

- (1) Have completed at least 18 hours of coursework at Kennesaw State.
- (2) Have a KSU GPA of 3.5 or better.
- (3) Be within 21 semester hours of graduation.
- (4) Have written permission of the chair of the department of the undergraduate major to use the graduate level courses as acceptable substitutes to fulfill related requirements of the bachelor's degree (students must satisfy all prerequisites for those graduate courses).
- (5) Meet all requirements for admission into the specified graduate program (except for receipt of the undergraduate degree); and
- (6) Submit an application for admission to the Accelerated Bachelor's-Master's

For students who work closely with their advisors in planning their course of study at KSU, this option offers the opportunity of simultaneously satisfying partial degree requirements for a bachelor's and a master's degree in an accelerated program of study. Upon completion of the undergraduate degree, with a satisfactory undergraduate grade point average, and a grade of "B" or better in all graduate courses completed, the student may move to full graduate status in the same graduate program, and the courses taken as an undergraduate can be applied toward the graduate degree.

Many combinations of undergraduate and graduate programs are possible and are not restricted to the confines of a single discipline or major. For example, integrated undergraduate/graduate programs have been developed for a Bachelor of Science in Psychology leading to a Master's Degree in Business Administration and a Bachelor of Arts in English leading to a Master of Arts in Professional Writing. Students interested in this option must meet with the department chair responsible for the undergraduate major.

Application materials should be submitted to the Dean of Graduate Studies no later than the following dates:

July 15	for Fall term admission
November 15	for Spring term admission
April 15	for Summer term admission

For application materials, contact the Dean of Graduate Studies at 770-423-6738.

This option is not available for students wishing to take courses in the M.Ed. program unless the student has the required certification for admission to the graduate program. For information on the integrated study option for the MSN degree, please contact the WellStar School of Nursing at 770-499-3230.

## **KSU Graduate Programs**

Kennesaw State University offers a number of Master's degrees, which are described under Programs of Study. Complete descriptions of the admission and degree requirements are detailed in the Kennesaw State University Graduate Catalog. Additional information can be obtained from the Graduate Admissions Office, the Graduate Program Directors, and on-line at:

<http://www.kennesaw.edu/graduate/>

## **Graduate Entrance Examinations**

Most graduate programs require graduate entrance examinations similar to the undergraduate SAT tests. Although KSU does not actually administer these tests, students may obtain registration information about the GRE, GMAT, LSAT, and MCAT in the CAPS Center.



# Academic Resources

## The Institute for Global Initiatives

The Institute for Global Initiatives (IGI) provides academic programs and services to internationalize the curriculum and expand international opportunities for KSU faculty, staff and students and the larger community that KSU serves. It supports and promotes KSU's mission of international education by initiating programs, responding to external funding opportunities, and providing leadership for the institution's regional centers. It collaborates with divisions, colleges, departments, and other units to ensure the infusion of international dimensions into teaching, scholarship, and community service. At the heart of the IGI is the Office of International Services and Programs (OISP). The OISP coordinates a wide range of international programs and events, including study abroad and the annual country-study program, and also assists international faculty and students with visa issues.

## Teacher Resource and Activity Center (TRAC)

The Teacher Resource and Activity Center, located in Kennesaw Hall Room 2005, is sponsored by the Bagwell College of Education and open to all KSU students, faculty, and staff. Designed specifically to meet the needs of professional teachers and education majors in the teacher preparation program, the center offers a curriculum library, media services, and instructional materials. It also provides a variety of unique professional development opportunities to educators in the geographic areas served by the University, including mini-grants for innovative projects, the Project RESPECT mentoring program, and a regular workshop series.

The center maintains a large library of professional books and periodicals, textbooks for curriculum planning at all grade levels, theme-related activity guides, supplemental kits, and educational videos. It also houses a production workroom equipped with a copy machine, laminators, spiral and heat binders,

poster printers, paper cutters, badge makers, and other assorted machines that support the development of classroom materials. The TRAC has an extensive die-cut collection of over 500 shapes, letters, and numbers for creating bulletin boards and learning center manipulatives. Additional equipment such as computers, opaque projector, tape recorder, CD player, and televisions with VCRs are available for use in the TRAC. Friendly staff is available to assist visitors.

## Writing Center

The Writing Center, located in Humanities Rm. 242, is a free service available to all members of the university community. Tutors assist writers from any discipline and at any stage of the writing process, including topic development, organizing, drafting, revising, grammar, punctuation, and documentation. The Writing Center also provides students with introductory information and instruction on the essay portion of the Regents' Test. The Writing Center encourages writing across the curriculum in all classes and serves as a resource center for the practical and theoretical aspects of composition theory.

Hours of operation for the academic year:

Monday - Thursday	9:00 a.m. - 8:00 p.m.
Friday	9:00 a.m. - 12:00 p.m.
Sunday	1:00 p.m. - 5:00 p.m.

To schedule an appointment with a tutor, call 770-423-6380 during regular hours. For additional information, visit the Writing Center website: <http://www.kennesaw.edu/english/WritingCenter/index.shtml>.

## The Division of Continuing Education

Continuing Education at Kennesaw State University is a creative and flexible way to learn new skills throughout your life. Offering more than 2,700 noncredit programs, online and in the classroom, Continuing Education at KSU is your professional development and personal enrichment partner, proudly serving 23,000 community members annually.

If you already have a college degree or are already in the workforce, we can help you gain current, practical, professional skills to help you advance or even make a career change. You can choose from career assessment and planning programs for testing and consultation, one-day workshops, life enrichment classes and certificate programs. Certificate programs are available in a wide variety of areas including management & leadership, landscape/horticulture, healthcare, paralegal, personal trainer, human resources, event planning, TESOL, web design, technical writing, project management, and advanced technology areas including cyber security, and many more.

A wide variety of personal interest courses in culinary art, fitness, visual arts and home and garden are available throughout the year. In addition, Continuing Education offers specialized, age-appropriate programs through KIDS College, and The Osher Lifelong Learning Institute (Ages 50 and older).

Continuing Education Units (CEUs) are assigned to all professional development programs with one CEU awarded for 10 contact hours of participation. Several selected courses carry PLUs for teacher recertification. Transcripts of earned CEUs are available upon request.

Visit the Continuing Education website at <http://www.kennesaw.edu/ConEd> or call 770-423-6765 for more information and to request a current course catalog.

# Computing & Information Resources

Technology is increasingly an integral part of a student's education. In addition, many student services and information will be delivered via technology. To provide the KSU student with a quality education delivered most conveniently, technology will be used as an essential part of instruction, for student access to educational materials, and for the delivery of student services.

A \$25 technology fee was collected for the first time in the 1997-98 academic year to provide students with improved technological resources including: greatly enhanced on-campus and remote access to the internet; important software packages such as Microsoft Office delivered on-line; student training in use of computer technology; increased access on campus through extended laboratory hours; computer connections, and an electronics study room in the Library; upgrade of student laboratories; and, instruction in the use of advanced multimedia presentation technology in the Presentation Technology Department laboratory. The technology fee for 2006-2007 is \$50.00.

In addition, the Kennesaw State University Website has been constructed to provide students with course registration, reviewing of grades, easy access to information, instructional materials, services, activities, and the World Wide Web; many classrooms are connected to the internet; and selected campus classrooms continue to be upgraded to state-of-the-art multimedia and presentation sites. Each year brings new technology, creative uses of technology on campus, and services to meet our growing needs.

## **Mandatory KSU E-Mail Account**

KSU generated e-mail accounts are the official means of communication with students. Instructions can be found at <http://students.kennesaw.edu>.

## **KSU's Vice President for Information Technology and Chief Information Officer**

The Vice President for Information Technology and Chief Information Officer (CIO) provides leadership in the continuing

advancement of information and instructional technology. This position oversees the operations of information technology which includes the Horace Sturgis Library, Information Technology Services and Enterprise Systems and Services, Online Learning Services Department, Presentation Technology Department, and Department of Archives and Records Management.

### **Horace W. Sturgis Library**

Built in 1981 with over 100,000 feet of space, the library, named after the university's first president Horace W. Sturgis, is designed to support and advance the teaching and learning activities of the greater university community.

The Sturgis Library has more than 600,000 volumes of books and government publications. There are more than 3,300 serial publications and well over 1,500,000 pieces of microforms. The library also provides, through contractual and consortia arrangements with the Atlanta Regional Consortium for Higher Education and the University System of Georgia over 10 million items for research and study purposes. The Atlanta Regional Consortium for Higher Education includes institutions such as Agnes Scott College, Emory University, University of Georgia, Clark-Atlanta University, Georgia Institute of Technology, Georgia State University, and the Institute of Paper Science and Technology.

Use of these collections is available by an institutional access card, via five day truck delivery, institutional fax machines and through interlibrary loans.

The Atlanta Regional Consortium for Higher Education and University Systems Libraries have unique titles that augment collection development at Kennesaw and through the Georgia Union Catalog, enhance both research and teaching. Access to these extensive catalog collections are through the on-line public catalog which is available in the library, on the campus network and via telephone from remote sites.

For research purposes, faculty and students have access to a broad array of traditional print collections and full-text and full-image items

through GALILEO, ProQuest, ERIC, and Lexis/Nexis. The GALILEO service provides access to world wide web resources such as the Library of Congress, full-text journal titles, newspapers, and to document delivery services.

Users of the library also have access to four special collections:

- The Children's Literature Collection named in honor of the late John DiFazio, professor of education at Kennesaw, houses an 8,000 volume library used for the professional preparation and training of P-12 teachers.
- The Teen Collection consisting of 1,500 works designed to meet the unique learning and reading needs of adolescence.
- The Bentley Special Collections brings together a world-class collection that spans the history of the written word in the Western World. This collection provides undergraduate students one of few opportunities in the nation to study original works firsthand.
- The Government Documents Collection houses print, microforms, CD-ROM databases and remote access to Federal Agencies. Sturgis Library, as part of the national depository system, make books, periodicals and agency data available to the Sixth Congressional District.

Tours, seminars and classroom instruction are provided for both small and large groups of students and faculty. Individual instruction is provided by appointment.

The library is a charter member of SOLINET, and is a member of the On-line Computer Library Center, a major international library computing network with members located in the United States, Canada, Europe and Japan. The Sturgis Library is open 100 hours during the semester and has extended hours during exams. Between semester hours are posted at library entrances, the circulation desk and on the library website. For checkout of materials, the university identification card serves as a library card.

### **Computing Services**

Tracking rapid evolution within the computing field, Information Technology Services and Enterprise Systems and Services constantly refine, improve, expand and advance



the computing resources available to students, faculty and staff at Kennesaw State University. They provide network and desktop support for the more than 20,000 members of the KSU community.

Information Technology Services coordinates computing services for KSU students, faculty, staff, and supports over 3,000 personal computers, LANs and connections to many different computing locations. Students, as well as faculty and staff, are eligible for computer accounts affording access to services such as the Internet, KSU's library system, an active jobs database, a current scholarship database, electronic mail, FTP, Telnet, and KSU's web site server.

Faculty and staff workstations are networked for services such as electronic mail, student records, online scheduling and registration, access to the internet, as well as word processing and high quality printing. KSU faculty and staff are in communication with colleagues worldwide through internet mailing addresses, gaining access through desktop personal computers and also through remote dial-in services.

Information Technology Services also administers more than 700 student work stations located in 30 electronic classrooms and four open computer labs. All of KSU's buildings are connected via almost five miles of fiber optic cable. All open computer labs are networked and are open to students seven days a week. These labs are supervised by qualified lab assistants available to help with a wide variety of standard software packages in word processing, spreadsheet, database management, communications and graphics. KSU students with special needs have access to computers configured with features such as screen magnification and voice synthesis.

Networked electronic classrooms advance diverse curricular needs by granting access to statistical and programming language software, as well as standard software packages. Special purpose advanced labs are available to majors in accounting, computer science,

education and information systems. One of the Georgia Department of Education's Educational Technology Center is located on the Kennesaw campus. Through this facility, majors in education and other fields have access to state-of-the-art technology for teaching and learning.

The rules for use of all telecommunications equipment, including telephones, computers and FAX equipment, are found the KSU Web site at: <http://www.kennesaw.edu/resources/policy.shtml>. They can also be reached through the KSU Intranet home page by choosing the topic Telecommunications Policies from the Technology Resources section. Use of any of these facilities implies an understanding of and compliance with these policies.

### **Online Learning Services Department**

Online Learning Services supports online learning systems for Kennesaw State University, including web-based course support, video servers, and systems for providing live and recorded classes over the Internet. Our mission includes the investigation and development of new technologies for online learning and for classroom use.

OLS supports the KSU WebCT system. WebCT is a system that can be used, at the option of the faculty, in any course at KSU. It is accessed over the Internet from on- or off-campus and provides a variety of instructional tools for use by faculty and students. Access to the WebCT materials for a course is restricted to students enrolled in the course. Each term, more than 50% of KSU students are enrolled in one or more courses supported by WebCT.

Additional information about resources for online learning and the services provided by OLS can be found at the web site:

<http://online.kennesaw.edu/>

### **Presentation Technology Department (PTD)**

The Presentation Technology Department (PTD) offers a wide range of multimedia services and training for faculty, staff, and students. Located on the fourth floor of the

library, PTD supports audio/visual and presentation equipment on campus. In addition to maintaining KSU's multimedia presentation classrooms, PTD specializes in multimedia training and production assistance; graphics creation, multimedia file conversion, audio/video tape duplication, video editing/compression, desktop publishing, and CD-ROM recording. PTD supports some of the most cutting edge multimedia hardware and software available.

### **Instructional Equipment**

PTD supports a wide range of equipment for classroom use. Through designated building coordinators, PTD maintains a distributed set of equipment for faculty to request. Each building coordinator has his/her own system for reserving equipment. See your departmental secretary to obtain building coordinator's contract name and number. Equipment available for pickup includes: data projection systems, video playback combo, VHS camcorders, audio cassette player/recorders, audio CD players, public address systems, slide projectors, and microphones. If you have special equipment needs, consult PTD to consider options.

### **PTD Media Lab Hours**

The PTD multimedia lab is open to faculty, staff, and students Monday - Thursday from 8:30 a.m. - 9:00 p.m., Friday from 8:30 a.m. to 5:00 p.m., and Sunday from 1:00 p.m. - 6:00 p.m. The lab is closed on holidays.

### **Department of Archives and Records Management**

The Department of Archives and Records Management was established in 2004 in order to preserve the history of Kennesaw State University and to oversee the management of university records. The goal of the Records Management division is to promote and ensure the proper retention, maintenance, and disposal of records to satisfy the legal, fiscal and administrative needs of the University, and to provide assistance to staff with records management issues.

The University Archives has a wide variety of materials pertaining to the history, growth, and development of Kennesaw State University, including:

- student publications, such as *The Sentinel* (newspaper), *The Talisman* (yearbook), and *Share Magazine* (art and literary magazine);
- minutes of President's Cabinet meetings, annual reports, KSU Fact Books, budget summaries, accreditation reports and studies;
- KSU memorabilia including groundbreaking shovels and hard hat, athletic uniforms, flags and banners, and commemorative tee shirts; and
- photographs, video tapes and cassette recordings of campus life and events, prominent speakers on campus, and commencement ceremonies.

The Archives is open to all students, faculty, staff and community members.

### **Educational Technology Training Center**

The KSU Educational Technology Training Center (ETTC) is the largest of the 13 Department of Education (DOE) Educational Technology Centers located throughout the state of Georgia. The KSU ETTC is located in the Bagwell College of Education on the second floor of Kennesaw Hall. The ETTC serves educators in the upper third of the State, including metro Atlanta.

The KSU ETTC provides comprehensive instructional, administrative, and technical technology training for Georgia educators. The KSU Educational Technology Training Center is also the founder of the "Georgia Framework for INtegrating TEChnology Program". The *A+ Education Reform Act of 2000* recognized Georgia's InTech Professional Development Program as the premier technology integration training solution for Georgia educators. InTech is one acceptable path for meeting the special Georgia Technology Requirement.

Visit their website at <http://edtech.kennesaw.edu> for more information on available resources and services.

# Student Services & Activities

## Division of Student Success and Enrollment Services

The Division of Student Success and Enrollment Services offers a variety of programs, services and activities that assist and enhance student success from the point of recruitment and admission through advisement and registration to program completion, graduation and beyond. The areas included in this division are the Office of Admissions, Career Services Center, Counseling and Advising Program Services (CAPS), Office of the Registrar, Residence Life, Student Financial Aid, Student Life Center, Student Development Center, Center for Student Leadership and Judiciary Programs. (For financial aid information, see preceding section—Financial Information & Assistance.)

### Counseling and Advising Program Services Center (CAPS)

The Counseling and Advising Program Services (CAPS) Center is a comprehensive service center where students obtain help with educational, career, and personal concerns from a trained staff of counselors, specialists, and advisors. Such assistance is intended to support Kennesaw State University's academic programs by offering relevant resources that facilitate the students' orientation to the university, contribute to personal development, enhance academic success, and facilitate career skills. All students are invited to come to the center located on the second floor of Kennesaw Hall from 8:00 a.m. until 8:00 p.m. Monday through Thursday and 8:00 a.m. through 5:00 p.m. on Fridays, or call 770-423-6600. Programs and services offered by the CAPS Center include:

#### Orientation

A program designed to help the new student adjust to college. Included in the program are

opportunities to meet university personnel, understand academic program offerings, and become aware of various organizations and services available to maximize student success.

### **Counseling and Testing**

In an atmosphere of confidentiality, professional counselors offer assistance to students with a variety of concerns which may include career, personal and academic counseling. Special seminars in study skills, time management, stress management, assertiveness, test-taking and other topics are conducted each semester during the academic year. All institutional testing is coordinated by the staff.

### **Advising**

The Counseling and Advising Program Services (CAPS) Center provides students who have not declared an academic program of study, including provisionals, audits, and Learning Support Program students with academic advising. A team of faculty and staff advisors meets with students in the CAPS Center to help students plan academic course work, choose a program of study, identify career goals, and assist new students with concerns that may arise. CAPS is part of the Kennesaw State University advising program whereby each department within the six colleges provides advising services to students who have chosen their programs of study. Once the undeclared CAPS students select a specific program of study, they are referred to the respective college where faculty in the academic departments advise the students until graduation.

### **Student Athlete Support Services**

Professional staff assist KSU student athletes by helping them succeed personally and academically. Student athletes receive assistance with advising, study skills, tutoring, orientation and registration. Life skills are offered as well as opportunities to volunteer as mentors for the community.

### **Counseling and Advisement Services Resource Library**

This room, located within the CAPS Center, is open to all students without appointment. It houses informational material about careers, other colleges and universities and graduate schools, CLEP, and free handouts about a wide range of educational, career, and counseling information. Computer terminals are available for using CASSI (Career Assisted Study Skills Instruction), Pinpoint career exploration program, and the Georgia Career Information Systems program.

### **Career Services Center**

The Career Services Center provides a variety of opportunities and experiences which empower the students and alumni of KSU to successfully pursue their career goals. The Center is located on the second floor of Kennesaw Hall, Room 2617. The phone number is 770-423-6555.

Services provided include:

- Resume writing assistance
- Experiential learning opportunities (Cooperative Education and Internships)
- Videotaped practice interviewing
- Career search strategies
- Internet career search assistance:  
<http://careerctr.kennesaw.edu/>
- KSUJOBS (listing of hundreds of degree and non-degree openings available through the University's computer network)
- Current listings of government, educational, social service and communications opportunities
- Information on hundreds of companies
- OwlTrak (Internet system which enables you to create a resume and upload it to the Career Service database for referral to employees) from the web
- On-Campus recruiting (hundreds of companies interview our graduating students and alumni for available positions each year)
- Career Fairs - a business career fair and a combination general career fair and co-op/internship career fair is held in the Spring.

### Cooperative Education and Internships

The Cooperative Education and Internship programs offer students work experience relative to their majors. Most employers want students with practical experience and often prefer to hire those who have worked with them and others through internships or co-ops.

Cooperative education combines work experience with time spent in the university classroom. The positions are always paid employment. Students who co-op must do so for a minimum of two (2) semesters with the exception of seniors who are no more than 12 semester hours from graduating. These students may be eligible for a one (1) semester co-op experience. Students receive academic credit for each semester worked and may accumulate a maximum of 12 semester hours of co-op credit. The amount of credit assigned to any co-op experience is determined by the KSU Career Services Center.

Co-op experience may be full-time or part-time. The full-time option usually equates to 35-40 hours of work per week. Additional courses may be taken in the evening if desired. The part-time option involves working an average of 20-25 hours per week, with additional courses taken during the same semester or summer term if full-time enrollment status is desired. At least a 2.5 adjusted GPA is required for all co-op students.

Internships are usually one semester in length, may be either full- or part-time, and may be paid or unpaid. A student will receive academic credit for each internship. This must be approved by the student's academic department. Students may participate in more than one internship experience, but the maximum number of hours of credit that can be earned in internship status is twelve (12) semester hours.

Co-op classes are taken on a pass/fail basis only; thus the grade of "S" or "U" will be assigned. The internship grade structure depends on the academic department involved. Students should check with the Career Services Center for more information

about these programs. Co-op and internship course credit may be used as general elective credits in most majors.

### Judiciary Programs

The University Judiciary Program was developed in 1985 to adjudicate infractions of the University's Student Code of Conduct and other University policies. Through a system of campus courts and trained advisers, reported infractions are considered and appropriate sanctions are assessed. The University Judiciary Program strives to assure a fair and impartial consideration of charges of misconduct against any student.

The University Judicial Panel is composed of at least fifteen selected students and twenty-two appointed faculty/staff members who are trained to participate knowledgeably in the judiciary process. The training enables panel members to hear complaints, arrive at fair and impartial conclusions and deliver clear and direct recommendations.

The Judiciary structure includes the University Court, which handles charges against students for alleged violations of the KSU Student Code of Conduct, and the traffic court, which hears appeals of student parking citations. Each court is composed of both faculty/staff and student members of the Judiciary. In addition, if requested, a Judiciary member may have the opportunity to act as an advisor on behalf of the student or faculty member, assisting in the preparation and presentation of a case before the university court.

Students are invited to apply to become a member of the Judiciary Panel. Requirements include:

- a minimum 2.8 overall G.P.A.;
- a strong interest in protecting the reputation of the University by assuring that the rules of the Code of Conduct are upheld;
- successful personal interview(s);
- two personal references who will testify to your character and integrity;
- a commitment to uphold the Judiciary Code of Ethics, attend meetings and training sessions, and volunteer to serve on campus courts when available.

For more information, please contact the Director for University Judiciary Programs at (770) 499-3403 or visit the KSU Judiciary Program Web Page at [www.kennesaw.edu/judiciary/](http://www.kennesaw.edu/judiciary/)

## Student Development Center

The Student Development Center coordinates support services, programs and activities to enrich the college experiences of specifically identified student populations, including minority students, international students, adult learners, and students with disabilities. In addition, the department provides an avenue for individuals to engage in volunteer service in the community through Volunteer Kennesaw State University (VKSU). Through its three satellite centers, Cultural Awareness and Resource Center, Lifelong Learning Center, and Global Village, students are provided a place to gather, a broad array of information, access to computers and other equipment, and knowledgeable, friendly support staff to ensure that students have a positive and supportive “home” on campus. The Student Development Center, located in the Carmichael Student Center, Suite 267, is open weekdays from 8:00 a.m. to 7:00 p.m., Monday through Thursday, and 8:00 a.m. to 5:00 p.m. on Friday, and can be reached by phone at 770-423-6443.

The Odyssey Program, a peer mentoring program, is also coordinated by the Student Development Center. The Odyssey Program helps first year and transfer students make a smooth transition to college life at Kennesaw State by pairing them with a more experienced KSU student.

### Adult Learner Programs

Adult Learner Programs at KSU offer a variety of innovative programs and services to meet the needs of the “nontraditional” student, those students who are 25 years of age or older or who have “nontraditional” life-styles such as family and employment. Offerings include a peer mentor service, workshops and individual consultations for

students reentering school, parenting workshops, and programs for the college students’ children. Staff in Adult Learner Programs act as liaisons and advocates in helping non-traditional students succeed in college. Childcare information is provided as well as an opportunity for students to participate in a childcare subsidy program. A major program sponsored by Adult Learner Programs is the WINGS Ceremony for graduating seniors to recognize those individuals that have helped them through college. KSU students, faculty, and staff interested in adult learner concerns are provided resource materials, consultation services, and networking opportunities. The office, housed in the Lifelong Learning Center, Carmichael Student Center Room 261, is a resource center for adult learners.

### Lifelong Learning Center

The Lifelong Learning Center (LLC) serves as a resource center for adult learners (students over the traditional college age or living “nontraditional” college life-styles such as family and employment). The center makes the university experience more pleasant and beneficial by providing programs and services specifically designed for students returning to college or starting college later in life. Located in Room 261 of the Carmichael Student Center, the center is open from 8:30 a.m. to 7:00 pm. Monday through Thursday and 8:30 a.m. to 4:00 p.m. on Friday. 770-423-6701.

Resources in the LLC include information and referral services, literature racks with academic, campus activities/community services information, and audio/video equipment for student use. An emergency locator service, typewriter checkout, a resource library with books, and audio and videotapes are available for students to check out. The LLC also houses a study/socializing area with a free telephone, kitchenette complete with microwave, refrigerator, toaster oven and free coffee. Academic support services include six computers networked to Information Technology Services, laptop ports, FAX machine, equipment and resources for completing papers and projects. In addition, tutors are offered to assist with writing, English and math. Childcare information is available in both written form and on

the website. Other services include workshops and programs on a variety of topics including parenting skills, succeeding in college, and programming for children.

### **Disabled Student Support Services**

Kennesaw State University provides program accessibility and reasonable accommodations for persons defined as disabled under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act of 1990. A number of services are available to help disabled students with their academic work. In order to make arrangements for special services, students must visit the Office of Disabled Student Support Services and arrange an individual assistance plan. Certification of disability is required. Special services are based on medical and/or psychological certification of disability, eligibility for services by outside agencies and ability to complete tasks required in courses. Any individual with a disability who wishes to participate in an activity or program offered by the institution and needs accommodations should contact the office sponsoring the program at least five days prior to the date of the program so that arrangements can be made.

Accommodative services may include, but are not limited to, handicap-accessible parking spaces, special test rooms, classroom accessibility, modifications of printed materials, sign language interpreters, assistance with getting class notes, tape recording, library and laboratory assistance, adaptive computer equipment, and referral to community resources.

Eligible students deliver certification letters to faculty at the beginning of each semester identifying the accommodations approved. The Assistant Director for Disabled Student Support Services works with faculty members to assure that students with special needs receive appropriate accommodations.

Workshops on relevant topics designed to meet the unique needs of disabled students are offered frequently during each semester. Individual assistance with study skills, assignment completion, and test preparation is available.

Students, faculty and staff are encouraged to become active members of the Disabled Student Support Services Advisory Committee and to have a part in promoting awareness of the important contributions made by students with disabilities to the life of the university and the community. The committee also works to increase the accessibility of the university and to represent the interests of students with disabilities to the university administration. Individuals with hearing impairment may contact the university's Assistant Director for Disabled Student Support Services by TDD at 770-423-6480.

### **International Student Retention Services**

The Office of International Student Retention Services (OISRS) serves as an advocate and resource for international students. The OISRS provides counseling and advising pertaining to cross cultural adjustment, academic concerns and referrals regarding financial matters. Once students become enrolled at KSU it is the goal of the OISRS to retain them until they receive their degrees. The OISRS is also responsible for implementing the mandatory International Student Orientation. All newly admitted F1 graduate, undergraduate and transfer students must attend this orientation. The office seeks to provide international students with pertinent information that will enhance their matriculation and success at Kennesaw State University. International students should note that they must maintain full time academic status during the fall and spring semesters but may be part time in the summer or choose not to attend.

The Coordinator of International Student Retention Services develops and implements educational, social and cultural activities, programs and workshops for international students. Services such as the Friends Abroad Program, International Student Locator, ISONET (International Students on the Net) and Liaisons are available to assist students in their adjustment to a different culture. International students may come to Kennesaw State University by themselves but they are not alone. Once a student is enrolled he/she

automatically qualifies for mentoring under the Odyssey Peer Mentoring Program. This program matches each new international student with a currently enrolled experienced international student. The Office of International Student Retention Services takes the responsibility of retaining international students very seriously. In addition to the above, the OISRS offers international students exposure to the Global Village, a gathering place for internationally centered activities, resources, discussions, exhibits, and to an International Student Handbook that is on-line. The OISRS helps coordinate KSU's requirement of mandatory International Health Insurance for medical protection for each international student.

The Coordinator of the OISRS is also the advisor for the International Student Association (ISA). The ISA brings together students of all nations for intercultural, social and athletic exchanges. The International Festival is one of the largest projects sponsored by the ISA. The International Student Association also sponsors trips to American historic sites.

For more information about the Office of International Student Retention Services (OISRS), contact the Coordinator at 770-499-3313 or come by the OISRS located in Room 258 in the Student Center.

[http://www.Kennesaw.edu/stu\\_dev/isrs/handbook.html](http://www.Kennesaw.edu/stu_dev/isrs/handbook.html)

### Minority Student Retention Services

A number of factors have a direct or indirect impact upon retention of students of color at a major institution like Kennesaw State University. These factors include the quality of support services, professors' expectations and attitudes, the atmosphere of the campus with regard to socialization and programming, and the level of isolation and alienation experienced by the students.

The Office of Minority Student Retention Services (OMSRS) provides minority students with support services including advisement, advocacy to facilitate problem solving, exposure to mentors and role models, information

on campus and community resources, and multicultural programming.

Some of the programs and services offered through the OMSRS include:

- KSU P.E.O.P.L.E. (Professionals Empowering Our Potential Leaders for Excellence). Developed in partnership with the office of Volunteer Kennesaw State University, this mentoring program is designed to pair a KSU student with a faculty and staff member, each with similar interests, who are willing to offer their time to mentor a student for professional and academic success.
- Odyssey—a peer-mentoring program offered through the Student Development Center. This program matches freshman and transfer students with upper-division students for the purpose of mentoring and peer advising. Additionally, the program assists new students in making a smooth transition to college.
- “Making the Grade”—a series of workshops on topics relevant to your “survival” or retention at KSU. The purpose of these workshops is to provide a range of subject matters to help you excel in various aspects of your life at and beyond KSU. Example: “Grade” workshops include the following: Relationship 101: A Dialog Among the Sexes, Men of Color: The MENTality of the Successful Minority Male, Financial Aid Workshop, MLK Jr. Celebration, and Faculty, Staff, and Student Reception.

The OMSRS also actively encourages students to become involved in the various student organizations on campus, including the African American Student Alliance (AASA), the NAACP, and the predominately Black sororities – Delta Sigma Theta Sorority, Inc., Alpha Kappa Alpha Sorority, Inc., Zeta Phi Beta Sorority, Inc. and Phi Beta Sigma Fraternity, Inc.

The OMSRS also offers the Cultural Awareness and Resource Center (CARC), which features a wide array of diverse books, magazines, audio tapes, videotapes, and DVDs available to students, staff and faculty. The CARC is equipped with a computer lab where students can check their e-mail and surf the net. Math and English tutors are available by appointment.



For more information about the OMSRS and the CARC, contact the Assistant Director for Minority Student Retention Services at 770-499-354, come by the office in the Carmichael Student Center, Room 269B or visit us online at [http://www.kennesaw.edu/stu\\_dev/msrs](http://www.kennesaw.edu/stu_dev/msrs)

### **Student Community Service/ Volunteer Kennesaw State University**

Student Community Service is an important outreach for Kennesaw State University. It affords students an opportunity to serve the community in keeping with the mission of the University. Utilizing partnerships with a number of organizations and non-profit agencies, the University seeks to address various community needs.

Information regarding community service projects can be obtained through Volunteer Kennesaw State University (VKSU), a campus center that coordinates a variety of service placements and projects. Information may also be obtained at the VKSU web site, [http://www.kennesaw.edu/stu\\_dev/vksu](http://www.kennesaw.edu/stu_dev/vksu). VKSU matches student volunteer skills and talents with community needs. Since 1984, in cooperation with more than 300 community agencies, VKSU has served as a clearinghouse for volunteer placements, which include: Habitat for Humanity, Red Cross Blood Drives, MUST Ministries, and providing tutoring/mentoring services to at risk children from Cobb County and Marietta Schools. In addition to traditional volunteer placements, VKSU also regularly coordinates group service projects called Involve to Solve.

VKSU also serves an educational role by providing a practical opportunity for students to explore career options and experience volunteer services in their major fields of interests. Public service can provide valuable job experience as a prelude to career opportunities. Students are invited to stop by the VKSU office where student employees will help them review service opportunities. The office is located on the second floor of the Carmichael Student Center, Room 264, and is open Monday through Friday, 9:00 a.m. to 5:00 p.m.

### **Student Life Center**

The Student Life Center provides an open, comfortable, engaging place that promotes student success and personal growth. Staff members of the Student Life Center value: the power of education in everything we do; the strength of inclusion - everyone has a place, a part, a purpose; the spirit of youth - it is not the age, it's the attitude; the commitment to service - meeting needs, setting standards, and going beyond expectations; the potential of students - valuing who they are and where they are going; and the belief in our team - a unique partnership that sets us apart to bring us together. The Student Life Center exists to create well-rounded extracurricular life for students at Kennesaw State University. The center provides support for most of the programs and services funded with the student activity fee and strives to promote student involvement by informing students of the opportunities available to them. The development of students' leadership skills is of primary importance to the center's staff and is incorporated throughout the center's programs and services.

General services provided by the Student Life Center include oversight of the Student Center, including staffing of the information booth, operation and staffing of the Game Room, management of most student activity budgets, reservations of campus space for student organizations, and support for over 120 student organizations. The Student Life Center also has a Notary Public service. Programs include intramural and recreation services, clubs and organizations, sororities and fraternities, the Kennesaw Activities Board (KAB), Student Government (SG), and the student media. More details on these programs are provided below.

Lost and Found services are available in the Student Life Center. Items found on campus should be taken to and recovered from the Student Life Center. Lost items are logged in and the owner is notified, if the item is recovered. All found items are listed in the classified section of The Sentinel as a service to the KSU community. Found items not retrieved after one month will be discarded.

The Student Life Center is located in room 274 of the James V. Carmichael Student Center. Telephone number is (770) 423-6280.

### Student Media

Three campus publications provide opportunities for students to write, edit, photograph and create designs for academic credit through the communication department or for pay. *The Sentinel*, KSU's student newspaper, covers campus news and student opinion. *Talon*, KSU's feature magazine, captures student life through photos and stories. *Share*, the student literary and art magazine, provides a publishing outlet for the creative talents of KSU students. Experienced students are welcome as well as those who are willing to learn on the job. Academic credit is also available. Plans are underway to bring a campus radio station to campus.

### Student Organizations and Activities

KSU offers over 120 registered student organizations. There is a wide variety of honor societies, fraternities and sororities, special interest groups, religious and political groups from which to choose. Contact the Student Life Center for an updated list of student organizations. Student organization mailboxes and offices are located on the 3rd floor of the Student Center in the Activity Area. The Activity Area also contains a copy machine and a fax machine for use by student organizations. Three courtesy telephones are available in the Activity Area for use by students.

To be eligible to participate in any campus club or organization, a student must be enrolled in classes and have paid fees. The criteria for eligibility or participation will vary depending upon the nature of the organization. Honor societies, for example, have particular grade and/or class requirements for membership. Fraternities and sororities have particular selective membership requirements. Other clubs and organizations are open to all students who meet the individual group requirements.

In order to hold an office in a club or organization, a student must have a minimum cumulative grade point average of 2.0 and must

maintain this average while holding office; must be enrolled for a minimum of six credit hours while holding office; and must not be on disciplinary probation. Each club or organization has the right to set higher standards for participation and/or leadership if it so desires.

### Kennesaw Activities Board (KAB)

The Kennesaw Activities Board (KAB) offers a wide range of activities for the entire university community including: coffeehouses with popular entertainment (comedians and musicians); The Chautauqua lecture series; family film days (in collaboration with the Lifelong Learning Center); outdoor recreation excursions; KSU Day; and Homecoming. KAB also coordinates CineKAB, a movie rental service on campus. Students who are interested in becoming active members of KAB can call 770/423-6279 or drop by the KAB office located in the Student Center, room 375.

### Student Government (SG)

Student Government (SG) serves to represent the student interests to the KSU administration. SG is the student's voice, and SG meetings are open to all students. All enrolled students are considered members of SG and are encouraged to attend meetings, participate on committees, vote in elections and referendums, and seek out an SG officer to voice concerns. The SG office is located in the Student Center, room 374.

SG officers include the president, executive vice-president, secretary/treasurer, along with six secretaries (appointed by the president) and 25 senators (two from each college of the university, three at-large, one non-traditional, one traditional, one undergraduate, one graduate, one international, one disabled, an American minority, a student athlete and two freshmen). Elections for these positions (with the exception of the freshmen senators) are conducted each spring; however, opportunities are usually available for involvement each semester. Students who wish to run for an office should contact either the SG office at 770-423-6276 or the Student Life Center at 770-423-6280.

### **Intramural and Recreation Services**

Participating in intramural & recreation programs can be one of the most fun and memorable experiences here at Kennesaw State. From flag football to table tennis, the activity schedule offers something for everybody. These programs provide an opportunity to socialize, develop positive fitness practices, cultivate a connection to the university, and just have fun. Program schedules and facility hours are available at the beginning of each semester. Additionally, a yearly academic calendar listing events gives you an opportunity to plan the activities you wish to participate in.

The recreation facilities on campus comprise the Student Recreation & Wellness Center, sand volleyball court, tennis courts, and intramural field. The Student Recreation & Wellness Center has two floors dedicated to fitness equipment, a gymnasium, equipment checkout station, circuit training room, group fitness studio, locker rooms, the Wellness Center and the Intramural & Recreation Services (IRS) office. The facilities schedule is available at the IRS Office and the IRS web page ([www.kennesaw.edu/student\\_life/intramurals.shtml](http://www.kennesaw.edu/student_life/intramurals.shtml)). Students may also call the facilities hotline at 770-420-4393 to hear a 24-hour recording of the open times.

In addition to the many activities, Intramural & Recreation Services also employs a number of students for various jobs. Student staff positions range from an office assistant to a sport official. There are many benefits to working, for example, registering early for classes, keeping your parking space between classes and earning extra money while on campus.

IRS programs offer competitive sports, informal recreation, fitness activities, equipment checkout, and special events. All you need to begin participating is a valid KSU ID and a completed waiver/release form. During your time at KSU, we ask that you allow Intramural & Recreation Services to be part of your college experience. For more information, stop by the Intramural & Recreation Services office located in the Student Recreation & Wellness Center or call our office at 770-499-3207.

### **Center for Student Leadership (CSL)**

The Center for Student Leadership (CSL) was created to cultivate and sustain a culture for students that supports on-going ethical dialogue and personal leadership discovery. Programs and services sponsored by the CSL connect ethical leadership skill development with practical application and civic engagement. While only a year old, the CSL has made significant strides in establishing ethical leadership training as a cornerstone to a Kennesaw State University (KSU) student's education.

Ethical leadership development, as provided by the CSL, is important for future leaders of society. The CSL in conjunction with other KSU centers and departments will produce graduates who are engaged citizens meeting the needs of the changing world.

The CSL is a unit of the divisions of Academic Affairs and Student Success and Enrollment Services (SSES).

### **CSL Student Leadership Programs**

**Leaders IN Kennesaw (LINK):** A signature leadership experience sponsored by the Center for Student Leadership (CSL). A multi-tiered student leadership development experience, LINK provides KSU students with comprehensive ethical leadership education and practical service application.

Endorsed by the RTM Institute for Leadership, Ethics, & Character (ILEC), LINK is an educational, experiential program designed to:

- develop ethical leadership skills and knowledge,
- promote student success, and
- enhance the holistic development of students.

Hallmarks of LINK are service leadership projects, an electronic portfolio, and competency-based assessment (by self and others) of skill and knowledge application.

Students in LINK progress through three phases of leadership development. LINK-Emerge, LINK-Ascend and LINK-Leads. Upon completion of the three-tiered program, students will be awarded an Ethical Leadership Certificate.

**Center for Student Leadership (CSL) Fellows:**

The CSL Fellows are selected each spring and serve as trustees for the CSL. While focused on the principles of knowledge-based decision making, these students contribute to the development of programs and services sponsored by the CSL.

**Presidential Fellows:** The Presidential Fellows Program for KSU juniors, seniors and graduate students, focuses students on the larger global community. The program raises awareness of the need to be civically engaged throughout life. Applications are accepted fall semester.

**Northwest Crescent Leadership Alliance:** Made up of six colleges and universities in northwest Georgia, the northwest Crescent Leadership Alliance connects six students from each institution in leadership training. An initiative of the Institute for Leadership, Ethics & Character (ILEC), the program promotes civic engagement and connection with the northwest crescent of Georgia.

**New Hope for Georgia Leadership Program:**

The New Hope for Georgia program at KSU, developed by Dr. Betty Siegel, seeks to provide leadership education to all HOPE scholarship recipients. KSU sees the HOPE program not only as a scholarship, but as an investment in the long-term growth and development of our state. To ensure that our HOPE students become ethical leaders capable of functioning effectively in an increasingly complex world, our students will be provided comprehensive ethical leadership training.

**The Nancy S. King/Rebecca S. Casey Women's Leadership Initiative:** Named for the women leaders who trailblazed the development of the Center for Student Leadership, the King/Casey Women's Leadership Initiative focuses on gender differences in leadership styles and connects first-year women with women leaders at KSU as well as the larger community. The program is held each March.

**The Arts Leadership Initiative (ALI):** The ALI targets KSU students seeking degrees in the College of the Arts. Students participate in an array of events intended to enhance and

further develop leadership skills within the context of their discipline. Applications are accepted fall semester.

**Residence Life**

Located in room 156 in the James V. Carmichael Student Center, the Department of Residence Life is your resource for information about where to live while attending Kennesaw State University. Kennesaw State University began offering on-campus housing in the fall of 2002. There are three on-campus apartment communities: University Village, University Place, and KSU Place. First year traditional aged residential students live primarily at University Village which houses 881 students in 2, 3, and 4 bedroom units. In addition, 700 spaces are available at University Place and 582 spaces at KSU Place for returning and new students. Apartments have private bedrooms with cable and Internet access and are fully furnished and carpeted with full kitchens. All apartments at University Village and University Place have private bathrooms and a washer and dryer.

University Village, offers high-rise living with interior hallways, computer labs, study rooms, and seven classrooms conveniently located on the plaza level. University Village is a substance-free environment. All first-year students participate in a CLASS Learning Community, where they share common classes with other first year residential students. University Village also offers a parking deck with ample parking for all residents and guests.

For more information visit <http://www.kennesaw.edu/residencelife> or call the Department of Residence Life at 770-420-4388.

**Student Services Fees**

Upon registering, each student pays a student services fee of \$200. Of this amount, \$106 goes to the intercollegiate athletics program, \$37 to student activities, \$32 to the Activity Center Facility and \$25 to the Student Recreation and Wellness Center. Student activity funds

support a variety of programs, activities and organizations to provide all students with opportunities to develop leadership skills, form social networks, maintain a healthy mind and body, and enjoy a variety of entertainment. Activities supported by student fees include student publications, intramural activities, indoor recreation, campus activities board programs, student government programs, performing arts, clubs, organizations, student leadership training programs, the Center for Health Promotion & Wellness and the Lifelong Learning Center. Because student fees help to pay for these activities, students receive publications at no additional cost and can participate in workshops, seminars, entertainment and other activities usually at no additional cost.

Student activity fees go into the student activities budget, which is handled by the Business Office under the ultimate authority of the vice president for business and finance. Expenditures are supervised by the vice president for student success and enrollment services. Authority for yearly allocations has been delegated by the president of the university to the vice president for student success and enrollment services, who acts on the advice of the Student Activities and Budget Advisory Committee (SABAC). The committee meets during spring semester to plan the next fiscal year's budget. During the year, it considers deviations from the budget that occur as a result of changes in the university's financial situation or as a result of changes in situations affecting organizations or programs funded by student fees. The student activities budget begins with SABAC. It solicits budget requests from funded organizations and holds hearings to consider whether each organization should be given the amount requested. Hearings are open to the public. Students are welcome to attend and voice their opinions about how the allocation of the funds.

## Other Student Services

### Campus Bookstore

Used and new textbooks, supplies, reference materials, and study aids as well as academically-priced software are available in the KSU

campus bookstore. The exact cost of required books and peripheral items will vary depending on courses; a full load semester cost is approximately \$500. All books and supplies can be bought online. The KSU campus bookstore buys back textbooks throughout the year; the best prices will be received during finals week at the end of each term.

Textbook refunds are generally 100% within the first three weeks of the term. Refunds are 50% with the receipt and the related course withdrawal slip through the drop/add date. Thereafter, returns are made at buyback prices. New textbook packages must be intact for treatment as a new book versus a used book.

The Bookstore also offers all spirit wear and mementos, graduation items & gifts, reference and trade books, as well as snacks. Bookstore hours during the semesters are:

Monday – Thursday	7:30 a.m. to 8:00 p.m.
Friday	7:30 a.m. to 4:00 p.m.
Saturday	9:00 a.m. to 2:00 p.m.

Limited hours are maintained when classes are not in session. Please check the website at <http://bookstore.kennesaw.edu/> for more information or to order online. Call the Customer Service line at 770-423-6261 if you have any questions.

### Food Services

The University has a contractual agreement for food service with Sodexo Management Services. Food service on campus is located in the student center food court and the Burruss Building. In the student center you will find national brands such as Chick – fil – A, Krystal, Krispy Kreme Donuts, Einstein Bros. Bagels, Freshens, & Starbuck's coffee. Other dining options include a hot line (offering seasonal meals), deli sandwiches, Asian sushi & hot cuisine, and pizza by the slice, as well as "grab and go" items such as yogurt parfaits, hummus and pita, crudités of vegetables, fruit (whole & cut up) and a large assortment of pre made salads and sandwiches.

The student center food court is open Monday – Thursday from 7:00am – 8:00pm and Fridays from 7:30 am – 2:00pm.; closed Saturdays and Sundays. The Midnite Owl is

open the same hours, except until 8:30 pm on Monday – Thursday and also Saturdays from 8:00am –2:00pm.

Einstein Bros. Bagels offers full service in the Burruss Building where bagels are baked fresh daily. Operating hours are from Monday – Thursday 7:30am –8:00pm and Fridays 7:30am – 3:00pm.; Saturdays 7:30 to 2:00; closed Sundays.

Jazzman’s which features Seattle’s Best Coffee, gourmet teas, smoothies, and grab ‘n go soups, salads, & sandwiches, is located near the Legacy Gazebo. Hours are Monday – Thursday; 7:30 to 3:30.

All food service on campus is subject to operating hours when classes are in session. Please see our website at <http://www.kennesaw.edu/dining> or call 770-499-3171 for more information, menus, and hours of operation as well as catering options.

### Center for Health Promotion & Wellness

The Center for Health Promotion and Wellness encourages students and employees to assume more responsibility for their health and wellbeing through awareness and education. Our primary goal is to enhance and provide a balance in the intellectual, emotional, physical, social, environmental, and spiritual development of the whole person. We also strive to provide an environment that is supportive of positive health practices. Programming focuses on helping students and employees reduce lifestyle risk factors. The Center also serves as a learning center for future exercise and health science students.

The Center for Health Promotion and Wellness, located in room 131 of the Student Recreation and Wellness Center, promotes wellness through a variety of avenues including:

- Special events: Lunch-n-learns, health fairs, guest speakers, health screenings, quit smoking classes, CPR classes, eating disorders awareness week, national collegiate alcohol awareness week, and the great American smokeout.
- Health Assessments: Check out your current level of health by having your blood

pressure, heart rate, hearing, vision, body mass index, weight, and height checked.

- Fitness Assessments: How is your fitness level? We offer MicroFit computerized fitness evaluations for cardiovascular endurance, body composition, muscular strength, and flexibility. The computerized testing allows for pre and post test comparisons.
- Educational Materials: The Wellness Library contains videos, books, magazines, journals, newsletters, and brochures on a variety of health and wellness topics. The Center also has computer programs where you can analyze your diet, assess your stress level, look up prescription drug information, and get healthy cooking tips and recipes. Our hours are M-Th 9-6, Fri. 9-5 and Saturdays 9-Noon. For more information call 7/423-6394 or check our website at [www.kennesaw.edu/col\\_hhs/wellness](http://www.kennesaw.edu/col_hhs/wellness).

### Kennesaw State University Health Clinic

The KSU Health Clinic serves students of Kennesaw State University by encouraging health promotion and disease prevention. Certified nurse practitioners and a physician provide services including physical examinations, adult immunizations, women’s health, laboratory testing, health education and illness care. Medical information is confidential and will not be released without the patient’s written consent except as required by law or in event of an immediate life threatening medical condition.

Health Clinic charges are expected at the time service. The Health Clinic does not submit charges to third party payers. Cash, check, VISA, and MasterCard are accepted.

The Health Clinic is located at House #52 (box #5200) on Frey Lake Road (across from University Place). Services are by appointment (770) 423-6644. The Health Center is closed on scheduled school holidays and hours limited during semester breaks.

### Emergency Services

Kennesaw State University being a nonresidential university, does not assume responsibility for the overall health and physical

well-being of its students. The university does assume, however, a reasonable degree of responsibility for the safety and welfare of its student body by encouraging students to participate in a nominally priced accident and sickness insurance plan and maintaining adequately equipped first-aid stations at strategic locations on campus.

If an individual becomes seriously ill or involved in an accident requiring medical attention, the KSU police should be contacted by dialing ext. 6666. There are police officers, who are trained in C.P.R. and State-certified First Responders, on duty during all normal office and class hours. Comprehensive medical facilities are reasonably accessible to the campus. If it becomes necessary to seek medical attention beyond minor first-aid treatment, the following steps will be taken:

- 1) If the student is conscious and alert and wants an ambulance to be called, the attending officer will comply with the request.
- 2) If the student is unconscious, he/she will be treated and transported to the hospital by ambulance. The attending officer will call the ambulance at the individual's expense to transport him/her to the nearest emergency room.
- 3) In the case of injury to students participating in sanctioned intercollegiate athletic activities, the university will assume responsibility for the expense of the ambulance.
- 4) Every reasonable effort will be made to contact parents, spouse or next of kin to inform them of the situation.

No student with a contagious disease may attend classes. Every student is held individually responsible for adhering to this regulation. Any student who needs special consideration because of any physical disability—either permanent or temporary—should have the attending physician write an explanatory letter to the vice president for student success and enrollment services giving full details of the disability and any desired limitations or special considerations requested.

### Information Booth

Located on the first floor of the Carmichael Student Center, the information booth is operated under the direction of the Student Life Center.

General information is available on a variety of subjects. Students can pick up printed materials such as the schedules of classes, student handbooks and event announcements. Information booth assistants can also answer students' questions or direct students to the proper offices for information.

### KSU Card Services Center

The Card Services Center at KSU issues the official university ID, Parking Decals, and Keys. In addition, they manage the KSU Debit Card Program. All services require an in-person visit to our office in Suite 219 of the Carmichael Student Center. The Card Center hours of operation normally match those of the Financial Aid, the Registrar and the Bursar, but please contact us if you need service outside this time frame. The Card Center will notify campus via the KSU-furnished email when semester services begin.

First time services to students and employees are often free (e.g. IDs and Parking Decals). Replacement services are usually subject to fees. Please be prepared to present a valid government-issued document that includes a photo (e.g. driver's license or passport) for identity verification. New regulations of the Patriot Act require KSU to make a copy of the document used to validate identity. For your protection, this copy will be stored off-site.

### Identification Cards

All enrolled students at Kennesaw State University are required to carry an official KSU Identification Card. The Card Services Center produces this card on campus in Room 219 of the Carmichael Student Center. The KSU ID card is honored across campus: for photo identification; in security applications; for access to events, activities and resources; and for selected retail services. Card applicants must agree to an un-obstructed facial photo. All students must be prepared to present their KSU ID Card to University officials upon request.

**KSU Debit Card**

KSU has partnered with an internet bank to distribute funds through the KSU Debit Card Program. The KSU Debit Card program gives students the option to receive funds electronically either through direct deposit to a checking/debit account with our distribution bank or by ACH to a third-party bank. Students may still opt for a paper check but are encouraged to instead chose electronic distribution to receive their funds quicker. Students are not required to open an account with our partner bank but must use the card provided to setup their media choice online.

**Parking Decals**

All vehicles on campus must display a valid KSU Parking Decal. Vehicles without a valid decal will be ticketed and/or booted. New students and employees must pickup their parking decal in-person. New decals are issued annually only to campus residential students. All other parking decals are valid for the duration of your official status with KSU. One day passes are available as appropriate. Parking decals must be picked up in person at the Card Services Center. It is the responsibility of all KSU employees and students to review and abide by the Kennesaw State University Parking Policies and Procedures available online at <http://www.kennesaw.edu/police/frames.html>.

Please visit, call or email the Card Services Center for details on any of these programs. Information is also available on our website at <http://www.kennesaw.edu/idservices>.

**Print & Copy Services**

Printing & Making Copies at Kennesaw State University is very easy. Here's how it works >

When you receive your KSU ID card at the Card Services office, you will note that it has a "mag stripe" on the back just like a debit card. The data encoded on your card enables the KSU system to know which account to access for billing. You must put money into your account before you can use your card to make copies or to print jobs from any of the computer labs. You add cash to your account

at any of the K-Cash machines located around campus. Just follow the instructions on the K-Cash device. They are located at:

- ITS Computer Lab Area – 4th floor Burruss Building
- Kennesaw Hall – 2nd floor Education Wing
- Library – Copy Room
- Science Building – 1st floor vending area
- Carmichael Student Center – 2nd floor hallway
- Humanities – 1st floor hallway

To make a copy, just swipe your ID card through the device attached to the copier. Follow the instructions on the swipe device and the system will determine whether you have sufficient funds for the job that is submitted. Be sure to press clear "CLR" when your job is complete so that someone else doesn't end up using your account.

To print, you can send jobs from the various labs around campus or from the Cyber Café located in the Student Center Food Court. Most labs have printers inside or just outside the lab. Detailed instructions on how to use the print function are posted in the Labs you use for your classes.

If you don't have your ID card with you, simply purchase a Guest Card at any of the K-Cash machines. Guest Cards work just like your ID card for printing or copying.

Call 678-797-2200 or extension 2200 from a campus phone to ask questions about these services or when you encounter any problems.

Additional information may be found on the KSU web site at <http://www.kennesaw.edu/students/computing.shtml>

**Intercollegiate Athletics**

Initiated in the fall of 1982, KSU's intercollegiate sports program is a member of the Atlantic Sun Conference (A-Sun) and Division I of the National Collegiate Athletic Association (NCAA). The A-Sun's membership includes: Belmont, Campbell, East Tennessee, Gardner-Webb, Jacksonville, KSU, Lipscomb,



Mercer, North Florida, and Stetson. The Fighting Owls currently sponsor six sports for men (baseball, basketball, cross-country, golf, indoor track and outdoor track) and eight for women (basketball, cross-country, golf, soccer, softball, tennis, indoor track outdoor track and volleyball). Varsity cheer and dance are also part of both the men's and women's basketball programs and compete for their respective national championships each year.

Students receive free admission, with a valid ID, to all of KSU's home contests and are encouraged to become involved as either a team participant through a tryout, an athletic staff member, or a regular spectator.

### Club Sports

KSU does not recognize, sponsor nor fund club sports (see sports clubs).

### Sports Clubs

Sports clubs are recognized through KSU Student Activities and KSU Intramurals if the appropriate application, procedures, and regulations are met. The club's participants must meet any financial obligations, including insurance and playing expenses.

### Kennesaw State University Alumni Association (KSUAA)

Chartered in 1977, the Kennesaw State University Alumni Association, Inc. is a nonprofit, educational corporation. The association places particular emphasis on and concentrates the majority of its energies and resources toward providing programs and services for alumni, fostering institutional pride, developing and enhancing KSU's public image and meeting needs by raising and administering funds for educational purposes at Kennesaw State University. The affairs of the association are guided by a 19-member board of directors including a five-member executive committee. Each director serves for a term of three years.

Kennesaw State University employs a full-time staff, including an executive director, to support the association and direct Alumni Affairs' programs and activities.

All graduates of KSU and its predecessors, Kennesaw State College, Kennesaw College and Kennesaw Junior College, are eligible for regular membership in the association. Former students who were regularly matriculated, active and retired members of the faculty and administrative staff and parents of former or present students are eligible for associate membership. Both types of membership demonstrate support for KSU and carry several entitlements including receipt of *Kennesaw* magazine and access to most campus facilities and services. Annual dues are \$25.

### Student Activities & Budget Advisory Committee

The Student Activities & Budget Advisory Committee (SABAC) serves as an advisory group to the university administration concerning student activity funds. It also approves applications for forming new campus organizations as well as updates to constitutions for existing organizations. Membership of the Student Activities and Budget Advisory Committee includes representatives of the administration, staff, faculty and students.

Student members are elected annually. Students are invited to apply for election to this committee. For more information contact the Student Life Center at 770-423-6280.



# General Policies and Regulations of Student Life

## Student Code of Conduct

### I. Student Rights and Responsibilities

Students of Kennesaw State University are guaranteed all of the rights, privileges and freedoms granted to a citizen of the United States. In addition, they are entitled to an environment that is conducive to learning and individual growth. To this end, students enrolling at Kennesaw State University assume a responsibility for the University's student conduct regulations, just as they assume a citizen's responsibility to abide by federal, state and local laws. Violation of statutory laws or of the University student conduct regulations or specific departmental rules may lead to disciplinary action(s) by Kennesaw State University. These regulations were adopted not to deny any rights or privileges previously guaranteed, but to ensure a pleasant educational environment for all KSU students.

### II. Academic Honesty

The high quality of education at Kennesaw State University is reflected in the credits and degrees its students earn. The protection of these high standards is crucial since the validity and equity of the University's grades and degrees depend upon it. Any student found to have violated any KSU academic honesty regulation after a hearing before a University court panel or before the Vice President for Student Success and Enrollment Services (or his/her designee) shall be suspended for at least one semester, unless the student persuades the deciding body that the circumstances of his or her behavior substantially mitigate the gravity of the violation. These regulations are designed to assist students in (1) developing appropriate attitudes about, and (2) understanding and following the university's standards relating to academic honesty. The regulations protect students by helping them avoid committing infractions that may compromise the completion of their KSU degrees or damage their reputations.

**A. Plagiarism and Cheating**

No student shall receive, attempt to receive, knowingly give or attempt to give unauthorized assistance in the preparation of any work required to be submitted for credit as part of a course (including examinations, laboratory reports, essays, themes, term papers, etc.). When direct quotations are used, they should be indicated, and when the ideas, theories, data, figures, graphs, programs, electronic based information or illustrations of someone other than the student are incorporated into a paper or used in a project, they should be duly acknowledged.

**B. Unauthorized Access to Official University Materials**

No student shall take or attempt to take, steal or in any unauthorized manner otherwise procure, gain access to, alter or destroy any material pertaining to the conduct of a class (including tests, examinations, grade change forms, grade rolls, roll books, laboratory equipment, University grade records in written or computerized form, etc.).

**C. Misrepresentation, Falsification of University Records or Academic Work**

No student shall knowingly provide false information in completing university forms or applications (including admissions forms, scholarship applications, time sheets, use of false or counterfeit transcripts, etc.) or in any work submitted for credit as part of a course.

**D. Malicious Removal, Retention, or Destruction of Library Materials**

No student shall misplace, take, or destroy or attempt to misplace, take or destroy any item or part of an item belonging to or in the protection of the university library with the intention of bringing about an undue disadvantage in the classroom work of other Kennesaw State University students.

**E. Malicious/Intentional Misuse of Computer Facilities and/or Services**

The malicious or intentional misuse of computer facilities and services is prohibited.

Violation of state and federal laws (including copyright violations, unauthorized access to systems, alteration/damage/destruction, or attempted alteration/damage/destruction, use for profit, etc.) or a department's rules for computer usage (including account violations, damage, or destruction of the system and/or its performance, unauthorized copying of electronic information, use of threatening or obscene language, etc.) is prohibited.

**F. Student Identification Cards**

- (1) Lending, selling, or otherwise transferring a student identification card is prohibited, as is the use of an identification card by anyone other than its original owner.
- (2) No student shall obtain under false pretenses any additional student identification cards.
- (3) A student must present proper credentials to properly identified university faculty and staff upon their request while these persons are in the performance of their duties.

**G. Revisions of Academic Honesty Regulations**

Any student, faculty member or administrator can initiate any revision of, additions to and deletions from these Academic Honesty Conduct Regulations. Recommendations shall be submitted to the vice president for student success and enrollment services. The vice president, in consultation with appropriate parties, shall ensure discussion on the proposed change. When all parties have had an opportunity to comment on the proposal, the vice president shall forward all recommendations to the university senate. The senate, in turn, shall send its recommendations with comments to the Kennesaw State University president and staff.

**III. Disruption of Campus Life**

It is the purpose of the institution to provide a campus environment which encourages academic accomplishment, personal growth, and a spirit of understanding and cooperation. An important part of maintaining such an environment is the commitment to protect the health and safety of every member of the campus community. Belligerent, abusive,

profane, threatening and/or inappropriate behavior on the part of students is a violation of the Kennesaw State University Student Conduct Regulations. Students who are found responsible for such misconduct may be subject to immediate dismissal from the institution. In addition, university disciplinary proceedings may be instituted against a student charged with a violation of a law which is also a violation of this student code without regard to the pendency of civil litigation in court or criminal arrest and prosecution. Proceedings under this student code of conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus.

**A. Disorderly Assembly**

No students shall assemble on the campus for the purpose of creating a riot, or destructive or disorderly diversion, or obstructing or disrupting the normal operation of the university, including any teaching, administrative, disciplinary or public service activity, or any other activity authorized to take place on the campus.

**B. Disruptive and Dangerous Conduct**

No student shall act in a manner that can reasonably be expected to disturb the academic pursuits of others or infringe upon the privacy, rights, or privileges of others, or the health or safety of him/herself or other persons.

**C. Disruptive Speech**

That speech is prohibited which: a) presents an immediate or imminent clear and present danger, b) is disruptive to the academic functioning of the institution, or c) constitutes a threat against an individual(s) such that it would provoke that individual(s) to imminent violent reaction.

**D. Physical Attack**

Physical attack on or in university property or at functions sponsored by the University or any registered university organization is prohibited.

**E. Sexual Harassment/Assault**

No student shall subject another person to unwelcome sexual overtures or conduct, either verbal or physical.

**F. Theft or Damage of Personal Property**

No student shall take, sell or attempt to take or sell, damage or destroy any items belonging to students, faculty, staff, guests of the university, or student groups without proper authorization. Nor shall any student make or attempt to make unauthorized use of the property of any other person or organization while on the KSU campus. Sale of a textbook or other item that is not one's own will be regarded as prima facie evidence of theft. Items should be turned in to a Lost and Found area.

**G. Theft or Damage of University Property**

The taking of or malicious, unwarranted, or irresponsible destruction or damaging of items of university property (including library items), items rented, leased, or placed on the campus at the request of the institution, or items belonging to the students, faculty, staff, guests of the university, or student groups or organizations is prohibited.

**H. Possession of Weapons or Fireworks**

Students are prohibited from possessing fireworks, firearms or other weapons on university property or at university sponsored events, except with the specific permission of the Department of Campus Safety and Security. Peace officers recognized by the State of Georgia are exempt from this firearms regulation.

**I. Unauthorized Entry or Use of University Facilities**

No student shall make or attempt to make unauthorized entry or use of any university building or facility including electronic data processing systems or personal electronic accounts/files. Upon appropriate notice by university officials, authorization for the use of University facilities can be withdrawn or otherwise restricted. The malicious or intentional misuse of computer facilities and services is prohibited. Violations of state and federal laws (including copyright violations, unauthorized access or systems, alteration/damage/destruction, or attempted alteration/damage/destruction, use for profit, etc.) or

a department's rules for computer usage (including account violations, damage or destruction of the system and/or its performance, unauthorized copying of electronic information, use of threatening or obscene language, etc.) are prohibited.

#### **J. Fire Safety and False Alarms**

1. No student shall tamper with fire safety equipment.
2. No student shall set or cause to be set any unauthorized fire in or on University property.
3. No student shall make, or cause to be made, a false fire alarm or a false notification of the presence of a bomb.
4. All occupants of a building must leave the building when the fire alarm sounds or when directed to leave by properly identified University faculty or staff while these persons are in the performance of their duties.

#### **K. Littering and Sanitation**

1. No student shall dispose of trash and refuse of any kind except in proper trash receptacles.
2. Food and drink are prohibited in designated areas of the University, including classrooms.
3. No student shall in any way dispose of tobacco products in trash receptacles in or on University property.

#### **L. Kennesaw State University Is a Smoke-Free Environment**

Smoking is prohibited on KSU campus except in areas specifically designated for smoking.

#### **M. Gambling Is Strictly Prohibited**

##### **N. Raffles**

Raffles may be held by student organizations. Raffles will be treated as any other fund-raising activity and will be subject to fund-raising guidelines.

##### **O. Advertising, Selling, and Fund-raising**

No student or group of students acting in a representational capacity for Kennesaw State University shall carry out any form of sales (including bartering) or fund-raising events, or advertise sales or fund-raising events, without the authorization of the university president or a designated representative of the university president.

##### **P. Campus Elections**

No student shall carry out fraudulent and/or disruptive activity in connection with any election, referendum or poll conducted on the university campus.

##### **Q. Shared Responsibility**

Persons who knowingly act in concert to violate university regulations may be given joint responsibility for such violation. Students are responsible for their conduct on or in university property or at functions sponsored by the University or any registered university organization.

##### **R. Residential Code of Conduct Violations**

A violation of the residential code of conduct is also a violation of this student code of conduct. The procedures for a student to file a charge against another student for a violation of the residential code can be found in section XII (entitled Enforcement and Grievances) of the residential code of conduct.

## **IV. Financial Responsibility**

##### **A. Financial Responsibility**

Students are required to meet all financial obligations to the university.

##### **B. Use of Student Activities Funds**

To use student activities funds, student organizations must follow guidelines set by the institution.

##### **V. Use and Possession of Drugs, Including Alcohol**

Use or possession of drugs (controlled substances) or both is prohibited.

- A. Kennesaw State University expressly prohibits the use, possession, sale or distribution of alcoholic beverages on campus by any campus constituency. Alcoholic beverages may be served at off-campus activities to adults of legal drinking age for the state in which the activity is being held, providing that a responsible organization representative acknowledges responsibility for monitoring alcohol consumption. Student activity funds or institutional funds may not be used for the purchase of alcoholic beverages. Kennesaw State University is

committed to recognizing, upholding and enforcing the laws of the State of Georgia. Violation of those state laws shall not be condoned on the campus or at any activity held off campus by any constituency. Exceptions to the policy of no alcohol on campus may from time to time be permitted at the discretion of the president, and there are other limited exceptions to this policy within the residence halls by those over the age of 21. See section I of the residential code of conduct.

- B. All student organizations must submit an "Acknowledgment of Alcohol Policy" form to the vice president for student success and enrollment services during the first week of classes each fall semester and each time there is a change in either the president or advisor of the organization. By their signatures, the president and advisor are assuring Kennesaw State University that they and the individuals responsible for the group's social events understand the Kennesaw State University Alcohol Policy and state laws regarding the service and consumption of alcoholic beverages.
- C. Alcoholic beverages will be allowed only for functions at which alcohol is not the focal point, reason for, or the "drawing card" for the event. Organizations choosing to advertise the service of alcoholic beverages at functions will not make reference to the quantity of or overindulgence in alcoholic beverages. Reference will also be made to serving of food and alternative beverages, and the checking of driver's licenses.
- D. Any activity (especially those competitive in nature) contributing to the overindulgence of alcohol is, by these guidelines, prohibited.
- E. Any violation of this policy at any organization activity shall be reported to the vice president for student success and enrollment services by the designated monitor(s) verbally with 24 hours of returning to campus and followed by a written report within three working days. The Kennesaw State University police shall report any violation of this policy, whether at an activity or on an individual basis, to the vice president for student success and enrollment services, who shall then be responsible for

disciplinary action according to established University non-academic disciplinary procedures. Possible sanctions shall be the same as those for other violations of non-academic University rules and regulations as provided for in the University Student Code of Conduct.

## VI. Jurisdiction of the University Code of Conduct

Generally, KSU's jurisdiction and discipline shall be limited to conduct which occurs on university premises, university housing, and contiguous areas such as streets and sidewalks. Nevertheless, the university reserves the right to extend its jurisdiction and discipline to KSU students whose off-campus conduct violates the university's student code of conduct and adversely affects the KSU community or the pursuit of its objectives.

In addition, the following regulations apply to off-campus activities including outings or field trips for classes of Kennesaw State University, off-campus University athletic events, study abroad programs, co-ops, internships, or any officially sanctioned off-campus activity such as those under the auspices of a Kennesaw State University class, an officially recognized University organization, or a Kennesaw State University group or organization that is seeking official University recognition.

The following regulations apply to off-campus activities including outings or field trips for classes of Kennesaw State University, off-campus University athletic events, any officially sanctioned off-campus activity such as those under the auspices of a Kennesaw State University class, an officially recognized University organization, or a Kennesaw State University group or organization that is seeking official University recognition.

- A. Students involved in off-campus activities shall not act in a disorderly or disruptive fashion, nor shall they conduct any dangerous activity.
- B. Students involved in off-campus activities shall not take, damage, destroy or attempt to take, damage or destroy property of another.
- C. Use and possession of Drugs, including alcohol: Use and/or possession of drugs

(controlled substances) is prohibited. Alcohol regulations appear in Section V of this code.

## VII. Organizations

A student organization is subject to the authority of the Court in the following situations:

- An alleged offense was committed by one or more members of an organization, and was sanctioned by the officers.
- An alleged offense was committed by one or more members of an organization and organization funds were used to finance the venture.
- An alleged offense was committed by one or more members of an organization and was supported by a majority of the organization's membership.
- An organization has chosen to protect one or more individual offenders who were members or guests of the organization.
- The court, after hearing the case, deems that the offense, by its nature, was an organization offense and not the action(s) of the individual members.
- An alleged offense occurred as a result of an organization sponsored function.

### A. Disorderly or Disruptive Assembly

Assembly for the purpose of or resulting in the disruption of normal university or community activity, or which obstructs the normal activities of university faculty or staff, is prohibited.

### B. Use of Alcohol or Other Drugs

Use and/or possession of drugs (controlled substances) is prohibited. Alcohol regulations appear in Section V of this code.

### C. Hazing

Hazing in any form is prohibited. Hazing is defined as follows: Any action taken, or situation intentionally created, on or off the premises of the university, to produce mental or physical discomfort, embarrassment, harassment, ridicule or suffering as a means to gain entry into an organization. These activities include, but are not necessarily restricted to, paddling in any form; creating excessive fatigue; physical or psychological shocks; wearing, in

public, apparel that is conspicuous and not normally in good taste; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; and/or any other activities not consistent with the regulations of Kennesaw State University.

### D. Theft and Disregard for Property

1. Unauthorized taking, attempted taking, or possession of items belonging to an individual, the university, the community, or another university or student organization is prohibited.
2. Unauthorized use or attempted use of service (e.g., telephone, computer services, etc.) belonging to the university, the community, another student organization, or an individual is prohibited.

### E. Unauthorized Entry

Unauthorized entry, attempted entry, or use of university or community facilities is prohibited.

### F. Fire Safety

Use of fireworks or creation of a fire without the specific permission of the KSU Police is prohibited.

### G. Academic Honesty

Maintaining files of examinations, tests, reports, or term papers is prohibited.

### H. Official Recognition

All student groups and organizations shall follow the appropriate procedures, as set forward by the Office of the vice president for student success and enrollment services, to become officially recognized Kennesaw State University student organizations.

### I. Gambling Is Strictly Prohibited

### J. Raffles

Raffles may be held by student organizations. Raffles will be treated as any other fund-raising activity and will be subject to fund-raising guidelines.

### K. Sales, Fund-raising and Advertising

Unauthorized selling of any kind (including bartering), unauthorized fund-raising, and unauthorized advertising of fund-raising or any other type of event is prohibited. Organizations shall follow the guidelines



set down by the Office of the Vice President for Student Success and Enrollment Services for all such activities.

**L. Proper Planning**

Organizations shall be able to demonstrate that they have taken due measures to properly plan for any activities or events held on or off the university campus.

1. All such events and activities must be registered with and approved by the Office of the Vice President for Student Success and Enrollment Services for approval at least two weeks prior to holding the event.
2. Reasonable measures shall be taken to ensure appropriate parking, security, safety and sanitary procedures for any activity or event.
3. Organizations shall adhere to specified time limits for any activity or event.
4. Holding events or activities not sanctioned or approved by the Office of the Vice President for Student Success and Enrollment Services is prohibited.

**M. Shared Responsibility**

Student organizations are responsible at all times for organizational violations of the university student conduct regulations by their members or their guests. Organization members who knowingly act in concert to violate the regulations may be held jointly responsible with their organization for such violations. Organizations that knowingly condone, encourage, or require behavior that violates university regulations may be held jointly responsible for such violations.

**VIII. Contempt and False Statements Under Oath**

- A. All students shall fully comply with the instructions of the courts of the Kennesaw State University Judiciary.
- B. No student shall make a false statement while under oath in a university disciplinary hearing.
- C. No student shall disrupt the proceedings of the Kennesaw State University Judiciary, behave in a manner which is intended to lessen the authority or dignity of the Kennesaw State Judiciary, or otherwise obstruct justice on the campus.

- D. All students are expected to serve as witnesses when summoned by the Kennesaw State University Judiciary unless excused by the vice president of student success and enrollment services.

**IX. Revisions of the KSU Code of Conduct excluding those pertaining to Academic Honesty**

Any student, faculty member, or administrator can initiate any revisions, additions, or deletions from the Student Campus Code of Conduct Regulations. Recommendations shall be submitted to the acting student government president. The student government president shall ensure discussion on the proposed change in the student government senate. When the student government senate has decided on an official recommendation to comment on the proposal, the student government president shall forward all recommendations with comments to the vice president for student success and enrollment services no later than 90 days from the date of the initial proposal. In the event that 90 days should expire without a recommendation being given to the vice president for student success and enrollment services, the proposal shall be passed directly to the vice president’s office for consideration and deliberation. The student government president, upon delivering the recommendation to the vice president’s office, shall also forward copies to the director of judiciary programs and the chair of the university senate. The university senate shall be afforded the option of passing a motion from that body which either approves or disapproves of the entire recommended change, and this official motion shall be delivered to the president of the student government and the vice president for student success and enrollment services in a recommendation capacity. The university senate shall have no more than 40 days from which the chair is notified to approve said motion. The vice president, in turn, shall either accept or reject the student government’s recommendations. If the recommendation is accepted, the vice president shall distribute the recommendation with comments to the university president and cabinet.

## X. Disciplinary Measures

### A. For students

1. **Expulsion:** permanent severance of one's relationship with the university.
2. **Probated expulsion:** further convictions of major offenses, as specified by the court, shall result in expulsion.
3. **Suspension:** temporary severance of one's relationship with the university.
4. **Probated suspension:** notice to the student that further convictions of major offenses, as specified by the court, shall result in suspension.
5. **Disciplinary probation:** notice to the student that any further major disciplinary violation may result in suspension; this action might also include one or more of the following: the setting of restrictions on social activities, the issuing of a reprimand, and restitution.
6. **Restrictions:** exclusion from enjoying or participating in social activities or from holding office in university organizations.
7. **Reprimand:** Oral reprimand: an oral disapproval issued to the student. Written reprimand: a written disapproval issued to the student.
8. **Restitution:** reimbursement for damage or misappropriation of property; this may take the form of appropriate service or other compensation.
9. **Community service:** assignment to work a specific number of hours at a community service agency.
10. **Ethics Training:** for violation of the academic honesty code, assignment to Ethics Training will be in addition to and following the prescribed suspension period. For other violations, ethics training may be assigned by the hearing panel, by the vice president for student success and enrollment services, or his/her designated representative.
11. **Other Remedies:** as Imposed by the vice president of student success and enrollment services or his/her designated representatives.

### B. For Student Organizations

1. Includes disciplinary sanctions 7, 8, 9, 10, and 11 listed above.
2. Suspension of the organization's registration with student activities.

3. Probated suspension of the organization's registration with student activities.
4. Revocation of the organization's registration with student activities.

### C. Academic Dishonesty

Any accused student found to have violated KSU regulations concerning academic honesty by a Judiciary hearing before university court or before the vice president for student success and enrollment services, or his/her designee, shall be suspended for at least one semester unless he/she has convinced the hearing body that there exist substantial mitigating circumstances to his/her offense. The appropriate grade to be assigned in the case of academic dishonesty is the responsibility of the faculty.

### D. Interim Suspension

Interim suspension measures may be employed against a student by the vice president for student success and enrollment services when the vice president for student success and enrollment services, or his/her designated representative, shall determine, based on clear and convincing evidence, that the student has engaged, or threatens to engage, in behavior which:

- a. is seriously disruptive or significantly impedes the normal activities or academic endeavors of others, or
- b. poses an immediate significant threat of physical danger to others, or
- c. poses an immediate significant threat of danger to him/herself, and such threat is of such a serious nature that it must be handled more expeditiously than the university judiciary procedures allow.

Interim suspension may include any or all of the following:

- a. restriction from participation in any academic course, program, or activity;
- b. restriction from participation in any student activity on or off campus;
- c. restriction from use of any or all University facilities, including the library, labs, or offices;
- d. restriction from entering the campus or any designated portion thereof.

In such instances, the process outlined for

interim suspension in the university judiciary procedures shall be followed.

## Handling Student Code of Conduct Violations at KSU

Kennesaw State University's Student Code of Conduct, Judiciary Policies and Procedures, suspension policies, and campus police are organized in ways to preserve and protect the health, safety and academic integrity of the campus community, as noted in the following policies and procedures. In general, the University Judiciary Program handles all charges against students which involve alleged violations of the Kennesaw State University Student Code of Conduct, including allegations of academic misconduct and disruptive behavior. In addition, the KSU police may become involved with incidents of disruptive behavior.

Faculty, staff and/or students who are witnesses to or victims of incidents of alleged violations of the Student Code of Conduct should immediately contact the University Judiciary Office and submit the proper documentation. The university judicial officer will conduct a preliminary investigation and advise as to the appropriate course of action in each situation. Incidents of misconduct may be subjected to mediation, or negotiation, if appropriate, prior to the formal hearing process.

A person bringing charges against a student for alleged violations of the Code of Conduct is expected to fully cooperate with the judiciary policies and procedures, which includes participation in investigations related to the charges and in the hearing process. Once a university court hearing date is set, both the accuser and the accused student will have the option of obtaining an advisor from the judiciary panel to assist in the preparation and presentation of their case. A detailed description of the hearing process is found at the Judiciary policies and procedures website, <http://www.kennesaw.edu/judiciary/procedure.shtml>

### I. Academic Misconduct

Academic misconduct is defined in Section II of the Kennesaw State University Student Code of Conduct. Procedures for addressing and reporting incidents of academic misconduct can be found in the Judiciary Policies and Procedures, as well as the Faculty/Staff Guide to Addressing Student Conduct Issues. The University's policies include procedures for both handling informal resolutions of academic misconduct, and filing formal charges with the Office of Judiciary Programs, which will result in a hearing.

In either situation, whether the matter is handled informally or forwarded to the judiciary for handling, the faculty member should document the incident on an Academic Misconduct Incident Report form, and forward this information to the university judiciary officer. Incident reports which are submitted to the Office of Judiciary Programs will not be released without the written consent of the student, in accordance with the Family Educational Rights and Privacy Act.

Under the informal procedure, a faculty member who has evidence that a student has committed academic misconduct may elect to resolve the issue within the confines of the class, if the student readily admits to the misconduct, without coercion or intimidation. The faculty member must first meet with the student to explain and discuss the allegations of misconduct. If the student admits the misconduct, and declines a judiciary hearing, the faculty member may assign an appropriate sanction. Informal sanctions may include additional academic work for the class, grade reduction, a grade of "F" on the assignment or in the course, etc.

However, if the student denies the misconduct, or the student and faculty member cannot reach an informal agreement regarding an appropriate penalty, the misconduct should be reported to the judiciary program for a hearing. Academic misconduct, as determined by a judiciary hearing, carries a mandatory minimum suspension of one semester, unless substantial mitigating circumstances are proven.

## II. Disruptive Behavior

It is the purpose of the University to provide a campus environment which encourages academic accomplishment, personal growth, and a spirit of understanding and cooperation. An important part of maintaining such an environment is the commitment to protect the health and safety of every member of the campus community. Belligerent, abusive, profane, threatening and/or inappropriate behavior on the part of students is a violation of the Kennesaw State University Student Code of Conduct. Students who are found in violation of the Code of Conduct may be subject to immediate dismissal from the University. In addition, those violations, which may constitute misdemeanor or felony violations of state or federal law, may also be subject to criminal action beyond the University disciplinary process.

Disruptive behavior includes, but is not limited to the following conduct (See the KSU Student Code of Conduct in the *Kennesaw State University Handbook and Planner* or the code of conduct on the judiciary website, <http://www.kennesaw.edu/judiciary/code.conduct.shtml> for additional categories of unacceptable student conduct.):

1. Disorderly Assembly  
No student shall assemble on the campus for the purpose of creating a riot, or destructive or disorderly diversion, or obstructing or disrupting the normal operation of the University (including any teaching, administrative, disciplinary, or public service activity, or any other activity authorized to take place on the campus).
2. Disruptive and/or Dangerous Conduct  
No student shall act in a manner which can reasonably be expected to disturb the academic pursuits of others or infringe upon the privacy, rights or privileges of others, or the health or safety of him/herself or other persons.
3. Disruptive Speech  
That speech is prohibited which: a) presents an immediate or imminent clear and present danger, b) is disruptive to the academic functioning of the institution, or c) constitutes a threat against an individual(s) such

that it would provoke that individual(s) to imminent violent reaction.

4. Physical Attack  
Physical attack on or in University property or at functions sponsored by the University or any registered university organization, is at any time prohibited.

A faculty member is responsible for maintaining discipline in the classroom setting, to the extent that all students in that class have an opportunity to participate in the learning process. Free exchange of ideas through appropriate dialogue is a necessary and important part of the learning process. Outside the classroom, other areas of the campus provide support services which are also important to the total learning process. Sometimes a faculty or staff member may be confronted with a situation where the conduct of a particular student or students is inappropriate in that it impedes the natural and necessary learning process. The faculty or staff member must then determine whether the situation is disruptive but not imminently dangerous, or both disruptive and imminently dangerous to the health and safety of others.

If the situation is not imminently dangerous, the faculty or staff member may control the immediate situation by requiring the student(s) to meet specific criteria (not speaking during the remainder of the class period, leaving the classroom or office area immediately, etc.), or the faculty member may choose to dismiss the class for the remainder of the period to avoid a confrontation. Such action should be immediately reported to the department chair and to the Office of Judiciary Programs, using the Student Misconduct Incident Report Form.

If the faculty or staff member feels that there is a significant imminent danger to the health and safety of the student(s), others, or him/herself, the faculty or staff member should immediately contact the University's Public Safety office for assistance. The responding officer at the time of notification shall remove the student from the area immediately and refer the incident to the Vice President for Student Success & Enrollment Services, or

his/her designated representative, for possible handling under the “interim suspension” policy.

Interim suspension measures may be taken against a student when the Vice President for Student Success & Enrollment Services or his/her designated representative shall determine, based on clear and convincing evidence, that the student has engaged, or threatens to engage, in behavior which (1) is seriously disruptive or significantly impedes the normal activities or academic endeavors of others, (2) poses an immediate, significant threat of physical danger to others, or (3) poses an immediate, significant threat of danger to him/herself, and is of such a serious nature that it must be handled more expeditiously than the university judiciary procedures allow.

Interim suspension may include any or all of the following: (1) restriction from participation in any academic course, program, or activity; (2) restriction from participation in any student activity on or off campus; (3) restriction from use of any or all university facilities, including the library, labs, or offices; (4) restriction from entering the campus or any designated portion thereof.

If a determination is made to suspend a student under the interim suspension policy, the person rendering the decision shall notify the student, the public safety department, the registrar, and the student’s teachers that the student has been temporarily suspended from the institution pending the outcome of a hearing. The case will then be forwarded to the University Judiciary for a hearing, to be held as soon as practical. In such situations, the student may waive the normal ten-day notification requirement in order to have a more speedy hearing and decision.

**Supplemental Program Specific Recourse**

Some degree programs, such as those in education or nursing, have program-level admission and retention standards and review procedures in place beyond the generally applicable institutional admission and retention policies. If disruptive student behavior occurs in the context of fulfilling program

requirements in such areas, the faculty or staff member may also have the recourse of filing a complaint with the designated program-level official and proceeding through the due process procedures established for handling such complaints. Individuals should consult the dean of the college and/or published standards as to the applicability of such program-specific recourse to the incident or incidents in question.

**Resources**

1. Director of the University Judiciary Program - (770) 499-3403.
2. Vice president for student success and enrollment services - (770) 423-6310.
3. Director of University Police - (770) 423-6206.
4. The KSU Student Code of Conduct
5. The University Judiciary Program Homepage (which includes all rules, policies and procedures related to the Judiciary) at <http://www.kennesaw.edu/judiciary/>

**III. Sexual Assault**

Victims should report instances of alleged sexual assault to either the KSU Department of Public Safety (770) 423-6666 or the Student Success and Enrollment Services Office (770) 423-6310.

The victim of a sexual assault should take care to preserve any evidence that may be necessary to prove that the assault occurred. Victims are advised to consult law enforcement authorities before showering/bathing, or changing or laundering any clothing that was worn during the assault. However, the fact that the victim of a sexual assault has already bathed, showered, or otherwise compromised potential evidence should in no way dissuade the victim from reporting the assault, as such actions may not prevent prosecution or conduct proceedings from going forward.

Students who report sexual assaults to the KSU Department of Public Safety or the vice president for student success and enrollment services shall be afforded assistance in seeking counseling and follow-up medical care, making changes to their academic situations and reporting to the appropriate criminal authorities after an assault has occurred.

Kennesaw State University recognizes and upholds the rights of victims of sexual assault, including:

- A. The right to have any and all sexual assaults against them treated with seriousness; the right, as victims, to be treated with dignity; and the right for campus organizations which assist victims to be accorded recognition.
- B. The right to have sexual assaults investigated and adjudicated by the duly constituted criminal and civil authorities of the governmental entity in which the crimes occurred; and the right to the full and prompt cooperation and assistance of campus personnel in notifying the proper authorities. The foregoing shall be in addition to any campus disciplinary proceedings.
- C. The right to be free from any kind of pressure from campus personnel that victims (1) not report crimes committed against them to civil and criminal authorities or to campus law enforcement and disciplinary officials; or (2) report crimes as lesser offenses than the victims perceive them to be.
- D. The right to be free from any kind of suggestion that campus sexual assault victims not report, or under report, crimes because (1) the victims are somehow responsible for the commission of crimes against them; (2) victims were contributively negligent or assumed the risk of being assaulted; or (3) by reporting crimes they would incur unwanted personal publicity.
- E. The same right to advisement and assistance, or ability to have others present, in any campus disciplinary proceeding that the institution permits the accused; and the right to be notified of the outcome of such proceeding.
- F. The right to full and prompt cooperation from campus personnel in obtaining, securing, and maintaining evidence (including a medical examination) as may be necessary to the proof of criminal sexual assault in subsequent legal proceedings.
- G. The right to be made aware of, and assisted in exercising any options, as provided by state and federal laws or regulations with regard to mandatory

testing of sexual assault suspects for communicable diseases and with regard to notification to victims of the results of such testing.

- H. The right to counseling from any mental health services previously established by the institution, or by other victim-service entities, or by victims themselves.
- I. After campus sexual assaults have been reported, the victims of such crimes shall have the right to require that campus personnel take the necessary steps or actions reasonably feasible to prevent any unnecessary or unwanted contact or proximity with alleged assailant(s), including transfer of classes if requested by the victims.

Note: Kennesaw State University is concerned with your safety. We publish two campus safety publications: *Safe and Sound* and *Sexual Assault: Myths and Reality*. They contain such information as campus crime statistics and campus safety policies. These publications are available at the Department of Public Safety, upon request. You may also request a campus security report regarding crime statistics from this office.

## Student Records

### Accuracy and Privacy of Records

The university recognizes its responsibility for maintaining accurate student information and academic records. Kennesaw State University students have the assurance that their educational records, compiled and maintained by university officials, are recorded and retained in confidence in accordance with the regulations contained in the Family Education Rights and Privacy Act of 1974. Briefly, this act calls for:

1. Full access to student records by parents of students under 18, and to students 18 years of age and over.
2. Hearings to contest contents of personal records that are suspected to be inaccurate; and

- Requirements of notice and written consent by students 18 and over, and parents of students under 18, before the records can be transmitted to most third parties.

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 that are incorrect or misleading or which violate privacy or other rights; and of their right to a hearing to amend such records if necessary. This annual notice is published in the university catalog in greater detail listing the university official responsible for specific records as well as the hearing and appeal procedure.

### Access to Records

Students have the right to be provided a list of the types of educational records maintained by the university that are directly related to the student; the right to inspect and review the contents of these records; the right to obtain copies of these records; the right to a response from the university to reasonable requests for explanation and interpretation of these records; the right to an opportunity for a hearing to challenge the content of these records; and if any material or document in the educational record of a student includes information on more than one student, the right to inspect and review only the part of such material or document as relates to the student. Students do not have access to financial records of their parents; confidential letters and statements of recommendation that 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 instructional, supervisory and administrative personnel records that are not accessible or revealed to any other individual except a substitute; campus security records that are maintained

apart from educational records, which are used solely for law enforcement purposes and which are not disclosed to individuals other than law enforcement officials of the same jurisdiction; employment records except when such employment requires that the person be a student; and the alumni records.

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

### Procedures for Access to Educational Records

Students should contact the appropriate university official (see listing in catalog) to inspect and review their records. The registrar may require that a university official be present when a student inspects or reviews his/her educational records.

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

- Specify the records to be released.
- Include the reasons for such release.
- Specify to whom the records are to be released.
- Have no outstanding financial obligations to the university.

The student may, upon request, receive without charge a copy of the record that is released. The university may release a student's educational records, without the student's prior written consent, to the following:

- University officials who have a legitimate educational interest.
- Officials of other schools where the student seeks to enroll.
- Representatives of federal agencies authorized by law to have access to educational records.

4. State and local officials to whom information must be released pursuant to a state statute adopted prior to November 19, 1974.
5. Appropriate persons in connection with a student's application for or receipt of financial aid.
6. Organizations conducting studies for the university.
7. Accrediting organizations and associations.
8. Parents of a dependent student as defined in Section 152 of the Internal Revenue Code of 1954.
9. Appropriate persons in emergency situations to protect health and safety of the student or other individuals.
10. Persons designated in lawfully issued subpoena or judicial order with the understanding that the student will be notified in advance insofar as possible.

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

Each office with educational records will maintain a record of each request and disclosure of personally identifiable information of a student except for information requested in writing by the student, information released to the student or the student's parents, directory information, and information released to university officials and instructors who have a legitimate educational interest in the records.

### Release of Directory Information

Directory information may be released by the university without the student's written consent. Directory information consists of name, address, telephone number, major, advisor, holds, participation in recognized activities and sports, weight and height of athletic participants, dates of attendance and degrees received.

Students may deny the release of directory information by requesting in *writing* to the registrar that such information not be released each semester they are enrolled. However, requests that directory information be withheld from a written publication must be received in sufficient time to prevent a delay in processing that publication.

### Amending Education Records

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

A student who requests that information in his/her records be amended should first contact the official with primary responsibility for the information. (See listing in catalog.) If the matter is not resolved to the student's satisfaction, the student should direct his/her request to the assistant vice president for academic affairs. If the matter is not resolved to the student's satisfaction, he/she may request a formal hearing.

Should a student request a formal hearing to challenge the information contained in his/her educational records, the hearing will be held within a reasonable time (not to exceed 45 days) and in a reasonable place. The student may be assisted or represented by a person of his/her choice and shall be afforded a full and fair opportunity to present evidence relevant to the issue(s). The student or his/her representative should request the hearing in writing and should specifically identify the information he/she seeks to have amended. The request should be directed to the assistant vice president for academic affairs.

The assistant vice president for academic affairs will convene a committee of the faculty. Under the direction of the assistant vice president, the committee will 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 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/her rights and privacy, the statement(s) will be corrected or expunged from the student's records. If the



decision is that the information is not inaccurate, misleading or in violation of the privacy or other rights of the student and that the information is to remain in the student's educational records, the student shall be notified and given the opportunity to enter a statement in his/her records setting forth his/her explanation of the contents thereof. Students wishing to appeal the decision of the Faculty Committee may do so in writing to the president of the university within five days after the action of the committee. Students wishing to file a complaint directly to the review board of H.E.W. should write to the Family Educational Rights and Privacy Office, Department of Health, Education and Welfare, 330 Independence Avenue, S.W., Washington, D.C. 20201. This policy is adopted pursuant to the Family Educational Rights and Privacy Act of 1974, as amended, and is not intended to impose any restrictions or grant any rights not specifically required by this act.

**Types of Educational Records and Officials Responsible for Their Maintenance**

The following are lists of student records and the officials responsible for their maintenance. Copies of these records will be made available to students upon individual written requests. Such requests must be addressed to the official responsible for the maintenance of the record.

**Director of Admissions**

- Application for Admission
- Application Processing Fee
- High School, College, and University Transcripts
- University Entrance Exam SAT or ACT Scores
- General Equivalency Development (GED) Examination Scores
- GRE and GMAT Examination Test Scores
- International Admission Documents, TOEFL

**Director of Student Financial Aid**

- Loan Processing Request
- Financial Aid Application
- Award Notification

**Chair of University Studies**

- University Placement Examination Scores (Placement and Exit)
- International Regents' Test

**Registrar**

- University Level Examination Program Scores
- Grades and Academic Standing Status
- Petition for a Degree
- Regents' Test Results and Tracking
- Georgia and U.S. History and Constitution Test Results
- Registration Information—Enrollment Data
- Veterans' Records
- Rules and Regulations

**Director of Counseling and Advising Program Services (CAPS)**

- Individual Standardized Tests
- Georgia and U.S. History & Constitution Test Results
- CLEP Tests
- ISAT Tests
- COMPASS Exam

**Vice President for Student Success and Enrollment Services**

- Discipline Files
- Health Insurance Brochures
- Letters of Recommendation

**Policies and Position Statements**

Kennesaw State University, a member of the University System of Georgia, does not discriminate on the basis of race, color, religion, age, sex, national origin, disability, or sexual orientation in employment or provision of services.

**Americans with Disabilities Act (ADA)**

Kennesaw State University does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities.

The Americans with Disabilities Act (ADA), Public Law 101-336, gives civil rights protections to individuals with disabilities. This statute guarantees equal opportunity for this protected group in the areas of public accommodations, employment, transportation, state and local government services and telecommunications.

Qualified individuals with disabilities are encouraged to apply for employment opportunities with the University. Individuals with

disabilities who require reasonable accommodation to participate in any portion of the application, interview and/or testing process must advise the University's Department of Human Resources in advance. Upon request, applicants must provide documentation confirming a disability and the need for an accommodation. Advance requests for reasonable accommodation(s) should be directed to the Director of Human Resources. The office telephone number is (770) 423-6030 V/TDD. The FAX number is (770) 423-6570. The Web Page address for employment opportunities is HYPERLINK <http://www.kennesaw.edu/personnel>

The following individuals have been designated by the President of the University to provide assistance and ensure compliance with the ADA. Should you require assistance or have further questions about the ADA, please contact either Ms. Carol Pope, ADA Compliance Officer for Students at (770) 423-6443; Ms Jodie Sweat, ADA Compliance Officer for Facilities at (770) 423-6224; and Nancy Sullivan, Director of Human Resources, ADA Compliance Officer for staff and faculty at (770) 423-6030.

### **Human Relations Position Statement**

Kennesaw State University is an educational community comprised of individuals from different ethnic, racial and religious groups and of different genders, political beliefs, ages, abilities and sexual orientations. In light of this diversity, Kennesaw State University is resolved to contribute to the development of an integrated, pluralistic society in which individuals model and support humaneness and respect for the individual.

The University is committed to providing quality education, which is enhanced by the perspectives provided by individuals and groups with varying backgrounds and views. Racism, sexism and other discriminatory attitudes and behaviors impede learning and working. Conversely, respect for differences enhances educational and work experiences. Kennesaw State University is dedicated to

creating an environment that cherishes and nourishes this diversity.

### **KSU Diversity Vision Statement**

It is our vision to create a strong multicultural and diverse educational environment at KSU in order to increase student satisfaction and to promote an understanding and awareness of people from various backgrounds upon graduation. In this way, KSU students will be educated for, and can effectively compete in the global society.

### **KSU Freedom of Assembly and Expression**

Kennesaw State University recognizes and upholds First Amendment Rights of Freedom of Speech and Assembly. Demonstrations and assemblies can be valid expressions for dissenting opinions provided they do not disrupt academic and administrative functions of the institution. The opinions expressed by organizations, groups or individuals using Kennesaw State University's facilities do not necessarily reflect the position of Kennesaw State University. Kennesaw State University affirms its commitment to the freedom of speech, assembly and expression even though the language or ideas of those seeking a venue for free expression may contradict university ideals and policies or the personal views of university employees and students. The institution expects members of the faculty, staff, and student body to refrain from, and discourage, behaviors that threaten the rights, freedoms and respect every individual deserves.

Administrative procedures and guidelines pertaining to Freedom of Assembly and Expression are detailed in the *KSU Student Handbook*.

### **KSU Position Statement on Environmental Awareness**

Kennesaw State University endeavors to encourage in each student, faculty, staff member, and the community, a respect for the worth of the environment and a desire and capacity to recycle, to conserve energy and to take other measures to help conserve limited resources. This institution focuses on developing an environmental ethic that promotes excellence, responsibility

and stewardship in environmental affairs and is committed to educating the community about environmental issues.

### **Acquired Immune Deficiency Syndrome (AIDS) Policy**

Kennesaw State University shall provide academic programs, support services, and social /recreational programs to all eligible individuals, regardless of their disability. In the event that an employee or student is (or becomes) HIV (human immunodeficiency virus) positive, that individual shall retain his/her right to these programs, services and activities. All actions taken by Kennesaw State University will comply with the laws pertaining to public health practices and the rights of individuals to privacy and confidentiality. Instances that arise will be handled individually to provide maximum support to any member of the faculty, the administration, the staff or the student body who is HIV positive.

### **KSU Mission Statement on Occupational Health & Safety**

It is the goal of Kennesaw State University to protect employees and property of KSU and to provide safe work places. To this end, the Department of Environmental, Health & Safety of Kennesaw State University will ensure compliance with local, state, and applicable federal codes, provide technical assistance, conduct routine facility audits and empower the employees of KSU through training in hazard recognition and accident prevention.

## **Student Administrative Withdrawals and Grievance Procedures**

### **Student Administrative Withdrawals**

A student may be administratively withdrawn from the university when, in the judgment of the vice president for student success and enrollment services, and the director of counseling services, and after consultation with the student's parents and personal physician, if

any, it is determined that the student suffers from a physical, mental, emotional or psychological health condition which: **(a)** poses a significant danger or threat of physical harm to the student or to the person or property of others or **(b)** causes the student to interfere with the rights of other members of the university community or with the exercise of any proper activities or functions of the university or its personnel or **(c)** causes the student to be unable to meet institutional requirements for admission and continued enrollment, as defined in the Student Code of Conduct and other publications of the university.

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

### **Grievance Procedures for Admissions, Privacy Rights and Other Non-Academic Matters**

Within the framework of students' relationships to Kennesaw State University, several avenues exist for the expression of grievance. Provision for hearing appeals by applicants denied admission to the university is outlined in Article VI, Section C, paragraph 2a, of the Bylaws of the Board of Regents. Appeal procedures for grievances related to students' privacy rights are contained in the university catalog (see section on confidentiality of student records). Charges against students and student organizations for violations of the KSU Student Code of Conduct will be handled through the University Judiciary Program. Grievances related to loss of athletic scholarship and other forms of financial aid are heard by the Financial Aid Appeals Committee.

### **Discrimination and Retaliation**

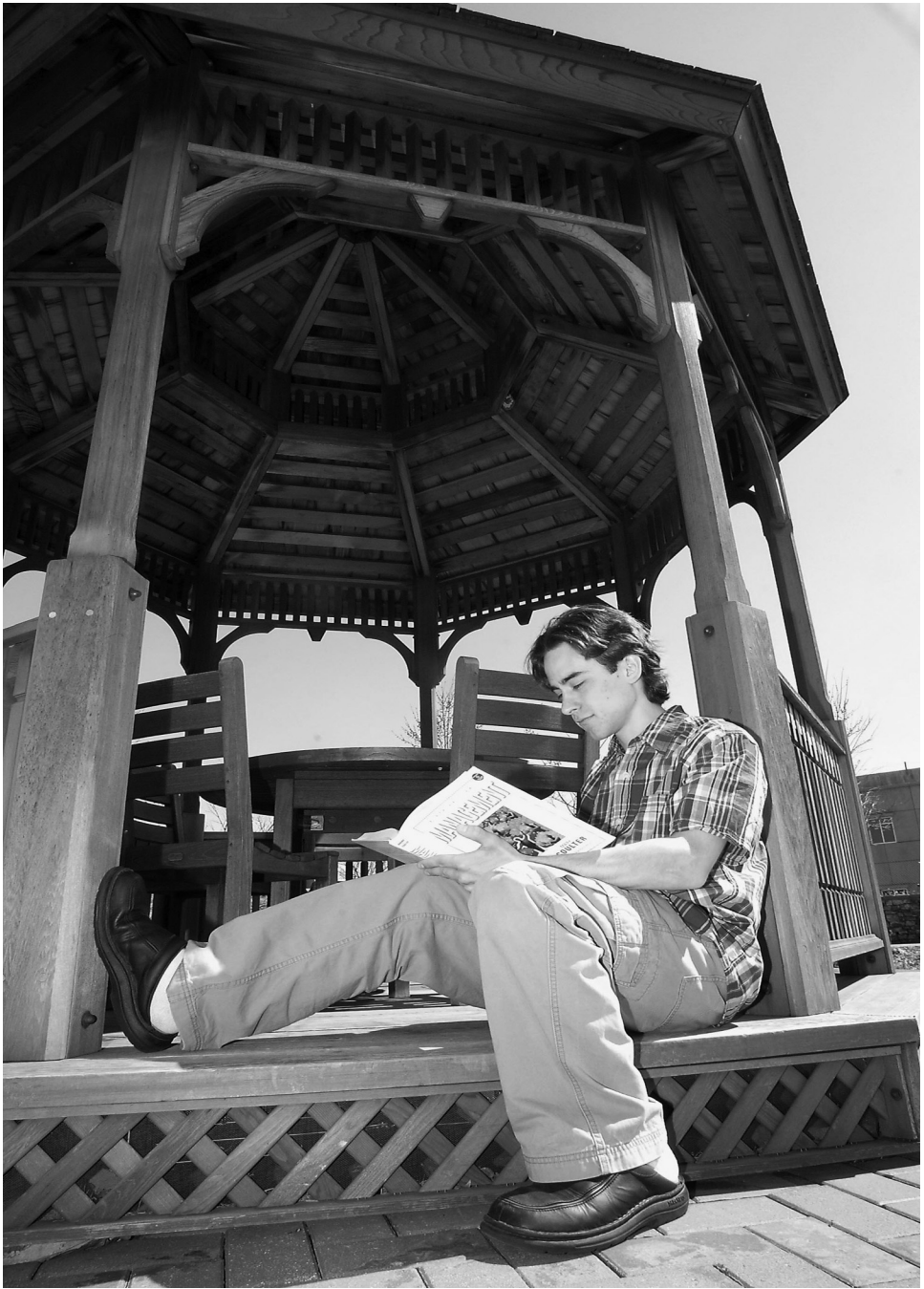
All student grievances or complaints alleging (1) retaliation against him/her because of the student's prior report of discrimination or harassment, or because of the student's cooperation in any investigation, or (2) discriminatory practice(s) based on race, religion, color, sex, sexual orientation, handicap, or national origin, shall be addressed in writing to the appropriate EEO's office (currently the vice president for student success and enrollment services) with the following caveat. If

the student believes that his/her final grade in a course is unfair because of retaliation or discrimination by an instructor, the complaint shall be addressed as specified in this catalog under Academic Policies-Grade Appeal Procedures section II (Grade Appeal Procedure When There Is an Allegation of Discrimination or Retaliation). Otherwise, once the EEO office has received a written complaint containing specific allegations of discriminatory practices or retaliatory actions the following process shall take place.

- A. The EEO officer (or his/her designee) must notify in writing the person(s) whose actions or behavior is/are at issue of the allegation of discrimination and/or retaliation and of the pending investigation within one week of receiving the complaint in writing from the student.
- B. If the EEO officer (or his/her designee), after investigation, finds that the student does not have reasonable grounds for complaint he/she shall so notify in writing the student and the person(s) about whom the complaint is made. The investigation and notification will take place within sixty days of the written allegation's receipt by the EEO's office.
- C. If the EEO officer (or his/her designee), after investigation, finds the student may have reasonable cause for complaint he/she will so notify in writing the student and person(s) about whom the complaint is made. The investigation and notification will take place within sixty days of the written allegation's receipt by the EEO's office. On the same date that written notification is delivered to the parties, the EEO officer (or his/her designee) will contact the chair of the university senate. The chair of the senate will then be responsible for establishing an ad hoc committee of three faculty/administrative faculty/staff members and two students to hear the discrimination complaint and make recommendations. The names and contact information of the five members of the ad hoc committee shall be communicated by the chair of the senate to the EEO officer (or his/her designee).
- D. Prior to the hearing the EEO officer (or his/her designee) will arrange that the ad hoc committee shall meet and elect a chair from among the five members. The chair will conduct the hearing. The chair may participate in all deliberations, but will not vote except in the case of a tie.
- E. The hearing committee may draw up its own rules of procedure, and the committee is not bound by any formal rules of legal proceedings and may hear any information that may be of value in determining the issues involved, but minimum due process shall include the right of both parties to be notified in writing at least ten business days in advance of the date, time, and place of the hearing; the right of the person against whom the complaint has been made to be informed in writing of the specific nature of the complaint against him/her and of the evidence and/or witnesses on which it is based; and the right of both parties to present evidence and witnesses on their behalf and to question witnesses. The EEO officer (or his/her designee) shall act to make certain these due process rights are met. The EEO officer (or his/her designee) will attend the hearing as an observer. The EEO officer (or his/her designee) is not a party to the case, nor is he/she an advocate for either party. The EEO officer (or his/her designee) shall retain all records associated with the complaint, his/her investigation, the hearing, the committee's written report, and the president's written decision for such length of time as required by Georgia law.
- F. Each party has the right to a non-attorney adviser to assist in preparing and presenting his/her case before the committee. Those present during the hearing will be the members of the ad hoc committee, the EEO officer (or his/her designee), the parties to the complaint, one non-attorney adviser for each party, and such witnesses as are necessary. Each witness shall be present only when his/her presence is necessary to present information and/or answer questions. No other persons shall be present unless agreed upon in writing

by the chair of the committee, both parties, and the EEO officer (or his/her designee).

- G. All decisions and recommendations will be based on a majority vote, and be rendered according to the principle of the preponderance of evidence. Only the five members of the ad hoc committee should be present during deliberation except that the EEO officer (or his/her designee) may be present to answer policy questions.
- H. The hearing committee will be expected to produce a written report summarizing the information presented, indicating and explaining its decision, and making recommendations, if desirable, to any party or parties. Copies of the written report will be submitted to each party in the case, the EEO officer (or his/her designee), the chief legal officer for the university, and the president of the university within five business days from the completion of the hearing. The chair of the hearing committee shall act to make certain the written report is delivered to the proper persons. The opinions and recommendations of the ad hoc committee are advisory and in no way bind the president to the recommended actions.
- I. After consideration of the ad hoc committee's written report, the president shall make a decision and communicate it in writing within five business days to the student, the party or parties against whom the complaint has been made, the EEO officer (or his/her designee), the chief legal officer of the university, and the supervisor(s) of the employee(s) against whom the complaint has been made if that person or persons is/are KSU staff, administrative staff, or faculty. There will be no supervisor if the person against whom the complaint has been made is a KSU student who is not also an employee of the university.
- J. Should the aggrieved student remain dissatisfied with the president's decision, further redress may be sought through internal channels by applying to the Board of Regents for a review of the decision, pursuant to the Bylaws of the Board of Regents, Article IX, p. xxvii.



# Course Descriptions

## Glossary

This section lists undergraduate courses offered by the university and available for credit. Courses are listed in alphabetical order. The subject code for courses and the program offering the courses are listed below:

Accounting .....	ACCT	Dance .....	DANC
American Studies .....	AMST	Early Childhood Education .....	ECE
Anthropology .....	ANTH	Economics .....	ECON
Art .....	ART	Education .....	EDUC
Art Education .....	ARED	Education - Middle Grades.....	EDMG
Art History .....	ARH	Education-Secondary/Middle Grades.....	EDSM
Astronomy .....	ASTR	English .....	ENGL
Biology .....	BIOL	English as a Second Language .....	ESL
Biotechnology .....	BTEC	English Education .....	ENED
Business Administration.....	BUSA	Exceptional Children Education.....	EXC
Business Information Systems Mgt.....	BISM	Film .....	FILM
Business Law .....	BLAW	Finance.....	FIN
Chemistry .....	CHEM	Fine Arts Education .....	FAED
Communication.....	COM	Foreign Language .....	FL
Computer Science/Information Systems.....	CSIS	Foreign Language Education .....	FLED
Criminal Justice .....	CRJU	French .....	FREN
		Geography.....	GEOG
		German .....	GRMN
		Health and Human Services.....	HHS
		Health, Physical Ed. & Sport Science..	HPS
		History .....	HIST
		Honors .....	HON
		Human Services .....	HS
		Information Security and Assurance...	ISA

Information Technology.....	IT
Insurance.....	INS
Italian.....	ITAL
Japanese.....	JPN
KSU Seminars.....	KSU
Latin.....	LATN
Management.....	MGT
Marketing.....	MKTG
Mathematics.....	MATH
Mathematics Education.....	MAED
Military Science.....	MILS
Music.....	MUSI
Applied Music Performance.....	MUAP
Music Education.....	MUED
Nursing.....	NURS
Philosophy.....	PHIL
Physics.....	PHYS
Political Science & Int'l Affairs.....	POLS
Psychology.....	PSYC
Reading.....	READ
Real Estate.....	RE
Russian.....	RUSS
Science.....	SCI
Science Education.....	SCED
Secondary Education.....	SED
Social Science Education.....	SSED
Social Science Research Methods.....	SSRM
Sociology.....	SOCI
Spanish.....	SPAN
Statistics.....	STAT
Study Abroad.....	SA
Theatre and Performance Studies.....	TPS

### Classification of Courses

Non-degree courses are numbered below 1000. In general, freshman courses are those numbered 1000 to 1999, sophomore level 2000 to 2999, junior level 3000 to 3999, senior level 4000-4999, and graduate level 5000 and above.

The figures shown below the course number and the title of the course, in general, signify the number of class hours per week, the number of laboratory hours per week and the semester hours of credit for the completed course. Thus, the entry 3-0-3 denotes three hours of class, zero hours of laboratory and three hours of degree credit. The courses are listed alphabetically.

### Learning Support Restrictions

All learning support students must be enrolled in their required learning support program (LSP) classes before they are eligible for any regular credit courses. If they do take credit courses before completing their LSP requirements, they may not take any course which has those requirements as a prerequisite. LSP students, therefore, may take no 3000- or 4000-level courses, and should very carefully check the prerequisites for other courses.

## Courses

### • ACCOUNTING (ACCT) •

#### **ACCT 2100. Introduction to Financial Accounting. 3-0-3.**

*Prerequisite: ENGL 1101 and MATH 1101.*

An introduction to the language of business. Focuses on financial statements and their use in decision making. Designed for non business and business majors.

#### **ACCT 2200. Introduction to Managerial Accounting. 3-0-3.**

*Prerequisite: ACCT 2100.*

An introduction to how accounting information is used to manage a business. Includes managerial problem-solving techniques and current trends in managerial decision-making.

#### **ACCT 3100. Intermediate Financial Accounting & Auditing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: ACCT 2100 and ACCT 2200.*

Focuses on problems and issues related to the collection, analysis, and reporting of external and internal information. Includes theory and applications in financial accounting and auditing within the framework of accounting as an information system.

#### **ACCT 3200. Concepts in Federal Taxation. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3100; Non business Majors: ACCT 3100.*

Focuses on the fundamental principles and concepts applicable to tax liability determination and tax planning, including an introduction to tax research methodology.



**ACCT 3300. Accounting Information Systems. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3100; Non business Majors: ACCT 3100.*

A continuation of accounting transaction processing concepts; internal controls and systems analysis and design.

**ACCT 3396. Cooperative Study. 1-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative education/internships (KSU Career Services) and ACCT 3100; Non business Majors: Not available to non business majors.*

A supervised work experience program for a minimum of two semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training. Credit is allowed only in Business Electives area.

**ACCT 3398. Internship. 1-9.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative education/ internships (KSU Career Services) and ACCT 3100 and ACCT 3200; Non business Majors: Not available to non business majors.*

A supervised credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. A research paper is required to receive credit. For junior or senior students who wish to participate in an on-the-job experience in which they may apply their academic training. The work experience may not be with a current employer. The course will be graded on an S/U basis. Credit is allowed only in Business Electives area.

**ACCT 4050. Intermediate Financial Accounting II. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3100; Non business Majors: ACCT 3100 and permission of department chair.*

A continuation of intermediate financial accounting theory and applications, with a focus on detailed technical topics and specialized problems.

**ACCT 4100. Advanced Financial Accounting. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 4050; Non business Majors: ACCT 4050 and permission of department chair.*

Study of specialized topics in financial accounting, including business combinations, consolidations, and partnerships.

**ACCT 4150. Auditing and Assurance. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3300; Non business Majors: ACCT 3300 and permission of department chair.*

A continuation of audit theory with a focus on specific applications to financial reporting. Also covers other types of attestation and assurance services with a focus on the concepts of risk, control, evidence, and ethics.

**ACCT 4200. Advanced Managerial Accounting. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3100; Non business Majors: ACCT 3100 and permission of department chair.*

Focuses on specialized topics in managerial accounting theory and application.

**ACCT 4250. Advanced Taxation. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3200; Non business Majors: ACCT 3200 and permission of department chair.*

A continuation of income tax concepts, types of taxpayers, decision making strategies, tax research and planning, professional standards and ethics, and the relationship and differences between financial and tax accounting.

**ACCT 4300. International Accounting. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and 6 semester hours of 4000-level accounting courses; Non business Majors: 60 semester hours including 6 semester hours of 4000-level accounting courses and permission of department chair.*

Survey of accounting and tax issues in international commerce.

**ACCT 4350. Accounting Systems Audit and Control. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3300; Non business Majors: ACCT 3300 and permission of department chair.*

The study of the control and security of accounting information systems with an auditing perspective. Topics covered include: The quality of information, information technology (IT) audit process, types of IT audits, ethics, fraud, forensic auditing, computer assisted audit tools and techniques, and IT governance.

**ACCT 4400. Directed Study. 1-3 hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair prior to registration; Non business Majors: Approval of instructor and department chair prior to registration and ACCT 3200.* Special topics of an advanced nature not in the regular course offerings.

**ACCT 4490. Special Topics in Accounting. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair; Non business Majors: 60 semester hours and approval of department chair.* Selected special topics of interest to faculty and students.

**ACCT 4600. Governmental and Not-for-Profit Accounting. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3100; Non business Majors: ACCT 3100 and permission of department chair.*

Study of accounting and reporting practices for state/local governments and not-for-profit organizations. Course includes consideration of current events and other topical issues related to governments and not-for-profit organizations.

**ACCT 4700. Valuation of Closely Held Businesses. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ACCT 3200 and FIN 3100; Non business Majors: ACCT 3200, FIN 3100 and permission of department chair.*

The study of fundamental concepts and valuation methods used to value a closely-held business when there is no established market price. When determining the future benefit stream of a business entity and the associated risk, concepts from finance, economics, accounting and taxation will be incorporated.

## • AMERICAN STUDIES (AMST) •

**AMST 3700. Principles and Methods of American Studies. 3-0-3.**

*Prerequisite: ENGL 2210 or HIST 2112.*

Critically examines the meaning and culture of America locally and globally. This reading-, writing-, and discussion-based course introduces students to the interdisciplinary study of American cultures. The course uses a wide variety of readings and activities from multiple academic disciplines and popular culture.

**AMST 3740. American Popular Culture. 3-0-3.**

*Prerequisite: ENGL 2210 or HIST 2112.*

Critical analysis of popular culture in American society. A particular offering of the course could focus on a specific area of popular culture (e.g., books, music, sports, food, mass consumption or advertising) or survey several of those topics. Historical and theoretical readings will support students' analysis of primary texts, including examples highlighting the globalization of American popular culture, mass markets and niche markets, the social formation of taste, and shifts in society's preferences for mass consumption in different time periods. Course may be repeated for credit provided the content differs entirely from the previous offering.

**AMST 3750. Regional American Cultures. 3-0-3.**

*Prerequisite: ENGL 2210 or HIST 2112.*

This course offers a thematic study of the cultural, social, and economic patterns of a representative American region, using texts and methods from a variety of disciplines such as history, literature, and sociology. Employing the techniques of critical reading and historical analysis, students interrogate texts ranging from contemporary prize-winning novels, film and media representations, to primary historical documents to gain a fuller understanding of both the region studied and the significance of "place" in culture. Course may be repeated for credit provided the content differs entirely from the previous offering.

**AMST4490. Special Topics in American Studies. 3-0-3.**

*Prerequisite: ENGL 2210 or HIST 2112.*

A study of selected special topics of interest to faculty and students. Course may be repeated for credit provided the content differs entirely from the previous offering.

## • ANTHROPOLOGY (ANTH) •

**ANTH 2105. Social Issues: Perspectives in Anthropology. 2-0-2.**

*Prerequisite: ENGL 0099 and READ 0099.*

One of the four disciplinary options (Anthropology 2105, Geography 2105, Psychology 2105, Sociology 2105) that can be taken to satisfy the Social Issues requirement in the general education curriculum. A common set of world social issues is critically examined from one of four social science perspectives. The discipline of anthropology examines the effects of cultural behavior on contemporary issues and problems confronting people around the world.

**ANTH 2201. Introduction to Anthropology. 3-0-3.**

*Prerequisite:* Read 0099 if required.

Introduction to anthropology's four major subfields: biological anthropology, archaeology, cultural anthropology, and linguistics.

**ANTH 3300. Anthropological Theory. 3-0-3.**

*Prerequisite:* ANTH 2201.

This course surveys the historical development of anthropological theory. It emphasizes the major theories and theoreticians in the discipline of anthropology and their importance for understanding contemporary anthropological research.

**ANTH 3301. Human Origins. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201. An examination of the biological, behavioral, and cultural evolution of humans from earliest origins to prehistoric state-level societies.

**ANTH 3302. Forensic Anthropology. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201 or SOCI 2105 or SOCI 2201 or permission of instructor.

This course provides an overview to the field of forensic anthropology for undergraduates. Forensic anthropology is an applied field of physical anthropology that seeks to recover, identify, and evaluate human skeletal remains within a medico-legal context. This generally includes the determination of an unidentified individual's sex, age, ancestry, stature, and in many cases, circumstances surrounding death.

**ANTH 3305. Principles of Archaeology. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201 or permission of instructor.

Archaeology is the subfield of anthropology that has as its goal the understanding of the human past by studying the material remains that people leave. This course will cover the history, goals, methods, and theoretical base of current technology. Cultural resource management will be introduced as well.

**ANTH 3310. Cultural Diversity in the U.S. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201 or SOCI 2105 or SOCI 2201.

The interrelated issues of culture, race, ethnicity, identity, gender, and social stratification in American society are examined through a holistic and comparative perspective with an emphasis on the examination of case studies.

**ANTH 3315. The Southeastern Indians. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201 or permission of instructor.

An examination of the culture of the prehistoric, historic and contemporary Native Americans of the Southeastern U.S. including the Mound Builders, Cherokees, Creeks, Choctaws, and Seminoles.

**ANTH 3321. Indians of North America. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201. The study of contemporary issues affecting Native American peoples through a survey of traditional cultures and culture change.

**ANTH 3350. Cultures and Societies of the World. 3-0-3.**

*Prerequisite:* ANTH 2105 or 2201 or SOCI 2105 or 2201.

A comparative survey of culture and social organization in various regions of the world with a focus on contemporary social problems, cultural change and adaptation.

**ANTH 3370. The Culture and Society of Japan. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201 or permission of instructor.

This course examines the development of Japanese culture and society and the culture of modern Japan.

**ANTH 4400. Directed Study in Anthropology. 1-3 Credit Hours.**

*Prerequisite:* Approval of instructor and department chair.

Covers special topics and seminars external to regular course offerings. May include original research projects and practicum experiences.

**ANTH 4410. Cultural Anthropology: A Global Perspective. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201 or SOCI 2105 or SOCI 2201.

The comparative study of human cultures and societies through use of cross-cultural analysis of human behavior and case studies. Major foci are comparisons between universal and culturally relative aspects of human behavior, comparative social organization, cultural change and adaptation, and contemporary global cultural problems.

**ANTH 4421. North American Archaeology. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201. An introduction to archaeological goals, methods, and interpretation of the prehistory of North America.

**ANTH 4425. Historical Archaeology. 3-0-3.**

*Prerequisite:* ENGL 1102.

The course introduces students to methods and issues in American historical archaeology. Particular emphasis is placed upon archaeological methods and documentary research, changing gender roles, ethnicity, and technological innovations. Case studies will focus on the South but other regional contexts may also be included.

**ANTH 4450. Research Methods in Anthropology. 3-0-3.**

*Prerequisite:* ANTH 2105 or ANTH 2201.

Major theoretical ideas and methods used in anthropological research will be examined with a focus on applying them in research and practice.

**ANTH 4490. Special Topics in Anthropology. 3-0-3.**

*Prerequisite:* Approval of instructor and department chair.

Selected topics of interest to faculty and students.

**• ART (ART) •****ART 1100. Two-Dimensional Design and Color Theory. 3-3-3.**

*Prerequisite:* None.

Elements of art and the principles of two-dimensional design, with emphasis on line, shape, texture, space, value elements of color theory executed through conventional methods.

**ART 1107. Arts in Society: Visual Arts. 3-0-3.**

*Prerequisite:* ENGL 0099 and READ 0099 if required.

Through an examination of the role of arts in society, and an in-depth study of visual works of art, this interactive course provides an understanding of the creative process and develops skills in creativity and critical analysis. Heightened perceptual abilities will be developed through class experiences and field visits to a variety of arts events in dance, music and theater as well as in visual arts. (Attendance at some events requires paid admission.)

**ART 1150. Drawing I. 3-3-3.**

*Prerequisite:* None.

Drawing, using a variety of media and techniques, including work from figure, still-life and landscape. Some drawing with digital media. For art majors or students seeking an in-depth art study.

**ART 1200. Three-Dimensional Design. 3-3-3.**

*Prerequisite:* ART 1150 and ART 1100.

An introductory course in exploring, evaluating and resolving concepts related to basic three-dimensional design problems. Exercises include three-dimensional drawing techniques and model building. Emphasis is placed on the application of elements and design and principles of organization as well as form and space relationships using a variety of media.

**ART 2150. Drawing II. 3-3-3.**

*Prerequisite:* ART 1150.

Pictorial composition with studies in use of line, form, value and texture, including work from nature, the life model and setups.

**ART 2550. Computer Applications in Art. 3-3-3.**

*Prerequisite:* None.

The study of computer technology employed by professional artists. Digital presentation and documentation techniques covered. Limited work with art production software.

**ART 3000. Professional Practices and Portfolio Review. 3-0-3.**

*Prerequisite:* ART 1100, 1150, 1200, 2150, and 2260.

A seminar to assess student direction and professional development in the visual arts. A portfolio review and faculty critique will assess student progress, strengths and areas of development. Guest lectures by professional artists will augment class discussions and presentations examining current issues, values and protocols in the visual arts.

**ART 3011. Typography I. 1-5-3.**

*Prerequisite:* ART 3000.

The focus of this course is on the history of Graphic Design with emphasis on the exploration and study of typography as a visual communication tool. The course will include an understanding and working knowledge of the grid as a visual design tool for typographic page layout.

**ART 3020. Typography II. 1-5-3.**

*Prerequisite:* ART 3011.

The focus of this course is on concept-based problem solving with emphasis on the appropriate use of type and form. Students will explore historical periods of typography to include well-known designers and design trends. Symbolism and corporate identity design will also be incorporated.

**ART 3021. Publication Design. 1-5-3.**

*Prerequisite:* ART 3000.

The focus of this course is on page layout and web design. Two and four-color print publications (magazines, newsletters, brochures, etc.) will be covered, with emphasis on the ability to employ visual structural systems (grids), to produce a cohesive group of layouts in a variety of document formats. Web design will be introduced as another publishing medium.

**ART 3022. Pre-Press and Image Manipulation. 1-5-3.**

*Prerequisite:* ART 3000.

The focus of this course is on digital image manipulation and object oriented-graphics. This will ensure that students have a thorough understanding of digital file formats and their application to page layout. Emphasis will be on production terminology according to the principles of industry standard digital pre-press. Image editing and manipulation for the web will also be covered.

**ART 3120. Ceramics I. 3-3-3.**

*Prerequisite:* ART 3000.

Basic processes in ceramics, including pinch pot, coil and slab method of building, and an introduction to ceramic decoration with engobes and textures.

**ART 3150. Drawing III - Life Drawing. 3-3-3.**

*Prerequisite:* ART 3000.

Intensive study of the human figure; action, structure, volume, design and expressive potentialities from a variety of models, using a variety of media. Some portraiture.

**ART3160. Painting I. 3-3-3.**

*Prerequisite:* ART 1150.

Painting with various media emphasizing organizational structure, technical considerations and abstract relationships.

**ART 3260. Painting II. 3-3-3.**

*Prerequisite:* ART 3000.

Painting with acrylics and/or oils emphasizing organizational structure, abstract relationships and technical considerations.

**ART 3300. Sculpture I. 3-3-3.**

*Prerequisite:* ART 3000.

An introduction to selected sculptural processes using a variety of media.

**ART 3310. Sculpture II. 0-3-3.**

*Prerequisite:* ART 3300.

In-depth exploration of selected sculpture processes, creative and aesthetic concepts related to the 3 dimensional form.

**ART 3360. Ceramics II. 0-3-3.**

*Prerequisite:* ART 3120.

Experiences with hand-built and wheel-thrown methods with emphasis on form, surface treatment, glazing and firing.

**ART 3396. Cooperative Study. 1 - 3.**

*Prerequisite:* Approval of coordinator of cooperative educational internships (Career Services).

A supervised work experience program for a minimum of two academic semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**ART 3398. Art Internship. 1 - 9.**

*Prerequisite:* Permission of department chair.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency.

**ART 3400. Photography I. 3-3-3.**

*Prerequisite:* ART 3000 (non-art majors ART 1100).

Basic introduction to developing visual skills and photographic techniques using black and white film. Emphasis on exposure, development, print and aesthetics.

**ART 3410. Photography II. 3-3-3.**

*Prerequisite:* ART 3400.

A refinement of techniques and visual skills with emphasis on aesthetics using different types of film and cameras. Includes an introduction to digital photographic imaging.

**ART 3500. Printmaking I. 3-3-3.**

*Prerequisite:* ART 3000 (non-art majors ART 1100).

Basic printmaking processes including but not limited to relief (wood block), intaglio (etching, engraving) and stencil (silk-screen).

**ART 3510. Printmaking II. 3-3-3.**

*Prerequisite:* ART 3500.

Advanced exploration of conventional and experimental printmaking techniques including but not limited to the relief, intaglio and stencil processes.

**ART 4011. Design Strategy and Presentation. 3-3-3.***Prerequisite:* ART 3021.

The focus of this course is the development of business and presentation skills as these relate to graphic design. The student is responsible for taking the client-based projects from concept to finished digital image. The course will include site visits and service learning.

**ART 4020. Electronic Illustration. 2-4-3.***Prerequisite:* ART 3010.

The focus of this course is the execution of quality illustrations. The blending of traditional and electronic images will be influenced and strengthened by the history of illustration. The illustrations will be adapted for print and web using advanced conceptual skills and digital techniques. The strong development of form and color and the elements and principles of design will be stressed.

**ART 4021. Advertising and Packaging. 1-5-3.***Prerequisite:* ART 3021.

The focus of this course is to explore the role of advertising and packaging as part of the graphic design discipline. Emphasis will be on advertising campaign strategies and tactics from a historical perspective, package design solutions targeted to marketing objectives, media realities and display aesthetics. The history and the unique positioning of advertising and packaging will be stressed.

**ART 4022. Advanced Digital Design: A Senior Applied Project. 2-4-3.***Prerequisite:* ART 3021.

The focus of this course is to advance the quality of digital images for the web and print. The emphasis will be on a student-centered portfolio project of professional quality. The students will prepare, present and demonstrate a high level of mastery in their visual, verbal and presentation styles and techniques. May be taken 3 times for 9 hours.

**ART 4150. Advanced Study in Drawing. 0-3-3.***Prerequisite:* ART 3150.

Selected topics in drawing of an advanced nature which may include independent student research. Can be taken three times, for three credit hours each, for a total of 9 credit hours toward the major.

**ART 4260. Painting III - Watercolor. 3-3-3.***Prerequisite:* ART 3000.

Painting in transparent and opaque watercolor with emphasis on technical aspects of watercolor painting. Experimental and traditional approaches will be presented.

**ART 4265. Advanced Study in Painting. 0-3-3.***Prerequisite:* ART 3260 or ART 4260.

Selected topics in painting of an advanced nature which may include independent student research. Can be taken three times, for three credit hours each, for a total of 9 credit hours toward the major.

**ART 4310. Advanced Study in Sculpture. 0-3-3.***Prerequisite:* ART 3310.

Selected topics in sculpture of an advanced nature which may include independent student research. Can be taken three times, for three credit hours each, for a total of 9 credit hours toward the major.

**ART 4360. Advanced Study in Ceramics. 0-3-3.***Prerequisite:* ART 3360.

Selected topics in ceramics of an advanced nature which may include independent student research. Can be taken three times, for three credit hours each, for a total of 9 credit hours toward the major.

**ART 4400. Directed Study in Art. 1 - 3.***Prerequisite:* Approval of instructor and department chair.

Selected topics of an advanced nature, which may include original research projects. Can be used in upper-level course requirements only twice with no more than 3 hours credit given each time.

**ART 4410. Advanced Study in Photography. 0-3-3.***Prerequisite:* ART 3410.

Selected topics in photography of an advanced nature which may include independent student research. Can be taken three times, for three credit hours each, for a total of 9 credit hours toward the major.

**ART 4490. Special Topics and Art Seminar. 1 - 3.***Prerequisite:* Approval of instructor and department chair.

Selected special topics and seminars of interest to faculty and upper-level students interested in art.

**ART 4510. Advanced Study in Printmaking. 3-3-3.**

*Prerequisite:* ART 3510.

Selected topics in printmaking of an advanced nature which may include independent student research. Can be taken three times, for three credit hours each, for a total of 9 credit hours toward the major.

**ART 4980. Senior Portfolio and Applied Project. 3-0-3.**

*Prerequisite:* ART 4011.

As a capstone course, the focus is on the development of a student resume and professional portfolio showcasing work designed for varied platforms. There is also a research component for current job market demands & requirements, as well as graduate school options. The design pieces will demonstrate work that represents an individual style and a high level of conceptual abilities and professionalism.

**ART 4990. Senior Art Seminar and Exhibition. 3-0-3.**

*Prerequisite:* Senior status with a minimum of 18 hours in art at the 3000 and 4000 level.

Selected topics dealing with professional artists and exhibition practices, culminating with the exhibition of participants' work.

**• ART EDUCATION (ARED) •****ARED 3302. Teaching, Learning and Development in Visual Arts. 3-0-3.**

*Prerequisite:* ART 3000.

This course is designed to help students gain an understanding of the current teaching issues in the field of art education and understand development and learning in the P-12 art room. Creative, artistic, and perceptual development will be presented through an examination of the characteristics of diverse learners and an emphasis on the physical, psychosocial-emotional, and cognitive development of P-12 learners.

**ARED 3304. Teaching Art History, Criticism and Aesthetics. 3-0-3.**

*Prerequisite:* ART 3000 and ART 3650.

This course is designed to prepare students to develop strategies for teaching art history, art criticism, and aesthetics in the P-12 art classroom. Students will develop materials appropriate for classroom instruction that stimulate and assess art learning. In addition, this course meets the required learning for Visual Arts Quality Core Curriculum of Georgia and National Standards for Visual Arts.

**ARED 3306. Materials, Methods and Management for Teaching Art (P-12). 3-3-3.**

*Prerequisite:* ARED 3302.

An intensive laboratory experience using the media and materials for teaching art. Intended for prospective art specialists teaching grades P through 12. Methods and strategies for teaching various art media and processes will be covered. Classroom management strategies are integrated into teaching methods.

**ARED 3310. Multiculturalism & Cross-culturalism in Art Education. 1-2-2.**

*Prerequisite:* EDUC 2201, EDUC 2204.

*Corequisite:* ARED 3302.

This course involves an exposure to art education literature that focuses on diversity issues in historical and contemporary contexts (including ethnicity, race, socioeconomic status, gender, exceptionalities, language, religion, sexual orientation and geography). Theories and models of contemporary art education practice are explored, which strengthen the respect proper to all classroom diversities. Students participate in field experience activities in schools, museums and other community settings.

**ARED 3398. Internship. 1-12 credit hours.**

*Prerequisite:* Approval of instructor and department chair.

A supervised, credit-earning work experience of one academic semester with an approved school, museum or educational organization involved in the visual arts.

**ARED 4400. Directed Study. 1-3 credit hours.**

*Prerequisite:* Approval of instructor and department chair.

Selected topics of an advanced nature, which may include original research projects. The content of the directed study will be determined jointly by the instructor and the student.

**ARED 4410. Curriculum Models and Assessment in Art. 2-2-3.**

*Prerequisite:* ARED 3306.

This course is designed to prepare prospective art teachers to be able to plan and organize effective art programs and curricula, to explore innovative and exemplary art programs and materials, to assess art learning, and to develop a rationale and strategy for articulating and promoting a quality art program. In addition, this course is designed to identify and understand art instruction which meets the required Visual Arts Quality Core curriculum for the state of Georgia.

Students also participate in a clinical practice activity in a partner school, involving the cooperative creation and delivery of an original art curriculum unit.

**ARED 4425. Art Instructional Design and Application (P-12). 0-6-3.**

*Prerequisite: ARED 3306, ARED 4410.*

A discipline based course combining curriculum design and instructional methods with in-depth field experience in the public schools. Students will both observe and teach in a classroom setting. Campus seminars will relate the field experiences to current instructional theory. Proof of liability insurance required prior to receiving a school placement.

**ARED 4470. Student Teaching. 12 credit hours.**

*Prerequisite: admission to student teaching.*

Full-time teaching experience under the supervision of a public school supervising teacher and a college supervisor. Proof of liability insurance required prior to receiving a school placement.

**ARED 4490. Special Topics in Art Education. 3-0-3.**

*Prerequisite: Approval of instructor and department chair.*

Selected special topics and seminars of interest to faculty and upper-level students interested in art education.

• **ART HISTORY (ARH)** •

**ARH 2750. Art History Survey I. 3-0-3.**

*Prerequisite: None.*

This is a lecture/discussion course in which students study the art of Paleolithic cultures and major world civilizations to the 14th century C.E. Prehistoric art, the art of Egypt and the Ancient Near East, classical Greece and Rome, introduction to the traditional art of Asia, Sub-Saharan Africa and early Christian, Byzantine and Islamic art, and the art of the European Middle Ages are covered. The survey includes art of the Americas before the arrival of the Spanish. Museum visits are required.

**ARH 2850. Art History Survey II. 3-0-3.**

*Prerequisite: ARH 2750.*

This is a lecture/discussion course in which students study major developments and trends from the 14th century C.E. to the end of the 19th century in art of the western world and of major world cultures during the same period. Museum visits are required.

**ARH 2950. Art History Survey III. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1101.*

This is a lecture/discussion course in which students study major developments and trends in 2 and 3 dimensional art since 1900 (with a brief overview of the roots of modern art). Post-modern theories open the study to indigenous, traditional, colonial, and post-colonial cultures in world art. Museum visits are required.

**ARH 3398. Internship. 1-9.**

*Prerequisite: Permission of department chair.*

A supervised work experience of one academic semester with a previously approved gallery, museum, or private government agency.

**ARH 3550. Latin American Art. 3-0-3.**

*Prerequisite: ARH 2750 and ENGL 1102.*

A study of Latin-American art from pre-Columbian times to the present.

**ARH 3570. African Art. 3-0-3.**

*Prerequisite: ARH 2750 and ENGL 1102.*

A history and survey of African art, from prehistory to the present.

**ARH 3650. Theory and Criticism of the Visual Arts. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

A study of the basic aesthetic theories and critical methods employed by artists, teachers, critics and art historians. Emphasis on artistic styles and aesthetic philosophies in historical, cultural and creative contexts.

**ARH 3800. African American Art. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

An introduction to African American art designed to explore the diverse aesthetic expressions of African American artists from colonial times to the present. Through an examination of aspects of the religious, social, cultural and creative history of Black Americans, students will develop an understanding of the wealth of contributions made by people of African descent to the development of American art and culture.

**ARH 3950. History of American Art. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

Study of the art styles and movements in the United States from colonial times to present.



**ARH 4400. Directed Study. 1 - 3.**

*Prerequisite: Permission of instructor and department chair.*

Selected topics of an advanced nature, which may include original research projects. Can be used in upper-level course requirements only twice with no more than 3 hours credit given each time.

**ARH 4450. Renaissance Art. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

A survey of art in Europe from the early 14th century to the mid 16th century. The veneration for classical antiquity and the development of realistic representation are examined. Besides a chronological study, the painters, sculptors and architects in Italy and in Northern Europe are covered. The issues of patronage, artist training and technology are also addressed.

**ARH 4490. Special Topics in Art History. 1 - 3.**

*Prerequisite: ARH 2850, ENGL 1102, and approval of instructor and department chair.*

Selected special topics and seminars of interest to faculty and upper-level students interested in art history.

**ARH 4550. Baroque Art. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

A survey of major movements, artists and themes in the 17th and 18th century western art and architecture. The mutual awareness and cultural interchange with the traditions of Africa, Asia, the Americas and Oceania are also emphasized.

**ARH 4650. 19th Century Art. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

Study of major developments and trends in 19th century painting, sculpture, graphic design and architecture. Review of major aesthetic theories and non-western art forms that shape 19th century art.

**ARH 4870. History of Photography. 3-0-3.**

*Prerequisite: ARH 2850 and ENGL 1102.*

A selective survey of 19th and 20th century photography, primarily in Europe and America. Emphasis on photography's development as an artistic medium. Focus on major practitioners of the medium, and on photography's relationship to historical events, psychology, sociology and the development of art and architecture. ART 2750 recommended.

**• ASTRONOMY (ASTR) •****ASTR 3320. Astronomy and Cosmology. 3-0-3.**

*Prerequisite: "C" or better grade in any core lab science sequence.*

An introduction to stellar Astronomy and Cosmology. Topics include stellar structure and evolution, end states of stars such as white dwarfs and black holes, active galaxies and quasars, the large-scale structure of the universe, and theories for the origin and evolution of the Universe. This course will emphasize physical principles and conceptual understanding.

**ASTR 3321. Solar System Astronomy. 3-0-3.**

*Prerequisite: "C" or better grade in any core lab science sequence.*

An introduction to Solar System Astronomy. Topics include planetary motion and its role in the scientific revolution, theories for the origin of the solar system, the history and evolution of the Earth, comparative planetology and the origin of life. This course will emphasize physical principles and conceptual understanding.

**• BIOLOGY (BIOL) •****BIOL 2101. Introduction to the Culture and Methods of Biology. 2-3-3.**

*Prerequisite: "C" or better grade in all learning support courses, if required.*

This course will introduce students to the culture and practices of biological science. It will provide them with an overview of the subdisciplines of biology and the career opportunities associated with them. Experimental design, hypothesis testing and data analysis, including the use of appropriate statistics, spreadsheets, and other discipline-specific software will also be presented. This course will introduce students to the basic principles and techniques used in the biology laboratory and field investigations. Biology and Biotechnology majors should take this as their first Biology course.

**BIOL 2107. Biological Principles I. 3-3-4.**

*Prerequisite: "C" or better grade in BIOL 2101 or CHEM 1211/1211L.*

A cellular approach to biology. Topics include cell chemistry, cell structure and function, energy metabolism and cell differentiation, and techniques used to study them. Laboratories employ principles of spectrophotometry and differential centrifugation to examine enzyme

kinetics, quantification of protein and subcellular fractionation. For science majors. (Formerly BIOL 2201/2201L).

**BIOL 2108. Biological Principles II. 3-3-4.**

*Prerequisite:* "C" or better grade in BIOL 2107. An organismal approach to biology. Topics include population genetics, evolution, ecology, behavior and structure/ function relationships. In the laboratory, emphasis is on the collection and analysis of data from exercises dealing with population genetics and ecology. Fetal pig dissection is included. For science majors. (Formerly BIOL 2200/2200L).

**BIOL 2221. Human Anatomy & Physiology I. 3-0-3.**

*Corequisite:* CHEM 1151 and CHEM 1151L or SCI 1101.

The course begins with cellular chemistry and function, tissues, and continues through the nervous, skeletal and muscular systems. Homeostasis and structural and functional relationships will be emphasized. Primarily recommended for students interested in nursing, physical therapy and health, physical education and sports science. Cannot be used for credit toward a degree in Biology.

**BIOL 2221L. Human Anatomy & Physiology I Laboratory. 0-2-1.**

*Corequisite:* BIOL 2221.

Basic anatomy and physiology of the skeletal, nervous, and muscular systems as well as basic histology. Structural and functional relationships will be emphasized.

**BIOL 2222. Human Anatomy & Physiology II. 3-0-3.**

*Prerequisite:* "C" or better grade in BIOL 2221.

A continuation of Biology 2221. Emphasizes homeostasis and structural and functional relationships in the study of cardiovascular, respiratory, urinary, digestive, endocrine, and reproductive systems. Primarily recommended for students interested in nursing, physical therapy and health, physical education, and sports science. Cannot be used for credit toward a degree in Biology.

**BIOL 2222L. Human Anatomy & Physiology II Laboratory. 0-2-1.**

*Prerequisite:* "C" or better grade in BIOL 2221/2221L; *Corequisite:* BIOL 2222.

Basic anatomy and physiology of the cardiovascular, respiratory, digestive, urinary endocrine, and reproductive systems. Structural and functional relationships will be emphasized.

**BIOL 2261. Fundamental Microbiology. 3-2-4.**

*Prerequisite:* "C" or better grade in BIOL 2221/2221L.

Basic principles and techniques of microbiology including the various types of microbes, their morphology, metabolic processes and their relationships to humans; basic microbiology laboratory principles emphasizing fundamental isolation, identification, and culture techniques. Primarily for nursing majors. Cannot be used for credit toward a degree in Biology.

**BIOL 3300. Genetics. 3-2-4.**

*Prerequisite:* "C" or better grade in BIOL 2108 and CHEM 1212/1212L.

Principles of genetics including classical, molecular, population genetics and cytogenetics. Importance of genetics as a foundation for other divisions of biology is stressed. The laboratories will explore concepts in both transmission and molecular genetics. Laboratory exercises will demonstrate the principles of segregation and independent assortment. Sex linkage, epistatic relationships, and the principles of human karyotyping will also be examined. Exercises in molecular genetics will introduce students to the process of recombinant DNA technology and will demonstrate the principles involved in molecular separation techniques.

**BIOL 3310. Invertebrate Zoology. 3-0-3.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108. *Corequisite:* BIOL 3310L.

An examination of the invertebrates including anatomy, ecology, evolution, physiology, and phylogeny of invertebrates.

**BIOL 3310L. Invertebrate Zoology Laboratory. 0-2-1.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108. *Corequisite:* BIOL 3310.

Students will observe and identify a selected group of invertebrate organisms as well as design and conduct studies of invertebrate physiology, diversity, distribution, and behavior. A term project is required.

**BIOL 3315. Vertebrate Zoology. 3-2-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108.

An examination of the phylogenetic relationships, evolutionary origins, and life history traits of the vertebrates. Laboratories will emphasize the identification of North American vertebrates and examine the relationship between morphology and taxonomy. Two day-long field trips outside of regularly-scheduled lab hours are required.

**BIOL 3317. Pathophysiology. 3-0-3.**

*Prerequisite:* BIOL 2222/2222L or 4431/4431L.

Examines the biological basis of common, clinical disease states. Pathophysiology is treated as a disruption of normal homeostatic mechanisms that progresses beyond the normal compensatory capabilities of the human body.

**BIOL 3320. Plant Morphology. 3-2-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108.

Evolutionary trends and relationships of major groups of non-vascular and vascular plants as seen in vegetative and reproductive morphology, life cycles and paleobotany. Students will observe and dissect selected groups of non-vascular and vascular plants, with emphasis on evolutionary trends and relationships.

**BIOL 3327. Medical Genetics. 3-0-3.**

*Prerequisite:* BIOL 3300 or consent of instructor.

An introduction to the principles of medical genetics and the application of these principles to human genetic disorders. Topics include inborn errors of metabolism, cytogenetic anomalies, neural tube defects, and application of molecular genetics to the diagnosis of specific disorders. Genetic counseling procedures, prenatal options and the ethical dilemmas generated as a result of these options will also be discussed.

**BIOL 3335. Natural History of Georgia. 1-6-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108.

This course examines the flora, fauna, geology and environments of selected Georgia ecosystems. The historical and geological development of the state's major habitats and landforms are examined by way of a series of weekend field trips.

**BIOL 3338. Histology. 3-0-3.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108. *Corequisite:* BIOL 3338L.

An investigation of structural and functional relationships in animal tissues.

**BIOL 3338L. Histology Laboratory. 0-2-1.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108. *Corequisite:* BIOL 3338.

Laboratory studies of cells, tissues, and organs to understand their structural organization from normal animal specimens.

**BIOL 3340. Microbiology. 3-3-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108.

A study of prokaryotic and unicellular eukary-

otic organisms, emphasizing morphology, physiology, control, identification, symbiotic relationships, and practical applications. Immunology is studied as a response of vertebrates to microbial infection. The laboratory emphasizes basic microbiological methods of culture and identification of microorganisms. The role of microbes in the environment and in medicine is also investigated.

**BIOL 3350. Comparative Vertebrate Anatomy. 3-3-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108.

A survey of representative vertebrates and related chordates emphasizing phylogeny and anatomical adaptations. Evolutionary trends are examined in the context of large-scale environmental changes that have occurred over geological time. Lab component will have students dissecting selected vertebrates organisms and experimentally determining the physical forces acting on the evolution of vertebrates.

**BIOL 3370. Ecology. 3-3-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108.

Relationships among living organisms and their environments at the individual, population, community and ecosystem level. Laboratory and field activities will emphasize environmental sampling procedures and statistical analysis of sampling data.

**BIOL 3371. Limnology. 2-4-4.**

*Prerequisite:* BIOL 2107, 2108.

This course will develop a comprehensive and integrated understanding of physical, chemical and biological processes occurring in lakes, streams and estuaries. The approach will use the scientific method to investigate and contrast basic ecological processes operating in various systems. Students will generate hypotheses from an initial collection of data and from lectures on various limnologic parameters (e.g. light, nutrients, productivity, community structure, pollutants.) Students will test specific hypotheses by developing and implementing field surveys and experimental manipulations.

**BIOL 3372. Aquatic Biodiversity. 1-6-4.**

*Prerequisite:* "C" or better grade in BIOL 3370 or permission of instructor.

An introduction to major plant and animal taxa found in aquatic ecosystems. Students will develop field and laboratory identification and collection skills. Major ecological and biogeographical factors influencing distribution and abundance

of aquatic organisms will be examined. A series of three weekend field trips are required.

**BIOL 3373. Methods in Aquatic Ecology. 2-4-4.**

*Prerequisite:* "C" or better grade in BIOL 2107/BIOL 2108.

This course provides students experience in design and execution of studies in aquatic ecology. Students will obtain hands-on experience with field and lab techniques used in aquatic research, including drainage basin assessments, assessment of lake and stream habitat and water quality, wetlands delineation, sampling techniques for fish and aquatic invertebrates, and techniques used in aquatic toxicology. Field experiences during regularly scheduled class periods are an integral part of the course.

**BIOL 3375. Behavioral Biology. 3-2-4.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108 or comparable research methods course. See Biology/Physics Department Chair for approval of other courses.

A survey of the major concepts of neurophysiology, ethology and behavioral ecology, including the behavior of social organisms. Laboratory and field activities emphasize a quantitative, hypothesis testing approach to observing the behavior of animals.

**BIOL 3380. Evolutionary Biology. 3-0-3.**

*Prerequisite:* "C" or better grade in BIOL 3300.

Principles of evolutionary biology including discussions of natural selection, adaptation, population genetics, speciation, and phylogeny reconstruction. The applications of evolutionary biology to areas such as conservation biology, medicine, and agriculture are discussed.

**BIOL 3390. Developmental Biology. 3-0-3.**

*Prerequisite:* "C" or better grade in BIOL 3300.

*Corequisite:* BIOL 3390L.

Developmental process of animals and plants from formation of gametes through the embryonic stages, birth, maturation and aging. Emphasis on anatomical development, experimental embryology and molecular mechanisms of cellular differentiation.

**BIOL 3390L. Developmental Biology Laboratory. 0-3-1.**

*Prerequisite:* "C" or better grade in BIOL 3300.

*Corequisite:* BIOL 3390.

Laboratory studies in developmental biology techniques, including plant and animal cell and tissue cultures.

**BIOL 3396. Cooperative Study. 1-2.**

*Prerequisite:* Approval of Biology/Physics Department Chair and Coordinator of Cooperative Education/ Internships (Career Services).

A supervised work experience program for a minimum of two academic semesters at a previously approved site in business, industry or government or a private agency. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training. Can be applied to free electives only.

**BIOL 3398. Internship. 1-12.**

*Prerequisite:* Approval of major area committee and Biology/Physics Department Chair prior to registration.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. Credit is allowed only in elective areas.

**BIOL 3399. Seminar. 1-0-1.**

*Prerequisite:* "C" or better grade in BIOL 2107, 2108 or permission of instructor.

Selected topics of current interest, to be announced. May be taken only two times for credit.

**BIOL 4000. Service Learning in Biology. 1-3.**

*Prerequisite:* 60 hours and permission of instructor and department chair/program director.

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**BIOL 4400. Directed Study. 1-4.**

*Prerequisite:* Approval of instructor, major area committee and Biology/Physics Department Chair prior to registration.

Selected topics of an advanced nature, which may include original research projects. Up to four hours may be applied to the major area.

**BIOL 4410. Cell and Molecular Biology. 3-0-3.**

*Prerequisite:* "C" or better grade in BIOL 3300, CHEM 3361.

Cellular function and genetic principles from an experimental point of view. Emphasis on functional interactions among cellular substructures, regulation of cellular biosynthetic activity, molecular genetics, and evaluation of experimental data.

**BIOL 4420. Plant Physiology. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 2107, 2108, CHEM 3361. Corequisite: BIOL 4420L.*

This course will examine various metabolic and physiological processes that occur in plants. Emphasis will be placed on photosynthesis, secondary metabolism, transport of water and solutes, plant defense against pathogens and herbivores, mineral nutrition, hormonal reactions as they relate to plant growth and development, photomorphogenesis, and the control of flowering. Each process will be examined at the biochemical, cellular and organismal level so as to provide a more complete understanding of the process.

**BIOL 4420L. Plant Physiology Laboratory. 0-3-1.**

*Prerequisite: "C" or better grade in BIOL 2107, 2108; CHEM 3361/3361L. Corequisite: BIOL 4420.*

Both classical and current approaches will be used to examine nutrition, transport, photosynthesis, and development in plants.

**BIOL 4431. Human Physiology. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 2107, BIOL 2108, CHEM 3361. Corequisite: BIOL 4431L.*

A course in human systems physiology in which the principle of homeostasis will be used to understand how function is integrated from the cellular to the organismal level. The course will focus on the nervous, endocrine, muscular and cardiovascular systems. Critical thinking and quantitative methods will be emphasized.

**BIOL 4431L. Human Physiology Laboratory. 0-3-1.**

*Prerequisite: "C" or better grade in BIOL 2107, 2108; CHEM 3361/3361L; Corequisite: BIOL 4431.*

Laboratory application of modern techniques in cell and animal physiology with emphasis on quantitative data acquisition and analysis.

**BIOL 4450. Team Research. 1-4.**

*Prerequisite: "C" or better grade in BIOL 3300 and permission of instructor.*

This course is a group experience in biological research in which class members form a research team to design, perform, analyze and write up for publication a single project or group of related projects under the supervision and direction of a faculty member.

**BIOL 4460. Medical Microbiology. 3-3-4.**

*Prerequisite: "C" or better grade in BIOL 3340/3340L.*

This course will explore the disease process of, the immune response to, and the prevention and treatment of the medically important Monera, Viruses, Fungi and some microscopic Protista with emphasis on emerging infections, including a laboratory experience that focuses on enhancing laboratory and investigative skills.

**BIOL 4465. Immunology. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 3300; BIOL 3340 recommended.*

Immunology will explore current concepts of the immune system. Emphasis will be placed on the induction of the immune response, on the mechanism(s) of those responses, and on the mechanism(s) by which the immune system protects against disease. The development and the role of each of the components involved in the immune response as well as immunological applications will be discussed.

**BIOL 4475. Virology. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 3300; BIOL 3340 recommended.*

This course will explore current concepts associated with the field of virology. The structure and genetic composition of viruses as well as strategies for replication and expression of viral genetic material will be explored. Mechanisms of viral pathogenesis will be presented. In addition, current methods for viral diagnostics, prevention of viral infection and treatment of infected individuals will be presented within the context of viruses of historical significance as well as newly emergent viruses of current medical concern. Novel infectious agents such as satellites, viroids and prions will also be discussed.

**BIOL 4486. Bioethics. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 2107, 2108, senior standing (90 credit hours) or consent of instructor.*

This course will enable the student to think more critically about some of the difficult moral problems which arise in the practice of science and from our contemporary understanding of living systems. Readings and discussion will focus on issues of personal decision making and public policy regarding both biomedical and environmental issues.

**BIOL 4490. Special Topics in Biology. 1-4.**

*Prerequisite: Varies as to topic.*

Selected special or current topics of interest to faculty and students. See semester schedule.

**BIOL 4610. Advanced Topics in Anatomy & Physiology. 1-4.**

*Prerequisite: "C" or better grade in one course from Anatomy & Physiology area.*

Advanced topic in physiology that may fit the needs and interests of students and faculty. Such topics might include advances in laboratory techniques, microbial physiology and cellular physiology. Can be taken only once for credit toward degree.

**BIOL 4620. Advanced Topics in Ecology & Evolution. 1-4.**

*Prerequisite: "C" or better grade in BIOL 3370 or BIOL 3380.*

Advanced topics in ecology and evolution that may fit the needs and interests of students and faculty. Such topics might include advanced lab and field techniques, microbial ecology, evolution of specific taxa, biology of gender. Can be taken only once for credit toward degree.

**BIOL 4630. Advanced Topics in Cell & Molecular Biology. 1-4.**

*Prerequisite: "C" or better grade in one course from cell biology area.*

Advanced topics in cell or molecular biology that may fit the needs and interests of students and faculty. Such topics might include advanced genetics, microbial genetics, biology of cancer or biotechnology. Can be taken only once for credit toward degree.

• **BIOTECHNOLOGY (BTEC)** •

**BTEC 3301. Introduction to Biotechnology. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 3300.*

This course will introduce students to the expanding field of biotechnology, including areas of agricultural technology, food biotechnology, genetic diagnostics, gene therapy, manufacture of biopharmaceuticals, etc. The course will include discussions of methodology, applications, and the ethical, legal, and social implications of this rapidly expanding discipline.

**BTEC 3396. Cooperative Study. 1-2.**

*Prerequisite: "C" or better grade in BTEC 3301; Approval of Biology/Physics Department Chair and Coordinator of Cooperative Education/ Internships (Career Services).*

A supervised work experience program for a minimum of two academic semesters at a previously approved site in business, industry or government or a private agency. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training. Can be applied to free electives only.

**BTEC 3398. Internship. 1-12.**

*Prerequisite: "C" or better grade in BTEC 3301; Approval of major area committee and Biology/Physics Department Chair prior to registration.*

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. Credit is allowed only in elective areas.

**BTEC 3399. Seminar in Biotechnology. 1-0-1.**

*Prerequisite: "C" or better grade in BTEC 3301 or permission of instructor.*

Selected topics of a current interest, to be announced. May be taken only two times for credit.

**BTEC 3400. Quality Assurance and Regulatory Issues in Biotechnology. 3-0-3.**

*Prerequisite: "C" or better grade in BTEC 3301.*

This course gives an overview of regulatory issues and practices in biotechnology industries, focusing on the requirements of the FDA and USDA. It covers regulatory systems, including Current Good Manufacturing Practice (CGMP), Good Laboratory Practice (GLP), Good Clinical Practice (GCP), and Hazard Analysis Critical Control Points (HACCP). Other topics include record keeping, standard operating procedures, methods validation, statistical methods, compliance, and enforcement.

**BTEC 4100. Molecular Methods: DNA. 2-3-3.**

*Prerequisite: "C" or better grade in BIOL 3300.*

This course covers the fundamentals of DNA, gene structure and function, genetic engineering, and bioinformatics. The emphases of the course will be on DNA structure, DNA replication, gene structure, and gene expression. The applications of biotechnology studied will include

creating recombinant DNA, gene mapping, DNA sequencing, DNA sequence analysis, and the polymerase chain reaction.

**BTEC 4200. Industrial Microbiology. 2-6-4.**

*Prerequisite: "C" or better grade in BIOL 3340 and BIOL 3340L.*

This course is a detailed survey of advanced microbiological methods used in industry. Topics include biosafety issues, bacterial and fungal identification, environmental monitoring, methods validation, media preparation and sterilization, anaerobic culture techniques, quantitative methods, and fermentation in batch and continuous cultures.

**BTEC 4300. Chromosome Preparation & Analysis. 2-4-4.**

*Prerequisite: "C" or better grade in BIOL 3300 and BIOL 3327.*

An extensive preparatory course designed to give students hands-on experience with the methods used in the preparation of human chromosomes. Collection techniques, culture procedures, harvesting protocol and slide preparation will be followed by analysis and interpretation of karyotypes, both normal and abnormal. Clinical implications of abnormal karyotypes will also be included as will proper use of various types of microscopes and image capture and analysis by computer.

**BTEC 4400. Directed Study. 1-4.**

*Prerequisite: "C" or better grade in BTEC 3301; Approval of instructor, major area committee and Biology/Physics Department Chair prior to registration.*

Selected topics of an advanced nature, which may include original research projects. Up to four hours may be applied to the major area.

**BTEC 4455. Case Studies in Forensic Science. 3-0-3.**

*Prerequisite: "C" or better grade in BIOL 3300; CRJU 3320 (recommended).*

This course will discuss the role and application of forensic science in criminal investigations and legal proceedings. Emphasis will be placed on forensic DNA analysis but other aspects of forensic science will also be discussed.

**BTEC 4460. Methods in Forensic DNA Analysis. 1-6-3.**

*Prerequisite: "C" or better grade in BTEC 3300.*

This laboratory-intensive, course will introduce students to the techniques currently used in Forensic DNA Profiling by crime labs in Georgia and across the country. Laboratory activities will

include extraction and quantification of DNA from your own cheek cells, and state-of-the-art PCR-based DNA profiling methods. The course is designed to allow students to experience the full range of activities associated with the various procedures. Activities will include solution preparation, sample processing, record keeping, data interpretation, and report generation. Discussions will include the historical development of previously-used DNA profiling methods, alternative procedures employed in some laboratories, and the ongoing development of new DNA profiling methods. Legal issues associated with quality control, frequency estimates, sample condition, chain of custody, and admissibility will also be presented.

**BTEC 4490. Special Topics in Biotechnology. 1-4.**

*Prerequisite: "C" or better grade in BTEC 3301; Other vary as to topic.* Selected special or current topics of interest to faculty and students. See semester schedule.

**BTEC 4800. Forensic Diagnostics: Infectious Agents. 2-3-3.**

*Prerequisite: "C" or better grade in BIOL 3340, BIOL 3340L; BTEC 3301.*

The application of microscopy, antibody-based techniques and molecular probes for the detection and identification of infectious agents.

• **BUSINESS ADMINISTRATION (BUSA)** •

**BUSA 1000. Introduction to Business. 3-0-3.**

*Prerequisite: Business Majors: Freshman or sophomore standing; Non business Majors: None.* Broad spectrum analysis of business enterprise, its nature, environment, organization, management, operation and control procedures.

**BUSA 4490. Special Topics in Business Administration. 1-3 credit hours.**

*Prerequisite: Sophomore GPA Requirement and approval of instructor and department chair; Non business Majors: Approval of instructor and department chair.*

Selected special topics of interest to faculty and students.

## •BUSINESS INFORMATION SYSTEMS MANAGEMENT (BISM)•

### **BISM 2100. Business Information Systems & Communication. 3-0-3.**

*Prerequisite: All developmental studies courses if required. This course assumes a basic proficiency in MS Office applications (Word, Excel, and PowerPoint). The Office for Undergraduate Business Programs has a list of the basic skills required; free training on those skills is available through Information Technology Services for students currently enrolled in any KSU course.*

Business information course to: (1) improve communications skills appropriate to the business setting; (2) expand proficiency in the use of business application software; and (3) introduce information technology concepts relevant to doing business in an electronic environment.

### **BISM 3100. Information Systems Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: MGT 3100.*

Illustrates how to effectively use, manage, and participate in the development of information technology applications that support common business processes. Focuses on the interdependence among an organization's management, business processes, and information systems. Provides hands-on experience in developing a business information system.

### **BISM 3200. Advanced Business Application Systems. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: 60 credit hours.*

Designed to provide the business student with an understanding of advanced microcomputer applications with a focus on database applications and their management and use in organizations. Emphasis is on providing students with the understanding and skills to conceptualize, develop and manage end-user applications.

### **BISM 4100. Business Systems Analysis and Design. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, BISM 3100; Non business Majors: BISM 3100 and permission of department chair.*  
An introduction to the basic concepts underlying systems analysis and design, and the application

of those techniques in the development of business information systems. Focus is on preparing business managers to be active and effective participants in an information technology development project.

### **BISM 4400. Directed Study. 1-3 Semester Hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor, and department chair prior to registration; Non business Majors: Approval of instructor and department chair prior to registration.*

This is a special topics course of an advanced nature which focuses on information systems subject areas not covered in regular business course offerings.

### **BISM 4490. Special Topics in Business Information Systems. 1-3 Semester Hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair; Non business Majors: 60 semester hours and approval of instructor and department chair.*

Selected topics of interest to faculty and students.

## • BUSINESS LAW (BLAW) •

### **BLAW 2200. Legal and Ethical Environment of Business. 3-0-3.**

*Prerequisite: All developmental studies courses if required.*

Covers torts, contracts, government regulation of business and the legal system. Also addresses ethical issues arising in a business's internal and external relationships.

### **BLAW 3400. Negotiation. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours.*

An examination of the theory and practice of negotiation. In addition to reviewing readings, students will participate in simulations and discuss negotiation cases to broaden their negotiating techniques.

### **BLAW 4100. Advanced Business Law. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours; BLAW 2200 recommended and permission of department chair.*

A study of legislation regulating business partnerships, corporations, commercial paper, secured transactions, sales, consumer credit and bankruptcy.



**BLAW 4200. Employment Law. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours; BLAW 2200 recommended and permission of department chair.*

A study of the influence of law on the personnel function, with special emphasis on discrimination laws and affirmative action issues. Provides an overview of various federal laws such as the National Labor Relations Act, The Fair Labor Standards Act and ERISA.

**BLAW 4300. Real Estate Law. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours; BLAW 2200 recommended and permission of department chair.*

Designed to provide the business student with an understanding of the nature, sources and principles of real estate law, and its importance in the business environment. Topics include: real property; contracts involving real estate deeds and titles; transfer of real estate, mortgages, liens, zoning and land use controls, condemnation, realty agents and landlord-tenant law.

**BLAW 4400. Directed Study. 1 -3 semester hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair prior to registration; Non business Majors: Approval of instructor and department chair prior to registration.*

Special topics of an advanced nature not in the regular course offerings.

**BLAW 4490. Special Topics In Business Law. 1-3 semester hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair; Non business Majors: 60 semester hours and approval of instructor and department chair.*

Selected topics of interest to faculty and students.

**BLAW 4500. Franchise Law. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours and permission of department chair.*

Designed to provide the business student with an understanding of the nature, sources and principles of franchise law and its importance in the business environment. Topics include: fundamentals of franchising, intellectual property, FTC Rules and disclosure, requirements of franchise registration and business opportunity law and earnings claims.

**BLAW 4600. International Law: Business Applications. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours; BLAW 2200 recommended and permission of department chair.*

Examines the international legal system and alternative means of international dispute resolution. Covers laws that determine when and under what conditions companies are allowed to do business abroad. Cases used to explore choosing the most appropriate business relationship and entering the most advantageous agreement.

**BLAW 4960. Current Issues in Business Ethics and Law. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 semester hours and permission of department chair.*

An examination of contemporary issues in legal and ethical behavior in organizations. Stresses the application of ethical principles to business.

## • CHEMISTRY (CHEM) •

**CHEM 1110. Chemistry Career Seminar. 1-0-1.**

*Prerequisite: None. Co-requisite: CHEM 1211.*

This course will provide students with an overview of the majors in chemistry and biochemistry and the career opportunities associated with them. Practice on discipline specific computer, writing and communication skills will be emphasized. Speakers from various chemistry-related areas will describe their work and typical workday. Students will research careers of special interest to them in terms of type of work, training required, and salary. Field trips may also be included where appropriate.

**CHEM 1151. Survey of Chemistry I. 3-0-3.**

*Prerequisite: MATH 0099 and READ 0099 (if required). Corequisite: CHEM 1151L.*

General principles of atomic structure, bonding, reaction, solutions, equilibria as required for a basic understanding of physiological applications. A brief introduction to organic compounds which are of particular importance in pharmacological applications.

**CHEM 1151L. Survey of Chemistry I Laboratory. 0-3-1.**

*Corequisite: CHEM 1151.*

Laboratory course to study and apply topics and concepts covered in CHEM 1151.

**CHEM 1152. Survey of Chemistry II. 3-0-3.**

*Prerequisites:* "C" or better grade in CHEM 1151.  
*Corequisite:* CHEM 1152L.

A study of the classes of organic molecules including their common uses and physical and chemical properties. An introductory look at the structure and function of biological macromolecules.

**CHEM 1152L. Survey of Chemistry II Laboratory. 0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 1151L.  
*Corequisite:* CHEM 1152.

Laboratory course to study and apply the topics and concepts covered in CHEM 1152.

**CHEM 1211. General Chemistry I. 3-0-3.**

*Prerequisite:* High school chemistry or CHEM 1151. *Corequisite:* CHEM 1211L, MATH 1113 or MATH 1112.

First course in a two-semester sequence covering the fundamental principles and applications of chemistry for science majors. Course content includes electronic structure of atoms and molecules, bonding fundamentals, fundamentals of chemical reactions, and gas laws.

**CHEM 1211L. General Chemistry I Laboratory. 0-3-1.**

*Prerequisite:* None. *Corequisite:* CHEM 1211, MATH 1113.

First laboratory course in general chemistry. Designed to introduce the student to the application of cognitive skills utilizing chemical knowledge in the laboratory.

**CHEM 1212. General Chemistry II. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 1211. *Corequisite:* CHEM 1212L, MATH 1190.

Second course in a two-semester sequence covering the fundamental principles and applications of chemistry for science majors. Course content includes chemical kinetics, chemical thermodynamics, liquids and solids, properties of solutions, chemical equilibrium, acids and bases, electrochemistry, and qualitative analysis.

**CHEM 1212L. General Chemistry II Laboratory. 0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 1211, CHEM 1211L. *Corequisite:* CHEM 1212.

Second laboratory course in general chemistry. Designed to continue the application of cognitive skills utilizing chemical knowledge in the laboratory including qualitative analysis techniques.

**CHEM 2100. Forensic Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 1211, CHEM 1211L. *Corequisite:* CHEM 2100L.

Course content includes: the scope of forensic chemistry; types of physical evidence, processing a crime scene; application of chemistry techniques in the identification and analysis of physical evidence (drugs, blood, fire residues, glass, soil, ink, etc); forensic toxicology and forensic aspects of arson.

**CHEM 2100L. Forensic Chemistry Lab. 0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 1211, CHEM 1211L. *Corequisite:* CHEM 2100.

Students will use chemistry to analyze crime-scene samples. Hands-on activities will be related to glass and drug identification, trace evidence, breath and ink analyses and blood typing. Techniques such as chromatography, ultraviolet-visible and infrared spectroscopy, refractive index measurement, breath-analyzers, blood-typing kits, will be used.

**CHEM 2800. Quantitative Analytical Chemistry. 2-0-2.**

*Prerequisite:* "C" or better grade in CHEM 1212. *Corequisite:* CHEM 2800L.

Introduction to statistics. The use of spreadsheets. Principles of gravimetric and volumetric analysis. Concepts of chemical equilibria as applied to acid-base, precipitation, and complex ion reactions. Electrochemistry and potentiometry. Ultraviolet - visible spectroscopy.

**CHEM 2800L. Quantitative Analytical Chemistry Laboratory. 0-6-2.**

*Corequisite:* CHEM 2800.

Laboratory experiments include: gravimetric analysis, precipitation, compleximetric, and reduction-oxidation titrations; potentiometric applications; calibration techniques using ultraviolet - visible spectroscopy. Tutorials on the application of spreadsheets.

**CHEM 3000. Chemical Literature. 2-0-2.**

*Prerequisite:* "C" or better grade in CHEM 3362, CHEM 3362L.

An exploration of the process and practice of chemical research that leads to publication. An introduction to resources and methods for searching the chemical literature.

**CHEM 3010. Pharmacological Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3501 or CHEM 3500.

This course covers fundamentals of pharmacology such as drug discovery/development and

pharmacokinetics, with emphasis given to the role of chemistry and biochemistry in these areas. A main focus of the course will be how drugs function at the molecular level. Examples will be chosen from drugs that target enzymes, receptors, and DNA.

**CHEM 3050. Biophysical Chemistry.**  
**3-0-3.**

*Prerequisite:* "C" or better grade in MATH 1190 and CHEM 2800. *Corequisite:* CHEM 3362, CHEM 3362L.

This course provides a survey of thermodynamics, chemical equilibrium, and kinetics as applied to biological systems. It includes an introduction to the quantum mechanical principles important in understanding spectroscopic studies and some computer modeling of biologically interesting molecules.

**CHEM 3100. Inorganic Chemistry.**  
**3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3000, CHEM 3602. *Corequisite:* CHEM 3105L.

Introduction to inorganic chemistry for the professional degree. Topics include atomic structure, bonding, coordination chemistry, nomenclature, reaction mechanisms, symmetry, structure, and a general survey of descriptive inorganic chemistry.

**CHEM 3105L. Inorganic Synthesis.**  
**0-3-1.**

*Corequisite:* CHEM 3100.

Laboratory course to introduce the concepts and practices of inorganic synthetic chemistry. Emphasis is on the synthesis, characterization, reactivity, structure, and other properties of the inorganic compounds and complexes. The course introduces standard methodology for the synthesis and characterization of known compounds. Team research projects then incorporate the same methods for the synthesis and characterization of new compounds yet to be reported in the literature.

**CHEM 3110. Bioinorganic Chemistry.**  
**3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3050. *Corequisite:* CHEM 3110L.

General aspects of bioinorganic chemistry will be discussed including physical methods, roles of metals in biological systems, classes of metalloproteins and metalloenzymes, and metals in medicine. The primary focus is on understanding how metals make a variety of biological functions possible through their unique properties.

**CHEM 3110L. Bioinorganic Chemistry Laboratory.** **0-3-1.**

*Corequisite:* CHEM 3110.

The aim of this laboratory is to integrate concepts from biology and inorganic chemistry by performing experiments that lie at the interface of these two disciplines. Lecture topics will be reinforced through experiments covering synthesis and analysis of bioinorganic model compounds, enzyme activity as it relates to metal availability, and metal therapeutics.

**CHEM 3361. Modern Organic Chemistry I.** **3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 1212.

*Corequisite:* CHEM 3361L.

The first of a two-semester course sequence in modern organic chemistry designed for students majoring in chemistry as well as premed, pre-dental, pre-pharmacy and biology majors. The course involves a study of structure, properties, synthesis and reactions of basic organic compounds using modern structural and mechanical theories.

**CHEM 3361L. Modern Organic Chemistry Lab I.** **0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 1212L.

*Corequisite:* CHEM 3361.

Laboratory experiments designed to introduce the students to modern experimental method used in organic chemistry for separation of mixture, purification of compounds, and reactions illustrating single functional group transformation.

**CHEM 3362. Modern Organic Chemistry II.** **3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3361.

*Corequisite:* CHEM 3362L.

The second of a two-semester course sequence in modern organic chemistry designed for students majoring in chemistry as well as premed, pre-dental, pre-vet, pre-pharmacy and biology majors. The course involves a study of structure, properties, synthesis and reactions of basic organic compounds using modern structural and mechanical theories.

**CHEM 3362L. Modern Organic Chemistry Lab II.** **0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 3361L.

*Corequisite:* CHEM 3362.

Laboratory experiments designed to introduce the students to modern experimental methods used in organic chemistry synthesis, characterization of compounds, and multistep synthesis of useful target-compounds from readily available starting material.

**CHEM 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite:* Approval of coordinator of cooperative education/internship.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. Credit is allowed only in elective areas.

**CHEM 3398. Internship. 1-10 credit hours.**

*Prerequisite:* Approval of internship coordinator and chair.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. Credit is allowed only in elective areas.

**CHEM 3400. The Teaching and Learning of Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 1212.

An introduction to the methods of effective chemistry teaching in both the classroom and laboratory settings. Current chemical education research literature on topics such as theories of teaching, active learning strategies, misconceptions, multiculturalism, laboratory design, demonstrations, and assessment will be introduced and discussed. Class meetings will include hands-on activities where demonstrations and laboratory investigations are designed, enacted, and assessed as well as discussions about research-based best practices in the presentation of chemistry concepts to diverse student populations. Time will also be devoted to ensuring that essential chemistry content such as electrochemistry, thermodynamics, kinetics, and bonding are thoroughly understood so that they can be communicated effectively in the classroom.

**CHEM 3420. Intermediate Organic Chemistry. 2-0-2.**

*Prerequisite:* "C" or better grade in CHEM 3362.

Extension of the principles of organic chemistry to more complex systems including comprehensive treatment of nomenclature, structural theory, and modern synthetic methods. Extensive use of primary literature source is emphasized throughout the course. The synthesis of some useful heterocyclic and complex aromatic compounds are discussed.

**CHEM 3500. Survey of Biochemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3362.

This course is a one-semester, lecture-only survey of biochemistry. Concepts covered include the structure and function of biomolecules, membranes, enzyme kinetics, metabolism and bioenergetics, as well as biological information flow. Not intended for biochemistry majors.

**CHEM 3501. Biochemistry I. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3362.

*Corequisite:* CHEM 3501L.

Chemistry and biochemistry of macromolecules: proteins, carbohydrates, lipids, and nucleic acids. Introduction to enzymes.

**CHEM 3501L. Biochemistry I Laboratory. 0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 3362L.

*Corequisite:* CHEM 3501.

Introduction to biochemistry laboratory techniques including centrifugation, chromatography, electrophoresis, spectroscopy, and exploration of bimolecular structure using computer graphics.

**CHEM 3502. Biochemistry II. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3501.

A detailed study of enzyme mechanisms, thermodynamics, and major metabolic pathways, including carbohydrate, lipid, and amino acid metabolism.

**CHEM 3540L. Advanced Biochemistry Laboratory. 0-6-2.**

*Prerequisite:* "C" or better grade in CHEM 3501L.

Laboratory course intended for students who plan to work in an industrial setting or attend graduate school in one of the biosciences. This laboratory combines the techniques from Biochemistry I Laboratory (CHEM 3501L) in a realistic, applied way to solve multistep problems.

**CHEM 3601. Physical Chemistry I. 3-0-3.**

*Prerequisite:* "C" or better grade in PHYS 2211,

CHEM 3362. *Corequisite:* CHEM 3601L.

A study of macromolecular phenomena in terms of micro molecular concepts including the gas state and thermodynamic.

**CHEM 3601L. Physical Chemistry Lab I. 0-3-1.**

*Corequisite:* CHEM 3601, CHEM 3000.

Laboratory methods in physical chemistry.

**CHEM 3602. Physical Chemistry II. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3601.  
*Corequisite:* CHEM 3602L.

A continuation of CHEM 3601 including liquid and solid state, kinetics, and equilibria.

**CHEM 3602L. Physical Chemistry Lab II. 0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 3601L.  
*Corequisite:* CHEM 3602.

Continuation of CHEM 3601L.

**CHEM 3620. Intermediate Physical Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3602.

Principles of quantum chemistry, group theory, chemical bonding, and molecular spectroscopy.

**CHEM 3700. Environmental Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3362.

This course will cover the environmental chemistry involving the transport, distribution, reactions, and speciation of inorganic, organometallic and organic chemicals occurring in the air, soil and water environments at the local, national and global scale. Environmental transformations and degradation processes, toxicology, pollution and hazardous substances will be discussed.

**CHEM 3710L. Environmental Chemistry Lab. 0-6-2.**

*Prerequisite:* "C" or better grade in CHEM 3362L.

This laboratory course is designed to teach sampling, environmental analysis, data handling, systems modeling, specialized instrumental techniques, and field techniques related to atmospheric, geologic, and freshwater environmental chemistry. Additionally, team research projects will be designed to address a specific question related to the topics mentioned above.

**CHEM 3990. Seminar. 1-0-1.**

*Prerequisite:* "C" or better grade in CHEM 3000.

Selected topics of current interest, to be announced. Junior and senior chemistry majors only. May only be taken two times for credit.

**CHEM 4000. Service Learning in Chemistry. 1-3.**

*Prerequisite:* 60 hours and permission of instructor and department chair/program director.

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**CHEM 4100. Directed Applied Research. 1-5 credit hours.**

*Prerequisite:* Junior level status; consent of instructor and chair.

Applied research project directed by a faculty member.

**CHEM 4110. Advanced Topics in Inorganic Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3100, CHEM 3602.

Survey of modern inorganic chemistry and current theories concerning atomic structure, bonding, coordination chemistry, spectroscopy including a discussion of symmetry and group theory as they apply to the characterization of inorganic compounds, ligand field theory and other topics.

**CHEM 4300. Instrumental Analytical Chemistry. 2-0-2.**

*Prerequisite:* "C" or better grade in CHEM 2800 and "C" or better grade in CHEM 3050 or CHEM 3601. *Corequisite:* CHEM 4300L.

Introduction to chemometrics. Theoretical principles and uses of modern instrumental methods covering: spectroscopy, electroanalysis, and chromatographic separations.

**CHEM 4300L. Instrumental Analytical Chemistry Laboratory. 0-6-2.**

*Corequisite:* CHEM 4300.

Laboratory experiments include: calibration techniques for analyzing single-component and multicomponent systems, application of spectroscopy (UV-VIS, AAS), electroanalysis (different forms of voltammetry), chromatographic separations (LC, GC) in quantitative and qualitative analysis.

**CHEM 4310. Advanced Topics in Analytical Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3602.

Advanced theories and methods in analytical chemistry emphasizing newer analytical methods in practice in modern laboratories.

**CHEM 4400. Directed Study. 1-5 credit hours.**

*Prerequisite:* Approval of instructor, major area committee and department chair prior to registration.

Up to five hours may be applied to the major area. Special topics of an advanced nature that are not in the regular course offerings.

**CHEM 4430. Advanced Topics in Organic Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3362.

Advanced topics in organic chemistry as may fit

the needs and interest of the students and faculty. Such topics might include stereochemistry, physical organic chemistry, heterocycles.

**CHEM 4430L. Advanced Topics in Organic Chemistry Lab. 0-3-1.**

*Prerequisite:* "C" or better grade in CHEM 3362L.  
*Corequisite:* CHEM 4430.

Laboratory experiments designed to teach students the process of design, planning, and implementation of organic synthesis and the characterization of compounds using classic analytic methods and modern spectroscopic techniques.

**CHEM 4440. Polymer Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3362. Topics in modern polymer chemistry including synthesis, kinetics, characterization, and uses.

**CHEM 4510. Advanced Topics in Biochemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3501. Topics relating to the chemistry of metabolic processes in living organisms.

**CHEM 4620. Advanced Topics in Physical Chemistry. 3-0-3.**

*Prerequisite:* "C" or better grade in CHEM 3602. Advanced topics in physical chemistry with emphasis in such areas as statistical mechanics, quantum mechanics of kinetics, and molecular spectroscopy.

• **COMMUNICATION (COM)** •

**COM 1109. Human Communication. 3-0-3.**

*Prerequisite:* ENGL 0099, READ 0099, if required. An introduction to the fundamental components of the human communication process, emphasizing selected concepts, methods, and practice in dyadic, small group, and presentational settings. Covers such areas as information gathering, message design, audience considerations, verbal/nonverbal approaches, discussion/delivery strategies, critical analysis, and related media technology support resources. Includes student speaking assignments.

**COM 1129. Public Speaking. 3-0-3.**

*Prerequisite:* All developmental studies courses if required.

Methods and practice in effective oral communication with an emphasis on speech preparation and presentation.

**COM 1135. Writing for Public Communication. 3-0-3.**

*Prerequisite:* ENGL 1101 and 1102.

Application and practice of writing form and style

particular to communication industry careers, such as journalism, public relations and human resource areas. Includes weekly writing assignments.

**COM 2205. Introduction to Communication Organizations. 3-0-3.**

*Prerequisite:* ENGL 1102.

An introduction to methods and applications of basic theories, interactive structures, and directions within various organizational environments.

**COM 2230. Introduction to Mass Communication. 3-0-3.**

*Prerequisite:* All developmental studies courses, if required.

A survey of the various genres of mass media such as books, magazines, newspapers, radio, television, film and others. Examines the development, roles, functions, problems and criticisms of specific media from within the American culture.

**COM 3310. Concepts in New Media. 3-0-3.**

*Prerequisite:* COM 2230 or permission of instructor.

An analysis of the content, process and distribution of new media, including Web-based, network-based, and CD-ROM based products. Students will examine, evaluate and prepare material for informational, educational, and/or entertainment new media as well as explore the process of computer-assisted communication.

**COM 3315. Interviewing. 3-0-3.**

*Prerequisite:* ENGL 1102.

Methods and practice in situational interviewing, including selection, sales, journalistic and media interviews. Examines roles and functions of both interviewee and interviewer.

**COM 3324. Contemporary Issues in Mass Media. 3-0-3.**

*Prerequisite:* COM 2230.

Exploration and analysis of evolving and emerging issues in mass media, including economic, regulatory and technological developments and trends.

**COM 3325. Intercultural Communication. 3-0-3.**

*Prerequisite:* ENGL 1102.

A study of cultural and communication variables that impact the interaction process between peoples. Intercultural communication is examined during the time communication participants share ideas, information, persuasion and emotions.

**COM 3330. News Reporting and Writing. 3-0-3.**

*Prerequisite:* COM 1135.

An introduction to the ways and means of developing, gathering, writing and editing factual and

editorial copy. Examines news personnel functions, reporting and interviewing techniques, ethical and legal considerations, along with news-writing practice surrounding the above.

**COM 3333. Visual Communication in Mass Media. 3-0-3.**

*Prerequisite:* COM 2230.

Analysis and evaluation of mass-mediated visual content and processes by which such visual content is presented and utilized. Analysis will be situated in a variety of contexts, including economic, educational, entertainment, and political. Relevant ethical considerations within each will be explored.

**COM 3335. Public Relations Principles. 3-0-3.**

*Prerequisite:* COM 2205 or COM 2230 or permission of instructor.

An introduction to the history, role, and functions of public relations, including public relations theory, ethics, and industry and career issues.

**COM 3344. Organizational Training and Development. 3-0-3.**

*Prerequisite:* COM 2205 or permission of instructor.

Methods and practice in communication training and development for organizations including pre-assessment, writing objectives, training techniques, post-training evaluation, feedback, implementation. Emphasis is on communication processes and outcomes for the trainer and trainee plus communication skill development within training modules.

**COM 3345. Discussion Methods. 3-0-3.**

*Prerequisite:* COM 2205 or permission of instructor.

A study of input, process and output variables in small group discussion. Emphasis on participation, observation and evaluation of various discussion methods.

**COM 3355. Public Relations Cases. 3-0-3.**

*Prerequisite:* COM 1135 and COM 3335.

Examines basic roles and functions of messaging strategy in promoting organizational goals. A case study approach will emphasize theory and methods for effective communication with diverse organizational publics, including the mass media, employees, consumers, financial stakeholders and special interest groups.

**COM 3366. Nonverbal Communication. 3-0-3.**

*Prerequisite:* ENGL 1102.

A comprehensive review of communication without the use of words. Examines the research

on body movement, territory, and environmental design, touch, eye behavior, vocal attractiveness, time use, deception, and body alterations such as attire.

**COM 3375. Public Relations Writing. 3-0-3.**

*Prerequisite:* COM 1135 and COM 3335.

Practice in writing public relations applications, including news releases, public service announcements, and newsletter articles. Students will create a portfolio of writing samples.

**COM 3376. Interpersonal Communication. 3-0-3.**

*Prerequisite:* ENGL 1102.

Theory and application of communication concepts involving interpersonal relationships and contexts.

**COM 3385. Organizational Presentations. 3-0-3.**

*Prerequisite:* ENGL 1102.

An advanced course in professional communication focusing upon the structure and methodology of formal presentations for business, political, educational, and/or ceremonial events and environments. Covers such areas as event and listener analysis; motivational considerations; message purpose, structure, and development; use of audiovisual/computerized support technologies; individual v. team presentation factors; results/effectiveness assessment. Includes in-class individual and team presentation activities.

**COM 3398. Internship in Communication. 1-9 credit hours.**

*Prerequisite:* Approval of departmental internship advisor and junior standing (60 credit hours) and 2.5 GPA.

A supervised, credit-earning work experience of approximately one semester with a previously approved business firm, private agency, or government agency. May be repeated for a maximum of nine credit hours.

**COM 4400. Directed Study. 1-3 credit hours.**

*Prerequisite:* 60 credit hours.

Specific topics of an advanced nature not in the regular course offerings.

**COM 4405. Organizational Publications. 3-0-3.**

*Prerequisite:* COM 1135.

Explores the nature and role of organizational publications; the analysis of their form and function; writing and editing news and feature material for such publications; and the selection and coordination of graphic support and production of resources.

**COM 4420. Advanced Media Writing. 3-0-3.**

*Prerequisite:* COM 3330 or permission of instructor. Methods and practice in the research and writing of feature length stories, including coverage of topics such as lead types, story development and researching, news features, human interest features, seasonal stories, personal profiles, enterprise stories, brights, sidebars and others.

**COM 4424. Uses and Effects of Mass Media. 3-0-3.**

*Prerequisites:* COM 2230 and COM 3324. Examines research findings and commentary about mass media impact and use in the United States. An exploration of what mass media “do” to users and what users “do” with the mass media, and why these effects and uses are thought to occur. Useful for students interested in graduate work in mass media, professional media careers, media literacy, or more conscientious use of mass media and awareness of possible effects on themselves or others.

**COM 4425. Gender, Race and Media. 3-0-3.**

*Prerequisites:* COM 2230 or permission of the instructor.

An examination of mass media portrayals of gender and race, from years past to present. Students will analyze media artifacts, identify recurring themes, and explore research about the societal effects of stereotypical media portrayals.

**COM 4429. Persuasion Methods and Strategy. 3-0-3.**

*Prerequisite:* ENGL 1102.

A study of the theories, methods, applications and implications of persuasion from the days of Aristotle to today’s political and commercial arenas. Explores the practice of changing attitudes and opinions via non-coercive means.

**COM 4430. Media Management. 3-0-3.**

*Prerequisite:* COM 2230 or permission of instructor.

A comprehensive examination and analysis of the structure, personnel, planning, operations, economics and editorial broadcast, production, advertising, and public relations companies as well as new media.

**COM 4435. Communication Research Methods. 3-0-3.**

*Prerequisite:* COM 2205 or COM 2230.

An introduction to (a) the nature of academic inquiry in communication, (b) the basic structure and methodology of professional and academic research, and (c) the resources available for access to published research.

**COM 4444. Film and Video Structure and Process. 3-0-3.**

*Prerequisite:* 60 credit hours.

An examination of the television and motion picture industries, covering such factors as development, pre-production, the production process, post-production and distribution. Emphasis will be placed on the managerial aspects of the process and will include the institutional/instructional video market.

**COM 4455. Organizational Communication Assessments. 3-0-3.**

*Prerequisite:* COM 2205 or consent of instructor.

The study and application of the organizational communication assessment process used by consultants, trainers and managers. Students will conduct a communication audit for a local company and develop a written analysis of the organization’s internal communication patterns.

**COM 4459. Conflict Management in Organizations. 3-0-3.**

*Prerequisite:* ENGL 1102.

A model of effective conflict management in organizations via appropriate communicative strategies introduces this course. The model proposes that our perspective of dealing with conflict determines our approach to conflict situations. This course will provide students with practical knowledge for understanding the benefits of conflict, recognizing its evolution, and applying various strategies for dealing with different people in a variety of contexts.

**COM 4465. Public Relations Campaigns. 3-0-3.**

*Prerequisites:* COM 3335 and COM 3375 or permission of instructor.

The study and application of the campaign planning process from inception to evaluation. The class functions as an agency, and student groups develop a strategic communication campaign plan for a campus or community organization.

**COM 4470. Media Law. 3-0-3.**

*Prerequisite:* COM 2230 and POLS 1101.

An in-depth examination of the existing legal structure within which the media operates, and the antecedent statutory and case law through which this structure has evolved. Also addresses ethical concepts and considerations surrounding the media.

**COM 4475. Decision Making and Problem Solving. 3-0-3.**

*Prerequisite:* COM 2205 or permission of instructor.

Professionals make decision alone, in groups, on



behalf of diverse organizations and within multicultural settings. Procedural perspective rather than decisional outcome is the theoretical focus of the course. The communicational structure of decision making and problem solving is examined.

**COM 4480. Seminar in Communication Theory. 3-0-3.**

*Prerequisite: COM 2235 and 60 credit hours.*

An in-depth and diversified examination of various theories analyzing and describing the human communication process from different perspectives, including interpersonal, organizational, and mass communication. Students are expected to select theories upon which they will base their senior thesis.

**COM 4490. Special Topics in Communication. 3-0-3.**

*Prerequisite: 45 credit hours.*

Selected special topics of interest to faculty and students.

**COM 4495. Public Relations Study Tour. 3-0-3.**

*Prerequisite: 60 credit hours and COM 3335; if COM 3335 has not been completed, permission of instructor is necessary.*

This course offers students the opportunity to learn about integrated communications by visiting some of the nation's most well known public relations agencies. Students will gain first-hand exposure to the wide range of services provided by the nation's top communication professionals. Students will meet for an intensive one-week preparation class to better understand the structure and function of public relations. Then the class will visit the agencies for a hands-on look at the communication process. Students may incur additional travel expenses that will include the instructor's travel expenses.

**COM 4499. Senior Thesis. 3-0-3.**

*Prerequisite: COM 2235 and 90 credit hours.*

The senior thesis is designed to allow students to apply course work to professional issues. The course culminates in the student's preparation and presentation of an undergraduate thesis or creative project.

**• COMPUTER SCIENCE AND INFORMATION SYSTEMS (CSIS) •**

**CSIS 1020. Introduction To Programming Principles: Visual Basic. 3-0-3.**

*Prerequisite: Credit level mathematics course.*

Introduction to computers and programming as tools to aid problem solving. Implementation will be in Visual Basic.

**CSIS 2101. Informatics: Computers and Your World. 3-0-3.**

*Prerequisite: ENGL 0099, READ 0099 if required.*

Start | Run | Learn. Computers and the Internet have revolutionized society. Every profession is affected. Communication, education and commerce have been transformed. Music, films, photography and books are digitized. Students who enroll in this course will rip a music CD, edit and e-mail a digital photograph, reinstall an operating system, design a database, conduct research on the web, secure a wireless router, participate in an online community and create a web site. Issues explored include security, privacy, globalization, diversity and ethics. Be a well-rounded user of computers and the Internet. Don't get left behind by the information technology revolution.

**CSIS 2300. Principles of Computing. 3-0-3.**

*Prerequisite: "C" or better grade in credit level mathematics course.*

Principles of computing is the first course a student should take to prepare for a career in computer science or information systems. Topics include information systems in organizations, hardware, software, database concepts, telecommunications and networks, the Internet, systems development, security, privacy, ethics, programming logic, algorithms, abstraction, and data structures.

**CSIS 2301. Programming Principles I. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2300 and any credit level Mathematics course.*

An introduction to problem-solving methods that lead to the development of correct, well-structured programs. Topics also include the fundamentals of computer systems.

**CSIS 2302. Programming Principles II. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2301.*

A continuation of programming principles begun in CSIS 2301 with emphasis on object-oriented methods, inheritance, arrays, and graphical user interfaces.

**CSIS 2520. Introduction To Data Communications. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2301.*

An introduction to the theory and applications of data communications. Topics include communication media, encoding systems, data security and integrity, network topologies, network protocol concepts, Internet protocols, and routing.

**CSIS 3150. Programming Languages. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3401.*

The primary objective of this course is to introduce the basic principles and concepts of programming languages, with an emphasis on object-oriented aspects. The course will introduce the programming languages used in the subsequent upper division courses. The libraries used in the construction of GUIs and the support for concurrency will be covered.

**CSIS 3210. Project Management. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2301 or ACCT 3100.*

Introduction to the principles and application of project management techniques with an emphasis on the design and management of computer information systems projects. Topics include project planning, work team design, project estimation techniques, project reporting, identifying and controlling project risks, budgets, and quality assurance.

**CSIS 3310. Introduction to Database Systems. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2301.*

Introduction to the database management systems, database processing, data modeling, database design, development, and implementation. Contrasts alternative modeling approaches. Includes implementation of current DBMS tools and SQL.

**CSIS 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite: Approval of coordinator of cooperative education/internships (Career Services Center).*

A supervised work experience program for a minimum of two semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**CSIS 3398. Internship. 1-9 credit hours.**

*Prerequisite: Approval of coordinator of cooperative education (Career Services Center).*

A supervised work experience program for one semester at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain on-the-job experience in conjunction with their academic training.

**CSIS 3401. Introduction to Data Structures. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2302, MATH 3322.*

An introduction to data structures, with an emphasis on object-oriented methods and data modeling. Building on the foundation provided by CSIS 2302, topics include files and important data structures such as trees.

**CSIS 3402. Advanced Data Structures and Algorithms. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3401.*

Data structures and their applications to programming. Topics include arrays, records, files, lists, stacks, trees, and graphs, together with their specification, representations, and analysis of efficient algorithms for implementation and manipulation.

**CSIS 3510. Computer Organization and Architecture. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2302.*

An introduction to hardware and software components of computer systems. Topics include machine organization, assembly language and comparative machine architecture. Hands-on work with modern computer systems is included.

**CSIS 3530. Operating Systems. 3-0-3.**

*Prerequisites: "C" or better grade in CSIS 2520 and CSIS 3510.*

An introduction to fundamental operating systems concepts. Emphasis will be on the interfaces supplied by operating systems. Topics include job scheduling, memory management, and process interactions.

**CSIS 3550. Unix Administration and Security. 3-0-3.**

*Prerequisites: "C" or better grade in CSIS 2520 and CSIS 3530.*

This course covers the fundamentals of the Unix operating systems with the goal of covering those concepts and skills important in computer security. Topics will include installing and configuring a Unix system, setting up security elements of the system, and using standard command-line tools.

**CSIS 3600. System Analysis and Design. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3310.*

Software systems development including elicitation and specification of user requirements, graphical modeling of objects, data, and processes, and design of data structures, user interfaces, and system behaviors. A team project is required.

**CSIS 3650. Object-Oriented Software Development. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3150, CSIS 3401, CSIS 3600.*

The primary objective of the course is to study an object-oriented approach to software development that systematically uses a set of object-oriented principles, methods, and tools to build high-quality software. Topics include object-oriented analysis, design, and implementation. Object-oriented techniques are studied from an advanced viewpoint, and illustrated using programming languages such as Eiffel, C++, and Ada 95. Case studies are presented, some to be completed by the students using a team approach.

**CSIS 4300. Web Development. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3600.*

This course emphasizes how to plan, design, and develop Web sites that are visually appealing and easy to navigate. The experienced programmer will learn how to develop and test HTML code. Using leading software tools such as HomeSite, Dreamweaver, and Adobe Photoshop, students will learn to build Web pages and to create and manipulate digitized images. Emerging Web technologies such as CSS and XHTML will also be explored.

**CSIS 4305. Web Systems Development. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3600.*

The architectural model for computer-based application intense software systems centers around component development and deployment. This course will explore concepts related to the development of dynamic component-based web systems including web page connectivity to database systems and the development and utilization of Web Services. Web services include the ability to integrate code written in different programming languages and the emerging platforms, architectures, and technologies (such as XML, SOAP, and WSDL) that have arisen to support the next generation of software systems. Specifically students in this course will have an opportunity to directly interact with an Integrated Development Environment (such as Microsoft's .NET) and will be required to develop and implement dynamic Web pages and Web services.

**CSIS 4310. Advanced Database Systems. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3310.*

The purpose of this course is to provide students with a strong foundation in advanced database

concepts from an industry perspective. As a second course in database concepts, students will expand their skills and knowledge of database and query design. Furthermore, students will gain critical skills and knowledge in such areas as query processing, object-oriented DBMS, object-relational DBMS, transaction management, concurrency, as well as theoretical foundations in relational algebra.

**CSIS 4400. Directed Study. 1 to 3 credit hours.**

*Prerequisite: Approval of instructor, major area committee, and department chair. Up to three hours may be applied to the major area.*

Special topics of an advanced nature that are not in the regular course offerings.

**CSIS 4420. Local Area Networks. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2520.*

A presentation of Local Area Networks (LAN) including LAN hardware, LAN system software, LAN applications software, LAN installation, LAN administration. LAN administration topics include users, groups, security, printing, backup and recovery, and reactive and proactive management. Concepts studied in class will be implemented by the students.

**CSIS 4490. Special Topics. 1-3 credit hours.**

*Prerequisite: "C" or better grade (varies by topic).*

Selected special or current topics of interest to faculty and students.

**CSIS 4491. Advanced Topics in Computer Science. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3600, CSIS 3530.*

This course provides the current and relevant topics in an advanced Computer Science area of interest to faculty. It may substitute for a CS major elective.

**CSIS 4500. Data Communications Protocols. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2520 and CSIS 3510.*

A study of protocol suites and how they are used in data communications on the Internet. Topics include protocol layering, Internet addressing, routing, connection establishment and termination, management of data flow, and error handling. A specific protocol suite will be examined in detail.

**CSIS 4510. Computer Law. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3600 or ISA 4330.*

Covers broad areas of law pertaining to the

computer industry; including Intellectual Property (Copyright, Patent, Trademark, and Trade Secret), Contract, and the U.S. Constitution. Class will discuss computer crime, privacy, and professional ethics.

**CSIS 4515. Computer Ethics. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3310 or ISA 3300; ENGL 3140.*

Computer Ethics addresses a definition of ethics, provides a framework for making ethical decisions, and analyzes in detail several areas of ethical issues that computer professionals are likely to encounter in business. Each area includes information regarding U.S. Law. Topics include philosophical, business, and professional ethics, privacy, criminal conduct, property rights, speech, and reliability.

**CSIS 4520. Web Applications with Java. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2302 and CSIS 3600.*

An introduction to the current technologies such as those in J2EE for modeling, designing, implementing, and deploying Web applications, which are mainly based on the HTTP protocol and run mainly on the server computer while allowing connections with "thin" client computers. Topics include servlets, JSPs, JavaBeans, EJBs, and databases. The UML and MVC diagrams will be used to model and decompose an application and ease the implementation with plug-in components.

**CSIS 4540. Network Programming. 3-0-3.**

*Prerequisite: "C" or better grade in SIS 4500.*  
A presentation of networks, UNIX and programming for the computing professional, including interprocess communication, communication protocols, OSI model, security, file transfer protocols, printer spoolers, remote command execution, remote login/access, performance and procedure calls.

**CSIS 4555. Electronic Business Systems. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3210.*  
Information systems that enable electronic transactions and communication have redefined the ways that firms compete, interact with value chain partners, and relate to customers. In the near future, all business will be e-business, and every organization will be required to effectively implement e-business solutions. This course explores enterprise e-business applications and the issues organizations encounter as they leverage Internet technologies to enhance communication and transactions with stakeholders.

**CSIS 4575. Technology Commercialization. 3-0-3.**

*Prerequisite: "C" or better grade in any 3000 level BIOL, CHEM, CSIS or MATH course.*

This is a course for junior and senior level science and mathematics majors who may want to be prepared to commercialize technology and start up a company. The course is designed to provide students with the perspective, tools and information necessary to evaluate the market potential of a technical idea, secure patent protection, obtain research, development funding, understand start-up issues, appreciate the value of a technology incubator, obtain venture capital, understand IPOs and grow a technology-based enterprise. The course is structured around a continuum of lectures, readings, case studies, guest speakers, presentations, and student projects. An integrative commercialization plan developed by student teams for a new company in the technology arena is an integral part of the course.

**CSIS 4580. Web Services with Java. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 2302 and CSIS 3600.*

An introduction to the current technologies included in the JWSDP package (Java Web Service Developer Pack) for modeling, designing, implementing, and deploying Web Services, which are based on protocols such as SOAP and use XML.

**CSIS 4610. Human Computer Interface. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3600.*  
A comprehensive introduction to the principles and techniques that impact human interaction with computers. Topics include the foundations of human-computer interaction, building a graphical user interface, human-centered software evaluation, human-centered software development, graphical user-interface design, graphical user-interface programming, HCI aspects of multimedia, and HCI aspects of collaboration and communication. Major research and the building of a working graphical user interface are included.

**CSIS 4620. Object-Oriented Methods. 3-0-3.**

*Prerequisite: "C" or better grade in CSIS 3600.*  
A study of object-oriented methods used in software development including modeling language and process. This study involves practical work using a development environment that supports the method and its notation and process. Object-oriented methods currently in widespread use are compared. Software development aspects of user interfaces are covered.

**CSIS 4650. Advanced Object-Oriented Software Development. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 3402, CSIS 3600.

The primary objective of the course is to introduce the student to advanced topics in object-oriented software development, such as patterns, frameworks, and software architecture. Object-oriented techniques are illustrated using programming languages such as Eiffel, C++, and Ada 95. Case studies are presented, some to be completed by the students using a team approach.

**CSIS 4730. Real-Time Systems and Simulation. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 3530 and MATH 3332.

General structure of real-time systems; software and hardware; the basic requirements for software development; and in particular their modeling and simulation. A specific method is studied in detail, including its modeling language and process. This involves using RT-UML and the process interaction approach to simulation. This study includes practical work using a development environment that supports the method and its notation and process. Case studies are presented, some to be completed by the students using a team approach. The course also includes a survey and comparison of some real-time development methods currently in widespread use. An overview of the most common real-time operating systems is included as the last part of the course.

**CSIS 4830. IS Integrated Project. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 3600.

Implementation of a comprehensive information system utilizing database and programming technologies. This course follows the systems analysis and design course closely by integrating key concepts from core IS courses.

This is intended to be a capstone project experience for IS majors, weaving critical content from programming principles, database systems, object-oriented (OO) analysis and design, and web technologies into a fully-implemented substantive IS project. Students will participate in a team project focusing on the design and implementation of an information system. Applications may be built with visual, web-based technologies such as Visual Basic, Oracle, ActiveX, HTML, and DHTML.

**CSIS 4840. Information Resource Management And Policy. 2-0-2.**

*Prerequisite:* "C" or better grade in CSIS 3600 and 90 credit hours; *corequisite* CSIS 4841.

Intended as a senior capstone course. Focus is on management of information systems resources, technologies and people. Covers strategic planning and control of IS; management of the systems development process, operations, and maintenance; management of end-user computing; IS functional organization and the CIO. Requires research papers and presentations on current topics.

**CSIS 4841. Information Technology Connections Lectures. 1-0-1.**

*Prerequisite:* "C" or better grade in CSIS 3600 and 90 credit hours; *Corequisite:* CSIS 4840.

Lecture series that illustrates how Information Technologies connect and facilitate the interchange of information between professions and disciplines.

**CSIS 4850. Computer Science Senior Project. 1-2-2.**

*Prerequisite:* "C" or better grade in CSIS 3402 and CSIS 3600.

*The course should be taken within the last two semesters before graduation.*

Capstone experience for computer science students intended to promote a successful transition to professional practice or further academic study. Students spend the term working on an IT project as a team. Students have the opportunity to develop and practice essential project management skills and work with current software tools and technologies.

## • CRIMINAL JUSTICE (CRJU)•

**CRJU 1101. Foundations of Criminal Justice. 3-0-3.**

*Prerequisite:* None.

This course provides an overview of the criminal justice system. Emphasis will be on crime in America, the criminal justice process, law enforcement, adjudication, punishment, corrections, and prisons. Other special issues to be addressed include AIDS, changing roles of women, and criminal justice systems in other countries.

**CRJU 2301. Research Methods in Criminal Justice. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course provides an introduction to concepts and techniques of social science research. Students will (a) become familiar with levels of measurement, sampling techniques, research

design, and research techniques, and (b) apply these techniques to the study of specific research questions in criminal justice.

**CRJU 3305. Technological Applications in Criminal Justice. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course will examine current and predicted hardware and software applications of technology by criminal justice agencies, especially law enforcement agencies. Topic areas discussed will include technology associated with forensics, "less than" lethal force, and crime analysis. Laws pertaining to the use of technology for investigative purposes, privacy issues, and fourth amendment issues will also be examined.

**CRJU 3310. Police in America. 3-0-3.**

*Prerequisite:* CRJU 1101 or HS 2233.

An overview of the role of the police in American society, examining such issues as the police role in a democracy, ethnic tensions, unionization and professionalism, civil disturbances, law enforcement, and police misconduct.

**CRJU 3311. Police Administration. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course familiarizes students with the principal issues facing contemporary American police administration. Students will gain an appreciation of the complex responsibilities associated with administering a police organization in a free society.

**CRJU 3312. State and Federal Law Enforcement Initiatives. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course allows the student to participate in a seminar that includes up to date information from readings and through discussions with agents from state and federal agencies. Students will develop knowledge about state and federal agencies and their missions; the types of investigations undertaken by agencies; the use of technology by agencies and by offenders; predictions of future issues and crimes the agencies will likely face; the application/hiring process and essential/desired skills needed to work for various agencies.

**CRJU 3315. Criminal Procedure. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course addresses the following stages of criminal procedure and evidence: (1) methods and rules of police investigation and arrest; (2) pretrial screening of complaints; (3) formal charging of the accused; (4) adjudication - evidentiary requirements; (5) sentencing; and (6) appellate review by higher courts.

**CRJU 3320. Criminal Investigation. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course examines the historical, theoretical, and technological aspects of the investigation of crime. The topic areas include crime scene examinations, the collection and preservation of evidence, forensic and behavioral sciences, interviews/interrogations, and the use of technology by law enforcement agencies.

**CRJU 3332. Corrections. 3-0-3.**

*Prerequisite:* CRJU 1101 or HS 2233.

A review of the historical and philosophical backgrounds of corrections. Special emphasis is placed on the role of corrections in the criminal justice system.

**CRJU 3352. Juvenile Delinquency and Corrections. 3-0-3.**

*Prerequisite:* SOCI 2201 or CRJU 1101.

Surveys of the definition, extent, cause, treatment, prevention, and control of juvenile delinquency.

**CRJU 3365. The Profile of the Serial Offender. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course is designed for the serious student of the behavioral sciences who is interested in developing the insight necessary to understand why some violent offenders repeat their crimes while others do not. The students will learn various skills necessary in the development of offender characteristics and traits as well as investigative strategies in unsolved homicide and sexual assaults. They will learn how to determine whether a victim was specifically targeted for violence or randomly selected. They will learn how to identify and interpret the behavioral evidence left at crime scenes by particular types of serial offenders. Additionally, the students will be exposed to the most recent theories and research which attempt to explain how the serial offender evolves from childhood to young adult and beyond. It should be noted that actual case presentations will be made throughout the course to illustrate each phase in the development of the serial offender.

**CRJU 3398. Internship. 1-9.**

*Prerequisite:* 90 hours.

A structured off-campus experience in a supervised setting that is related to the student's major and career interests. Practical experience is combined with scholarly research in the topical area of the internship, under the guidance of an interdisciplinary faculty committee. Sites must be selected in advance of the semester of the

internship. A departmental internship orientation session is scheduled once a semester.

**CRJU 3400. Ideological/Group Violence and Law Enforcement. 3-0-3.**

*Prerequisite:* CRJU 1101.

The course will examine law enforcement response to domestic and international terrorism. Topics will include threat analysis, intelligence processing, proactive measures, reactive measures, development of modern terrorism and specific terrorist groups.

**CRJU 3500. Community Policing. 3-0-3.**

*Prerequisite:* CRJU 1101.

The course is designed to provide students an understanding of the concepts, issues, and principles of community oriented policing in the United States and other countries. It will provide thorough exposure to a proactive approach to crime reduction and prevention.

**CRJU 4100. Ethics in Criminal Justice. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course prepares students to think critically about ethical issues they will encounter in the criminal justice profession. Topics include uses of force, increasing cultural diversity, and the balance between freedom and security.

**CRJU 4300. Organized Crime. 3-0-3.**

*Prerequisite:* CRJU 1101.

This course examines the origins of organized crime, including the Mafia, Dixie Mafia, Mexican Mafia, Nigerian Mafia, Gypsies, and motorcycle and organized crime. It also explores the methods which legitimate businesses use in maintaining illegal, organized religion.

**CRJU 4305. Technology and Cyber Crime.**

*Prerequisite:* CRJU 1101 and CRJU 3305.

This course provides an overview of cyber crime and computer-related crime issues facing the American criminal justice system, particularly law enforcement. The course looks at law enforcement's ability to respond and discusses law enforcement problems in dealing with computer crime. Students will learn about government response to cyber crime problems, especially from a law enforcement perspective. Future trends of cyber crime and computer-related crime will also be discussed.

**CRJU 4410. Criminal Profiling and Analysis. 3-0-3.**

*Prerequisite:* CRJU 1101, CRJU 3365.

This course centers on the "deductive profiling" method, the analysis process of forensic

evidence, and the development of offender characteristics. It approaches each crime as its own universe of social relationships and behaviors and requires the examination and analysis of a real homicide. An overview of the socio-legal aspects involving profiling and analysis of specific profiling issues in different types of serial crime are addressed.

**CRJU 4430. Victimology. 3-0-3.**

*Prerequisite:* SOCI 2201 or CRJU 1101.

An overview of the basic concepts of criminal victimization, including society's response to victims and their problems.

**CRJU 4400. Directed Study in Criminal Justice. 1-3.**

*Prerequisite:* Approval in instructor and department chair.

Covers special topics and seminars external to regular course offerings. May include original research projects and practicum experiences.

**CRJU 4490. Special Topics in Criminal Justice. 3-0-3.**

*Prerequisite:* Approval of instructor and department chair.

Selected topics of interest to faculty and students.

•DANCE (DANC)•

**DANC 2000. Dance History. 3-0-3.**

*Prerequisite:* None.

Explores dance as a reflection of culture and as an art form from the earliest societies to the present. International ballet, modern dance, and American dance will be observed closely as art forms and as commercial entertainment. Throughout the course students will read from books the observations of prominent dance critics, and they will view recordings of acclaimed dance pieces. Cultural influence and the contributions of individual artists will be investigated.

**DANC 3000. Musical Theatre Dance: Styles I. 0-4-2.**

*Prerequisite:* ENGL 1101.

An introduction to major dance styles for musical theatre including: fundamental performance skills, exercises in body awareness, and principles of choreography for musical theatre pieces. Students address the process of creating a character through movement and develop audition and rehearsal techniques through in-class work and out-of-class assignments. Includes a survey of the history of dance in musical theatre. May be repeated up to 2 times for credit.

**DANC 3001. Musical Theatre Dance: Styles II. 0-4-2.**

*Prerequisite:* DANC 3000 or permission of instructor. Advanced study of a selected musical theatre dance style, including a history of the form and its major choreographers. This course may be repeated for credit more than once provided the course content differs from the previous offering.

**DANC 3100. Ballet I: Classical Dance Technique. 0-4-2.**

*Prerequisite:* TPS 1107, ART 1107 or MUSI 1107. Students explore the principles and art of classical ballet through correct alignment, flexibility, balance and kinesthetic awareness. Fundamental barre exercises, center work, traveling steps and vocabulary are introduced. Students learn to apply techniques of moving gracefully through space while acquiring an understanding and appreciation of ballet as an art form and its place in contemporary musical theatre. May be taken up to 2 times for credit.

**DANC 3110. Ballet II: Classical Dance Technique. 0-4-2.**

*Prerequisite:* DANC 3100 or permission of instructor.

The student will acquire complex motor skills, intermediate and advanced classical ballet techniques and knowledge appropriate for the successful participation classical ballet performance. Multiple turns and beats are explored, along with beginning pointe work in some cases, as well as petite allegro and grande allegro combinations of 64 beats and longer. May be taken up to two times for credit.

**DANC 3200. Jazz Dance: Styles I. 0-4-2.**

*Prerequisite:* ENGL 1101.

Students explore the principles and art of jazz dance through correct alignment, body control, flexibility, weight shift and rhythmic control. Center work, stretching, isolations, extensions, turns, jumps, simple combinations and vocabulary are introduced. Students learn to apply techniques of defined traveling movements in a range of dynamic and changing rhythms while acquiring an understanding and appreciation of jazz dance as an art form. May be taken up to 2 times for credit.

**DANC 3210. Jazz Dance: Styles II. 0-4-2.**

*Prerequisite:* DANC 3200 or permission of instructor.

Students acquire complex motor skills, intermediate and advanced techniques and knowledge appropriate for the successful participation in jazz dance performance. Multiple simultaneous isolations, contracted falls and turning jumps are explored, along

with movement combinations of 64 beats and longer. This course may be taken up to two times for credit.

**DANC 3300. Modern Dance I: Contemporary Dance Technique. 0-4-2.**

*Prerequisite:* ENGL 1101.

Students explore the principles and art of modern dance through correct alignment, endurance, strength, flexibility, balance and kinesthetic awareness. Fundamental barre exercises, center work, traveling steps and vocabulary are introduced. Students learn to apply techniques of moving gracefully through space while acquiring an understanding and appreciation of modern dance as an art form. May be taken up to 2 times for credit.

**DANC 3310. Musical Theatre Dance: Modern Dance II. 0-4-2.**

*Prerequisite:* DANC 3300 or permission of instructor.

Students acquire complex motor skills, intermediate and advanced classical ballet techniques and knowledge appropriate for the successful participation in modern dance performance. Standing falls, extended off-center balances, and turning jumps are explored, along with movement combinations of 64 beats and longer. May be taken up to two times for credit.

**DANC 3713. Dance Production. 0-4-2.**

*Prerequisite:* Permission of instructor.

This course includes individually designated production and/or performance assignments in support of public productions sponsored by the Department of Theatre and Performance Studies. This course may be repeated for a total of 3 times for credit.

**DANC 4400. Directed Study. 1-3 credit hours.**

*Prerequisite:* Approval of instructor and department chair.

Selected topics of an advanced nature, which may include original research projects.

**DANC 4490. Special Topics. 1-3 credit hours.**

*Prerequisite:* Approval of instructor and department chair.

Topics of an special interest to students and faculty.

**DANC 4500. Choreography. 3-0-3.**

*Prerequisite:* Two 3000-level DANC classes or permission of the instructor.

This course introduces dance choreography including improvisational techniques and choreographic devices appropriate for the concert stage, musical theatre, children's theatre or educational theatre.



•**DRAMA: See THEATRE (TPS)**•

• **EARLY CHILDHOOD EDUCATION (ECE)** •

**ECE 2205. Organization and Administration of Early Childhood Programs. 3-0-3.**

*Prerequisite: EDUC 2204.*

This course addresses planning for child care facilities including staffing, licensing, organizing space and equipment, nutrition and health policies, and parent and community relations. The purpose of this course is to provide the teacher/facilitator with an opportunity to understand the importance and application of developmentally appropriate practices and examine the role and responsibilities of the early childhood administrator and teacher in a preschool setting. Observations in preschools will be required. Verification of professional liability insurance is required before placement in observation.

**ECE 2220. Practicum. 3 credit hours.**

*Prerequisite: Approval of director of Center for Field Experiences and Partnerships, adviser, department chair.*

A practicum in a classroom during which the student will be actively involved in the teaching-learning process under the guidance of a professional teacher.

**ECE 2303. Instructional Technology in Schools. 1-3-3.**

*Prerequisite: EDUC 2201.*

Develops skill in selecting and using technology to enhance instruction in the early childhood classroom. Includes a laboratory experience with computers, educational software and multimedia presentations.

**ECE 3313. The Preschool Curriculum. 2-3-3.**

*Prerequisite: ECE 2205, EDUC 3302.*

*Prerequisites/Corequisites: ECE 2205.*

The course is designed to assist students in developing knowledge and understanding of the principles, components and development of preschool curricula, and strategies of learning for preschool children. The field experience in a pre-kindergarten setting, a requirement of this course, is designed to assist the teacher/facilitator in the application of developmentally appropriate practices with preschool children with and without disabilities. Verification of professional liability insurance is required prior to placement in the field experience.

**ECE 3320. Teaching Reading in the Early Grades. 3-0-3.**

*Prerequisite: Admission to teacher education.*

Examines theories and principles that guide emergent literacy instruction. Focus is on the cognitive development of the emergent reader and how it relates to brain-based research. Strong emphasis is placed on phonemic awareness. Assessment tools and approaches to reading instruction, including ability grouping, are examined and applied. Strategies for teaching reading and writing skills are contextualized in children's literature. Multicultural perspectives and technology are used to facilitate and reinforce instruction. Includes extensive field experience. Verification of professional liability insurance is required prior to placement in the field. Twenty (20) hours field experience.

**ECE 3330. Teaching Reading in the Elementary Grades 3-5. 3-0-3.**

*Prerequisite: Admission to teacher education; EDUC 3302 and ECE 3320 department chair permission.*

The relationship among reading, writing, speaking, and listening is studied in the context of the elementary classroom, grades 3 - 5. Content area reading, study strategies, comprehension strategies, use of non-fiction and fiction literature, and various strategies for teaching spelling, grammar, and vocabulary are included. Emphasis is placed on examining diagnostic tools to assess, remediate, and group a diverse student population for instruction, and on the use of technology to extend and support reading and the language arts. Verification of professional liability insurance is required prior to placement in the field. 20 hours field experience.

**ECE 3340. Diagnosis and Application of Literacy Instruction in the Early Childhood Classroom. 3-0-3.**

*Prerequisite: Admission to teacher education, ECE 3330.*

This course includes the study and application of diagnosis and instructional activities for the pre-service elementary and early childhood classroom teacher. It includes both formal and informal diagnosis, interpretation of formal and informal test results, planning and implementation of instructional actions, application of literacy diagnosis across the curriculum, and diagnosis of the classroom literacy environment and instruction. This course includes an extensive field experience. Verification of professional liability insurance is required prior to placement in the field. 20 hours of field experience is required.

**ECE 3360. Teaching Reading and Writing. 3-0-3.**

*Prerequisite: Admission to teacher education program.*

An introduction to the reading and writing processes and strategies for teaching reading and writing within the broader framework of the language arts. Language development, emergent literacy, word identification skills including phonics, comprehension processes and strategies, balanced reading instruction, the process approach to writing and factors that contribute to literacy development will be emphasized. Students will be involved in public school and other learning environments used to teach reading. Verification of professional liability insurance is required for classroom observation.

**ECE 3364. Children's Literature. 3-0-3.**

*Prerequisite: Admission to teacher education program.*

A survey of literature appropriate for kindergarten and early grade readers. Reviews both current and traditional works in several genres and considers various approaches for teaching such literature.

**ECE 3398. Internship. 1-12 credit hours.**

*Prerequisite: Permission of director of Center for Field Experiences and Partnerships, advisor, and department chair.*

A supervised teaching experience for teachers seeking certification renewal credit.

**ECE 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Approval of instructor and department chair prior to registration.*

A concentrated investigation of a particular aspect of education as a topic within a teaching field concentration or degree major. The content of the directed study will be determined jointly by the instructor and the student.

**ECE 4401. Teaching Mathematics in Early Childhood Education. 2-5-3.**

*Prerequisite: EDUC 3302, MATH 3317.*

Study of integrating mathematics concepts, principles and processes into the teaching of mathematics in preschool through fifth grade. Emphasis will be placed upon developmentally appropriate practices in planning, implementing and evaluating instruction in the mathematics curriculum. Includes an extensive field experience as well as media use. Verification of professional liability insurance is required prior to placement in the field.

**ECE 4402. Teaching Science in Early Childhood Education. 2-5-3.**

*Prerequisite: EDUC 3302, SCI 2201.*

Study of integrating science processes, principles

and concepts into the teaching of science in preschool through fifth grade. Emphasis will be placed on the process-oriented inquiry method of teaching science, curriculum goals, design and planning and implementing and evaluating instruction in science. Includes an extensive field experience as well as the use of educational technology. Verification of professional liability insurance is required before placement in the field.

**ECE 4403. Teaching Social Studies in Early Childhood Education. 2-5-3.**

*Prerequisite: EDUC 3302, HIST 2111.*

Focuses on the curriculum goals and content for social studies in the early grades. Emphasis will be placed on developing an integrated approach to social studies and on developing inquiry processes appropriate to the age and developmental levels of students in preschool through fifth grade. Includes an extensive field experience as well as media use. Verification of professional liability insurance is required before placement in the field.

**ECE 4404. Teaching Language Arts in Early Childhood Education. 2-5-3.**

*Prerequisite: EDUC 3302, ECE 3340.*

Study of the integration of language arts across the curriculum and effective strategies for planning, implementing and evaluating instruction in reading, writing, listening and speaking in preschool through fifth grade. Emphasis on assessment techniques and approaches to conducting guided lessons in reading and writing that are culturally and developmentally appropriate. Includes an extensive field experience and media use. Verification of professional liability insurance is required before placement in the field.

**ECE 4405. Teaching Language Arts and Social Studies in Early Childhood. 2-5-3.**

*Prerequisite: Admission to TOSS, ECE 3340.*

Includes the study and application of social studies and language arts as integrative elements of the elementary curriculum. Candidates will focus on the nature and theory in order to prepare students to become citizens actors, adopt problem solving dispositions and achieve excellence in the application of oral and written communication skills. Verification of professional liability insurance is required prior to placement in the field.

**ECE 4410. Reading Across the Curriculum. 3-0-3.**

*Prerequisite: Admission to TOSS and ECE 3340.*

An examination of the reading and writing processes in the content areas with a transition from learning to read and write to reading and writing to learn. Includes methods, strategies, and techniques for teaching reading and writing in all content areas to diverse populations with an emphasis on actual application of knowledge in the TOSS integrated unit and field experience. The selection and use of technology, including electronic texts, is explored. To be taken concurrently with ECE 4401, ECE 4402, and ECE 4405. Verification of professional liability insurance is required prior to placement in the field.

**ECE 4473. Student Teaching: Early Childhood (P-5). 12 credit hours.**

*Prerequisite:* Approval of Center of Field Experiences and Partnerships and department of ECE.

Full-time teaching experience under the supervision of a public school cooperating teacher and college supervisor. Verification of professional liability insurance is required before placement in student teaching.

**ECE 4490. Special Topics in Education. 1-3 credit hours.**

*Prerequisite:* Approval of instructor and department chair.

Selected special topics of interest to faculty and students.

• **ECONOMICS (ECON)** •

**ECON 1100. Global Economics. 3-0-3.**

*Prerequisite:* ENGL 0099, MATH 0099, READ 0099, if required.

Analysis of economic decision-making in a global setting. Examines the fundamental questions of economics as they relate to individuals, firms, and governments operating in an open economy. Topics covered include: a comparison of economic systems, how a market system works, the role of government in the economy, the basis for international trade, the dynamics of the global monetary system, and the impact of technology on economic growth. For non business majors.

**ECON 2100. Principles of Microeconomics. 3-0-3.**

*Prerequisite:* 3 credit hours of MATH numbered 1101 or higher.

Analysis of price and output determination under various market structures, income distribution, resource allocation, domestic problems and international trade. For business majors and International Affairs majors.

**ECON 2200. Principles of Macroeconomics. 3-0-3.**

*Prerequisite:* ECON 2100 and 6 credit hours of

MATH numbered 1101 or higher.

Analysis of socioeconomic goals, money and credit systems, theories of national income, employment and economic growth.

**ECON 2300. Business Statistics. 3-0-3.**

*Prerequisite:* MATH 1101.

An introduction to descriptive and inferential statistics with an emphasis on business applications. Topics covered include data summarization, probability distributions, sampling methods, confidence intervals, hypothesis testing, online data sources, and ethics in research. Small case studies are used to illustrate statistical applications within business settings.

**ECON 3300. Applied Statistical and Optimization Models. 3-0-3 credit hours.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including MATH 1106, BISM 2100, ECON 2300.

The study of quantitative models for decision-making within business operations. Topics include one-way ANOVA, simple and multiple linear regression, forecasting, linear programming optimization models, and decision analysis. Case studies are used to illustrate modeling applications within business settings, and spreadsheet software is used to assist in modeling and analysis.

**ECON 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative education/internships (KSU Career Services); Non business Majors: Not available to non business majors.

A supervised work experience program for a minimum of two academic semesters at a site in business, industry, or government. For sophomore, junior, or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training. Credit is allowed only in elective areas.

**ECON 3398. Internship. 1-9 credit hours.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative education/internships (KSU Career Services); Non business Majors: Not available to non business majors.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency, or government agency. A research paper is required to receive credit. For junior or senior students who wish to participate in an on-the-job experience in

which they may apply their academic education. The work experience may not be with a current employer. This course will be graded on an S/U basis. Credit is allowed only in elective areas.

**ECON 4210. Money and Financial Markets. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including ECON 2200 and FIN 3100 and permission of department chair.*

Analyzes the operation, structure, regulation, and control of financial markets emphasizing the effects on the level and term structure of interest rates, economic activity, and business decisions. Focuses on monetary theory, monetary and fiscal policies, the Federal Reserve System, and financial institutions, markets, and instruments.

**ECON 4310. Economic Development in Global Perspective. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including ECON 2200 and permission of department chair.*

An analysis of key development issues both as they relate to individual countries and to factors linking countries, such as international trade and capital flows. Topics addressed include savings, investment, technology, demographics, human resources, and economic institutions. Investigates these topics for third world countries and those that are more economically advanced.

**ECON 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair prior to registration; Non business Majors: Approval of instructor and department chair prior to registration.*

Special topics of an advanced nature not in the regular course offerings.

**ECON 4410. International Trade and Finance. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including ECON 2200 and permission of department chair.*

Principles of international trade and finance. Management of foreign operations of the firm within constraints of the international environment. Study of international currency flows, exchange rates and international banking practices.

**ECON 4490. Special Topics in Economics and Quantitative Analysis. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor*

*and department chair; Non business Majors: Approval of instructor and department chair.* Selected special topics of interest to faculty and students. This course may be taken more than once. Up to 9 credit hours are permitted.

**ECON 4510. Microeconomics. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including ECON 2200 and permission of department chair.*

Theory of the determination of price and output in both partial and general equilibrium. Topics include the theory of the firm, consumer behavior, analysis of market structures, welfare economics, social choice, the theory of games, and asymmetric information.

**ECON 4530. Public and Urban Economics. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including ECON 2200 and permission of department chair.*

This course considers the application of economic models to analyze the role of government in correcting market failures, the effects of taxation and expenditure policies on the allocation of resources, and the distribution of income. There is an emphasis on the optimal provision of public goods, the incidence and behavioral effects of taxes, regulation of externalities, public choice and the spatial organization of the economy.

**ECON 4550. The Economics of Strategy. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ECON 2300; Non business Majors: 60 credit hours including ECON 2200 and permission of department chair.*

An economic analysis of the fundamental issues that underpin the firm's strategic pricing, production, and resource allocation decisions in alternative competitive environments. Topics include the horizontal, vertical and corporate boundaries of the firm, the nature of competitive markets and competitive interactions among firms, how the firm positions itself to compete, and how the firm designs its organizational architecture to support its competitive goals.

**ECON 4610. Macroeconomics. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including ECON 2200 and permission of department chair.*

Analysis of the determination of output, employment, interest rates, and income with emphasis on the influence of fiscal and monetary policy.

**ECON 4710. Econometrics and Forecasting. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ECON 2300; Non business Majors: 60 credit hours including ECON 2200 and ECON 2300 or MATH 1107 and permission of department chair.*

Study of the tools used for estimating and forecasting demand, revenue and cost, as well as demographic characteristics of importance to an individual in a business decision making position.

**ECON 4750. Multivariate Data Analysis. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ECON 2300; Non business Majors: 60 credit hours including ECON 2200 and ECON 2300 or MATH 1107 and permission of department chair.*

The theory and application of quantitative methods of data analysis. Emphasis is on the application of statistical principles to empirical model building in business and economics. Topics include regression analysis, analysis of variance, factor analysis, discriminant analysis, parametric and nonparametric tests, sampling techniques, and experimental design.

**ECON 4810. Quantitative Decision Models. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ECON 2300; Non business Majors: 60 credit hours including ECON 2200 and ECON 2300 or MATH 1107 and permission of department chair.*

The theory and application of quantitative decision models. Emphasis is on the formulation, solution, and interpretation of models with application to a variety of business problems. Topics include linear, integer, nonlinear, and dynamic programming, network analysis, duality, and postoptimality analysis.

**ECON 4850. Decision Analysis and Simulation. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and ECON 2300; Non business Majors: 60 credit hours including ECON 2200 and ECON 2300 or MATH 1107 and permission of department chair.*

The theory and application of stochastic decision models. Emphasis is on the application of probability and simulation techniques to structure decision problems in business and economics. Topics include measurement of risk, decision processes, decision analysis, and static and dynamic simulation models.

**• EDUCATION (EDUC) •****EDUC 2201. Teaching and Schools in a Changing Society. 2-2-3.**

*Prerequisite: ENGL 1102.*

An introductory study of current issues and problems in American education from historical, political, economic, social, philosophical, multicultural, and global perspectives. Focuses on efforts of schools to adapt to a changing society, the role of the teacher as a professional educator and professional ethics. Includes the use of current technologies which are directly related to effective teaching and 30 hours of observation and participation in a classroom setting appropriate to the students' professional interests in elementary/early childhood, middle grades, secondary, or P-12 education. Verification of professional liability insurance is required prior to enrolling in this course.

**EDUC 2202. Life Span Development: Adolescent and Young Adulthood Emphasis. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of human development through the life span addressing social, moral, emotional, physical, cognitive and psychological development, with an emphasis on how these relate to learning and instruction of adolescents and young adults. Course examines impact of learning styles, developmental and cultural differences, and various levels of student abilities, exceptionalities, and health. Current use of technology will be integrated as communication and instructional tools. Teacher candidates will have the opportunity to observe in naturalistic settings.

**EDUC 2204. Human Growth, Development and Learning. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of human development through the life span with emphasis on social, moral, emotional, physical, cognitive and psychological development as these relate to learning and instruction. Includes discussing learning styles, developmental and cultural differences, wide range of abilities and exceptionalities, and health. Current use of technology will be integrated as communication and instructional tools. Students will observe children in naturalistic settings, such as schools and day care centers.

**EDUC 3302. Curriculum and Assessment. 3-0-3.**

*Prerequisite: Admission to Teacher Education Program.*

Examines theories and principles of curriculum

and assessment. Focus is placed on the identification and construction of learning outcomes and the development and selection of culturally responsive units and lesson plans. Focus is also placed on standardized and teacher constructed assessment tools consistent with these objectives. Emphasis is placed on the use of assessment tools for instructional decision-making. Technology is integrated for enhancing and assisting instruction.

**EDUC 3308. Learning, Motivation, and Classroom Management. 3-0-3.**

*Prerequisite: Admission to Teacher Education Program.*

Examines theories, models, and principles of learning, motivation, and classroom management in schools. In level-specific modules, particular emphasis is placed on the application of theoretical principles to early childhood, middle grades, or secondary classroom settings. Addresses learning theories, motivational theories, learning styles and individual differences, and models and strategies for implementing effective systems of time, material, environment and behavior management in diverse classroom settings. Various technological applications, including the World Wide Web, e-mail, and presentation software, will be utilized.

**EDUC 3310. Multicultural Perspectives in Teaching and Learning. 2-0-2.**

*Prerequisite: EDUC 2201.*

A study of the influence of diversity on teaching and learning in a pluralistic, democratic society. Examines theories and models of instruction for diversities in race, class, gender, religion, language and exceptionality found in multicultural classrooms.

**•EDUCATION - MIDDLE GRADES (EDMG)•**

**EDMG 2200. Practicum. 1 to 3.**

*Prerequisite: Permission of advisor and department chair.*

An assigned practicum in a classroom during which the student will be actively involved in the teaching-learning process under the guidance of a professional teacher. Proof of professional liability insurance is required prior to receiving a school placement.

**EDMG 3398. Internship. 1 to 12.**

*Prerequisite: Permission of advisor and department chair.*

A supervised work experience with an approved business firm, private agency or government agency. Credit is allowed only in the elective areas.

**EDMG 4400. Directed Study. 1 to 3.**

*Prerequisite: Approval of instructor and department chair prior to registration.*

A concentrated investigation of a particular aspect of education as a topic within a teaching field concentration or degree major. The content of the directed study will be determined jointly by the instructor and the student.

**EDMG 4401. Teaching Mathematics in Middle Grades. 2-3-3.**

*Prerequisite: EDUC 3308, at least 9 hrs of required teaching field Math courses.*

This course is a segment of an 11-hour block designed to develop appropriate teaching strategies in mathematics. Students apply learning theories, teaching techniques, questioning strategies, instructional materials, and assessment procedures for middle grades learners. Students will develop and implement plans for teaching mathematics in an interdisciplinary team setting. In an extensive field experience, students will teach middle grades learners. Proof of professional liability insurance is required prior to receiving a school placement.

**EDMG 4402. Teaching Science in Middle Grades. 2-3-3.**

*Prerequisite: EDUC 3308, at least 9 hrs of required teaching field Science courses.*

This course is a segment of an 11-hour block designed to develop appropriate teaching strategies in science. Students apply learning theories, teaching techniques, questioning strategies, instructional materials, and assessment procedures for middle grades learners. Students will develop and implement plans for teaching science in an interdisciplinary team setting. In an extensive field experience, students will teach middle grades learners. Proof of professional liability insurance is required prior to receiving a school placement.

**EDMG 4403. Teaching Social Studies in Middle Grades. 2-3-3.**

*Prerequisite: EDUC 3308, at least 9 hrs of required teaching field Social Studies courses.*

This course is a segment of an 11-hour block designed to develop appropriate teaching strategies in social studies. Students apply learning theories, teaching techniques, questioning strategies, instructional materials, and assessment procedures for middle grades learners. Students will develop and implement plans for teaching social studies in an interdisciplinary team setting. In an extensive field experience, students will teach middle grades learners. Proof of

professional liability insurance is required prior to receiving a school placement.

**EDMG 4404. Teaching Language Arts in Middle Grades. 2-3-3.**

*Prerequisite:* EDUC 3308, at least 9 hrs of required teaching field LA courses.

This course is a segment of an 11-hour block designed to develop appropriate teaching strategies in language arts. Students apply learning theories, teaching techniques, questioning strategies, instructional materials, and assessment procedures for middle grades learners. Students will develop and implement plans for teaching language arts in an interdisciplinary team setting. In an extensive field experience, students will teach middle grades learners. Proof of professional liability insurance is required prior to receiving a school placement.

**EDMG 4405. Curriculum and Instruction in Middle Grades. 4-2-5.**

*Prerequisite:* EDUC 3308.

This collaboratively taught course is a segment of an 11-hour block designed to develop appropriate teaming skills for middle grades teachers. The teaching team models instructional strategies that exemplify the philosophy of middle school education. Students become part of an instructional team to develop effective strategies for interdisciplinary settings. Student teams are paired with school instructional teams during an extensive field experience. Proof of professional liability insurance is required prior to receiving a school placement.

**EDMG 4475. Student Teaching in Middle Grades. 12 credit hours.**

*Prerequisite:* Admission to Student Teaching.

Full-time teaching experience under the supervision of a public school cooperating teacher and college supervisor in an upper elementary school classroom or in a middle school. Includes regularly scheduled professional seminars. Proof of professional liability insurance is required prior to receiving a school placement.

**EDMG 4490. Special Topics in Education. 1 to 3.**

*Prerequisite:* Permission of instructor and department chair.

Selected special topics of interest to faculty and students.

**EDMG 4498. Classroom Internship. 1 to 12.**

*Prerequisite:* Permission of director of education field experiences and advisor.

A supervised teaching experience for teachers seeking certification or renewal credit. Proof of professional liability insurance is required prior to receiving a school placement.

**• EDUCATION - READING (EDRD) •**

**EDRDG 2408. Understanding the Reader and the Reading Process. 3-0-3.**

*Prerequisite:* ENGL 1102.

A study of the socio-psycholinguistic foundations of reading and writing for teachers of adolescents. This course examines language development, reading acquisition, phonemic awareness, word identification, phonics, vocabulary, fluency, comprehension and motivation. It explores historical perspectives of reading, reading research and theory, and introduces students to a wide range of instructional practices and curriculum materials that meet the needs of all adolescent learners.

**EDRDG 4411. Reading Diagnostics for Teachers of Adolescents. 3-0-3.**

*Prerequisite:* EDRD 2408.

An introduction to a wide range of reading assessment instruments including reading inventories, miscue analysis, and pausing indices used for understanding the individual and diverse needs of adolescents. Teacher candidates in this course will examine both informal and formal assessments including technology-based assessment. Candidates will use assessment data to plan, evaluate, and revise effective reading instruction that meets the diverse needs of students. A field component is included.

**EDRD 4410. Reading to Learn in the Content Areas. 3-0-3.**

*Prerequisite:* Admission to Teacher Education.

A study of concepts and strategies involved in reading to learn in the content areas. Teacher candidates will study types of text; instructional grouping options; factors related to the reader, text, and context; and strategies to be applied before, during, and after reading. In addition, candidates will explore methods for evaluating textbooks, sources to supplement textbook reading, and ways to use technology within instruction. This course places a heavy emphasis on instruction for strategic reading and writing that meets the individual needs of all adolescent readers.

**• ENGLISH (ENGL) •**

**ENGL 0020. Principles of Writing for the Regents' Test. 3-0-0.**

*Prerequisite:* None.

Instruction and review for the Regents' Test with emphasis on principles and patterns of academic

writing. Required of students who have failed the essay portion of the test.

**ENGL 0099. Writing for Academic Purposes. 3-0-0.**

*Prerequisite: Placement by COMPASS Examination by the Admissions Office, or by the Department of Learning Support Programs.*

A Learning Support Programs course that prepares students for credit courses in English. Emphasizes principles of good writing, particularly in clear and logically written essays.

**ENGL 1101. Composition I. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

Focuses on skills required for effective writing in a variety of contexts with emphasis on exposition, analysis, and argumentation. Also includes introductory use of a variety of research skills.

**ENGL 1102. Composition II. 3-0-3.**

*Prerequisite: ENGL 1101 (with C or better).*

Develops writing skills beyond the levels of proficiency required by ENGL 1101. Interpretation and evaluation are emphasized, and a variety of more advanced research methods are incorporated.

**ENGL 2110. World Literature. 3-0-3.**

*Prerequisite: ENGL 1102 (with C or better).*

A study of world literature which explores human experience by examining diverse aesthetic and cultural perspectives from ancient to modern times.

**ENGL 2145. Introduction to English Studies. 3-0-3.**

*Prerequisite: ENGL 2110.*

This course introduces students to the reading, writing, research, and critical strategies essential to KSU English Studies. The course draws connections among the four content areas in the English Department (Literature, Language, Writing, and Theory) and focuses on their relationship to broader social and personal contexts, enabling students to make informed choices about their program of study and their careers.

**ENGL 2160. American Literature Survey. 3-0-3.**

*Prerequisite: ENGL 2110.*

A survey of American Literature from its beginnings to the present.

**ENGL 2172. British Literature, Beginnings to 1660. 3-0-3.**

*Prerequisite: ENGL 2110.*

A survey of British Literature from its beginnings to 1660.

**ENGL 2174. British Literature, 1660 to Present. 3-0-3.**

*Prerequisite: ENGL 2110.*

A survey of British Literature from the Restoration to the present.

**ENGL 2180. World Literature Survey from 1914. 3-0-3.**

*Prerequisite: ENGL 2110.*

A survey of world literature from 1914 to the present.

**ENGL 2270. Language and Usage. 3-0-3.**

*Prerequisite: ENGL 1102.*

Study of the elements of language and of usage in formal writing and speaking; a review of grammar rules and their application in a variety of academic and profession contexts.

**ENGL 2300. African and African Diaspora Literatures. 3-0-3.**

*Prerequisite: ENGL 1102.*

A survey of world literatures of Africa and African Diaspora in the areas of orature, literature, performance texts, film and/or other media produced in Africa and the African Diaspora from the ancient to modern times.

**\*ENGL 3030. Studies in Grammar and Linguistics. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of the theories and methods of linguistics as applied to language acquisition, advanced grammar, or the historical development of American English.

**\*ENGL 3035. Introduction to Language and Linguistics. 3-0-3.**

*Prerequisite: ENGL 2110.*

This course will analyze the nature of human language. It will include an introduction to speech sounds, morphology, syntax, and semantics. A heavy emphasis will be placed on the social and pedagogical implications of modern linguistic theory which will include an examination of issues such as language acquisition, dialect variation, historical linguistics and English as a Second Language.

**ENGL 3040. History of the English Language. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of the development of English, with attention to influential historical events and of the evolving structure of the language. Black English and other influences on American English may be included.

**ENGL 3100. Poetry Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

A workshop approach to poetry writing that emphasizes original writing, analysis and response



from classmates, and revision. Some attention to the work of established writers for models.

**ENGL 3109. Careers in Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

This course exposes students from a variety of backgrounds to various careers in writing. (Students need not be English majors.) Students will analyze and create a wide variety of professional texts ranging from technical, business, and governmental documents to medical, community-based, and web-based documents.

**ENGL 3110. Playwriting. 3-0-3.**

*Prerequisite: ENGL 2110.*

A workshop approach to playwriting that emphasizes original writing, analysis and response from classmates, and revision. Some attention to the work of established writers for models.

**ENGL 3111. Professional Editing. 3-0-3.**

*Prerequisite: ENGL 2110.*

Professional Editing is a course that prepares students to become professional editors and information designers. Students will learn proofreading and copy editing skills, as well as comprehensive editing procedures, including what is required in working with an author from a document's inception to its completion. The process of editing will be studied from the perspective of the rhetorical context so that students learn how to edit and design a document to fulfill both the audience's needs as well as the author's purpose. The techniques of editing, including proofreading and copy editing for style, grammar, punctuation, and visual design, and the communication skills required of an editor will be learned through hands-on training and real-world assignments that give students ample practice in applying the principles of editing.

**ENGL 3120. Fiction Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

A workshop approach to fiction writing that emphasizes original writing, analysis and response from classmates, and revision. Some attention to the work of established writers for models.

**\*ENGL 3130. Literary Nonfiction. 3-0-3.**

*Prerequisite: ENGL 2110.*

The study and practice of selected genres of literary nonfiction. The course features extensive nonfiction writing and revision, workshop discussion, and readings in major authors of literary nonfiction.

**\*ENGL 3140. Technical Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

Analysis of and practice in writing of business and technical documents from the perspective of

technical personnel whose writing supplements but does not define their job description.

**\*ENGL 3150. Computers and Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

An experiential study of the developing relationship between writing and computers. This course explores the earliest influences computers have had on writing. This study includes writing in a network environment and publishing in hypertextual formats.

**\*ENGL 3160. Argumentative Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

The study and practice of argumentative writing. The course includes the study of current models of effective arguments and the process of forming written arguments. The course features extensive writing and revision, workshop discussion, and readings of classical and contemporary arguments.

**ENGL 3230. Literary Genre. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of the development and history of a particular literary form, such as narrative, poetry, or drama, through the exploration of representative works. Particular attention given to the evolution of new strategies for the creation and reception of the genre and to the aesthetic, historical, and cultural conditions that shape those strategies.

**ENGL 3260. Grammar in the Context of Writing. 3-0-3.**

*Prerequisite: ENGL 2270.*

A study of approaches for teaching grammar in the context of writing instruction. Includes acquiring grammatical competence in oral and written communication, understanding what grammar errors reveal about writing, promoting syntactic complexity in writing, and studying grammatical structures that promote syntactic growth and diversity of style in writing. Also includes an overview of modern grammars, the history of grammar instruction, and research on grammar instruction.

**ENGL 3309. Principles of Teaching Writing. 3-0-3.**

*Prerequisite: ENGL 1102 and ENGL 2270.*

An exploration of current theories of composition pedagogy and assessment in practice, including a variety of strategies for teaching writing while dealing with institutional policies, such as standardized testing. Students will write for a variety of purposes and audiences.

**ENGL 3310. Principles of Writing Instruction. 6-0-6.**

*Prerequisite:* ENGL 2110 and ENGL 2270.

An exploration of current theories of grammar instruction and theories of composition pedagogy and assessment, including a variety of strategies for teaching writing while dealing with institutional policies, such as standardized testing; and acquiring grammatical competence in oral and written communication, understanding what grammar errors reveal about writing, promoting syntactic complexity in writing, and studying grammatical structures that promote syntactic growth and diversity of style in writing. In a writing workshop environment, students will write for a variety of purposes and audiences.

**\*ENGL 3320. Scriptural Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

Study of authors, themes, genres, and composition of scriptural writings.

**\*ENGL 3330. Gender Studies. 3-0-3.**

*Prerequisite:* ENGL 2110.

A study of literature using gender as the primary category of analysis. Viewing gender as a social construction, it will consider literature's exploration of such issues as gendered roles in society, interactions between private and public life, gender's relation to canon formation, and the ways in which individuals may struggle to define their place in culture in the face of gendered expectations. Texts studied might include published literature, primary sources such as letters and diaries, public documents, non-print texts such as films, and material culture objects. A particular offering might focus on a region or nation, a time period, a theme, a representative individual, or some combination.

**\*ENGL 3340. Ethnic Literatures. 3-0-3.**

*Prerequisite:* ENGL 2110.

A study of literature using ethnicity as the primary category of analysis. Individual offerings of the course might survey a range of ethnic literatures (e.g., Asian American, Chicano, Native American, Jewish) or explore one such body of texts (e.g., Caribbean literatures).

**\*ENGL 3350. Regional Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

A study of literature using region as the primary category of analysis. Texts might include fiction and nonfiction, performance texts (such as drama and folktale from the oral tradition), and examples of material culture (e.g., architecture, home furnishings, and clothing). The class

might focus on a specific geographic region (e.g., the American South, the Caribbean); a comparative study of regional culture (Faulkner's Yoknapatawpa vs. Hardy's Wessex, Hawthorne's and Melville's New England vs. Sedgwick's and Jewett's New England); or author or theme closely associated with a region (e.g., Cather's West, Race and Religion in the South).

**\*ENGL 3360. Major African American Writers. 3-0-3.**

*Prerequisite:* ENGL 2110.

Development of African American literature with emphasis on major writers defining trends, movements, genres, and themes.

**\*ENGL 3390. Great Works for Middle Grades Teachers. 3-0-3.**

*Prerequisite:* ENGL 2110.

A survey of classic literature written by diverse authors. The texts studied are frequently found in middle grades classroom. Focus will be on text analysis and writing about literature.

**ENGL 3391. Teaching Literature to Adolescents. 3-0-3.**

*Prerequisite:* ENGL 2110.

Using narrative as a central genre, this course introduces current English teaching philosophy and practice in teaching literature to adolescents. This course models current ways to integrate technology into the curriculum, identifies a variety of multicultural teaching texts, and extends the study of critical theory into the teaching of literature to adolescents.

**ENGL 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite:* Approval of coordinator of cooperative education/internships (Career Services).

A supervised work experience program for a minimum of two semesters at a site in business, industry or government. For sophomore, junior, or senior level students who wish to obtain on-the-job experience in conjunction with their academic training.

**ENGL 3398. Internship. 1-9 credit hours.**

*Prerequisite:* Approval of departmental internship adviser.

Supervised, credit-earning work experience of one semester with a previously approved business firm, private agency, or government agency. Credit is allowed only in related studies or free elective areas.

**ENGL 3400. Survey of African Literatures. 3-0-3.**

*Prerequisite:* ENGL 2110.

A survey of African literatures, including the orature, literature, performance texts, film and/or other media produced in each quadrant of Africa, from early times to the present day. For example, the course might survey African narrative, looking at a selection of early epics, folktales, short stories or novels representing themes, motifs, and styles in each quadrant of Africa.

**ENGL 3500. Topics in African American Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

A study of a selected topic in the areas of orature, literature, performance texts, film and/or other media produced by African Americans. For example the course might focus on a single artist (such as Ralph Ellison), a group of artists (such as writers of the Harlem Renaissance), a genre (such as the slave narrative), a source or technique (such as folklore in twentieth century novels, or a theme or issue (such as depictions of women, the oral-musical tradition or humor and signifying).

**ENGL 3600. Topics in African Diaspora Literatures. 3-0-3.**

*Prerequisite:* ENGL 2110.

A study of a selected topic in the areas of orature, literature, film and/or other media produced in the African Diaspora. For example, the course might focus on a single author or group of authors: "The Novels of Paule Marshall"; a country or region: "Caribbean Literatures"; a movement or an event: "Post-Colonial Caribbean Literatures"; a theme or issue: "Twentieth-Century Caribbean Women Writers"; a genre: "African, African American and Afro-Caribbean Autobiography"; or, a combination of these or other categories.

**ENGL 4120. Advanced Creative Writing. 3-0-3.**

*Prerequisite:* ENGL 3120, or permission of instructor.

Open only to students with experience in writing in the particular genre, this workshop stresses development and integration of all technical and artistic elements. Some readings from the work of established writers.

**ENGL 4220. Critical Theory. 3-0-3.**

*Prerequisite:* ENGL 2110.

An advanced course in interpretive theoretical paradigms as applied to the study of literature and culture, focusing on critical models such as Marxism, Structuralism, Poststructuralism,

Deconstruction, Psychoanalytic criticism, and Gender, Ethnic, and Cultural studies.

**\*ENGL 4230. Theory-Based Studies in Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

Concentration on the interpretive strategies and conceptual framework of one of the major paradigms of contemporary literary theory, with attention to the ways in which those paradigms enable the study of a select group of texts, both literary and nonliterary. Topics may include Feminist theory, Marxism, Post-Colonialism, Psychoanalytic Criticism, Cultural Materialism, Ethnic studies, Gender studies, New-Historicism, and Reader Response theories.

**ENGL 4340. Shakespeare. 3-0-3.**

*Prerequisite:* ENGL 2110.

A study of selected comedies, histories, and tragedies, covering the range of Shakespeare's dramatic art. May include dramatic form and poetic composition as commentaries on the dramatic genres and an examination of performance theory and practice.

**\*ENGL 4360. American Literature Before 1800. 3-0-3.**

*Prerequisite:* ENGL 2110.

Literary studies of colonial and early United States literature. Prior to 1800 in the Americas, complex and diverse encounters of Old and New World cultures resulted in the Constitution of the United States of America and the emergence of its wide range of literatures.

**\*ENGL 4370. British Medieval and Chaucerian Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

Studies in Middle English literature, including Chaucer. May include prose, poetry, and drama and investigate aesthetic, intellectual, and social issues.

**ENGL 4372. British Renaissance Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

British literature from the late fifteenth century to 1660, generally exclusive of Shakespeare. May include poetry, prose, and drama and investigate aesthetic, intellectual, and social issues.

**ENGL 4374. Studies in Restoration and Eighteenth Century Literature. 3-0-3.**

*Prerequisite:* ENGL 2110.

British literature from 1660 to the late eighteenth century. May include poetry, prose, and drama and investigate aesthetic, intellectual, and social issues.

**\*ENGL 4380. World Literature Before 1800. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of representative texts, major themes, or literary movements of the period, emphasizing aesthetic and social understanding. The course may examine Western and non-Western cultures.

**ENGL 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Approval of instructor, curriculum committee, and department chair required prior to registration.*

Selected topics of an advanced nature that may include original research for superior students. Normally for projects not served through pre-established curriculum.

**ENGL 4401. Topics in African Literatures.**

*Prerequisite: ENGL 2110.*

A study of a selected topic in the areas of orature, literature, performance texts, film and/or other media produced in Africa. For example, the course might focus on a single author or a group of authors: "The Plays of Wole Soyinka;" a region or a country: "Twentieth Century South African Literature;" a movement or an event: "African Writers of the Negritude Movement;" a theme an issue: "Women's Rights in African Literature," or a combination these or other categories.

**\*ENGL 4460. 19th-Century American Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of representative writers in American literature in the nineteenth century.

**\*ENGL 4470. 19th-Century British Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

Studies in Romantic and Victorian literature, from the 1780s to the end of the nineteenth century, examining such aesthetic and social themes as the nature and role of the artist, the impulse toward gothicism, the rise of the autobiography, responses to industrialization, and the conflict between tradition and change, as these are expressed in representative texts of the period.

**\*ENGL 4480. 19th-Century World Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of representative texts, major themes, or literary movements of the nineteenth century, emphasizing aesthetic and social understanding. The course may examine Western and non-Western cultures.

**ENGL 4490. Special Topics in English. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of selected topics of special interest to faculty and students.

**ENGL 4491. Major Figures in World Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study concentrating on a significant author from world literature.

**\*ENGL 4560. 20th-Century American Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of representative texts, major themes, or literary movements in twentieth-century America, emphasizing aesthetic and social understanding.

**\*ENGL 4570. 20th-Century British Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of representative twentieth-century British literature.

**\*ENGL 4580. 20th-Century World Literature. 3-0-3.**

*Prerequisite: ENGL 2110.*

A study of representative texts, major themes, or literary movements of twentieth-century literature, emphasizing aesthetic and social understanding.

**\*ENGL 4620. Senior Seminar. 3-0-3.**

*Prerequisite: Completion of 90 hours.*

Detailed study of a literary, artistic, or cultural movement, theme, trend, or philosophy with literary texts as the focal point but exploring works in related fields, culminating in the preparation of an original, substantial, and researched seminar paper, which is to be presented orally and formally. The course will be open to English and other majors.

\*These courses can be taken more than once provided the course content differs entirely from the previous offering.

**• ENGLISH AS A SECOND LANGUAGE (ESL) •****ESL 1105. Grammar Seminar for International Students. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099, if required.*

This course is an individualized and small group seminar open to all Kennesaw State University students for whom English is a second language. International students will discuss North

American English (NAE) grammar and its academic applications, focusing on those features of the language that are most problematic for second language writers and speakers, including articles, verb tenses, verb forms, preposition combinations, question and statement syntax, clauses, negatives, and conditional sentences. The development of editing skills is emphasized.

**ESL 1106. Pronunciation Seminar for International Students. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099, if required.*

This course is an individualized and small group seminar open to all Kennesaw State University students for whom English is a second language. The course is designed to assist intermediate to advanced ESL students in pronunciation, focusing on North American English (NAE), including consonant and vowel sounds, stress, rhythm, and intonation. Emphasis will be placed on communicating effectively in authentic situations, self- and peer-monitoring, connecting listening with speaking, and eliminating distracting speech elements.

• **ENGLISH EDUCATION (ENED)** •

**ENED 4000. Service Learning in English Education. 1-3.**

*Prerequisite: 60 hours and permission of instructor and department chair/program director.*

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**ENED 4414. Teaching of English/Language Arts. 6-0-6.**

*Prerequisite: ENGL 3310, ENGL 3391, admission to teacher education`.*

An examination and application of curriculum issues, learning theories, teaching strategies, instructional materials, and assessment procedures for teaching secondary school English/ Language Arts in the multicultural and diverse classroom of today. Emphasis is on developing teachers who possess the capability, intent, and expertise to facilitate high levels of learning in all of their students through effective, research-based practices in the classroom.

**ENED 4415. Teaching of English/Language Arts (6-12) Internship.**

*Prerequisite: admission to ENED 4414. Corequisite: ENED 4415.*

Secondary school field experience in English/

Language Arts teaching with concurrent seminars. Proof of professional liability insurance is required prior to school placement.

**ENED 4475. Student Teaching: English (6-12). 12 credit hours.**

*Prerequisite: ENED 4414, ENED 4415, and Approval of Field Experience Application.*

Full-time teaching experience in English under the supervision of a secondary school cooperating teacher and a college English education supervisor. Includes regularly scheduled seminars. Proof of professional liability insurance is required prior to school placement.

**ENED 4498. Internship in Teaching English. 0-18-12.**

*Prerequisite: Provisional teaching license issued by state of Georgia; full-time employment teaching English.*

Student Teaching experience in English for provisionally certified teachers. Supervision will be in collaboration with a mentor-teacher in the local school and a university English education supervisor. When taken for 12 hours of credit at the same school, this internship will automatically substitute for ENED 4475. Proof of professional liability insurance. Student is responsible for his own school placement.

• **EXCEPTIONAL CHILDREN (EXC)** •

**EXC 3304. Education of Exceptional Students. 3-0-3.**

*Prerequisite: Admission to Teacher Education Program.*

Prepares candidates to work collaboratively with families and school personnel to have a positive impact on the educational, social and behavioral development of all students, including those with a full range of disabilities, in a diverse society. The course focuses on knowledge of legislative mandates for serving exceptional students, characteristics of exceptionality, best practice in facilitating teaching and learning, and accountability through assessment of outcomes. This course requires an observational experience in an assigned school placement. Verification of professional liability insurance is required prior to placement in the field experience. Fulfills Georgia HB 671 requirement.

**EXC 4000. Service Learning in Special Education. 1-3.**

*Prerequisite: 60 hours and permission of instructor and department chair/program coordinator.*

A community activity which links learning to life

by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program coordinator.

### • FILM (FILM) •

#### **FILM 3107. Writing Short Films. 3-0-3.**

*Prerequisite: ENGL 2110.*

This course will introduce students to the basics of screenwriting in the context of developing several short film scripts. Discussions will concern dramatic narrative, character and thematic development, script format, and submission of short film projects. Student scripts will be workshopped by peers and professor. Each student will be required to submit at least one of his or her projects to a short film script contest.

#### **FILM 3108. Feature Film Writing. 3-0-3.**

*Prerequisite: ENGL 2110.*

This course is intended to familiarize the student with screenwriting techniques necessary to the production of a full-length feature film. Students will develop their film ideas into detailed outlines and treatments, and will produce the first fifteen or twenty pages of the actual script, which will be workshopped by the class. Special attention will be paid to dramatic narrative, character and thematic development, and issues relating to format.

#### **FILM 3200. Film History and Theory. 3-0-3.**

*Prerequisite: ENGL 2110.*

A survey of the major developments, movements, and critical approaches within the first hundred years of international cinema. The course emphasizes an understanding of the historical, cultural, commercial, and aesthetic contexts that influence film, but also develops the student's understanding of a film's narrative and visual structure and its place within established theoretical traditions.

#### **\*FILM 3220. Studies in Film. 3-0-3.**

*Prerequisite: ENGL 2110.*

Analysis of film from such perspectives as genre, literary and film aesthetics, and literary adaptation. May include screening of selected films.

#### **FILM 4200. Advanced Studies in Film. 3-0-3.**

*Prerequisite: FILM 3200 or FILM 3220, or permission of instructor.*

An intensive study of selected topics in American and international cinema, emphasizing critical theory and analysis of films and related readings.

### • FINANCE (FIN) •

#### **FIN 2500. Consumer Finance. 3-0-3.**

*Prerequisite: All developmental studies courses if required.*

A nontechnical course designed to develop an understanding of the basic principles and techniques as they apply to personal income, spending and investing. Emphasis is placed upon financial planning, budgeting, saving, home ownership, estate planning, and retirement.

#### **FIN 3100. Principles of Finance. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours including ACCT 2100, ACCT 2200, ECON 2100, and ECON 2200.*

An introductory course designed to develop a knowledge of the basic concepts, principles, and functions of managerial finance. Topics include the time value of money, valuation of bonds and stocks, financial analysis, working capital management, capital budgeting, and capital structure strategies.

#### **FIN 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, FIN 3100, and approval of the Coordinator of cooperative education/internships (KSU Career Services); Non business Majors: Not available to non business majors.*

A supervised work experience program for a minimum of two academic semesters at a site in business, industry, or government. For sophomore, junior, or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training. Credit is allowed only in elective area.

#### **FIN 3398. Internship. 1-9 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, FIN 3100, and approval of the Coordinator of cooperative education internships (KSU Career Services); Non business Majors: Not available to non business majors.*

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency, or government agency. A research paper is required to receive credit. For junior or senior students who wish to participate in an on-the-job experience in which they may apply their academic education. The work experience may not be with a current employer. This course will be graded on an S/U basis. Credit is allowed only in elective areas.

**FIN 4220. Corporate Finance. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100 and permission of the department chair.*

Application of the principles and concepts of finance to the acquisition and management of corporate assets and financial resources, the management of the firm's capital structure, and development of dividend policy.

**FIN 4260. Short Term Financial Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100 and permission of the department chair.*

Focuses on the structure and functioning of payment systems, the management of short-term assets and short-term liabilities of the business firm, and the impact of computer and communications technologies on financial management systems.

**FIN 4320. Fixed Income Securities. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100 and permission of the department chair.*

This course provides students with knowledge of the fixed-income markets. The course will cover the pricing and risk management of fixed-income securities, and an introduction to fixed-income derivatives. It covers interest rate management, product fundamentals, and portfolio strategies. This course is a valuable preparation for students interested in taking the Chartered Financial Analysts (CFA) examination.

**FIN 4360. Equity Securities. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100 and permission of the department chair.*

This course is an introduction to equity securities and portfolio management with an emphasis on the fundamental tradeoff between risk and return. The course covers securities markets, efficient diversification, asset pricing models, and investment strategies of individual and institutional investors.

**FIN 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, FIN 3100, and approval of instructor and department chair prior to registration; Non business Majors: FIN 3100 and approval of instructor and department chair prior to registration.*

Special topics of an advanced nature not in the regular course offerings.

**FIN 4420. International Financial Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100 and permission of the department chair.*

Investigates the implications for financial decision making rules and policies that result from consideration of an international financial perspective.

**FIN 4490. Special Topics in Finance. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, FIN 3100, and approval of instructor and department chair; Non business Majors: FIN 3100 and approval of instructor and department chair.*

Selected special topics of interest to faculty and students. This course may be taken more than once. Up to 9 credit hours are permitted.

**FIN 4520. Financial Derivatives and Financial Engineering. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100 and permission of the department chair.*

This course is designed to help students gain a thorough understanding of the roles of futures, options, and other financial derivatives in allocating risk; the design of financial derivatives; the valuation of financial derivatives; and their applications to financial risk management problems.

**FIN 4620. Financial Management of Financial Institutions. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours including FIN 3100. and permission of the department chair*

Financial decision making concepts are applied to the particular financial management issues of financial institutions, including funds acquisition and management of operations and capital investments.

• FINE ARTS EDUCATION (FAED) •

**FAED 3340. Music and Art for the Elementary School. 0-4-2.**

*Prerequisite: 45 credit hours.*

A course designed for preparing elementary school educators to integrate meaningful art and music experience into the classroom. Prospective

elementary classroom educators develop basic concepts, skills, methods of instruction, and teaching competencies in the specific areas of music and art.

### • FOREIGN LANGUAGE (FL) •

#### **FL 1001. Introduction to Foreign Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 or READ 0099 if required.*

Introduction to a foreign language and culture, stressing progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of the culture being studied. Not open to native speakers of the language.

#### **FL 1002. Introduction to Foreign Language and Culture II. 3-0-3.**

*Prerequisite: One year of foreign language in high school or FL 1001 or the equivalent.*

Introduction to foreign language and culture, part II, stressing continued, progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of the culture being studied. Not open to native speakers of the language.

#### **FL 2001. Intermediate Foreign Language and Culture I. 3-0-3.**

*Prerequisite: FL 1002 or permission of instructor.*

The student will continue to develop proficiency in listening, speaking, reading, and writing, and learn to communicate in culturally appropriate ways. Not open to native speakers of foreign language.

#### **FL 2002. Intermediate Foreign Language and Culture II. 3-0-3.**

*Prerequisite: FL 2001 or permission of instructor.*

Students continue to increase linguistic and cultural proficiency through the use of a variety of materials and activities. Not open to native speakers of the language.

#### **FL 2209. World Languages and Cultures. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

An overview of world languages and cultures and their manifestations in our society. Class discussions and readings are reinforced through supervised field experiences in the metro Atlanta area. In addition, students survey academic and professional career opportunities in fields that require linguistic skills and cultural competence.

#### **FL 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: FL 2002.*

Covers special topics external to course offerings in order to allow a student to work individually with an instructor.

#### **FL 4490. Special Topics in Foreign Language. 1-3 credit hours.**

*Prerequisite: FL 2002 or permission of instructor.*

Selected topics of interest to faculty and students.

### • FOREIGN LANGUAGE EDUCATION (FLED)•

#### **FLED 3303. Second Language Acquisition. 3-0-3.**

*Prerequisite: Admission to Teacher Education Program and FREN 2002 or SPAN 2002.*

An introduction to major learning theories with particular focus on those dealing with acquisition of a second or foreign language. Course also explores how language learning styles and strategies relate to theories of language acquisition and their implications in the classroom, P-12. Field experience is required. Proof of liability insurance is required for field experience.

#### **FLED 4410. Methods, Materials, and Curriculum of Foreign Language Education, P-8. 3-0-3.**

*Prerequisite: FLED 3303 and FREN 2002 or SPAN 2002.*

An overview of methods, materials and curriculum in foreign language instruction grades P-8. The field experience emphasizes principles of classroom and behavior management as well as ways to put theory into practice. Field experience is required. Proof of liability insurance is required for field experience.

#### **FLED 4412. Methods, Materials, and Curriculum of Foreign Language Education, 9-12. 3-0-3.**

*Prerequisite: FLED 3303 and FREN 2002 or SPAN 2002.*

An overview of methods, materials and curriculum in foreign language instruction grades 9-12. The field experience emphasizes principles of classroom and behavior management as well as ways to put theory into practice. Field experience is required. Proof of liability insurance is required for field experience.

#### **FLED 4413. Field Experiences in FLED, P-12. 3-0-3.**

*Prerequisite: FLED 3303 and either FLED 4410 or FLED 4412.*



This course is a field experience course with multiple placements. Students will choose two field placements from among elementary, middle and high school levels. During orientation prior to beginning each field experience, students shall explore the relationship between theory and classroom practice in foreign language education, across the P-12 spectrum.

**FLED 4480. Student Teaching in Foreign Languages, P-12. 1-33-12.**

*Prerequisite: FLED 4413 and Permission from Bagwell College of Education to student teach.* Full-time teaching experience in foreign language under the supervision of a public school cooperating teacher and college supervisor. Must have prior approval of College of Education to Student Teach.

**FLED 4498. Internship in Foreign Language Education, P-12. 6-12 hours.**

*Prerequisite: Provisional teaching license issued by state of Georgia; full-time employment teaching foreign language; letter from county where employed requesting that KSU work with individual to complete certification; analysis of academic transcript(s); written program of study.* Supervised, credit-earning work experience of one academic semester with a previously approved school. Meant to substitute for student teaching for provisionally licensed teachers.

• FRENCH (FREN) •

**FREN 1001. Introduction to French Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 AND READ 0099.* Introduction to French language and culture, stressing progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of French and Francophone cultures. Not open to native speakers of French.

**FREN 1002. Introduction to French Language and Culture II. 3-0-3.**

*Prerequisite: One year of high school French or FREN 1001 or the equivalent.*

Introduction to French language and culture, "Part II," stressing continued, progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of French and Francophone cultures. Not open to native speakers of French.

**FREN 2001. Intermediate French Language and Culture I. 3-0-3.**

*Prerequisite: Two years of high school French or French 1002 or the equivalent.*

The student will continue to develop proficiency in listening, speaking, reading, and writing, and learn to communicate in culturally appropriate ways. Not open to native speakers of French.

**FREN 2002. Intermediate French Language and Culture II. 3-0-3.**

*Prerequisite: Three years of high school French or FREN 2001 or the equivalent.*

Students continue to increase linguistic and cultural proficiency through the use of a variety of materials and activities. Course will serve as a transition between intermediate and upper-level courses in French. Not open to native speakers of French.

**FREN 2290. Special Topics. 3-0-3.**

*Prerequisite: Permission of Department Chair.* Covers special topics and study abroad courses external to course offerings at the intermediate level.

**FREN 3200. Critical Reading and Applied Writing. 3-0-3.**

*Prerequisite: FREN 2002 or the equivalent.* This course emphasizes skill development and refinement in the areas of critical reading and writing in French. Designed to give students extensive experience in reading and writing in French, the course focuses on the relationship between writing and reading, and on ways to improve one through the other.

**FREN 3302. Practical Conversation. 3-0-3.**

*Prerequisite: FREN 2002.* Stresses expansion of effective listening comprehension and speaking skills through culturally and linguistically appropriate activities.

**FREN 3303. Grammar and Composition. 3-0-3.**

*Prerequisite: FREN 2002.* General review of grammar through composition and other written activities, such as summaries, correspondence, descriptions, narration, literary analysis, and other rhetorical and culturally appropriate forms.

**FREN 3304. Literature and Culture I. 3-0-3.**

*Prerequisite: FREN 3200 and FREN 3303.* An introduction to French and Francophone literature and culture from the Middle Ages to 1820. Students examine literary and artistic movements as well as cultural issues of the period. Readings and discussion in French.

**FREN 3305. Literature and Culture II. 3-0-3.**

*Prerequisite:* FREN 3200 and FREN 3303.

An introduction to French and Francophone literature and culture from 1820 to the present. Students examine literary and artistic movements as well as cultural issues of the period. Readings and discussion in French.

**FREN 3398. Internship. 1-9 credit hours.**

*Prerequisite:* FREN 3302 AND FREN 3303 or permission of instructor.

Supervised, credit-earning work experience of one semester requiring use of French in the work place. Prior approval by department coordinator and internship supervisor is required. No more than three semester hours may be applied toward the major.

**FREN 4400. Directed Study. 1-3.**

*Prerequisite:* FREN 3302 AND FREN 3303 or permission of instructor.

Covers special topics and seminars external to course offerings that allow a student to work individually with an instructor. Requires prior approval by instructor and department chair.

**FREN 4402. Contemporary Culture. 3-0-3.**

*Prerequisite:* FREN 3304 or FREN 3305.

An examination of the historical, social, and political contexts of the contemporary French and Francophone experience through the analysis of cultural representations such as film, media, plastic arts, music, and literature. Readings and discussion in French.

**FREN 4404. Commercial French. 3-0-3.**

*Prerequisite:* FREN 3302 AND FREN 3303 or permission of instructor.

An in-depth study of business practices and the language of business in the French-speaking world. This course will prepare students for the exam for the Certificat Pratique de Francais Commercial given by the Paris Chamber of Commerce.

**FREN 4434. Topics in Language, Literature, and Culture. 3-0-3.**

*Prerequisite:* FREN 3304 or FREN 3305.

An exploration of a period, movement or genre in literature, a topic in culture, or language-related issues. Topics are chosen for their significance and impact on French and Francophone cultures. Course taught in French.

**FREN 4456. Advanced Grammar and Linguistics. 3-0-3.**

*Prerequisite:* FREN 3302 AND FREN 3303.

Advanced study of grammar from a linguistic perspective. Provides an overview of phonetics,

phonology, morphology, and syntax. Exposes students to dialectical variations of the French-speaking world. Stresses development of oral proficiency. Course taught in French.

**FREN 4490. Special Topics in French. 3-0-3.**

*Prerequisite:* French 3302 or permission of instructor.

Special topics relevant to the study of French speaking societies.

**FREN 4499. Senior Seminar. 3-0-3.**

*Prerequisite:* FREN 3304 or FREN 3305 and permission of instructor.

A capstone course designed to synthesize and connect the student's prior academic experiences in the major and related fields of study. Students will prepare a reflective essay and a research paper to present to the faculty. Papers and presentation in French.

**• GEOGRAPHY (GEOG) •****GEOG 1101. World Regional Geography. 3-0-3.**

*Prerequisite:* None.

An introduction to world regions through the context of human geography. The course focuses on basic geographic concepts to analyze social, economic and political issues at local, regional and global scales. Elements of fundamental physical geography will be discussed to illustrate the spatial relationships between the physical environment and human geography.

**GEOG 2105. Social Issues: Perspectives in Geography. 2-0-2.**

*Prerequisite:* ENGL 0099 and READ 0099.

One of the four disciplinary options (Anthropology 2105, Geography 2105, Psychology 2105, Sociology 2105) that can be taken to satisfy the Social Issues requirement in the General Education curriculum. A common set of world social issues is critically examined from one of four social science perspectives. The discipline of geography examines the effects of the current social patterns on the cultural landscape from local, regional and global perspectives.

**GEOG 3300. Urban Geography. 3-0-3.**

*Prerequisite:* GEOG 1101 or GEOG 2105.

An analysis of the location and distribution of urban centers, urban land uses and the geographical aspects of general urban issues.

**GEOG 3305. Introduction to Cartographic Processes. 3-0-3.**

*Prerequisite:* MATH 1107; CSIS 1100 or CSIS

2100 or BISM 2100; GEOG 1101 or GEOG 2105.

This course is an introduction to the processes and technology of cartography, the science and art of map making. The foundations of map construction and design will be presented from theoretical and applied perspectives. Students will be introduced to hands-on and computerized mapping, leading to a basic appreciation of the map as the integral component of geographic information systems data analysis.

**GEOG 3310. Historical Geography. 3-0-3.**

*Prerequisite:* GEOG 1101 or GEOG 2105.

A global approach to the study of the geographic factors affecting historical events associated with the human exploration and settlement of the planet. The influence of geography on economic and political changes over time will be reviewed for selected historical phenomena.

**GEOG 3312. Geography of Europe. 3-0-3.**

*Prerequisite:* GEOG 1101 or GEOG 2105.

A geographical survey of Europe and its environs, with emphasis on the tremendous diversity found in both the physical and human geography of the region. Economic, political and cultural geography are examined within the framework of the forces that are rapidly restructuring European landscapes of Eastern and Western Europe.

**GEOG 3315. Introduction to Geographic Information Systems. 3-0-3.**

*Prerequisite:* GEOG 3305 or permission of instructor.

This course will acquaint students with the basic design of state-of-the-art GIS and its analytical capabilities. Topics include: history of GIS technology, applications in GIS, basic map projection information, raster/vector GIS, introduction to available data, and basic GIS functions. The course will use Arcview to introduce these concepts in an easy-to-learn, hands-on environment.

**GEOG 3320. Political Geography. 3-0-3.**

*Prerequisites:* GEOG 1101 or GEOG 2105 or permission of instructor.

This course is intended to explore the following concepts and issues from a geographical perspective: territoriality, theories of the state, spatial expressions of ideology, boundary issues, imperialism, geopolitics, nationalism, electoral geography, national identity, religion and governing power in a spatial context, and cultural and/or economic hegemony.

**GEOG 3330. Economic Geography. 3-0-3.**

*Prerequisite:* GEOG 1101 or GEOG 2105 or permission of instructor.

A geographic analysis of global resources and economic growth. The underlying theme of the course is the impact of space (location, distance, area, boundaries) on economic decision making. Topics to be discussed include population, transportation, rural and urban land use, industrial location, natural resource management, and development/underdevelopment. Differing spatial theories will be employed to explain the global economy in transition.

**GEOG 3340. Cultural Geography. 3-0-3.**

*Prerequisite:* GEOG 1101 or GEOG 2105 or permission of instructor.

A thematic approach is applied to analyze human cultures, to examine world cultural regions, to note the spread of cultural traits, to interpret interactions between culture and environment, and to appreciate multiple traits of cultures and cultural landscapes. The five themes of region, diffusion, ecology, integration, and landscape are used to explore historical and contemporary issues of population, agriculture, politics, language, religion, ethnicity, popular culture, and urban spaces. The philosophy of the course is based on the premise that the built environment is a spatial expression of the beliefs, attitudes, and practices of a people.

**GEOG 3350. Geography of Sub-Saharan Africa. 3-0-3.**

*Prerequisite:* GEOG 1101 or GEOG 2105 or permission of instructor.

A spatial survey that focuses on the physical, historical, cultural, and economic forces at work on the African continent, south of the Sahara. Special emphasis is placed on the roles of the natural environment, population geography, historical geography, agriculture, economic development, and other factors that shape the landscapes of Sub-Saharan Africa.

**GEOG 3360. Geography of China. 3-0-3.**

*Prerequisite:* GEOG 2105 or GEOG 1101 or permission of instructor.

This course provides an overview of the physical and cultural geography of China and explores the ways in which the Chinese have made use of their natural and human resources in the past and in the modern era.

**GEOG 3398. Internship. 1-9.**

*Prerequisite:* GEOG 4405.

A structured off-campus experience in a supervised setting that is related to the student's

major and career interests. Practical experience is combined with scholarly research in the topical area of the internship, under the guidance of the GIS program director and your internship supervisor. Sites must be in advance of the semester of the internship. A departmental internship orientation session is scheduled once a semester. Note: GIS certificate students please sign up for GEOG 4415 and not this course.

**GEOG 3700. Introduction to Environmental Studies. 3-0-3.**

*Prerequisite: Any general education science lab sequence.*

This course is designed to give students an overview of the human dimensions of US environmental issues and is a core course for the environmental studies minor. From a geographical perspective, the course explores how US environmental laws, ethics, viewpoints and economics interact, shape, and manifest themselves across the landscape. Students will be introduced to technologies, such as geographic information systems and satellite images, used by geographers to study environmental issues. The course will examine spatial patterns arising from the ways in which we manage our natural resources and environment. Natural resources such as water, air, soil, energy and fossil fuels will be used as examples in the discussion of spatial patterns arising from resource extraction, transportation and use.

**GEOG 4405. Advanced Geographic Information Systems. 3-0-3.**

*Prerequisite: GIS 3315.*

This course builds upon basic concepts addressed in the Introduction to Geographic Information Systems (GIS) course. The use of topological data procedures and relational database concepts within the GIS context will be investigated along with procedures relevant to building geographic databases, including map projections, coordinate systems, digitizing vectors, and transformations. Fundamental spatial analysis operations are introduced, including spatial query, address matching, spatial aggregations, buffering, polygon overlay, and point-in-polygon operations. ArcView software is used in class.

**GEOG 4400. Directed Study. 1 - 3 credit hours.**

*Prerequisite: Approval of Advisor, Instructor, Major Area Committee and Department Chair prior to registration.*

Covers special topics and seminars external to regular course offerings.

**GEOG 4410. Introduction to Remote Sensing. 3-0-3.**

*Prerequisite: GEOG 3305.*

Remote sensing is the art and science of obtaining information about an object, area, or phenomenon by a device that is not in contact with the study subject. Remote sensing methods include the production and analyses of satellite imagery and aerial photography. This course is an introduction to remote sensing from space and aircraft platforms and an introduction to digital photogrammetry.

**GEOG 4415. Practicum in Geographic Information Systems. 3-0-3.**

*Prerequisite: GIS 4405 and permission of Program Coordinator.*

A capstone course designed to complete the GIS Certificate Program by integrating the students' prior training in the application of computer-based manipulation and spatial analysis of data through the use of geographic information systems programs in on-site applied work settings. Students will be given applied experiences in selected public or private organizations in the community or in campus-related programs to make use of their GIS training. This practicum will be a coordinated effort involving both an on-campus seminar classroom experience and an on-site work experience.

**GEOG 4490. Special Topics in Geography. 1-3 credit hours.**

*Prerequisite: Approval of Instructor and Department Chair.*

Selected topics of interest to faculty and students.

• **GERMAN (GRMN)** •

**GRMN 1001. Introduction to German Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

Introduction to German language and culture, stressing progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of German culture. Not open to native speakers of German.

**GRMN 1002. Introduction to German Language and Culture II. 3-0-3.**

*Prerequisite: One year of high school German, or GRMN 1001, or the equivalent.*

Introduction to German language and culture, part II, stressing continued, progressive acquisition of effective communication skills in both the

written and spoken language and an understanding of the practices and products of German culture. Not open to native speakers of German.

**GRMN 2001. Intermediate German Language and Culture I. 3-0-3.**

*Prerequisite:* Two years of high school German, or GRMN 1002 or the equivalent.

The student will continue to develop proficiency in listening, speaking, reading, and writing, and learn to communicate in culturally appropriate ways. Not open to native speakers of German.

**GRMN 2002. Intermediate German Language and Culture II. 3-0-3.**

*Prerequisite:* Three years of high school German or GRMN 2001 or the equivalent.

Students continue to increase linguistic and cultural proficiency through the use of a variety of materials and activities. Course will serve as a transition between intermediate and upper-level courses in the language. Not open to native speakers of German.

**GRMN 3200. Critical Reading and Applied Writing. 3-0-3.**

*Prerequisite:* GRMN 2002 or the equivalent.

This course emphasizes skill development and refinement in the areas of critical reading and writing in German. Designed to give students extensive experience in reading and writing in German, the course focuses on the relationship between writing and reading, and on ways to improve one through the other.

**GRMN 3300. Introduction to Literature. 3-0-3.**

*Prerequisite:* GRMN 2002 or permission of instructor.

Reading and discussion of representative works of German literature to acquaint the student with a variety of genres and the basic techniques of literary interpretation. Also includes discussion of social and political background of works read. Class conducted in German.

**GRMN 3302. Practical Conversation. 3-0-3.**

*Prerequisite:* GRMN 2002 or permission of instructor.

Students learn to express themselves verbally, using role-play, skits and extemporaneous speaking on a variety of topics including basic situations as well as discussions of professional areas. Taught in German.

**GRMN 3303. Grammar and Composition. 3-0-3.**

*Prerequisite:* GRMN 2002 or permission of instructor.

Introduction to the more difficult points of

German grammar, syntax and style. In addition to the development of writing skills, students will concentrate on expanding their active vocabulary. Taught in German.

**GRMN 3310. Survey of German Culture and Institutions I. 5-0-5.**

*Prerequisite:* GRMN 2002 or permission of instructor.

A survey of the culture and civilization of Central Europe from the early Middle Ages to the Enlightenment. It is designed to provide an overview of the major epochs in the cultural history of the area on the basis of artistic and historical development. Reading and discussion in German and in English.

**GRMN 3311. Survey of German Culture and Institutions II. 3-0-3.**

*Prerequisite:* GRMN 2002 or permission of instructor.

A survey of the culture and civilization of Germany and Central Europe from the Enlightenment to the present. It is designed to provide an overview of the major epochs in the cultural history of the area on the basis of artistic and historical development. Reading and discussion in German and in English.

**GRMN 3398. Internship. 1-9 credit hours.**

*Prerequisite:* GRMN 3302 or permission of instructor.

Supervised, credit-earning work experience of one semester requiring use of German in the work place. Prior approval by department coordinator and internship supervisor is required.

**GRMN 4400. Directed Study. 1-3 credit hours.**

*Prerequisite:* GRMN 2202 or permission of instructor.

Covers special topics and seminars external to course offerings that allow a student to work individually with an instructor. Requires prior approval by instructor and department chair.

**GRMN 4404. Commercial German. 3-0-3.**

*Prerequisite:* GRMN 2202 or permission of instructor.

An in-depth study of business practices and the language of business that focuses on verbal and written communication as well as economic, social and political factors that are important to the conduct of business in the German-speaking world. Readings and discussion in German and in English.

**GRMN 4490. Special Topics in German. 3-0-3.**

*Prerequisite:* GRMN 2202 or permission of instructor.

Selected topics of interest to students and faculty.

• **HEALTH AND HUMAN SERVICES (HHS) •**

**HHS 3100. Culturally Competent. 3-0-3.**

*Prerequisite:* ENGL 1102.

This course provides students with skills needed by health and human service workers to provide effective care to individuals from a variety of ethnic and cultural backgrounds. Emphasis will be placed on working with immigrants and refugees from Hispanic cultures.

• **HEALTH, PHYSICAL EDUCATION AND SPORT SCIENCE (HPS) •**

**SECTION I: Fitness for Living Requirement.**

**HPS 1000. Fitness for Living. 2-1-3.**

*Prerequisite:* None.

Emphasis on the importance of physical activity, nutrition, stress and weight management, and health-related fitness components. Topics will be developed with practical applications to one's life-style including opportunities to assess selected fitness, nutritional and activity patterns, and to develop and participate in a personalized physical activity program.

**SECTION II: Physical Activity Program.**

**HPS 1030. Aerobic Conditioning/Weight Training. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in a variety of cardiovascular fitness related activities and weight training principles.

**HPS 1050. Archery/Badminton. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in target archery and badminton.

**HPS 1070. Basketball/Softball. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in five player basketball and slow pitch softball.

**HPS 1090. Dance: Ballet. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in classical ballet dance.

**HPS 1130. Dance: Jazz. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in basic jazz dance.

**HPS 1150. Dance: Modern. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in basic modern dance.

**HPS 1170. Folk/Square/Social Dance. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques, and knowledge appropriate for participation in folk, square, and social dance. Will include selected folk dances representing different cultures around the world. Circle, contra, and western style square dance will be emphasized. Social dances shall include Fox Trot, Waltz, Swing, and various Latin dances.

**HPS 1190. Soccer/Team Handball. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques, and knowledge appropriate for the successful participation in soccer/team handball.

**HPS 1210. Golf. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in golf. Additional fee required.

**HPS 1230. Martial Arts. 1-1-1.**

*Prerequisite:* None.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in the development of martial arts and self defense skills. Additional fee required.

**HPS 1250. Outdoor Recreational Pursuits. 1-1-1.**

*Prerequisite:* HPS 1310 or instructor's consent.

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation and appreciation of outdoor recreation activities. Units represented may include backpacking, camping, orienteering and canoeing. Weekend trips, off campus field experiences and additional fee required.

**HPS 1290. Stunts & Tumbling/Gymnastics. 1-1-1.**

*Prerequisite: None.*

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in the development of stunts, tumbling and gymnastic skills. Additional fee required.

**HPS 1310. Swimming: Beginning. 1-1-1.**

*Prerequisite: None.*

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful completion of the American Red Cross Beginning through Intermediate swimming levels. Course is designed for the nonswimmer or individual with limited aquatic experience.

**HPS 1330. Swimming: Intermediate. 1-1-1.**

*Prerequisite: HPS 1310 or instructor's consent.*

Motor skill acquisition, fundamental techniques and knowledge appropriate for swimming and water safety. Successful completion of this course corresponds to standards for the American Red Cross Swimmer level.

**HPS 1350. Swimming: Lifeguard Training. 1-1-1.**

*Prerequisite: HPS 1330 or instructor's consent.*

Motor skill acquisition, fundamental techniques and knowledge appropriate to become certified in American Red Cross Lifeguard Training.

**HPS 1390. Tennis. 1-1-1.**

*Prerequisite: None.*

Motor skill acquisition, fundamental techniques and knowledge appropriate for the successful participation in tennis.

**HPS 1430. Volleyball. 1-1-1.**

*Prerequisite: None.*

Motor skill acquisition, fundamental techniques, and knowledge appropriate for successful participation in volleyball.

**HPS 1450. Scuba Diving. 1-1-1.**

*Prerequisite: HPS 1310 or instructor's consent.*

This course is designed to develop fundamental concepts, principles, and techniques of sport SCUBA diving. Course covers selection and maintenance of gear, snorkeling skills, physiology of diving, use of dive tables, diving environment, and an emphasis on safe diving practices. PADI open water certification available but not required to fulfill HPS credit. Additional fee and mask, fins, and snorkel required.

**HPS 1470. Self Defense. 1-1-1.**

*Prerequisite: None.*

This course develops self defense tactics and the knowledge of personal safety. Topics may include but are not limited to hand and leg strikes, various escapes and releases, safety in the car and home, sexual harassment, date rape, self defense and the law, and sexual abuse of children.

**HPS 1510. Fitness Swimming. 1-1-1.**

*Prerequisite: HPS 1310 or instructor's consent.*

This course provides opportunities for students with good swim skills to increase their fitness level via the medium of water. Workouts will be comprised of drills designed to increase stroke efficiency as they improve aerobic capacity, body composition, and muscular endurance. This is a vital opportunity for those students with physical limitations that prohibit typical land based exercise.

**HPS 1530. Water Aerobics. 1-1-1.**

*Prerequisite: None.*

This course is comprised of aerobic exercises and muscular strength/endurance exercises performed in the water. These exercises will focus on increasing mobility, cardiovascular fitness, muscle tone, and improving body composition. This is a vital opportunity for students with physical limitations prohibiting typical land based exercise. No aquatic proficiency required.

**HPS 1550. Developmental Movement Experiences. 1-1-1.**

*Prerequisite: None.*

Foundational framework for motor skill acquisition, fundamental techniques and knowledge appropriate for children and early adolescents. Developmental patterns and experiences will range from educational games, rhythms, and gymnastics to cooperative, cross cultural and creative leisure activities/games.

**HPS 1570. Walk/Jog for Fitness. 1-1-1.**

*Prerequisite: None.*

Motor skill acquisition, fundamental techniques, and knowledge appropriate for the successful participation in walking/jogging cardiovascular fitness activities. Nutritional principles for lifetime health will also be discussed.

**HPS 1810. Outdoor Recreation and Education. 1-1-1.**

*Prerequisite: HPS majors only.*

Fundamental techniques and leadership skills necessary for safe participation in a variety of land and water outdoor recreational and

educational activities without disturbance to the environment. Activities may include backpacking, camping, orienteering, canoeing, basic survival and problem solving adventure activities. Additional fee required.

**HPS 1830. Swimming: Water Safety Instructor. 1-2-2.**

*Prerequisite:* HPS 1330 or instructor's consent.

Fundamental techniques, knowledge and methods appropriate to become certified to teach all levels in the American Red Cross swimming programs.

**HPS 1850. Advanced Strength/Aerobic Training. 1-1-1.**

*Prerequisite:* HPS majors only.

Motor skill acquisition, advanced techniques and knowledge appropriate for successful participation and instruction in strength training and aerobic fitness activities.

**SECTION III. Health, Physical Education, and Sport Science Major Courses.**

**HPS 2000. Contemporary and Historical Perspectives of Health and Physical Education. 3-0-3.**

*Prerequisite:* ENGL 099, READ 099, if required.

An overview of contemporary and historical perspectives of health and physical education. Emphasis is on providing discussion of career options, major programs of study and professional opportunities in the areas of health and physical education as well as a survey and study of the historical and philosophical principles relative to physical education from a world and U.S. perspective. HPS majors should take this course prior to all 2000-4000 level major courses.

**HPS 2090. Exercise Leadership. 2-2-3.**

*Prerequisite:* HPS 1000 and Community First Aid and Safety (C.F.A.S.) Certification.

This course is designed to provide students with leadership skills and experience that directly apply to fitness programs. Topics include current trends in aerobics classes, workout design and implementation, monitoring exercise, exercise risk factors, safe and effective exercise, evaluation of existing programs, and administrative considerations.

**HPS 2100. Introduction to Exercise and Health Science. 3-0-3.**

*Prerequisite:* ENGL 099, READ 099, if required.

An introduction to exercise and health science. Topics include historical perspectives, overview of the profession and career opportunities, professional organizations, certification programs, current issues, and future trends.

**HPS 2200. Introduction to Sport Management. 3-0-3.**

*Prerequisite:* None.

An introduction to sport management. To include a historical development of the discipline, overview of the profession and career opportunities, professional organizations, current issues, and future trends.

**HPS 2220. Legal Aspects of Sports. 3-0-3.**

*Prerequisite:* HPS 2200.

This course will focus on the application of law principles to the sport and fitness setting. Areas include agency law, tort liability, contract law, antitrust law, Constitutional law, labor law, and criminal law. The course will focus on issues as they pertain to sport managers, educators, coaches, athletes, facility directors, and recreational administrators.

**HPS 2222. Sports Information. 3-0-3.**

*Prerequisite:* HPS 2200.

The primary purpose of this course is to familiarize students with the field of sport information including mass communication, the print media, the broadcast media, sports news releases, interviewing, and public relations. Emphasis is placed upon the gathering, managing, and delivering of information about sport organizations, teams, players, and coaches to the public.

**HPS 2290. Special Topics. 1-3.**

*Prerequisite:* None.

Selected physical activity units not regularly offered through the Department of HPS. Repeatable.

**HPS 2300. First Aid/CPR Instructor Training. 3-0-3.**

*Prerequisite:* Current American Red Cross Community First Aid and Safety (C.F.A.S.) Certification.

Theory, practice, and application for safety, injury prevention, and care to include the American Red Cross Community First Aid and Safety (CFAS). Teaching methodologies are also needed to prepare professionals to teach CFAS to the layperson. Topics may include but are not limited to: personal, school, home, recreation, traffic, work site, and disaster safety.

**HPS 3050. Coaching Principles. 3-0-3.**

*Prerequisite:* None.

Basic understanding of the theoretical and practical applications of the sport science areas of physical education related to coaching. Current issues and topics addressing the principles and problems of the prospective interscholastic coach



including coaching philosophy, pedagogy, sport psychology, sport medicine and sport physiology. Students successfully completing the course may become certified as a Leader Level Coach by the American Coaches Effectiveness Program.

**HPS 3100. Sociological and Psychological Aspects of HPS. 3-0-3.**

*Prerequisite: None.*

A survey of social psychological factors affecting performance in sports and physical activity. Emphasis on the impact on performance and the teaching/learning process. Topics will include leadership, motivation, group cohesion, social facilitation, arousal/anxiety, cognitive processes, and competition and cooperation.

**HPS 3200. Motor Learning. 3-0-3.**

*Prerequisite: None.*

Current theories and principles explaining motor behavior and the psychological factors related to and affecting motor skill acquisition and performance. Topics include learning theories, information processing, motor control, state of the learner, nature of skills and instructional considerations.

**HPS 3240. Physical Activity and Health Promotion for the Older Adult. 2-3-3.**

*Prerequisite: HPS 1000 and BIOL 2222, or instructor's consent.*

Examination of the relationship and importance of physical activity and health promotion of the older adult. Also includes risk reduction, health maintenance, health enhancement, and physical activity assessment. Students will participate in the lab setting associated with the SPARHKS program on Friday mornings.

**HPS 3250. Family Health and Sexuality. 3-0-3.**

*Prerequisite: HPS 1000.*

This course focuses on the historical, sociological, physiological, and educational perspectives of family living and human sexuality. Specific topics include: current family health issues (parenting, divorce, family relationships, dating and marriage, aging, death and dying); sexuality research; history, culture and sexuality; sexual anatomy, reproduction and contraception; sexual response and behavior; sexual dysfunction; gender issues; communication; sexual orientation; sexuality across the life span; sex in the media; sexual coercion, domestic violence and abuse.

**HPS 3300. Personal Health Behavior. 3-0-3.**

*Prerequisite: HPS 1000.*

A study of the physical, mental and social factors of personal wellness and community health issues. Topics include substance use and abuse, human sexuality and HIV, mental and emotional health, diseases and disorders.

**HPS 3333. Sports Broadcasting. 3-0-3.**

*Prerequisite: HPS 2200.*

The focus of this course is the many disciplines in the art of sports casting for radio and television. This is a performance lab course in which students will be required to produce and present sports broadcasting materials encompassing studio and remote applications.

**HPS 3370. Sport Facility and Event Management. 3-0-3.**

*Prerequisite: HPS 2200 and HPS 2220 .*

The wide-spectrum of sport facilities from public assembly venues to community recreation centers are examined in this course. Specifically, how these facilities are planned, financed, and managed are motifs in this course. Additionally, students are exposed to the essential principles of event management.

**HPS 3390. Leadership and Management in Sport Organizations. 3-0-3.**

*Prerequisite: HPS 2200.*

Students explore the theoretical frameworks of the body of knowledge of Sport Management, the practical applications of those frameworks, and the ethical issues confronting today's sport managers.

**HPS 3398. Internship. 1-1-5.**

*Prerequisite: Consent of department chair.*

A supervised, credit-earning experience of one academic semester with a previously approved business firm, sport organization, private agency or governmental agency. Credit is allowed only in elective areas. S/U grading only.

**HPS 3450. Curriculum, Instruction & Management for Early Childhood Physical Education. 2-2-3.**

*Prerequisite: Admission to program and HPS 1550.*

Knowledge, fundamental techniques and motor skill analysis appropriate for the development of children's games, dance and gymnastics. Knowledge and skills of basic skill themes and movement concepts stressed. Curriculum development, methods and materials for planning and implementing a total developmental program for elementary physical education. Includes teaching experiences and appropriate computer software

usage. Verification of liability insurance is required prior to placement in the field experience.

**HPS 3500. Foundations of Recreation and Leisure. 3-0-3.**

*Prerequisite:* HPS 2200.

A foundation for the study of recreation and leisure and the organizations that deliver recreational services. To include an overview of the philosophical, historical, social, cultural, and political factors which influence recreation and leisure. The course will also emphasize the role of the professional in the delivery of recreational services.

**HPS 3550. Curriculum, Instruction and Management for Middle Grade and Secondary Physical Education. 3-0-3.**

*Prerequisite:* Admission to Teacher Education.

Curriculum development, methods and materials for planning and implementing a total developmental program for middle and secondary grade physical education. Includes teaching experiences and appropriate computer software usage.

**HPS 3650. Curriculum, Methods and Materials in Health Education. 2-2-3.**

*Prerequisite:* Admission to Teacher Education.

Curriculum development and instructional analysis for the planning and implementation of comprehensive health education programs for grades P-12. Includes experiences in school-community health services, teaching experiences, directed field observations and appropriate computer software usage. Verification of liability insurance is required prior to placement in the field experience.

**HPS 3670. Early Childhood Health/Physical Education for the Classroom Teacher. 2-2-2.**

*Prerequisite:* EDUC 3302.

The study of health education and movement experiences for early childhood school children as part of the comprehensive school health education program. Planning, teaching, and evaluating a developmental program. Emphasis will be placed upon integrated planning experiences. Includes field experience.

**HPS 3750. Adapted Physical Education. 2-2-3.**

*Prerequisite:* HPS 3450 or 3550.

Characteristics and abilities of individuals with disabilities and effect on the performance of the individuals. Methods for assessing abilities, modifying and developing suitable physical education programs for schools and activity centers. Particular attention is given to the implications of current legislation affecting individuals with

disabilities. Includes practical experience in an adapted program.

**HPS 3777. Economics of Sport. 3-0-3.**

*Prerequisite:* HPS 2200 and ECON 2100.

The primary purpose of this course is to familiarize students with economic principles related to the sport industry. Students will study how societies use resources to produce commodities in sport. The course will focus on issues involved in the organization of sports and the economics of amateur, collegiate, professional, and Olympic sports. Students will also be exposed to other parts of the sport industry including youth sport, recreational sport, international sport, and the sporting goods industry as they relate to the economy.

**HPS 3800. Biomechanics. 3-0-3.**

*Prerequisite:* BIOL 2221.

The study of neuromuscular and mechanical principles of motion as related to the analysis of human movement.

**HPS 3850. Health Promotion and Program Planning. 3-0-3.**

*Prerequisite:* HPS 3300, HPS 2100, or instructor's consent.

Fundamentals of health promotion and program development, implementation and evaluation in community, work site, club and clinical settings. Includes economic impact of health programming, analysis of planning as well as tools for measurement of health status at the individual, community and national levels.

**HPS 3888. Budget and Finance in Sport. 3-0-3.**

*Prerequisite:* HPS 2200.

The primary purpose of this course is to familiarize students with finance and budgeting in sport. Emphasis is placed upon traditional and innovative revenue acquisition methods, along with conventional income sources, such as tax support, ticket sales, concessions, and fund raising. Additionally, students will be exposed to more recent innovations related to licensing sports products, media sales, and corporate sponsorships.

**HPS 4000. Service Learning in HPS. 1-3.**

*Prerequisite:* 60 semester hours and permission of the instructor and chair/program director.

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**HPS 4150. Nutrition and Physical Activity. 3-0-3.**

*Prerequisite:* HPS 1000 and HPS 2100, or instructor's consent.

Nutritional needs of individuals participating in physical activity and sport. Topics include the role of individual nutrients in metabolism, estimation of energy needs, fluid balance, food fads, meal planning and nutritional needs of the body during various stages of activity.

**HPS 4200. Contemporary Health Issues. 3-0-3.**

*Prerequisite:* HPS 3300 or instructor's consent.

The investigation and discussion of current and future issues that may affect the health and well-being of the individual and society. Topics include but are not limited to: health care, and consumer health issues, health care legislation, environmental health concerns, HIV / AIDS.

**HPS 4250. Measurement and Evaluation 3-0-3.**

*Prerequisite:* MATH 1107, admission to program, and HPS 3450 or 3550.

An overview of the purposes and forms of assessments used in P-12 health and physical education programs. Emphasis includes the study of authentic assessments as opportunities for student learning as well as instructional tools for effective teaching. Topics include assess knowledge and skill acquisition, gathering, reporting and interpreting assessment results, validity and reliability of assessment instruments, and test administration.

**HPS 4270. Research Methodology. 3-0-3.**

*Prerequisite:* HPS 2100 and senior standing, or permission of instructor.

Overview of the research process applied in the study of exercise and health science. Topics will include simple experimental design, data gathering techniques, statistical concepts and methods and report/research writing.

**HPS 4300. Physiology of Exercise. 2-2-3.**

*Prerequisite:* BIOL 2222.

Physiological functions of the body during muscular work. Physiological aspects of fatigue, training and physical fitness. Includes laboratory experiences.

**HPS 4350. Fitness Evaluation and Exercise Prescription. 3-0-3.**

*Prerequisite:* HPS 2100 and HPS 4300.

A detailed examination of the health-related aspects of physical fitness. Emphasis on current test procedures used for determining body fat

percentage, maximum oxygen uptake, cardiac stress testing and respiratory efficiency. Thoroughly familiarizes student with lab procedures, test protocol and construction of personalized exercise prescription.

**HPS 4400. Directed Study. 1-15.**

*Prerequisite:* Approval of instructor, major area committee, and department chair prior to registration.

Covers special topics and seminars of an advanced nature external to regular course offerings.

**HPS 4410. Practicum in Children's Health and Physical Education. 1-3-1.**

*Prerequisite:* HPS 3450, permission of department.

Field based practicum in the early grade public schools designed to provide students with practical experiences in planning and implementing health and physical education instruction in grades P-5. Verification of liability insurance is required prior to placement in the field experience.

**HPS 4430. Practicum in Middle and Secondary School Health and Physical Education. 1-3-1.**

*Prerequisite:* HPS 3550, HPS 3650, and permission of the HPE faculty.

A field based practicum in both the middle and secondary public schools designed to provide students with practical experiences in planning and implementing school health and physical education instruction in grades 6-12. Verification of liability insurance is required prior to placement in the field experience.

**HPS 4490. Special Topics in HPS. 1-3.**

*Prerequisite:* Approval of instructor and department chair.

Selected topics of interest to faculty and students not normally offered by the Department of HPS.

**HPS 4500. Physiological Basis of Training and Performance. 2-2-3.**

*Prerequisite:* BIOL 2222 and HPS 2100.

*Corequisite:* HPS 4300.

A study of the physiological basis of training and factors limiting human performance. Includes topics such as neuromuscular function, hormonal control, environmental conditions, ergogenic aids, and the evaluation and training for performance. Includes laboratory experiences.

**HPS 4600. Health Promotion Applications. 3-0-3.**

*Prerequisite:* HPS 3850 or permission of instructor.

Health promotion programming emphasizing program implementation and application strategies. Topics include: health communication, social

marketing, funding, occupational health and safety, facilitation skills and related professional issues pertaining to health promotion and education.

**HPS 4700. Clinical Aspects of Exercise. 3-0-3.**

*Prerequisite:* HPS 4300; *Corequisite:* HPS 4350. Clinical aspects and implications of exercise physiology principles for a population of apparently unhealthy individuals who desire or need to become more physically active. The course is designed to provide the student with basic knowledge, skills and abilities in the area of pathophysiology and exercise responses in the apparently unhealthy population. Topics include exercise ECG and cardiovascular disease; endocrinology and metabolic disorders; COPD; Oncology and the Immune System; Disorders of Bones and the Joints; Selected Neuromuscular Disorders; and Special Populations.

**HPS 4710. Senior Sport Management Seminar. 1-4-3.**

*Prerequisite:* HPS 3390 HPS 3370. *Corequisite:* HPS 3888 and HPS 3777 may be taken as corequisites.

This capstone course is designed for the sport management concentration by integrating the student's prior academic experiences and analyzing them in the context of the required seminar field-based experiences. Students will complete a 6-hour practicum during this course, and therefore, will be required to locate a site prior to the beginning of the semester. Contemporary issues, problems, research and theories are discussed. Additional course content includes: strategies for seeking internship and entry-level employment, long-term career planning and post graduate study options.

**HPS 4730. Seminar in Exercise and Health Science. 3-0-3.**

*Prerequisite:* HPS 3850, HPS 4300, and senior standing, or permission of instructor.

Designed as a culminating course to integrate the academic experiences in the Exercise and Health Science program. Recent issues, trends, theories, problems, and research will be examined. Additional content will include career skills, employment strategies and marketplace needs.

**HPS 4750. Exercise and Health Science Internship. 1-39-12.**

*Prerequisite:* Admission to Exercise and Health Science Internship, a 2.7 GPA in EHS Core; and internship coordinator approval.

A senior-level credit-earning experience of one academic semester at an approved exercise and health science internship site. Students work under the direct supervision of exercise and

health science professionals and a university supervisor. Required of all Exercise and Health-Science students. S/U grading only.

**HPS 4850. Student Teaching in Health and Physical Education (P-12). 1-33-12.**

*Prerequisite:* Admission to HPS student teaching. Full-time teaching experience under the supervision of a public school supervising teacher and a college supervisor. S/U grading only. Verification of liability insurance is required prior to placement in the field experience.

**HPS 4950. Sport Management Internship. 1-39-9.**

*Prerequisite:* Admission to Sport Management Internship; an AGPA of 2.75; department chair approval and completion of all sport management program requirements.

A senior-level credit earning experience of one academic semester at an approved sport management internship site. Students work under the direct supervision of sport management professionals and a university supervisor. Required of all sport management students. S/U grading only.

• HISTORY (HIST) •

**HIST 1110. Introduction To World Civilizations. 3-0-3.**

*Prerequisite:* ENGL 1101 (with C or better.)

An overview of world history which provides an introduction to the origin and development of the world's civilizations and their political, social, cultural, and economic traditions; uses a global approach to world history, and emphasizes the universal nature of the experience.

**HIST 2111. America to 1890. 3-0-3.**

*Prerequisite:* ENGL 1102 (with C or better.)

Explores major themes in the social, cultural, political, and economic history of the peoples of North America to 1890. Topics include the intersection of cultures in colonial America; the origin and development of the American republic; the evolution of democratic ideas and institutions; western expansion; slavery; sectional conflict; emancipation and its aftermath; immigration; social and cultural change; the Industrial Revolution; and the changing role of the U.S. in world affairs. Examination of primary sources forms an important element of this course.

**HIST 2112. America Since 1890. 3-0-3.**

*Prerequisite:* ENGL 1101 (with C or better.)

Examines the major themes of American history since 1890, the multicultural nature of contemporary U.S. civilization, and the nation's role in the global arena.

**HIST 2206. Origins of Great Traditions. 3-0-3.**

*Prerequisite:* HIST 1110.

A systematic examination of five centers of civilization in Afro-Eurasia during their defining moments. The course focuses on the historical contexts that gave rise to China's classical philosophies, India's transcendental world-view, the Judaeo-Christian-Islamic synthesis, African mytho-religious systems of thought and the emergence of Latin-European culture in the West. Content emphasizes cross-cultural influences and connections.

**HIST 2275. Local History Research. 3-0-3.**

*Prerequisite:* HIST 2111 & 2112.

Using the vehicle of local history, this course is designed to acquaint students with repositories of historical documents in the Atlanta area and to provide them with a working knowledge of historical research methods.

**HIST 3304. History of Georgia. 3-0-3.**

*Prerequisite:* HIST 2112.

A consideration of Georgia's political, economic, social, and cultural development from the colonial period to the present. Topics include the cultures of indigenous peoples, the Spanish in Georgia, the founding of a British colony, the Revolution, Indian removal, antebellum society, the Civil War, Reconstruction, the New South era, the rise and decline of the cotton economy, race relations, and post-World War II prosperity and problems.

**HIST 3305. The World Since 1945. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of major themes in world history since 1945, it focuses on sociocultural and intellectual developments in addition to the traditional concerns with political and economic relations. Particular emphasis is given to great power relations, the role of the middle powers, North-South relations as well as the interactions between Western and non-Western cultures in the context of increasing globalization.

**HIST 3307. Introduction to European Union. 3-0-3.**

*Prerequisite:* HIST 1110.

This course examines the history and politics of European integration during the twentieth century, studying both the individuals and nations involved in the development of a united Europe. It will provide an in depth look at the history, institutions, economic policy and integration theory of the European Union and the current

issues facing the union, both social and cultural as well as political and economic and environmental. Intro to the European Union is also the pre-requisite for the new Certificate Program in EU Studies. This class offers an excellent opportunity for students to learn more about the political, economic and cultural dynamics of the new united Europe.

**HIST 3310. The Old South. 3-0-3.**

*Prerequisite:* HIST 2112.

This course will be an exploration of the American South from the colonial period to the end of the Civil War. While major political and economic events will be an important part of the course, such events grow out of the ordeals of ordinary people. Therefore, close attention will be paid to the experiences of men and women -- white, black, and Native American -- from all social classes whose lives created a unique society known as the Old South.

**HIST 3311. The New South. 3-0-3.**

*Prerequisite:* HIST 2112.

The South's social, political and economic development from 1865. Emphasizes Reconstruction, the "New South Creed," race relations, industrialization, and the region's changing role in national affairs.

**HIST 3315. The History of the American West. 3-0-3.**

*Prerequisite:* HIST 2112.

This course surveys the history of the American West with special emphasis on the development of the Trans-Mississippi West from the early 19th century to recent years. The crucial influences of the environment, the interaction of Native Americans, Hispanics, Euro-Americans and other cultural groups, and the unique relationship of the region with the Federal government are explored.

**HIST 3321. Diplomatic History of the United States. 3-0-3.**

*Prerequisite:* HIST 1110 and HIST 2112.

Examines major trends in U.S. diplomacy from 1890 to the present, Emphasizing U.S. rise to world power, World Wars I and II, the Cold War and its end, and U.S. relations with developing world areas.

**HIST 3325. Introduction to Public History. 3-0-3.**

*Prerequisite:* HIST 2112.

The course exposes students to how Americans think about the past, as well as its commemoration and public presentation. Special focus will

be placed on the ways in which historians transfer their writing, research, and analytical skills to professions outside of academia. Major subfields and professions within public history are examined as are the current issues and controversies within the field.

**HIST 3326. Historic Preservation. 3-0-3.**  
*Prerequisite: HIST 2112.*

Examines the history, theories, and methods of historic preservation. Students are exposed to such activities as renovation approaches for historic architecture, neighborhood and downtown revitalization, and heritage tourism, as well as the social and ethical issues swirling around preservation. Students are also introduced to the “tools” of preservation, including tax incentives, historic inventories, HABS/HAER, the National Register of Historic Places and the National Trust’s *Teaching with Historic Places*.

**HIST 3331. History of Religion in U.S. 3-0-3.**

*Prerequisite: HIST 2112.*

A survey of religious history in the United States, with special emphasis on beliefs, institutions, and their social and cultural context.

**HIST 3332. U.S. Social and Cultural History. 3-0-3.**

*Prerequisite: HIST 2112.*

For the years 1492-present, consideration will be given to nationality, immigration, ethnicity (Asian-Americans, Hispanic-Americans, and Middle Eastern-Americans), the elderly, popular culture, and the environment.

**HIST 3333. African American History to 1865. 3-0-3.**

*Prerequisite: HIST 1110, HIST 2112.*

A history of the people of African descent in the United States, from the African beginnings to 1865. The course will emphasize the forced migration of Africans, their experiences under plantation slavery, their resistance and emancipation, and their contributions to American society.

**HIST 3334. The Africans in the Diaspora. 3-0-3.**

*Prerequisite: HIST 1110.*

A survey of the activities and experiences of African people who live outside the continent from the earliest times to the present. This course examines the migration of Africans to Eurasia, the Oceania, and the Americas, and gives special attention to the slave trade across the Sahara Desert and the Atlantic and Indian Oceans; the comparative experience of Africans in slavery in

the Middle East and the Americas; emancipation and the process of racial and national integration; and the economic, political, and cultural contributions of Africans in the Diaspora.

**HIST 3335. African American History, 1865 to Present. 3-0-3.**

*Prerequisite: HIST 2112.*

A history of the Black people in the United States since emancipation. The course emphasizes the struggles waged by African Americans to achieve racial equality and full citizenship in the United States, and the social, cultural, political, and economic forces that have shaped the African American community. Special attention is given to the men and women who led the struggle, the ideas and ideals which inspired and dominated each phase of the struggle, and the movements and institutions which were created in the process.

**HIST 3337. Greek and Roman History. 3-0-3.**

*Prerequisite: HIST 1110.*

A history of Greece and Rome from the rise of the Greek city-state to the collapse of the western Roman Empire, with emphasis on their political, cultural, and intellectual contributions to the development of Western society.

**HIST 3340. U.S. Military Experience. 3-0-3.**

*Prerequisite: HIST 2112.*

A survey of the development of the American military and its role in U.S. and world history. The course will emphasize the political, economic and social importance of the military and its role in integrating U.S. society as well as a study of the evolution of strategy, operations and tactics and their use in warfare.

**HIST 3341. Women in U.S. History and Culture. 3-0-3.**

*Prerequisite: HIST 2112.*

Focuses on the social, economic, political, cultural and religious experiences of American women of various racial, ethnic and religious backgrounds from the Colonial period to the present.

**HIST 3342. The Holocaust. 3-0-3.**

*Prerequisite: HIST 2112 or HIST 1110.*

This course puts the Holocaust into historical perspective and reflects on what it reveals about genocide in the twentieth and twenty-first centuries. The course examines the roots of anti-Semitism, the rise of fascism in Europe as it relates to the ideology of the Nazi Party, and the implementation of the Final Solution. The structure and purpose of the ghettos and death camps is studied, as

well as efforts to resist. The course concludes by looking at what contemporary representations of the Holocaust mean for a post-Shoah generation.

**HIST 3345. Business & Economic History of United States. 3-0-3.**

*Prerequisite:* HIST 2112.

Surveys American business and economic development from colonial times to the present. Major themes include the history of small business and family business; the shifting position of the U.S. within the world economy; the regional economy of Georgia and the South; labor-management relations; the labor movement; and the changing social, political and cultural context within which business and economic institutions have developed.

**HIST 3350. England to 1688. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of English history from the earliest time to 1688. The course emphasizes political, cultural, and social developments between the Norman conquest and the transformation of England into a constitutional monarchy by the Glorious Revolution.

**HIST 3351. Modern England. 3-0-3.**

*Prerequisite:* HIST 1110.

English history from 1689. The course emphasizes the rise of parliamentary government, the importance of the British Empire and the social, cultural and economic ideas that have made England and much of the English speaking world what they are today.

**HIST 3357. Africans in Asia. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of the history of people of African descent in Asia from the African beginnings to the present. The course evaluates the historical significance of the African presence in the Middle East, India, Southeast Asia, and China. It emphasizes the historical contacts and connection between Africa and Asia, the forced migration of Africans in the age of Islamic expansion and imperialism, the comparative experiences of Africans in bondage and freedom, and their integration into the host societies.

**HIST 3358. Africans in Latin America and the Caribbean. 3-0-3.**

*Prerequisite:* HIST 1110.

A history of the people of African descent in Latin America, the Caribbean, and the United States, from the African beginnings to 1888. The course will examine the forced migration of Africans, their roles in the conquest and settlement

of Spanish America, Brazil, and the West Indies, and their comparative experiences under plantation slavery. It will emphasize their resistance and emancipation, and their contributions to the development of the multiracial character of Latin American and Caribbean societies.

**HIST 3360. Russian Empire to 1917. 3-0-3.**

*Prerequisite:* HIST 1110.

The history of the Russian Empire from its early beginnings to the Revolution of 1917. The course emphasizes the importance of Greco-Roman and Asian influences, the impact of the Russian Empire on eastern Europe and eastern Asia and the political, social, cultural and revolutionary ideas that have created modern Russia.

**HIST 3366. History of Mexico and Central America. 3-0-3.**

*Prerequisite:* HIST 1110.

Examines the Mesoamerican preclassical civilizations, the Aztec Empire and the Maya kingdoms, the Spanish conquest and establishment of New Spain, and the independent nation-states of Mexico and Central America. Themes include Spanish colonialism, the Indian struggle for justice, modern nation-state building and relations with the United States.

**HIST 3367. History of Brazil. 3-0-3.**

*Prerequisite:* HIST 1110.

A study of Brazil, to include the Native American period, Portuguese colonialism, the Empire of Brazil, and Brazil in the 20th century. Major themes are sugar and slavery, boom and bust economic cycles, the formation of the Brazilian social identity, Brazil and the Amazon and Brazil's place in the contemporary global world.

**HIST 3373. Modern India and South Asia. 3-0-3.**

*Prerequisite:* HIST 1110.

Emphasizes how Hindu, Buddhist, Islamic and other traditional cultures combined with British colonial rule and other modernizing influences to produce the India of today. Some attention is also given to peripheral areas, particularly Pakistan and Bangladesh.

**HIST 3374. Modern China and Japan. 3-0-3.**

*Prerequisite:* HIST 1110.

Focuses chiefly upon China and Japan, with some consideration of Korea, emphasizing how traditional cultures, outside influences, and modernizing forces have interacted to produce the East Asia of today. Covers the period 1600 to the present.

**HIST 3376. Problems and Philosophies of World History. 3-0-3.**

*Prerequisite:* HIST 1110 and 2206.

Investigates the major limits and problems inherent in historical understanding and introduces the student to philosophies of history that have sought to address those problems. Case studies of major historical controversies help students recognize the important ways those limits and problems influence even the greatest scholar's efforts at historical analysis.

**HIST 3377. History of Science. 3-0-3.**

*Prerequisite:* HIST 1110.

History of scientific ideas and methods from ancient times to the present, with special emphasis on intellectual trends that contributed to the modern world's scientific outlook.

**HIST 3382. North Africa and the Middle East in Modern Times 3-0-3.**

*Prerequisite:* HIST 1110.

A history of North Africa and the Middle East since the emergence of Islam. Major themes include the rise of Berber-Arab/Islamic civilization, the historical ties between North Africa and the Middle East and the impact of Ottoman rule. Consideration of the 20th century includes European imperialism, the advent of military rule, the establishment of Israel, Arab-Israeli wars and the search for peace, pan-Arabism and the independence movement in Maghrib, petroleum and international politics, the rise of Muslim fundamentalism and the problems of economic development and modernization.

**HIST 3391. History of West Africa. 3-0-3.**

*Prerequisite:* HIST 1110.

A history of West Africa from the earliest times to the present. The course emphasizes cultural continuities and change, trade and cultural ties with North Africa and contemporary challenges of economic development and nation building in the region. It examines important themes like village, urban and community life; the formation of mini and mega states such as Ghana, Mali and Songhai empires; the creation of trans-Saharan and trans-Atlantic trade networks; traditional religion, Islam and Christianity; European colonialism and African resistances; and decolonization.

**HIST 3392. History of Southern, Eastern and Central Africa. 3-0-3.**

*Prerequisite:* HIST 1110.

A history of Southern, Eastern, and Central Africa from the earliest times to the present. The course emphasizes continuities and changes in African culture, African participation in Indian

Ocean and Middle Eastern trade networks and the impact of European colonization. It examines important themes like Bantu migration and state formation in Central Africa; the emergence of the Ethiopian kingdom; the impact of the Zulu Mfecane; Swahili culture and Omani rule in East Africa; Dutch settlement and the development of apartheid; and the achievement of Black majority rule in South Africa.

**HIST 3393. Emerging Themes in African History. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of major themes in African cultural history from the earliest times to the beginning of European colonialism. The course introduces students to the peoples, societies, and cultures of the continent, and emphasizes dominant themes such as cultural unity and diversity, empire and civilization, kinship and family, ethnic and nation building, Islam and traditional religions, indigenous institutions, slavery, and sociopolitical transformations before European colonialism.

**HIST 3396. Cooperative Study. 1-3.**

*Prerequisite:* Approval Coop Coordinator.

A supervised work experience program for a minimum of two academic semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**HIST 3398. Internship. 1-9.**

*Prerequisite:* 60 Semester Hours.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private or government agency. Credit is allowed in elective areas.

**HIST 4400. Directed Study. 1-3.**

*Prerequisite:* HIST 1110 and 2112.

Covers special topics and seminars external to regular course offerings.

**HIST 4410. Colonial America From Pre-Columbus to 1789. 3-0-3.**

*Prerequisite:* HIST 2112.

Covers the American experience from the first interaction between Native Americans and Europeans through colonization by the Spanish, French and English, the eighteenth century wars for dominance, the American Revolution, and the founding of the United States. The course will explore issues such as development of class structure and family life, religion, political and intellectual movements and interaction between various racial ethnic groups.



**HIST 4412. The Early Republic. 3-0-3.**

*Prerequisite:* HIST 2112.

This course will explore the history of the United States from 1787-1824. Topics and issues covered will include the following: the creation of the Constitution, the formation of the first party system, the growth and development of the federal government, the young republic's foreign policy, the War of 1812, the Market Revolution, the Era of Good Feelings, and the development of a uniquely American culture. Social, economic, political, and military aspects of the American experience will be addressed.

**HIST 4415. Jacksonian America. 3-0-3.**

*Prerequisite:* HIST 2112.

This course will explore the history of the United States from 1815-1848. Topics and issues covered will include the following: the War of 1812, the Market Revolution, the Era of Good Feelings, the rise of Andrew Jackson, Indian Removal, the formation of the second party system, the rise of the reformist impulse, sectional disruptions caused by territorial expansion and slavery, the annexation of Texas, the Mexican War, and the continued development of a uniquely American culture. Social, economic, political, and military aspects of the American experience will be studied.

**HIST 4425. Oral History. 3-0-3.**

*Prerequisite:* HIST 2112.

Focuses on the methods of taking, processing, and utilizing oral histories. Additional emphasis is placed on the study of planning, development, and operation of oral history projects for libraries, museums, corporations, and public history agencies.

**HIST 4426. Documentation and Interpretation of Historic Sites. 3-0-3.**

*Prerequisite:* HIST 2112.

Explores the methods of documenting historic properties, especially as related to the National Register of Historic Places. Special emphasis is placed on completing a nomination for the National Register of Historic Places. Includes interpretation of historic sites for public exhibit.

**HIST 4430. Museum Studies. 3-0-3.**

*Prerequisite:* HIST 2112.

Provides a broad introduction to the museum world and the functions of museums in American society. Emphasis will be placed on historical museums. Subjects covered will include museum management, collections management, education, interpretation, exhibit design, ethics, and scholarly criticism of museums.

**HIST 4435. History and Museum. 3-0-3.**

*Prerequisite:* HIST 2112.

This seminar experience examines the literature of public history and memory. Through readings and discussion the class will examine: what we know about the past and how we know it; the changing interpretation of historical events over time; the shape and influence of historical memory; the politics of historical interpretation; and the public presentation of history.

**HIST 4440. Medieval Europe. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of the origins of European culture. Focuses on the period between the fourth and the fourteenth centuries, during which time Europe achieved its own form of cultural unity distinct from that of its Mediterranean neighbors.

**HIST 4444. Renaissance and Reformation Europe. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of the changing patterns of thought that radically altered European society between the 14th and 17th centuries. The renaissance of art, the triumph of individualism, the rise of Protestantism, and the reformation of the Church will be studied in their social, political and intellectual contexts.

**HIST 4445. Age of the Enlightenment. 3-0-3.**

*Prerequisite:* HIST 1110.

A contextualized discussion of major developments in European thought during the eighteenth century. Topics include rationalism and the notion of the social applicability of science, the idea of progress, the critique of established religion, economic theories such as those of the Physiocrats, and epistemological interests as expressed in the *Encyclopedie* of Diderot and d'Alembert, as well as the increased cosmopolitanism and the importance of extra-European models (especially the Chinese Confucian model).

**HIST 4451. Civil War and Reconstruction. 3-0-3.**

*Prerequisite:* HIST 2112.

Causes and development of the U.S. Civil War from 1830. Includes an analysis of the political, social and economic aspects of the Reconstruction Era.

**HIST 4454. Twentieth Century Europe. 3-0-3.**

*Prerequisite:* HIST 1110.

A survey of European history from 1914 to the present. The course focuses on the main forces that have shaped Europe such as the Second Industrial Revolution and the development of mass society.

It examines women's issues, the rise of Fascism, the impact of existentialism on philosophy, literature and art, the collapse of Euro-communism and progress toward European Union.

**HIST 4455. Twentieth Century Russia. 3-0-3.**

*Prerequisite: HIST 1110.*

A study of Russia in the 20th century that examines in detail the birth, life, international influence, death and aftermath of the Soviet Union and relates these events to Russian and world history.

**HIST 4456. World War II. 3-0-3.**

*Prerequisite: HIST 1110.*

A survey of the causes, events and results of World War II. The course emphasizes military history and the global nature of the conflict but also examines the economic, political and diplomatic aspects of the war.

**HIST 4461. Gilded Age & Progressive Era. 3-0-3.**

*Prerequisite: HIST 2112.*

An examination of the expansion, industrialization, and urbanization of the United States in the late 19th and early 20th centuries and of the era's cultural, political, economic, intellectual and social issues.

**HIST 4471. Recent United States History. 3-0-3.**

*Prerequisite: HIST 2112.*

Recent United States History, 1939-present. Considers domestic political history, an overview of foreign policy, economic growth and change, and social and cultural reform movements.

**HIST 4475. War and Revolution in Southeast Asia. 3-0-3.**

*Prerequisite: HIST 1110 and 2112.*

Studies the responses of the traditional cultures of Vietnam, Laos, Cambodia, Thailand, Malaysia, and Indonesia to outside influences and modernizing forces in the nineteenth and twentieth centuries; considers both world wars, the Indochina Wars in the context of the Cold War and their impact on Europe and the United States.

**HIST 4490. Special Topics in History. 1-3 credit hours.**

*Prerequisite: HIST 1110 and 2112.*

Selected special topics of interest to faculty and students.

**HIST 4499. Senior Seminar. 3-0-3.**

*Prerequisite: HIST 2275 AND 3376, with 'C' or better.*

A combined tutorial and seminar in which students research and write a senior thesis in addition to making a computer based presentation in class.

• **HONORS (HON)** •

**HON 2290. Honors Seminar. 3-0-3**

*Prerequisite: Admission to the Undergraduate Honors Program.*

A special topics course offered exclusively for students admitted to the Undergraduate Honors Program and designed to examine a single theme or issue from a variety of disciplinary perspectives, providing students with the opportunity to work individually or collaboratively on a cross-disciplinary project.

**HON 3000. Honors Colloquium. 1-0-1.**

*Prerequisite: Admission to the Undergraduate Honors Program.*

A course designed to explore different disciplinary perspectives on knowledge and its acquisition, fostering faculty-student interchange in a seminar setting. Students also participate in three or more cultural/intellectual activities beyond the classroom. Required of all students in the Undergraduate Honors Program, the Colloquium may be repeated to meet the expectations of Fundamental Three of the Honors curriculum.

**HON 4400. Honors Directed Study. 3-0-3.**

*Prerequisite: Admission to the Undergraduate Honors Program.*

A course designed to accommodate traditional or applied learning experiences exclusive of those offered in other Honors courses.

**HON 4490. Honors Special Topics. 3-0-3.**

*Prerequisite: Admission to the Undergraduate Honors Program.*

A course addressing special topics of interest to Honors students and faculty.

**HON 4499. Honors Senior Capstone Experience.**

*Prerequisite: Admission to the Undergraduate Honors Program and senior status.*

A project designed by the senior Honors student and reflecting original research, an original synthesis of existing research, an application of existing research to a new context, or the application of special skills to the creation and coordination of a substantial service learning project in the student's major. Required of all students in the Undergraduate Honors Program.

## • HUMAN SERVICES (HS) •

### **HS 2233. Overview of Human Services. 3-0-3.**

*Corequisite: None.*

This course provides students with an overview of helping professions. Topics include: philosophy of human services; characteristics of human service workers; careers in human services; description of public, non-profit and for-profit agencies; theory; and cultural diversity. Human service majors are required to take this course as a prerequisite for many other HS courses. Students must complete 20 hours of volunteer service as a requirement of this class, or be enrolled in HS 2244. Non majors are welcome to take HS 2233.

### **HS 2244. Foundation Internship. 3-0-3.**

*Prerequisite: HS 2233 or permission of department.*

This course provides human service majors and non-majors the opportunity to begin to explore the helping professions by completing 150 hours of service learning. Students will begin to apply theoretical knowledge, skill development and value systems they have learned in the classroom to a particular work environment.

### **HS 2275. Research Methods for Human Services. 3-0-3.**

*Prerequisite: MATH 1107 or equivalent.*

This course introduces quantitative and qualitative social science research methods with an emphasis on the specific methods necessary for human service research and provision. This course enables students to become informed producers and consumers of research products, particularly in the human service areas. The emphasis is on basic concepts and underlying assumptions of various social science research methodologies and their design implications. It also develops skills in designing research projects with a particular emphasis on survey research.

### **HS 3200. Social Welfare Policy. 3-0-3.**

*Prerequisite: HS 2233.*

This course provides students with an overview of American social welfare policy and the problems that they address. Attention will also be given to social welfare in a global society.

### **HS 3300. Human Socialization. 3-0-3.**

*Prerequisite: SOCI 2201 or PSYC 2201.*

This course provides students with an overview of the development of human beings focusing on the socialization process and its effect on personal and social functioning.

### **HS 3304. Community Intervention. 3-0-3.**

*Prerequisite: HS 2233.*

This course focuses on macro-human service practice as a complement to preparation in micro-direct services. It is specifically designed to provide students with a working knowledge and basic skills required for helping communities and organizations address their needs and concerns. Students will learn various models of community and organizational intervention that can be used in diverse settings.

### **HS 3313. Interviewing Skills. 3-0-3.**

*Prerequisite: HS 2233 or permission of the department.*

This course introduces students to interviewing skills in non-crisis settings. Communication skills learned in the course include relationship-building techniques within a problem-solving model. Additionally, students learn skills to identify client strengths and to work with resistant clients. Students are required to role-play, videotape, and critique skills learned in the course. The goal of this course is to expose the student to a variety of perspectives and techniques used by all human service workers.

### **HS 3320. Working with Support Groups. 3-0-3.**

*Prerequisite: HS 3313.*

This course introduces students to basic theory, skills, methods, and values necessary to lead support groups. These groups are not designed to be in-depth therapeutic experiences but to deal with individuals experiencing general problems of everyday life.

### **HS 3322. Aging and the Family. 3-0-3.**

*Prerequisite: HS 2233 or PSYC 2201.*

This course introduces students to family systems theory and practice in relation to working with older adults and their families. The impact on nursing home placement, Alzheimer's disease, death and dying, and depression as it is related to family function is stressed. Services and solutions to aging related problems will be included.

### **HS 3324. Death & Dying. 3-0-3.**

*Prerequisite: HS 2233 or PSYC 2201.*

This course provides an understanding of death and dying, bereavement and loss. This course will attempt to "take death out of the closet," present many viewpoints, and highlight the important areas that surround this topic. Skills needed to work with the dying and their families will be stressed.

**HS 3335. Working with Families. 3-0-3.**

*Prerequisite:* HS 2233.

This course provides students an overview of the basic theoretical models used for family interventions. Students will also learn beginning skills for family group work.

**HS 3350. Poverty and Culture. 3-0-3.**

*Prerequisite:* SOCI 2201, PSYC 2201, or permission of department.

This required course will provide an overview of poverty in the U.S., its causes, efforts to alleviate it, and its reflection in and by culture. Students will examine theories of causes of poverty, insights into personal experiences of poor people, and critical thinking activities relative to this social issue.

**HS 3375. Program Development and Evaluation. 3-0-3.**

*Prerequisite:* HS 2275.

This course introduces the student to the development and evaluation of human services programs. It stresses the importance of considering evaluation within program development. Students will analyze programs that have demonstrably improved the lives of disadvantaged people. They will learn about techniques of evaluation, building upon the course content of HS 2275. They will design a small-scale program that includes an evaluation plan.

**HS 3396. Cooperative Study. 1-3.**

*Prerequisite:* Approval of human services department co-op coordinator.

This course is for junior or senior level students who wish to obtain credit for job experience in conjunction with academic training. Course may be repeated up to three times. An orientation session is required prior to approval for co-op for the next semester.

**HS 3398. Advanced Internship. 1-9.**

*Prerequisite:* HS 3313 and HS 4410.

Human service majors are required to complete a minimum of 300 clock hours (6 semester hours) of supervised field experience. Students who complete the Foundation Internship (HS 2244) are required to complete a minimum of 300 clock hours (6 semester hours) of advanced internship credit. The advanced internship must be taken within the last two semesters before graduation. Placement must be approved by the internship faculty coordinator and must take place in agencies consistent with the objectives of the major program. All majors must attend one orientation session in order to be considered for an internship.

**HS 3520. Leadership in Nonprofit Organizations. 3-0-3.**

*Prerequisite:* HS 2233.

This course introduces students to the field of leadership in nonprofit organizations. It specifically focuses on managing change, role of leadership organizations of the future, and the skills needed to successfully lead an organization. The "underpinning" of leadership (trust, credibility, courage, aloneness, reciprocity, sharing power, etc.) is also explored. This is a required course for American Humanics students pursuing their Certification in Nonprofit Management.

**HS 3540. Grant Writing and Fundraising. 3-0-3.**

*Prerequisite:* HS 2233.

This course introduces students to the area of fund raising, development, special events and basic finance in the nonprofit sector. It is also appropriate for students working in other areas of Human Services as well as other majors who plan to work with nonprofits or governmental agencies.

**HS 3560. Human Resources for Nonprofit Organizations. 3-0-3.**

*Prerequisite:* HS 2233.

This course introduces the student to the basic theories, techniques, and skills that are necessary to effectively manage human resources, including staff and volunteers.

**HS 4400. Directed Study in Human Services. 1-3.**

*Prerequisite:* Approval of instructor and department chair.

This course covers special topics and seminars external to regular course offerings. May include original research projects and practicum experiences.

**HS 4410. Ethics in the Helping Profession. 3-0-3.**

*Prerequisite:* HS 2233 and HS 3200.

This course provides students with an understanding of the importance of ethics and values in the Human Service Profession. Students will examine how their own personal and professional values affect their practice and will learn models for ethical decision-making. Also students will learn how to become sensitive to different value systems.

**HS 4415. Principles of Child Welfare. 3-0-3.**

*Prerequisite:* HS 2233 or PSYC 2201.

This course provides the student with a comprehensive overview of child welfare as a societal concern. Students will become aware of the historical development of children's problems, services, and the issues facing children today.

**HS 4420. Dynamics of Family Violence. 3-0-3.**

*Prerequisite:* HS 2233 or PSYC 2201.

This course provides students with a working knowledge of family violence issues. Students will become familiar with different theories regarding causation and treatment as well as society's response to family violence.

**HS 4425. Working with Children and Youth. 3-0-3.**

*Prerequisite:* HS 2233 or PSYC 2201.

This course focuses on theoretical interventions through the lifespan phases of childhood and adolescence. Intervention techniques within an ecological framework are explored and assessed for use in a wide range of problem areas in a variety of settings.

**HS 4440. Crisis Intervention. 3-0-3.**

*Prerequisite:* HS 3313.

This course builds on concepts and techniques taught in HS 3313 Interviewing Skills for Human Service Workers. Students will learn crisis intervention theory, advanced communication skills, and knowledge about different crises and crisis settings. Students will be required to role-play crisis intervention techniques.

**HS 4490. Special Topics in Human Services. 3-0-3.**

*Prerequisite:* Approval of instructor and department chair.

This course provides selected topics of interest to faculty and students.

**HS 4498. Capstone Seminar in Human Services. 3-0-3.**

*Prerequisite:* HS 3375 or HS 4410.

This course is the culmination of the public and social services program, integrating the students' education and experience. This course also provides students the opportunity to look at their options for the future, in a seminar format.

**• INFORMATION SECURITY AND ASSURANCE (ISA) •****ISA 3010. Security Script Programming. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 2301 or permission of the department.

A study of secure programming and security programming techniques. The course examines aspects of developing traditional computer software, applying additional controls and measure to prevent the development of vulnerable and exploitable code. The course then examines

programming techniques used in support of ongoing technical security functions, including Perl and CGI scripting.

**ISA 3100. Principles of Information Security and Assurance. 3-0-3.**

*Prerequisite:* "C" or better grade in ISA 2300 or BISM 2100.

An introduction to the various technical and administrative aspects of Information Security and Assurance. This course provides the foundation for understanding the key issues associated with protecting information assets, determining the levels of protection and response to security incidents, and designing a consistent, reasonable information security system, with appropriate intrusion detection and reporting features.

**ISA 3200. Network Security. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 2520 and ISA 3100.

Detailed examinations of the tools, techniques and technologies used in the technical securing of information assets. This course is designed to provide in-depth information on the software and hardware components of Information Security and Assurance. Topics covered include: firewall configurations, Web and distributed systems security, and specific implementation of security models and architectures.

**ISA 3300. Policy and Administration in Information Security and Assurance. 3-0-3.**

*Prerequisite:* "C" or better grade in ISA 3100.

Detailed examinations of a systems-wide perspective of information security, beginning with a strategic planning process for security. Includes an examination of the policies, procedures, and staffing functions necessary to organize and administrate ongoing security functions in the organization. Subjects include security practices, security architecture and models, continuity planning and disaster recovery planning.

**ISA 3396. Cooperative Study in Information Security and Assurance. 3-0-3.**

*Prerequisite:* ISA 3100 and approval of coordinator of cooperative education (Career Services).

A supervised work experience for a minimum of two semesters at a site in business, industry, or government, focusing on some aspect of information security and assurance. For sophomore, junior, or senior level students who wish to obtain on-the-job experience in Information Security and Assurance, in conjunction with their academic training. Students may take a cooperative study for multiple semesters

however only three credit hours are applicable toward the Certificate in Information Security and Assurance. Contact the department office for additional information on the requirements and restrictions of the cooperative study.

**ISA 3398. Internships in Information Security and Assurance. 1-9 credit hours.**

*Prerequisite: ISA 3100 and approval of coordinator of cooperative education (Career Services).*

A supervised work experience for one semester at a site in business, industry or government, focusing on some aspect of information security and assurance. For sophomore, junior or senior level students who wish to obtain on-the-job experience in Information Security and Assurance, in conjunction with their academic training. Students can earn between three and nine credit hours toward their degree programs but only three hours will be counted toward the Certificate in Information Security and Assurance. Contact the department office for additional information on the requirements and restrictions for the Internship.

**ISA 4210. Client Operating System Security. 3-0-3.**

*Prerequisite: "C" or better grade in ISA 3200.*

This course is an exploration of client computer system security and vulnerabilities, including client computer architectures, and operating systems. It provides the detailed technical coverage necessary to protect computer information system clients by presenting the knowledge of client platform computer hardware components, client network devices and interfaces, as well as the structure and usage of common client operating system software from an information security perspective. Additional learning regarding ongoing maintenance and operational issues of client computing systems will also be included.

**ISA 4220. Server Operating Systems Security. 3-0-3.**

*Prerequisite: "C" or better grade in ISA 3010 and ISA 3200 or permission of the department.*

This course is an exploration of server computer system security and vulnerabilities, including server computer architectures, and operating systems. It provides the detailed technical coverage necessary to protect computer information system servers by presenting the knowledge of server platform computer hardware components, server network devices and interfaces, as well as the structure and usage of common server operating system software from an information security

perspective. Additional learning regarding ongoing maintenance and operational issues of server computing systems will also be included.

**ISA 4330. Incident Response and Contingency Planning. 3-0-3 credit hours.**

*Prerequisite: "C" or better grade in ISA 3200 AND ISA 3300.*

An examination of the detailed aspects of incident response and contingency planning consisting of incident response planning, disaster recovery planning, and business continuity planning. Developing and executing plans to deal with incidents in the organization is a critical function in information security. This course focuses on the planning processes for all three areas of contingency planning – incident response, disaster recovery, and business continuity, and the execution of response to human and non-human incidents in compliance with these policies.

**ISA 4350. Computer Forensics. 3-0-3.**

*Prerequisite: "C" or better grade in ISA 4210.*

This course focuses on the detection, isolation and response to security breaches and attacks. It provides a detailed examination of the entire computer forensic process and presents specific procedures required to respond to a computer crime incident. Subjects include recognizing unauthorized access, identifying file anomalies, and traffic monitoring.

**ISA 4400. Directed Study in Information Security and Assurance. 1-3 credit hours.**

*Prerequisite: Approval of instructor, major area committee, and department chair.*

Selected topics of advanced nature that are not in the regular course offerings.

**ISA 4490. Special Topics in Information Security and Assurance. 1-3 credit hours.**

*Prerequisite: Varies by topic.*

Selected special or current topics of interest to faculty and students.

**ISA 4700. Emerging Issues in Information Security and Assurance. 3-0-3.**

*Prerequisite: "C" or better grade in ISA 4330 permission of the department.*

This course explores emerging issues in information security and assurance, and the role of organizational information security in state, regional and national policy. It provides content about the interaction between the organization, society, and public agencies. It examines the role of people versus technical security ideals currently debated by contemporary organizations.

**ISA 4810. Cyber Defense. 3-0-3.**

*Prerequisite:* ISA 4220 and ISA 4330.

This course discusses the hardware / software tools and techniques associated with the protection of computer systems and networks. Students learn how to protect network resources as deployed in a typical organization. Course topics include policy and practice associated with the protection of communication resources, intrusion detection systems, firewalls, and use of various tools for system and network protection.

**ISA 4820. Information Security and Assurance Programs and Strategies. 3-0-3.**

*Prerequisite:* "C" or better grade in ISA 4330.

This is the Senior capstone course for the Information Security and Assurance major and the course must be taken in the final year of the student's degree. The course integrates learning from all managerial ISA courses and encourages the student to develop skills in synthesis and communication (both written and oral) as well as teaching new material about the role of the CISO and the strategic and tactical planning and operation of the information security department in a variety of organizations. A research paper will be prepared and presented in the course. Outside speakers will supplement the course and provide the student additional, outside perspective on the information security industry.

**• INFORMATION TECHNOLOGY (IT) •**

**IT 3300. Web Technologies. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 2300 or BISM 2100 or equivalent.

Web Technologies will introduce students to the planning, design, implementation and maintenance of World Wide Web applications. Applications will be developed using both high-end development environments as well as html. Topics include tables, image maps, frames, security, ethical issues, application development tools, and development methodologies.

**IT 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite:* Approval of cooperative education/ internships (Career Services Center).

A supervised work experience program for a minimum of two semesters at a site in business, industry, or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**IT 3398. Internship. 1-9 credit hours.**

*Prerequisite:* Approval of cooperative education/ internships (Career Services Center).

A supervised work experience program for one semester at a site in business, industry, or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**IT 3500. Database Technologies. 3-0-3.**

*Prerequisite:* "C" or better grade in CSIS 2300 or BISM 2100 or equivalent.

Database Technologies covers the essentials of database concepts for non-IT careers. Key topics may include searching and querying, validation of electronic data, data mining, data collection principles, privacy and fair use, related intellectual property issues, integration of incompatible data sources, database-driven web sites, and visual database programming. Tools included may include SQL, Visual Basic Web Databases, Personal Oracle, and Access 2000, and various database search engines.

**IT 3700. Information Technology Management. 3-0-3.**

*Prerequisite:* "C" or better grade in BISM 2100 or CSIS 2300.

Advanced applications of general-purpose software with a special emphasis on integration of multiple software tools and data to solve a wide variety of career related problems. Students study current topics in the application and management of information technology at the worker, department, and enterprise level.

**IT 4400. Directed Study. 1-3 credit hours.**

*Prerequisite:* Approval instructor, major area committee, and department chair. Up to three hours may be applied to the upper division requirements for the IT certificate.

Special topics of an advanced nature that are not in the regular course offerings. Students selecting this to complete the IT certificate must select a topic involving technology-applications in the chosen career area.

**IT 4525. Electronic Commerce. 3-0-3.**

*Prerequisite:* "C" or better grade in BISM 2100 or CSIS 2300.

The application of information technology to the buying and selling of information, products, and services, via computer networks. Topics include EDI, transactions over public networks, corporate digital libraries, advertising and marketing on the Internet, and consumer-data interface.

## • INSURANCE (INS) •

### **INS 3500. Principles of Risk Management and Insurance. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours.*

This course is an introduction to the identification of risks and their management. Topics will include fundamental life, health, retirement, property and liability exposures and their management through avoidance, control, retention or transfer. The characteristics of life, health, property and liability insuring devices are also covered.

## • ITALIAN (ITAL) •

### **ITAL 1001. Introduction to Italian Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

Introduction to Italian language and culture stressing progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of Italian culture. Not open to native speakers of Italian.

### **ITAL 1002. Introduction to Italian Language and Culture II. 3-0-3.**

*Prerequisite: ITAL 1001 or permission of instructor.*

Introduction to Italian language and culture, part II, stressing continued, progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of Italian culture. Not open to native speakers of Italian.

### **ITAL 2001. Intermediate Italian Language and Culture I. 3-0-3.**

*Prerequisite: ITAL 1002, or permission of instructor.*

The student will continue to develop proficiency in listening, speaking, reading, and writing, and learn to communicate in culturally appropriate ways. Not open to native speakers of Italian.

### **ITAL 2002. Intermediate Italian Language and Culture II. 3-0-3.**

*Prerequisite: ITAL 2001 or permission of instructor.*

Students continue to increase linguistic and cultural proficiency through the use of a variety of materials and activities. Course will serve as a transition between intermediate and upper-level courses in the language. Not open to native speakers of Italian.

### **ITAL 3200. Critical Reading and Applied Writing. 3-0-3.**

*Prerequisite: ITAL 2001 or the equivalent.*

This course emphasizes skill development and

refinement in the areas of critical reading and writing in Italian. Designed to give students extensive experience in reading and writing in Italian, the course focuses on the relationship between writing and reading, and on ways to improve one through the other.

### **ITAL 3302. Practical Conversation. 3-0-3.**

*Prerequisite: ITAL 2002 or permission of instructor.*

Stresses expansion of effective listening comprehension and speaking skills through culturally and linguistically appropriate activities.

### **ITAL 3303. Grammar and Composition. 3-0-3.**

*Prerequisite: ITAL 2002 or permission of instructor.*

General review of grammar through composition and other written activities, such as summaries, correspondence, descriptions, narration, literary analysis, and other rhetorical and culturally appropriate forms.

### **ITAL 3398. Internship. 1-9 credit hours.**

*Prerequisite: ITAL 3302 and ITAL 3303 or permission of instructor.*

Supervised, credit-earning work experience of one semester requiring use of Italian in the workplace. Prior approval by department coordinator and internship supervisor is required.

### **ITAL 4400. Directed Study. 1 -3 credit hours.**

*Prerequisite: ITAL 3302 and ITAL 3303 or permission of instructor.*

Covers special topics and seminars external to course offerings that allow a student to work individually with an instructor. Requires prior approval by instructor and department chair.

### **ITAL 4490. Special Topics in Italian. 3-0-3.**

*Prerequisite: ITAL 3302 and ITAL 3303 or permission of instructor.*

Special topics relevant to the study of the Italian society.

## • JAPANESE (JPN) •

### **JPN 1001. Introduction to Japanese Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

Introduction to Japanese language and culture stressing progressive acquisition of effective communications skills in both the written and spoken language and an understanding of the practices and products of Japanese culture. Not open to native speakers of Japanese.



**JPN 1002. Introduction to Japanese Language and Culture II. 3-0-3.**

*Prerequisite: One year of high school Japanese, or JPN 1001, or the equivalent.*

Introduction to Japanese language and culture, part II, stressing continued, progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of Japanese culture. Not open to native speakers of Japanese.

**JPN 2001. Intermediate Japanese Language and Culture I. 3-0-3.**

*Prerequisite: Two years of high school Japanese, or JPN 1002 or the equivalent.*

The student will continue to develop proficiency in listening, speaking, reading, and writing, and learn to communicate in culturally appropriate ways. Not open to native speakers of Japanese.

**JPN 2002. Intermediate Japanese Language and Culture II. 3-0-3.**

*Prerequisite: Three years of high school Japanese or JPN 2001 or the equivalent.*

Students continue to increase linguistic and cultural proficiency through the use of a variety of materials and activities. Not open to native speakers of Japanese.

### •KSU SEMINARS•

**KSU 1101. First-Year Seminar. 3-0-3.**

*Prerequisite: Entering first-year or transfer standing with fewer than 30 credits.*

This course is for first-time first-year students and transfer students with fewer than 30 credit hours designed to acquaint students with the campus and its programs. The course fosters links between student needs and campus resources and emphasizes the development of college survival skills (study methods, time management and effective oral and written communication). Also aids students in selecting majors, identifying career interests, and developing good relationships with students and faculty.

**KSU 1102. (CLASS) Communities for Learning Success. variable 6-15.**

*Prerequisite: None.*

An intentional grouping of courses linked together to promote the integration of first-year General Education courses – generally General Education courses, facilitate academic success, and promote socialization between a cohort of students and their faculty. Communities for Learning Success link between two and five courses together and are thematically based by either general interest topics or discipline-based topics.

**KSU 2290. UpperCLASS. variable 6-15.**

*Prerequisite: None.*

Learning communities created for second-year students that are uniquely designed to meet specific disciplinary needs.

**KSU 4401. Senior Seminar. 3-0-3.**

*Prerequisite: 90 credit hours earned and above.*

This institutional capstone course provides a structure for seniors to bring closure to their undergraduate experience while preparing for the transition from the university to the community at large. Within a structured learning community from a variety of disciplines, students will access the meaning of their undergraduate experience and develop an understanding of their role as alumni and productive citizens of the work force, community, state, nation, and the world. Through the preparation of a reflective portfolio, involvement in a service-learning project, and a critical discussion of their short- and long-term logistical goals, the students will prepare for the post-university experience.

### • LATIN (LATN) •

**LATN 1001. Introduction to Latin Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

Introduction to Latin stressing progressive acquisition of grammar, composition, prose translation and pronunciation.

**LATN 1002. Introduction to Latin Language and Culture II. 3-0-3.**

*Prerequisite: One year of high school Latin or LATN 1001 or the equivalent.*

Introduction to Latin, part II, stressing continued progressive acquisition of grammar, composition, prose translation and pronunciation.

**LATN 2001. Intermediate Latin Language and Culture I. 3-0-3.**

*Prerequisite: Two years of high school Latin or LATN 1002 or the equivalent.*

Review of Latin grammar and syntax. Prose translations from selected prose authors such as Livy, Caesar, Tacitus, and Sallust.

**LATN 2002. Intermediate Latin Language and Culture II. 3-0-3.**

*Prerequisite: Three years of high school Latin or LATN 2001 or the equivalent.*

Continued refinement of grammar and reading skills through the study of prose and poetry from the Golden Age of Latin Literature.

**LATN 4490. Special Topics in Latin. 3-0-3.**

*Prerequisite:* Latin 2002 or permission of instructor. Selected topics of special interest to faculty and students.

• **MANAGEMENT (MGT)** •

**MGT 3100. Management and Behavioral Sciences. 3-0-3.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours.

This course introduces students to the field of management, focusing on basic principles and concepts applicable to all types of organizations. The evolution of functional and behavioral aspects of management and organization theory are presented in the context of political, societal, regulatory, ethical, global, technological and demographic environmental forces.

**MGT 3140. Leading & Teaming in Business Settings. 3-0-3.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: 60 credit hours including MGT 3100.

Teams are essential in today's work environments. Various leadership frameworks and tools, such as decision making, project management, and business process analysis and management, and change leadership will be explored and evaluated as well as executive leadership behaviors. Topics will include leading task forces and learning teams, working in and leading virtual teams, skills in leading multiple teams, managing challenging interactions and contention, promoting compelling goals and maintaining focus while eliciting commitment and accountability, reinventing business leadership, and global leadership applications and issues. Emphasis will be on integrating social-enterprise research, skill development, and applications.

**MGT 3190. Business, Ethics, and Society. 3-0-3.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours.

This course examines the relationship between business and society and the role of ethics in employee and managerial decision-making and behavior. Using a stakeholder management approach, the course explores uses and potential abuses of business power on internal and external stakeholders. Models for integrating ethical concerns into business decisions are examined.

**MGT 3200. Operations Management. 3-0-3.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement, and ECON 2300; Non business Majors: MGT 3100 and ECON 2300.

Generic modeling techniques are applied to the planning, operation and control of the production of goods and services. Topics include: quality control, facility location and layout, material requirements planning and project scheduling.

**MGT 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative education/internships (KSU Career Services); Non business Majors: Not available to non business majors.

A supervised work experience program for a minimum of two academic semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**MGT 3398. Internship. 1-6 credit hours.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative education/internships (KSU Career Services); Non business Majors: Not available to non business majors.

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. A research paper is required to receive credit. For junior or senior students who wish to participate in an on-the-job experience in which they may apply their academic training. The work experience may not be with a current employer. The course will be graded on an S/U basis. Credit is allowed only in elective areas.

**MGT 3600. Introduction to International Business. 3-0-3.**

*Prerequisite:* Business Majors: Sophomore GPA requirement; Non business Majors: 60 credit hours.

An introduction to the global business environment, this course examines the discrete and interactive effects of the geographic, historical, sociocultural, political/legal, economic and technological forces that shape international commercial activity and its consequences.

**MGT 4120. Venture Management. 3-0-3.**

*Prerequisite:* Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: MGT 3100 and permission of the department chair.

Introduction to the management and operation of small business. Topics include: start-up issues; legal forms of organization; operational planning; developing a marketing plan; financing the business; personnel issues; developing an accounting and control system; long-range planning and strategy formation; and other topics as appropriate.

**MGT 4121. Entrepreneurship and Creativity. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement. Non business 60 hours and permission of the department chair.*

Introduction to entrepreneurship. Students will develop comprehensive business plans for new ventures or for the expansion of existing small businesses through a disciplined approach to creatively visualizing future opportunities. Attention will focus on managing risk and creativity. Topics include: personal assessment; opportunity analysis; feasibility analysis; venture finance; and budgeting.

**MGT 4122. Venture Analysis. 3-0-3.**

*Prerequisite: Business Majors: MGT 4120 or MGT 4121.*

A course that applies the concepts of small business management, entrepreneurship and creativity to the analysis of complex business problems faced by new ventures and existing small businesses. Case studies will be used to develop students' ability to identify and solve problems. Work will continue on personal start-up projects and business plans.

**MGT 4124. Franchise Management. 3-0-3.**

*Prerequisite: MGT 3100 and permission of the department chair.*

Franchise Management is an introduction to the field of franchising as it concerns the franchiser (the business who grants the business rights to franchisees), and the franchisee (the individual or business who obtains the rights to operate the franchised business in accordance with the chosen method to produce or sell the product or service). It covers the body of knowledge on how to expand an existing business through domestic or international franchising as well as how to analyze and decide how to buy and manage a franchise.

**MGT 4125. International Entrepreneurship. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non-business Majors: MGT 3100; NACE Grant Students: None.* An examination of the role of the entrepreneur in creating new international business ventures.

This course provides students with both a theoretical and practical understanding of new venture creation in the international marketplace, including extensions of domestic enterprises and new enterprises.

**MGT 4160. Organizational Behavior. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: MGT 3100 and permission of the department chair.*

Drawing from psychology, sociology, anthropology and related disciplines, the field of organizational behavior examines individual characteristics of people in a demographically diverse work force, group dynamics involved in task accomplishment, and the effects of individual and group behavior on organizational effectiveness.

**MGT 4161. Organizational Communications. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: MGT 3100 and permission of the department chair.*

This course develops student understanding of communication processes within organizations, increases ability to diagnose and deal with organizational communication problems, and enhances skills in using communication to improve individual, group, and organization-wide effectiveness.

**MGT 4170. Strategic Human Resource Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: MGT 3100 and permission of the department chair.*

This course provides a functional overview of human resource management areas including strategic human resource planning, employee staffing, compensation and benefit systems, performance assessment, training and development, and labor relations. Emphasis is placed upon the development of managerial competencies to conduct selection interviews, performance appraisals, and workplace dispute negotiations.

**MGT 4171. Employee and Labor Relations. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 4170; Non business Majors: MGT 4170 and permission of the department chair.*

The study of employee and labor relations includes union organizing, collective bargaining, labor legislation, contract negotiation, grievance

resolution, arbitration, and international labor movement issues. Alternative dispute resolution methods, cooperative labor / management policies and practices, and union-free work environments are covered.

**MGT 4172. Compensation and Reward Systems. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 4170; Non business Majors: MGT 4170 and permission of the department chair.*

Compensation systems and practices that attract, motivate, and retain employees are investigated in this course. Topical areas include wage and hour regulations, job evaluation, pay structure development, incentive systems, merit pay decision making, and strategic benefit systems design.

**MGT 4173. Human Resource Selection. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 4170; Non business Majors: MGT 4170 and permission of the department chair.*

This course focuses on the acquisition, selection, and placement of human resources to maximize organizational effectiveness. Topics include strategic human resources planning, EEO requirements, labor force forecasting, job analysis methods, recruitment practices, employee selection techniques, and testing procedures that increase employee-job fit.

**MGT 4174. International Human Resource Management. 3-0-3.**

*Prerequisite: Business Majors; Sophomore GPA Requirement and MGT 3100. Non business Majors: MGT 3100 and permission of the department chair.*

This course focuses on human resource management functions required to implement international or global strategy. Areas examined include international recruitment and selection, performance management, training and development, compensation, labor relations, management of expatriates and their repatriation, dealing with host country nationals, and career management in the international context. Special topics include human resource law and issues in specific countries outside the U.S. and managing a multicultural labor force in the U.S.

**MGT 4190. International Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3100; Non business Majors: MGT 3100 and permission of the department chair.*

This course deals with the basic managerial functions in an international enterprise. It explores the theoretical and practical aspects of managing international business operations, and deals with multi-cultural and global issues of managing the business expansion beyond the domestic market. It portrays the difficulties of managing enterprises that cross national borders and have to deal with cultural diversity, and diversity in socio-political and economic systems.

**MGT 4199. Strategic Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA requirement. Students must have completed all the required core upper-division business courses including ECON 2300, FIN 3100, MGT 3100, MGT 3200, and MKTG 3100. This course is taken in the last or next-to-last semester in the program. Not open to non-business majors.*

This course emphasizes an integrative, multi-functional, general management perspective of the organization and its long-term survival in a global economic environment. It builds the knowledge base and analytical skills required for managing a business enterprise. Components include situation analysis, strategy formulation, evaluation, and choice, as well as strategy implementation at different organizational levels, and under different contextual conditions. The course enables the refinement of the student's communication and presentation skills, as well as the interpersonal abilities necessary for accomplishing group tasks. Integrating multiple business disciplines, it serves as the capstone course in the business curriculum.

**MGT 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and permission of instructor and department chair prior to registration; Non business Majors: Permission of instructor and department chair prior to registration.*

Special topics of an advanced nature not in the regular course offerings.

**MGT 4476. Contemporary Global Business Practices. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and 90 semester hours including MGT 3100 and MGT 3600; Non business Majors: MGT 3100, MGT 3600 and the permission of the Business Undergraduate Dean or Management Department Chair.*

This course will deal with current practices in Global Business. It will examine the strategies and tactics adopted by Global Companies from both Developed as well as Emerging Markets.

Students will obtain insights into how firms in today's global markets need to be skilled in handling virtual teaming, outsourced and offshored projects, and strategic alliances across national boundaries, in order to maintain competitive advantage.

**MGT 4490. Special Topics in Management. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and permission of instructor and department chair prior to registration; Non business Majors: Permission of instructor and department chair prior to registration.*

Selected topics of interest to faculty and students.

**MGT 4800. International Supply Chain Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3200; Non business Majors: MGT 3200 and permission of the department chair.*

This course examines the key concepts of supply chain management, involving the flows of materials and information among all of the firms that contribute value to a product or service, from the source of raw materials to end customers. The course emphasizes the relationship between a firm and its supply chain partners: primarily the suppliers from whom it purchases its inputs and those who assist in the logistics and distribution of the products. The course has an international emphasis to reflect the trend of increasing partnerships with international suppliers, international transportation providers, and distributors in foreign markets. Supply chain management issues are addressed for both manufacturing and service organizations.

**MGT 4850. Managing Process Improvement. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3200; Non business Majors: MGT 3200 and permission of the department chair.*

This course addresses leading-edge manufacturing theory and practice, including the just-in-time manufacturing philosophy, kanban production control systems, group technology, cellular manufacturing, the theory of constraints, the drum-buffer-rope production control system, and VAT analysis. This course extends knowledge beyond what is taught in traditional production and inventory management courses.

**MGT 4860. Quality Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3200. Non business*

*Majors: MGT 3200 and permission of the department chair.*

This course is an in-depth study of the key concepts and practices of modern quality philosophies and techniques. The opportunities to add value through quality in all phases of business and product life cycles will be identified. Concepts and methods of statistical quality control will be presented.

**MGT 4880. Service Operations Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MGT 3200; Non business Majors: MGT 3200 and permission of the department chair.*

The course will focus on developing a clear understanding of services from multiple perspectives. Students will define, diagnose, design, measure, control, and change services with the objective of improving quality and productivity. The course will address important service design issues, competitive issues unique to services, and the extensive interaction between marketing and operations in service organizations.

• **MARKETING (MKTG)** •

**MKTG 3100. Principles of Marketing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement; Non business Majors: 60 credit hours.*

An introduction to the principles of marketing. This course examines the term, "marketing," in a broad sense to include all those activities of individuals or organizations which encourage and facilitate exchanges of values. This includes many activities such as research, physical distribution, product planning, pricing and promotional activities. These concepts are examined as they apply to marketing of goods and services, in profit and nonprofit sectors, in both domestic and global markets.

**MKTG 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of Coordinator of cooperative education/internship (KSU Career Services); Non business Majors: Not available to non business majors.*

A supervised work experience program for a minimum of two academic semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish

to obtain successive on-the-job experience in conjunction with their academic training.

**MKTG 3398. Internship. 1-9 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of the Coordinator of cooperative educational/internship (KSU Career Services); Non business Majors: Not available to non business majors.*

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. A research paper is required to receive credit. For junior or senior students who wish to participate in an on-the-job experience in which they may apply their academic training. The work experience may not be with a current employer. The course will be graded on an S/U basis. Credit is allowed only in elective areas.

**MKTG 4100. Marketing Research. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, MKTG 3100 and ECON 2300; Non business Majors: MKTG 3100 and ECON 2300 and permission of the department chair.*

An examination of the marketing research process as an information-providing activity supporting management decision making. The course covers definition of the research problem, selecting and planning of a research design, measurement and scaling, questionnaire construction, and data analysis and interpretation. Students are required to use a statistical software package for data management and analysis.

**MKTG 4150. Consumer Behavior. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

Examines the diverse influences of culture, society and psychological processes on consumer purchase patterns. Implications for marketing activities are also discussed.

**MKTG 4300. Basic Retailing. 5-0-5.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

An introduction to retailing as a business institution. Attention is focused on activities, procedures and decisions related to the operation of a retail unit.

**MKTG 4350. Retail Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; MKTG 4300 recommended; Non business Majors: MKTG 3100;*

*MKTG 4300 recommended and permission of the department chair.*

Examines the practices and methods of retail distribution and merchandising as a rapidly changing part of the total marketing process, involving both large and small firms.

**MKTG 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair prior to registration; Non business Majors: Approval of instructor and department chair prior to registration.*

Special topics of an advanced nature not in the regular course offerings.

**MKTG 4410. Professional Selling. 3-0-3.**

*Prerequisite: Business Majors: Admission to the Coles College of Business and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

This course examines the role of personal selling in the firm's marketing strategy, model of communication and specific methods of selling. All students will be required to develop and deliver effective sales presentations.

**MKTG 4430. Market Analysis. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement, MKTG 3100 and ECON 2300; Non business Majors: MKTG 3100; ECON 2300 and permission of the department chair.*

This course develops skills in locating, selecting and using appropriate information sources for making and using market measurements in the planning and management of marketing and sales operations. Students learn tools for estimating demand and forecasting industry and company sales and how to use these measures in selecting market targets, designing sales territories, assigning sales quotas and planning customer contract programs.

**MKTG 4450. Sales Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

Studies the planning, organizing, staffing, directing and controlling of the sales force in developing an effective marketing organization.

**MKTG 4476. Contemporary Global Business Practices. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and 90 semester hours including MGT 3100 and MGT 3600; Non business Majors: MGT 3100, MGT 3600 and permission of the Business Undergraduate Dean or Management Department Chair.*

This course will deal with current practices in Global Business. It will examine the strategies and tactics adopted by Global Companies from both Developed as well as Emerging Markets. Students will obtain insights into how firms in today's global markets need to be skilled in handling virtual teaming, outsourced and offshored projects, and strategic alliances across national boundaries, in order to maintain competitive advantage.

**MKTG 4490. Special Topics in Marketing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and approval of instructor and department chair; Non business Majors: Approval of instructor and department chair.* Selected special topics of interest to faculty and students.

**MKTG 4500. Internet Marketing and Global Business 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

The course focuses on how information technology has created the framework for the emergence of commerce on the Internet. Students will be exposed to the ways that firms are utilizing the Internet to reconstruct their value chains and create/sustain competitive advantage. The impact of this medium on key dimensions of global business operations such as purchasing, manufacturing and marketing will also be addressed.

**MKTG 4620. Services Marketing. 3-0-3.**

*Prerequisites: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

The course examines the unique characteristics of service organizations and the increasingly vital role they play in the U. S. economy. By focusing upon the marketing of such diverse services as hotels, hospitals, banking and recreation, the course stresses the importance of tailoring marketing strategies to fit the special needs of service marketers, needs quite different from those of manufacturing organizations.

**MKTG 4630. Direct Response Marketing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

A study of the promotional methods that request immediate action or response. Topics include: planning, creating and evaluating of direct

response advertising campaigns, introduction to direct mail marketing techniques including lists, catalogs, testing and merchandise selection and the media of direct marketing.

**MKTG 4650. Advertising. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

While studying the various elements of advertising, this course emphasizes the strategic applications of advertising and promotion from the perspective of the marketing manager.

**MKTG 4670. Promotional Strategy. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 4650; Non business Majors: MKTG 4650 and permission of the department chair.*

This course is designed to increase the understanding of the various component parts of the promotional mix. Focuses on the development and management of personal selling, public relations, publicity and advertising in implementing marketing strategy.

**MKTG 4750. Advanced Selling. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100, 4410; Non business Majors: MKTG 3100, 4410 and permission of the department chair.*

An in-depth examination of current business trends as they impact the professional salesperson. Particular emphasis is placed on negotiating skills and customer relationship management (CRM), as well as general sales-related topics including sales automation and time/territory management. Students will be required to spend time in the field with professional salespeople and to prepare and deliver effective informational and persuasive sales presentations.

**MKTG 4820. International Marketing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

Study of the application of the marketing concept in international markets. The course examines how the differences in international environments induced by economic, cultural, legal and other influences necessitate the adaptation of the marketing mix to satisfy consumers. Alternative international market entry strategies, such as exporting and licensing, are discussed.

**MKTG 4850. Business to Business Marketing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

The special problems and requirements of marketing products to organizational buyers. The course examines organizational buyer behavior, business to business promotion, business to business sales and the development of industrial products.

**MKTG 4870. Sports Marketing. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100; Non business Majors: MKTG 3100 and permission of the department chair.*

Sport event marketing is one of the fastest growing career fields in America. The term, "sports marketing" includes the administration, coordination, and evaluation of any type of event related to sport. Examples are from local school and community sport events, not-for-profit and corporate events, intercollegiate sport programs, and amateur and professional league activities such as the Olympic Games and the Super Bowl. The Sports Marketing class is designed to provide the student an opportunity to experience an actual sports event project. The project will be selected by the class, after which a strategic plan will be developed and carried out. This class will be interactive and require the student's complete participation to be successful.

**MKTG 4990. Marketing Management. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and MKTG 3100, 4100, 4150; Non business Majors: MKTG 3100, 4100, 4150 and permission of the department chair.*

Integrates the full scope of marketing management. Development of complete marketing programs; discussion of major marketing problems; study and analysis of actual case problems.

## • MATHEMATICS (MATH) •

**MATH 0097. Elementary Algebra. 3-0-0.**

*Prerequisite: Placement by COMPASS Examination, by the Admissions Office or by the Department of Learning Support Programs.*

A Learning Support Programs course that, in conjunction with MATH 0098, prepares students for basic credit courses. Emphasizes basic concepts and skills of elementary algebra.

**MATH 0098. Intermediate Algebra. 3-0-0.**

*Prerequisite: Placement by COMPASS Examination, by the Admissions Office or by the Department of Learning Support Programs.*

A Learning Support Programs course which prepares students for basic credit mathematics courses. Emphasizes basic concepts and skills of intermediate algebra.

**MATH 0099. Elementary and Intermediate Algebra. 6-0-0.**

*Prerequisite: Two units of high school algebra or permission of instructor.*

A Learning Support Programs course that prepares students for basic credit mathematics courses, covering both elementary and intermediate algebra in one semester. Topics include: signed numbers, equations and inequalities, graphs of linear equations, systems of equations, polynomials and factoring, rational expressions, radicals and quadratic equations.

**MATH 1101. Mathematical Modeling. 3-0-3.**

*Prerequisite: MATH 0098 if required.*

An applications-driven course that focuses on modeling real data concerning environmental issues. Incorporates collaborative learning, oral and written reports, and technology in the form of graphing calculators. Topics include linear, quadratic, piecewise defined, rational, polynomial, exponential and logarithmic functions.

**MATH 1106. Elementary Applied Calculus. 3-0-3.**

*Prerequisite: MATH 1101, MATH 1111, MATH 1112 or MATH 1113.*

Uses techniques of college algebra and elementary calculus to analyze and model real world phenomena. The emphasis will be on applications using an intuitive approach to the mathematics rather than formal development. Topics include graphs, derivatives, and integrals of functions. The course incorporates collaborative learning, oral and written reports, and technology.

**MATH 1107. Elementary Statistics. 3-0-3.**

*Prerequisite: MATH 1101, MATH 1111, MATH 1112 or MATH 1113.*

Emphasizes techniques and applications rather than derivation. Topics include methods of summarizing data, probability, statistical inference and regression. The course incorporates collaborative learning, oral and written reports and technology.



**MATH 1111. College Algebra. 3-0-3.**

*Prerequisite: None.*

This course is a functional approach to algebra that incorporates the use of appropriate technology. Emphasis will be placed on the study of functions and their graphs, inequalities, and linear, quadratic, piece-wise defined, rational, polynomial, exponential, and logarithmic functions. Appropriate applications will be included.

**MATH 1112. College Trigonometry. 3-0-3.**

*Prerequisite: None.*

This course is a functional approach to trigonometry that incorporates the use of appropriate technology. Emphasis will be placed on the study of trigonometric functions and their graphs incorporating a unit circle approach as well as special triangles and angles. Topics include circular functions, solutions of triangles, trigonometric identities and equations, graphs of trigonometric functions, Law of Sines, Law of Cosines, and vectors. Appropriate applications will be included.

**MATH 1113. Precalculus. 3-0-3.**

*Prerequisite: MATH 0098 if required.*

Provides students with the foundation in elementary functions and understanding of mathematics needed to succeed in subsequent mathematics and science courses, especially calculus. Topics include polynomial, rational, exponential, logarithmic, and trigonometric functions. In each case, properties, graphs, and applications will be presented. Technology, in the form of graphing calculators and/or computers, will be integrated throughout the course for instruction and study. Required for math/science majors.

**MATH 1190. Calculus I. 4-0-4.**

*Prerequisite: "C" or better grade in MATH 1112 or MATH 1113.*

A first course in calculus and analytic geometry. Topics include fundamental concepts of limits, continuity, derivatives, and integrals of functions of one variable. Incorporates applications from a variety of disciplines. Modern computing technology will be used where necessary and appropriate.

**MATH 2107. Biostatistics. 3-0-3.**

*Prerequisite: MATH 1113 or MATH 1112 and either BIOL 2107 or BIOL 2221.*

The future practitioner or researcher in the life sciences will need the skills required to plan, collect data, analyze and communicate the results of biological studies. The ability to plan and analyze investigative studies is a unique skill that enhances the student's qualification to pursue a

careers involving topics related to: public health, health care, drug trials, biotechnology, environmental impact and biological research. Topics covered include: descriptive statistics, useful visual displays, common data patterns, testing for differences, applications of probability, designing experimental studies and measurement system evaluation. The use of computer packages to perform analyses will be covered to further prepare the student for real world applications. The student will be required to select and analyze real life science data for a project.

**MATH 2202. Calculus II. 4-0-4.**

*Prerequisite: "C" or better grade in MATH 1190.*

The main topics of this course will be integral calculus and infinite sequences and series. Emphasis will be placed on applications of the integral, techniques of integration, and Taylor Series. In addition to analytical methods, computing will be used to conduct numerical studies of integrals and series.

**MATH 2203. Calculus III. 4-0-4.**

*Prerequisite: "C" or better grade in MATH 2202.*

In this course, the concepts of single variable calculus are extended to functions of more than one variable. Topics will include vector calculus, partial derivatives, multiple integrals, and applications of these concepts.

**MATH 2207. Data Analysis and Probability for Teachers. 3-0-3.**

*Prerequisite: MATH 1101 or MATH 1111 or MATH 1112 or MATH 1113 .*

This course emphasizes techniques and applications in statistics and probability and uses concrete materials in teaching the content. The course is designed for education majors. Topics include methods of summarizing data, probability, exploring concepts of fairness as well as uncertainty and chance, identifying possible outcomes and making predictions based on simple experiments, and demonstrating knowledge of instructional strategies related to assessment and teaching. Not for mathematics or secondary mathematics education majors.

**MATH 2590. Mathematics for Teachers of Middle Grades. 3-0-3.**

*Prerequisite: 6 hours of mathematics.*

The development of the student's ability to communicate mathematically through reading, writing and discussing ideas will be strongly emphasized along with the cultural, historical, and scientific applications of mathematics. Topics will include the development of the set of real numbers, number theory, geometric figures in the

plane and in space, and measurement, including area and volume. Mathematical ideas will be developed in a lab setting using technology and physical models to motivate and assist the more formal development. Not for math majors.

**MATH 3000. Software of Mathematics. 3-0-3.**

*Prerequisite:* "C" or better grade in MATH 1190.

This is a gateway course for the Minor of Applied Mathematics taught by at least two instructors with different expertise per semester. The professional software to be taught includes SWP (Scientific Work Place), MATLAB, MATHCAD, MAPLE, and MATHEMATICA.

**MATH 3260. Linear Algebra with Applications. 3-0-3.**

*Prerequisite:* "C" or better grade in MATH 1190.

An introduction to linear algebra and some of its classical and modern applications. Among topics to be included will be systems of linear equations, vector spaces, linear transformations, and diagonalization. Significant use of technology will be employed in performing matrix computations.

**MATH 3261. Computational Linear Algebra. 3-0-3.**

*Prerequisite:* "C" or better grade in MATH 3260 and CSIS 2301.

Numerical methods for the solution of linear systems will be introduced. Topics will include iterative methods and convergence. Extensive computer use will be incorporated.

**MATH 3272. Introduction to Linear Programming. 3-0-3.**

*Prerequisite:* "C" or better grade in MATH 3260.

The simplex method, dual simplex method, dual-primal two phase method, and several interior-point methods for linear programming problems will be introduced. Selected applications will be discussed.

**MATH 3310. Continuous Modeling: Differential Equations. 3-0-3.**

*Prerequisite:* "C" or better grade in MATH 2202.

An introduction to the modeling of continuous phenomena using ordinary differential equations. Emphasis will be placed on the combined use of qualitative, numerical, and analytical approaches to the analysis of models. Technology will be used for numerical and graphical analysis. Among topics included will be formulation of models, local stability analysis, phase lines and phase planes, and Euler's numerical algorithms.

**MATH 3315. Critical Content of ECE Math I. 3-0-3.**

*Prerequisite:* 6 hours of mathematics.

Designed for the P-5 teacher. The development of the student's ability to understand and communicate fundamental concepts of mathematics through reading, writing and discussing ideas will be strongly emphasized, along with the cultural, historical and scientific applications of mathematics. Topics will include the study of sets; the development of the set of whole numbers and the set of integers; operations with whole numbers and integers; mathematical systems and number theory. Emphasis is placed on building concepts through the use of models, manipulatives and the appropriate use of technology. Not for math or math education majors.

**MATH 3316. Critical Content of ECE Math II. 3-0-3.**

*Prerequisite:* MATH 3315. Admission to Teacher Education.

A continuation of Mathematics 3315 designed for the P-5 teacher. Topics include the conceptual development of the rational numbers and extension to the real numbers, operations and problem solving with real numbers, patterns and relationships, and proportional reasoning. Experience and exploration with appropriate technology and physical models will be an integral part of the study of these ideas. Not for mathematics majors.

**MATH 3317. Critical Content of ECE Math III. 3-0-3.**

*Prerequisite:* MATH 3316.

A continuation of Mathematics 3315 and Mathematics 3316 designed for the P-5 teacher. Topics will emphasize the critical content and conceptual development of measurement; transformational geometry; symmetry in the plane; and constructions. Geometric concepts will be explored and developed using physical models, visual models and educational software. Not for math or math education majors.

**MATH 3322. Discrete Modeling I. 3-0-3.**

*Prerequisite:* "C" or better grade in MATH 1113 or MATH 2590.

An elementary introduction to topics and methods in discrete mathematics motivated by a series of real-world problems. Topics include matrices, graphs, counting and recursion.

**MATH 3323. Computer Applications of Discrete Modeling. 1-0-1.**

*Prerequisite:* MATH 3322 and CSIS 3401.

This course will give students the opportunity to apply the theoretical work of Discrete Modeling

I to concrete problems. The computer will be used to support working with large examples. Examples will cover combinatorics, discrete functions, and graph theory.

**MATH 3332. Probability and Statistical Inference. 3-0-3.**

*Prerequisite: MATH 1190.*

This course is designed to introduce the student to probability and both descriptive and inferential statistics. Topics include: random variables and probability distributions, expectation and variance of random variables, properties of estimators, exploratory data techniques, confidence intervals, hypothesis tests for population mean and proportion, Statistical Process Control, chi-square goodness of fit test, and contingency table analysis. The MINITAB statistical software package is used.

**MATH 3390. Introduction to Mathematical Systems. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 1190.*

Introduction to Mathematical Systems is a course specifically designed to introduce students to the study of mathematics from a mathematical systems approach. A mathematical system consisting of undefined terms, axioms and theorems will be studied. The major emphasis of this class will be on the development of skills in communicating and justifying mathematical ideas and conclusions. Mathematical systems studied will vary according to the instructor and may be chosen from sets, number systems and / or geometry.

**MATH 3395. Geometry. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 3390.*

This course develops geometry as an axiomatic mathematical system and approaches it from synthetic, transformational, and algebraic perspectives, including higher dimensions. Various geometries are studied including finite, infinite, projective, Euclidean and Non-Euclidean. Includes a research project on a topic which would be appropriate for any entry-level school geometry student.

**MATH 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite: Approval of coordinator of cooperative education/internship.*

A supervised work experience program for a minimum of two academic semesters at a site in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**MATH 3398. Internship. 1-9 credit hours.**

*Prerequisite: Approval of major area committee and department chair.*

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency, or government agency.

**MATH 3495. Advanced Perspectives on School Mathematics Part I. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 1190 and MATH 3390.*

Students' understanding of the mathematics taught in middle school will be deepened and broadened through the study of key topics including algebra, linear functions, exponential functions, quadratic functions, number theory, discrete mathematics, and mathematical modeling. This course is designed so that students can revisit key ideas in school mathematics, bringing with them the skills and understandings of college course work in mathematics, deepening and broadening their understanding, and connecting more advanced ideas to the topics they will teach in middle school and high school.

**MATH 4322. Discrete Modeling II. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 3322 and CSIS 2301.*

This course continues the study of discrete mathematical modeling begun in Discrete Modeling I. Topics include generating functions, design theory, and networks. Combinatorial algorithms will be emphasized and some programming will be required.

**MATH 4345. Numerical Methods. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 3310 and CSIS 2301.*

Topics included will be numerical methods for systems of equations, differentiation and integration, approximation theory, initial and boundary value problems and problems for ordinary differential equations. Extensive use of computing will be incorporated.

**MATH 4361. Modern Algebra. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 3260.*

An introduction to the fundamental structures of abstract algebra (groups, rings, and fields), the connections of these structures with the algebra studied at the elementary level, and the historical development of modern algebra. Applications will be selected from the classical problems of constructibility and the solvability of polynomial equations, and the modern applications of

groups to cryptography, and of finite fields to coding and computer design.

**MATH 4381. Introduction to Real Analysis. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 2202 and MATH 3260.*

A study of functions of a single real variable and of some of the finer properties of the real number system. Various foundational topics such as proofs, the theory of sets, infinity, etc., will present themselves naturally as the student deepens his/her understanding of concepts already familiar from Calculus. Among topics to be included will be the real number system, sequences, functions, limits, continuity, derivatives, and the Mean Value Theorem.

**MATH 4400. Directed Study. 3-0-3.**

*Prerequisite: Approval of instructor, major area committee, and department chair.*

Special advanced topics external to regular course offerings.

**MATH 4490. Special Topics in Mathematics. 3-0-3.**

*Prerequisite: Approval of instructor and department chair.*

Special selected topics of interest to faculty and students.

**MATH 4495. Advanced Perspectives on School Mathematics Part II. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 3260.*

Students' understanding of secondary mathematics will be deepened and broadened through the study of algebraic structures, analytic geometry, and trigonometry, including conic sections, complex numbers, polynomials and functions. This course is designed so that students can revisit key ideas in high school mathematics, bringing with them the skills and understandings of college course work in mathematics, deepening and broadening their understanding, and connecting more advanced ideas to the topics they will teach in high school.

**MATH 4700. Capstone Experience. 3-0-3.**

*Prerequisite: Approval of mathematics department chair.*

An internship, project or course which synthesizes the skills mastered during the course of the program.

• **MATHEMATICS EDUCATION (MAED) •**

**MAED 3475. Historical and Modern Approaches to Mathematics. 3-0-3.**

*Prerequisite: Admission to teacher education.*

Students will investigate classical and modern

mathematics through problem-solving and mathematics-specific technologies. Students will have opportunities to connect course content with the middle and secondary school curriculum.

**MAED 4000. Service Learning in Mathematics Education. 1-3.**

*Prerequisite: 60 hours and permission of instructor and department chair/program director.*

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**MAED 4400. Directed Study in Mathematics Education. 1 - 5 credit hours.**

*Prerequisite: Approval of instructor and department chair.*

A concentrated investigation of a particular aspect of a topic within mathematics education. The content of the directed study will be determined jointly by the instructor and the student.

**MAED 4416. Teaching of Mathematics (6-12). 6-0-6.**

*Prerequisite: MATH 3495, MAED 3475, admission to teacher education.*

An examination and application of curricular issues, learning theories, teaching strategies, instructional materials, and assessment procedures for teaching secondary school mathematics in the multicultural and diverse classroom of today. Includes a secondary school field experience in mathematics teaching and seminars. Emphasizes those practices suggested by research in mathematics education and encouraged by the NCTM and the MAA. Proof of professional liability insurance is required prior to receiving a school placement.

**MAED 4417. Teaching of Mathematics (6-12) Practicum. 0-9-3 repeatable.**

*Prerequisite: Admission to MAED 4416.*

Secondary school field experience in mathematics teaching with concurrent seminars.

Proof of professional liability insurance is required prior to school placement.

**MAED 4475. Student Teaching: Mathematics (6-12). 12 credit hours.**

*Prerequisite: Admission to Student Teaching.*

Full-time teaching experience in mathematics under the supervision of a public school cooperating teacher and a specialist in mathematics education. Includes a regularly scheduled seminar. Proof of professional liability insurance is required prior to receiving a school placement.

**MAED 4490. Special Topics in Mathematics Education. 1 - 5 credit hours.**

*Prerequisite: Approval of instructor and department chair.*

Selected topics on interest to faculty and students.

**MAED 4498. Internship in Teaching Mathematics (6-12). 0-36-12 repeatable.**

*Prerequisite: Provisional teaching license issued by the state of Georgia; full-time employment teaching mathematics.*

Student Teaching experience in mathematics for provisionally certified teachers. Supervision will be in collaboration with a mentor-teacher in the local school and a specialist in mathematics education. One semester at the same school of this internship will automatically substitute for MAED 4475. Proof of professional liability insurance. Student is responsible for his own school placement.

• **MILITARY SCIENCE (MILS)** •

**MILS 1021. Introduction to the Army. 2-3-2.**

*Prerequisite: None.*

General introduction to the total Army structure, scope of the military profession, and general introduction to the primary weapon (M16A2) of the U.S. Army. Instruction on the implementing of the physical fitness program, customs and traditions, and use of the M16A2 rifle. Labs focused on individual and squad drill and ceremony.

**MILS 1022. Introduction to Leadership. 2-3-2.**

*Prerequisite: None.*

Learn/apply the principles of effective leading. Reinforce self-confidence through participation in physically and mentally challenging exercises with upper division ROTC students. Develop communication skills to improve individual performance and group interaction. Relate organizational ethical values to improve effectiveness when placed in a leadership role.

**MILS 2021. Self/Team Development. 2-3-2.**

*Prerequisite: None.*

Learn and apply ethics-based leadership skills that develop individual abilities and contribute to the building of effective teams of people. Develop skills in oral presentations, writing concisely, planning events, coordination of group activities, advanced first aid, land navigation and basic military tactics.

**MILS 2022. Team Military Tactics. 2-3-2.**

*Prerequisite: None.*

Introduction to individual and team aspects of military tactics in small unit operations. Includes the use of radio communications, constructing safety models and assessments, movement techniques, security, planning and pre-execution checks. Learn techniques for training others as an aspect of continued leadership development.

**MILS 2031. Army Physical Fitness Training. 1-3-2.**

*Prerequisite: Must have a Department of the Army (DA) Form 3425-R signed by a Physician and be enrolled in the Military Science Levels 1-4.*

Develops skills needed to participate in, instruct, develop, and assess the Army Physical Fitness Test. Classes will meet Monday, Wednesday, and Friday from 6:00 am to 7:00 am in or near the gymnasium for training and lecture period.

**MILS 3011. Small Unit Leadership I. 3-3-4.**

*Prerequisite: Advanced ROTC standing or consent of the department.*

Series of practical opportunities to lead small groups, receive personal assessments and encouragement, and lead in situations of increasing complexity. Fundamentals of leadership, land navigation, and tactics are combined into demanding practical exercises.

**MILS 3012. Small Unit Leadership II. 3-3-4.**

*Prerequisite: Advanced ROTC standing or consent of department.*

Small unit leadership and basic patrolling skills are taught. Students analyze task, prepare written and oral instructions, delegate activities and learn supervisory skills to ensure task completion. Students are required to plan and adapt courses of actions to unexpected situations under stress.

**MILS 4011. Challenges and Goal Setting. 3-3-3.**

*Prerequisite: MILS 3012.*

Plan, conduct, and evaluate activities in the ROTC cadet organization. Articulate organizational goals and develop comprehensive plans to attain them. Assess organizational cohesion and develop strategies to improve it. Develop confidence and skills to lead people and manage resources. Learn and apply various Army policies and programs to support the ROTC mission.

**MILS 4012. Transition to Lieutenant. 3-3-3.**

*Prerequisite:* MILS 4011.

Identify and resolve ethical dilemmas. Refine counselint and motivating techniques. Examine aspects of tradition and law as they relate to leading as an officer in the U.S. Army. Prepare for a future as a successful Army Lieutenant.

**MILS 4090. Special Topics in Military Science. 1-5 credit hours.**

*Prerequisite:* Must be enrolled in, or have successfully completed both MSIII and MSIV-level ROTC classes or obtain permission from the Professor of Military Science.

Selected special topics and seminars of interest to faculty and students.

**• MUSIC (MUSI) •****MUSI 1107. Arts in Society: Music. 3-0-3.**

*Prerequisite:* ENGL 0099, READ 099, if required.

Through an examination of the role of arts in society, and an in-depth study of musical works, this interactive course provides an understanding of the creative process and develops skills in creativity and critical analysis. Heightened perceptual abilities will be developed through class experiences and field visits to a variety of arts events in dance, theater, and visual arts, as well as in music. (Attendance at some events requires paid admission.)

**MUSI 1110. Introduction to World Music. 1-2-2.**

*Prerequisite:* MUSI 1121.

Introduction to music of the world's cultures. Required laboratory component.

**MUSI 1111. Aural Skills I. 0-2-1.**

*Prerequisite:* None.

For music majors. Foundation work in sight singing including rhythmic and melodic dictation. Practical application includes some composition and improvisation.

**MUSI 1112. Aural Skills II. 0-2-1.**

*Prerequisite:* MUSI 1111 (with C or better).

For music majors. Continuation of skill development in sight singing including rhythmic and melodic dictation. Practical application includes some composition and improvisation.

**MUSI 1121. Music Theory I. 3-0-3.**

*Prerequisite:* None.

For music majors. A correlated study of rhythmic, melodic and harmonic aspects of music common practice. Development of basic skills in music theory and harmony including practical application through part-writing. Components

include composition, improvisation and practical keyboard applications.

**MUSI 1122. Music Theory II. 3-0-3.**

*Prerequisite:* MUSI 1121 (with C or better).

For music majors. A continuation of correlated study of rhythmic, melodic and harmonic aspects of music common practice. Continuation of keyboard harmony is included with application at the keyboard. Components include composition, improvisation and practical keyboard applications.

**MUSI 1146. Chamber Singers. 0-4-1.**

*Prerequisite:* Audition.

May be repeated for lower-division credit. Study, rehearsal, and concert performance of choral literature. Membership in Chamber Singers is by audition only.

**MUSI 1147. Wind Ensemble. 0-4-1.**

*Prerequisite:* Membership is open to all students with previous band experience.

May be repeated for lower-division credit. Study, rehearsal and concert performance of literature for wind ensemble.

**MUSI 1148. Orchestra. 0-4-1.**

*Prerequisite:* Audition.

May be repeated for lower-division credit. Study, rehearsal and concert performance of literature for orchestra. Membership in the orchestra is by audition only.

**MUSI 1149. Chorale. 0-4-1.**

*Prerequisite:* None.

May be repeated for lower-division credit. Study, rehearsal and concert performance of literature for choir.

**MUSI 1165. Class Piano I. 0-2-1.**

*Prerequisite:* All developmental studies courses if required. Non-music majors require permission of instructor.

Keyboard proficiency for music majors and non-majors. Solo and ensemble playing.

**MUSI 1166. Class Piano II. 0-2-1.**

*Prerequisite:* MUSI 1165.

Continuation of Music 1165.

**MUSI 2100. Technology in Music. 0-2-1.**

*Prerequisite:* MUSI 1122.

The development of practical experience with current computer applications and current technology specifically associated with music instruction and music performance. The course exposes students to current capabilities of technology as they relate to composition, instrumentation, performance and teaching.

**MUSI 2111. Aural Skills III. 0-2-1.**

*Prerequisite:* MUSI 1112 (with C or better).

For music majors. Advanced skill development in ear training and sight singing. Includes rhythmic and melodic dictation. Practical application includes some composition and improvisation.

**MUSI 2112. Aural Skills IV. 0-2-1.**

*Prerequisite:* MUSI 2111 (with C or better).

For music majors. Continuation of advanced skill development in ear training and sight singing. Includes rhythmic and melodic dictation. Practical application includes some composition and improvisation.

**MUSI 2221. Music Theory III. 3-0-3.**

*Prerequisite:* MUSI 1122 (with C or better).

For music majors. Advanced correlated study of music theory and harmony of common practice including chromatic harmony and 20th century harmonic techniques. Components include composition, improvisation, literature analysis and practical keyboard application.

**MUSI 2222. Music Theory IV. 3-0-3.**

*Prerequisite:* MUSI 2221 (with C or better).

For music majors. Continuation of advanced correlated study of music theory and harmony in common practice including analytical study of 20th century music. Components include composition, improvisation, literature analysis and practical keyboard application.

**MUSI 3165. Class Piano III. 0-2-1.**

*Prerequisite:* MUSI 1166.

Continuation of MUSI 1166.

**MUSI 3166. Class Piano IV. 0-2-1.**

*Prerequisite:* MUSI 3165.

Continuation of MUSI 3165.

**MUSI 3302. Vocal Literature: Musical Theater. 2-0-2.**

*Prerequisite:* ENGL 1101 and permission of instructor.

Vocal literature, vocal techniques, and performance for the musical theater. This course will survey the musical repertory of standard major musical theater works. Students will prepare and perform songs, duets and group numbers from several musicals.

**MUSI 3311. History of Music I. 3-0-3.**

*Prerequisite:* MUSI 1122 and MUSI 1110.

A survey of Western music history and literature from the Middle Ages to 1825.

**MUSI 3312. History of Music II. 3-0-3.**

*Prerequisite:* MUSI 1122.

Western music history and literature from 1825 to the present.

**MUSI 3315. Vocal Literature. 2-0-2.**

*Prerequisite:* MUSI 2222.

Solo vocal literature from 1600 to the present.

**MUSI 3317. Introduction to Opera. 2-0-2.**

*Prerequisite:* All developmental studies courses if required.

Dramatic literature from the Florentine Camerata to the present with emphasis on the standard repertory.

**MUSI 3318. Introduction to Symphonic Music. 2-0-2.**

*Prerequisite:* All developmental studies courses if required.

Orchestral literature from preclassical to present including symphony, concert overture, incidental music, program symphony and tone poem. Emphasis on standard literature.

**MUSI 3319. Introduction to Jazz. 2-0-2.**

*Prerequisite:* All developmental studies courses if required.

Jazz schools, styles and personalities in historical perspectives.

**MUSI 3320. Form and Analysis. 2-0-2.**

*Prerequisite:* MUSI 2222.

Techniques of structural analysis of music compositions. Advanced analysis of music compositions in a variety of styles and periods with emphasis on harmony and form. The analysis of contrapuntal form is included.

**MUSI 3321. Advanced Ear Training. 2-0-2.**

*Prerequisite:* MUSI 2222 and MUSI 2112.

Extended training in harmonic dictation, sight singing, aural analysis and rhythm.

**MUSI 3324. Instrumentation. 2-0-2.**

*Prerequisite:* MUSI 2222. *Corequisite:* MUSI 2100.

A study of the characteristics of orchestral instruments including scoring principles and techniques. The scoring of works for large and small ensembles.

**MUSI 3326. Composition. 2-0-2.**

*Prerequisite:* MUSI 2222 and MUSI 2100.

For music majors. The development of music composition skill by an exploration of basic techniques necessary for coherent creative expression using pitch, rhythm, melody, timbre and harmony. Students write original compositions for various specified instruments, voices or combinations. 20th century styles and techniques are utilized. MUSI 3326 develops skill in music improvisation.

**MUSI 3331. Choral Conducting. 2-1-2.**

*Prerequisite:* MUSI 2222.

Fundamental elements of conducting including baton technique, score reading, cueing, expression, interpretation and rehearsal skills with an emphasis on applying these techniques in practical conducting experiences involving vocal and instrumental ensembles. Required laboratory component.

**MUSI 3332. Instrumental Conducting. 2-1-2.**

*Prerequisite:* MUSI 2222.

Fundamental elements of conducting including baton technique, score reading, cueing, expression, interpretation and rehearsal skills with an emphasis on applying these techniques in practical conducting experiences involving instrumental and vocal ensembles. Required laboratory component.

**MUSI 3333. Accompanying. 1-0-1.**

*Prerequisite:* Audition and permission of instructor.

For music majors. The practical application of accompaniment techniques.

**MUSI 3334. Italian and English Diction. 0-2-1.**

*Prerequisite:* All developmental studies courses if required.

Designed for the vocal music major. The study of the pronunciation, enunciation, and expression of the Italian and English language in singing.

**MUSI 3335. German and French Diction. 2-0-2.**

*Prerequisite:* MUSI 3334.

Designed for the vocal music major. The study of the pronunciation, enunciation, and expression of the German and French language in singing.

**MUSI 3346. Chamber Singers. 0-4-1.**

*Prerequisite:* Audition.

May be repeated for upper-division credit. Study, rehearsal and performance of choral literature. Membership in chamber singers is by audition only.

**MUSI 3347. Wind Ensemble. 0-4-1.**

*Prerequisite:* Previous band experience.

May be repeated for upper-division credit. Study, rehearsal and concert performance of literature for wind ensemble.

**MUSI 3348. Orchestra. 0-4-1.**

*Prerequisite:* Audition.

May be repeated for upper-division credit. Study, rehearsal and concert performance of literature for orchestra. Membership in the orchestra is by audition only.

**MUSI 3349. Chorale. 0-4-1.**

*Prerequisite:* None.

May be repeated for upper-division credit. Study, rehearsal and concert performance of literature for choir.

**MUSI 3352. Opera Workshop. 0-2-2.**

*Prerequisite:* Corequisite: Applied vocal study.

Techniques for the singing actor studied through the production of scenes from the dramatic repertory.

**MUSI 3353. Jazz Improvisation. 0-2-2.**

*Prerequisite:* MUSI 1122.

The development of instrumental (and vocal) improvisation skills incorporating harmony, melody, rhythm and form. Musical styles include traditional and contemporary jazz. May be taken up to three times for credit.

**MUSI 3367. Vocal Skills I. 1-0-1.**

*Prerequisite:* All developmental studies courses if required. Non-music majors require permission of instructor.

Vocal proficiency for music majors and non-majors. Emphasis on tone production, diction, performing skills and the physiology of the voice.

**MUSI 3368. Vocal Skills II. 1-0-1.**

*Prerequisite:* MUSI 3367.

Continuation of MUSI 3367.

**MUSI 3371. Composition. 1 hour instruction - 2 hours credit.**

*Prerequisite:* MUSI 2222, MUSI 2100 and permission of instructor.

Individually tailored instruction for the development of music composition skills by writing in traditional and 20th-century styles in both small and large forms and for a variety of media.

**MUSI 3372. Composition. 1 hour instruction - 2 hours credit.**

*Prerequisite:* MUSI 3371 and permission of instructor.

Continuation of MUSI 3371.

**MUSI 3380. Small Ensembles. 0-2-1.**

*Prerequisite:* Permission of instructor. All developmental studies courses if required.

Focus of the ensemble (jazz band, guitar ensemble, flute ensemble, percussion ensemble, trombone ensemble, brass ensemble, brass quintet, woodwind quintet, etc.) will be listed on student's transcript as part of course title.

**MUSI 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite:* Approval of coordinator of cooperative education/internship (Career Services).

A supervised work experience program for a minimum of two academic semesters at a site in



business, industry or government. For sophomore-, junior-, or senior-level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**MUSI 3398. Internship. 1-12 credit hours.**

*Prerequisite: None.*

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency or government agency. Credit is allowed only in elective areas.

**MUSI 3411. Survey of African-American Music. 3-0-3.**

*Prerequisite: ENGL 1102.*

An examination of the development of African-American music from its roots in Africa to the present time in America. The course examines the various genres of African-American music created by Africans including: spirituals, work songs, blues, gospel, jazz, rhythm and blues, and art music. The course also examines the development of the black church, minstrels, black classical music artists, and black classical music composers and their compositions.

**MUSI 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Approval of instructor, major area committee and department chair prior to registration.*

Selected topics of an advanced nature, which may include original research projects.

**MUSI 4410. Contemporary Music Literature. 2-0-2.**

*Prerequisite: MUSI 2222.*

Music literature from Impressionism to the present.

**MUSI 4413. Piano Literature I. 2-0-2.**

*Prerequisite: MUSI 1122 and permission of instructor.*

Keyboard literature from 1600 to the present.

**MUSI 4414. Piano Literature II. 2-0-2.**

*Prerequisite: MUSI 4413 or permission of instructor.*

Continuation of keyboard literature from 1600 to the present.

**MUSI 4420. Counterpoint. 2-0-2.**

*Prerequisite: MUSI 2222.*

Analysis and principles of writing in the contrapuntal styles of the common practice period to the present.

**MUSI 4421. 20th-Century Analysis. 2-0-2.**

*Prerequisite: MUSI 2222.*

Analysis techniques for 20th-century music, with an emphasis on serial, atonal and electronic compositions.

**MUSI 4430. Piano Pedagogy I. 2-0-2.**

*Prerequisite: Corequisite: Applied piano study.*

Beginning-, elementary-, and intermediate-level teaching materials and methods for piano.

**MUSI 4431. Piano Pedagogy II. 2-0-2.**

*Prerequisite: MUSI 4430.*

Continuation of beginning-, elementary-, and intermediate-level teaching materials and methods for piano.

**MUSI 4433. Voice Pedagogy. 2-0-2.**

*Prerequisite: Corequisite: Applied vocal study.*

Pedagogical methods, vocal physiology and literature for training voices from beginning to advanced levels.

**MUSI 4435. (Name of Instrument) Pedagogy and Literature. 1 hour of instruction - 3 hours credit.**

*Prerequisite: MUSI 2222.*

Pedagogical methods, techniques, physiology and literature in the principal performance concentration area.

**MUSI 4471. Composition. 1 hour instruction - 2 hours credit.**

*Prerequisite: MUSI 3372 and permission of instructor.*

Continuation of the development of music composition skills.

**MUSI 4472. Composition. 1 hour instruction - 2 hours credit.**

*Prerequisite: MUSI 4471 and permission of instructor.*

Continuation of MUSI 4471.

**MUSI 4480. Research for Senior Recital. 1-0-1.**

*Prerequisite: Senior standing in applied performance.*

A research project based on the literature to be presented in the senior recital. Analysis of the literature. Program notes to be drawn from research and analysis.

**MUSI 4490. Special Topics in Music. 1-3 credit hours.**

*Prerequisite: Approval of instructor and department chair.*

Selected special topics of interest to faculty and students.

**MUSI 4495. Senior Seminar in Music. 0-2-1.**

*Prerequisite: Completion of applied studies and completion of 90 hours of course work and permission of department chair.*

A capstone course designed to complete the major by integrating the student's prior academic, theoretical and applied experiences in music.

Discussions focus on artistic, pedagogical, creative and entrepreneurial concerns with a goal of establishing interconnections among areas of study. Students fulfill projects in areas of musical performance, creative work, scholarly documents, pedagogy and arts advocacy. A seminar format is used throughout to encourage student interaction with peers, faculty and the music/arts community.

### •APPLIED MUSIC (MUAP)•

#### Composition Courses, and Pedagogy Courses

##### Course Work with Special Fees

Applied music encompasses the areas of instrumental and vocal performance requiring individual studio instruction. Other courses in music requiring highly specialized individual application such as composition and pedagogy are also taught through corresponding individual studio instruction. Studio instruction is offered in applied music performance courses for one (1) to two (2) hours of credit. Studio instruction is offered in composition for two (2) hours of credit and in pedagogy for three (3) hours of credit. Studio instruction is limited to music majors. A special fee will be charged for registration in applied music, composition, and pedagogy courses offered in a studio lesson format. The registration fee for one 50-minute private lesson per week is \$150 per semester. In applied music and pedagogy courses, the particular instrument will be listed on the student's transcript as part of the course title.

#### APPLIED MUSIC Performance Courses

Advancement to the succeeding level requires a faculty jury recommendation. All junior and senior recitals must be preceded by a faculty jury recommendation.

**MUAP 1111,1112,1113. Performance.**  
(1 hour instruction - 1 hour credit)

**MUAP 1121,1122,1123. Performance.**  
(1 hour instruction - 2 hours credit)

**MUAP 2211,2212,2213. Performance.**  
(1 hour instruction - 1 hour credit)

**MUAP 2221,2222,2223. Performance.**  
(1 hour instruction - 2 hours credit)

**MUAP 3311,3312,3313. Performance.**  
1 hour instruction - 1 hour credit)

**MUAP 3320. Performance - Secondary Applied.**  
(1 hour instruction - 1 hour credit)

**MUAP 3321,3322\*,3323. Performance.**  
(1 hour instruction - 2 hours credit)  
(\* - recital component)

**MUAP 4411\*,4412,4413. Performance.**  
(1 hour instruction - 1 hour credit)  
(\* - recital component)

**MUAP 4421,4422\*,4423. Performance.**  
(1 hour instruction - 2 hours credit)  
(\* - recital component)

**MUAP 4521,4522,4523. Performance.**  
(1 hour instruction - 2 hours credit)

**MUAP 4621,4622,4623. Performance.**  
(1 hour instruction - 2 hours credit)

#### Composition Courses

**MUSI 3371. Composition.**  
(1 hour instruction - 2 hours credit)  
*Prerequisite: MUSI 2222, MUSI 2100 and permission of instructor.*

**MUSI 3372. Composition.**  
(1 hour instruction-2 hours credit)  
*Prerequisite: MUSI 3371 and permission of instructor.*

**MUSI 4471. Composition.**  
(1 hour instruction - 2 hours credit)  
*Prerequisite: MUSI 3372 and permission of instructor.*

**MUSI 4472. Composition.**  
(1 hour instruction - 2 hours credit)  
*Prerequisite: MUSI 4471 and permission of instructor.*

#### Pedagogy Courses

**MUSI 4435. (Name of Instrument) Pedagogy and Literature.**  
(1 hour instruction - 3 hours credit)

### • MUSIC EDUCATION (MUED) •

**MUED 3301. General Methods, Materials and Curriculum. 3-0-3.**  
*Prerequisite: MUSI 2222.*

The development of specific teaching skills, techniques and materials to support the role of the elementary/general music teacher. The course prepares prospective general track music specialists for all aspects of the role including curriculum design and the incorporation of a wide variety of methodologies into classroom instruction. Field component and peer teaching required. This course is a requirement for all music education majors.

**MUED 3302. Choral Methods, Materials and Curriculum. 3-0-3.**

*Prerequisite: MUSI 2222.*

The development of the specific teaching skills, techniques and materials to support the role of the choir director and vocal music teacher. The course prepares prospective choral/vocal track music specialists for all aspects of the role including curriculum design, rehearsal procedures, methodologies, and the study of appropriate choral literature. Field component, peer teaching and laboratory conducting are required. This course is a requirement for all choral/vocal music education majors.

**MUED 3303. Instrumental Methods, Materials and Curriculum. 3-0-3.**

*Prerequisite: MUSI 2222.*

The development of specific teaching skills, techniques and materials to support the role of band director and instrumental music teacher. The course prepares prospective instrumental track music specialists for all aspects of the role including curriculum design, rehearsal procedures, methodologies and the study of appropriate band literature. Field component, peer teaching and laboratory conducting are required. This course is a requirement for all instrumental music education majors.

**MUED 3305. Learning and Assessment in Music. 2-0-2.**

*Prerequisite: MUSI 2222.*

A course examining educational principles, cognitive psychology and developmental learning theories relevant to the teaching and learning of music. In addition, strategies for assessing music aptitude and achievement are addressed, including standardized tests, teacher-constructed instruments, and evaluation tools for music programs, courses and performance ensembles. This course is a requirement for all music education majors.

**MUED 3314. Choral Literature. 2-0-2.**

*Prerequisite: MUSI 1110 and MUSI 2222.* A survey of large and small choral works from the Renaissance to the present with emphasis on practical performing editions and special attention to contemporary literature.

**MUED 3334. Foundations of Music Education. 2-0-2.**

*Prerequisite: MUSI 2222.*

An examination of the interaction of historical, social and philosophical forces and the development of music education. This course is REQUIRED for ALL music education majors. Field component required.

**MUED 3351. String Techniques Class I. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. String Techniques Class I provides for basic teaching and playing competencies on violin.

**MUED 3352. String Techniques Class II. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. String Techniques Class II provides for basic teaching and playing competencies on cello and string contrabass.

**MUED 3353. Guitar Techniques Class. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Guitar Techniques Class provides for basic teaching and playing competencies on guitar.

**MUED 3355. Voice Techniques Class. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Voice Techniques Class provides for basic teaching competency and basic vocal technique in the area of voice.

**MUED 3357. Percussion Techniques Class. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Percussion Techniques Class provides for basic teaching competency in the area of percussion instruments.

**MUED 3360. (Name of Instrument) Techniques (2). 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement and provide for the necessary competencies in each of the music education track specializations.

**MUED 3361. Brass Techniques Class I. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Brass Techniques Class I provides for basic teaching and playing competency on trumpet.

**MUED 3362. Brass Techniques Class II. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Brass Techniques Class II provides for basic teaching and playing competency on horn and trombone.

**MUED 3363. Brass Techniques Class III. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Brass Techniques Class II provides for basic teaching and playing competency on euphonium and tuba.

**MUED 3365. Woodwind Techniques Class I. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Brass Techniques Class I provides for basic teaching and playing competency on clarinet.

**MUED 3366. Woodwind Techniques Class II. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Brass Techniques Class II provides for basic teaching and playing competency on flute and saxophone.

**MUED 3367. Woodwind Techniques Class III. 1-0-1.**

*Prerequisite: None.*

Instrument Techniques are REQUIRED for all music education majors. They are taken by advisement according to track and concentration. Brass Techniques Class II provides for basic teaching and playing competency on oboe and bassoon.

**MUED 3370. Marching Band Techniques. 0-4-1.**

*Prerequisite: MUSI 2222.*

Practicum in organization and training of march-

ing bands. The study of drill and the planning of movement, formations and shows. Supervised apprenticeship in public school settings.

**MUED 3396. Cooperative Study. 1-3 credit hours.**

*Prerequisite: Approval of coordinator of cooperative education/internship (Career Services).*

A supervised work experience program for a minimum of two academic semesters at a site in business, industry or government. For sophomore-, junior-, or senior-level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**MUED 3398. Internship. 1-12 credit hours.**

*Prerequisite: None.*

A supervised, credit-earning work experience of one academic semester with a previously approved school, kindergarten, music studio, church music program or other appropriate apprenticeship environment. Credit is allowed only in elective areas.

**MUED 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Approval of the instructor, major area committee and department chair prior to registration.*

Selected topics of an advanced nature, which may include original research topics.

**MUED 4470. Student Teaching/Seminar. 12 credit hours.**

*Prerequisite: Admission to student teaching.*

Full-time guided teaching experience, during which the student teacher takes increasing responsibility for the work with a given group of learners in a cooperating school district. The student is supervised by music education faculty and attends weekly team-taught seminars.

**MUED 4490. Special Topics in Music Education. 1-3 credit hours.**

*Prerequisite: Approval of instructor and department chair.*

Selected special topics of interest to faculty and students.

**• NURSING (NURS) •****NURS 3209. Theoretical Basis for Holistic Nursing & Health. 4-6-6.**

*Prerequisites: Admission to BSN program; ENGL 1102, MATH 1107, BIOL 2222, BIOL 2261, SCI CORE, SOCI 2105, PSYC 3305.*

The first nursing course is designed to introduce the student to the philosophical and theoretical basis for professional nursing in primary and secondary care settings. The student is encour-

aged to be self-assessing, self caring, and self-directive. Emphasis is on the six processes of nursing, self care requisites, and holistic health. Learning experiences are provided in the Nursing Learning Resource Center, KSU's Wellness Center and selected primary and secondary care settings.

**NURS 3301. Nutritional Concepts and Practice. 2-0-2.**

*Prerequisite:* NURS 3209.

Application of principles of normal nutrition throughout the life-span and dietary management of common health problems.

**NURS 3303. Clinical Pharmacology for Nurses. 3-0-3.**

*Prerequisite:* NURS 3209 or registered nurse status.

An introduction to fundamental pharmacologic principles and their application. The nursing process approach will provide the theoretical base for the knowledge and skills needed to safely administer medications.

**NURS 3309. Health Assessment. 2-3-3.**

*Corequisite:* NURS 3209 or registered nurse status, permission of instructor.

Introduction to basic interviewing and physical assessment techniques involved in the process of health assessment of clients. Emphasis is placed on recognition of normal findings, and common deviations association with pathologies.

**NURS 3313. Adult Health Nursing. 2-12-6.**

*Prerequisite:* NURS 3209, NURS 3309.

*Corequisite:* BIOL 3317, NURS 3301, NURS 3303.

Application of the processes of nursing to commonly encountered problems of middle-aged and elderly adults.

**NURS 3314. Mental Health Nursing. 1-6-3.**

*Prerequisite:* NURS 3209, NURS 3301, ( or corequisite with accelerated program status) 3309, 3313, (or corequisite with accelerated program status), BIOL 3317. *Corequisite:* NURS 3303.

Application of the processes of nursing to commonly encountered mental health problems of the young adult.

**NURS 3318. Parent-Child Nursing. 3-9-6.**

*Prerequisite:* NURS 3209, NURS 3301, NURS 3309, NURS 3313, BIOL 3317. *Corequisite:* NURS 3303.

Application of the processes of nursing to commonly encountered problems of young adults in

the childbearing years, and newborns, children, and adolescents.

**NURS 3320. Concepts of Professional Nursing. 3-0-3.**

*Prerequisite:* Admission to the BSN program.

*Corequisite:* NURS 3309.

Integration of the unique components of professional nursing from Level II and Level III nursing courses for students who have previously completed an RN program. Successful completion of NURS 3320, 3303, and 3309 entitles the student to exemption credit for NURS 3209, 3301, 3313, 3314, 3318, and 4414. May be taken once.

**NURS 3396. Cooperative Study. Variable 1-3.**

*Prerequisite:* Approval of chair.

A supervised work experience program for a minimum of two academic semesters at a site in a health care agency. Work experience is combined with seminars conducted at intervals during the semester. For senior level students who wish to obtain on-the-job experience in conjunction with their academic program. Credit is allowed only in elective areas.

**NURS 3398. Internship in Health Care. Variable 1-3.**

*Prerequisite:* Approval of chair.

A supervised work experience program for one academic semester in a health care agency. Work experience is combined with seminars conducted at intervals during the semester. For students who wish to obtain on-the-job experience in conjunction with their academic program. Credit is allowed only in elective areas.

**NURS 4000. Service Learning in Nursing. 1-3.**

*Prerequisite:* 60 hours and permission of instructor and chair/program director.

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**NURS 4400. Directed Study in Nursing. Variable 1-3.**

*Prerequisite:* Approval of instructor and chair.

Selected topics external to regular course offerings, which may include original research projects.

**NURS 4401. Nursing Perspectives. 2-0-2.**

*Prerequisite:* NURS 3313, NURS 3314, NURS

3318 (or corequisite with accelerated program status), or registered nurse status.

Examination and discussion of historical, current and future perspective in nursing and health care.

**NURS 4402. Research in Nursing. 3-0-3.**

*Prerequisite:* NURS 3209 or registered nurse status, MATH 1107.

Introduction to basic research language and concepts, including issues of design, methodology and application to practice.

**NURS 4403. Project Development for Nurses. 1-0-1.**

*Prerequisite:* NURS 4402 or RN status.

This course guides students in undertaking the task of identifying, planning, and effectively proposing an independent project or investigation.

**NURS 4412. Community Health Nursing. 2-12-6.**

*Prerequisite:* NURS 3313, NURS 3314, NURS 3318 (or corequisite with accelerated program status), or NURS 3320.

Application of the processes of nursing to commonly encountered health problems of families within the community.

**NURS 4414. Complex Health Nursing. 2-0-2.**

*Prerequisite:* NURS 3313, NURS 3314, NURS 3318 (or corequisite with accelerated program status), NURS 4412.

Application of the processes of nursing to individual clients and their families. The focus is on individual clients who are experiencing complex health problems.

**NURS 4416. Leadership in Nursing. 2-0-2.**

*Prerequisite:* NURS 4412. (corequisite with accelerated program status),

Designed to develop the leadership skills necessary for the beginning practice as a registered nurse. Focuses on the role of the nurse as part of the larger health care delivery system, with emphasis on the development of leadership and management skills useful in delivery of high quality, client focused care. Topics include client care/case management, budgetary management, development of teamwork, roles of health care providers and health care coordinators, integration of community health care systems, and health program development and evaluation.

**NURS 4417. Advanced Clinical Practicum. 0-15-5.**

*Prerequisite:* NURS 4412 (corequisite with accelerated program status). *Corequisites:* NURS 4414, NURS 4416.

Designed to provide a precepted clinical experience for the non-licensed and registered nurse student.

Provides an opportunity to practice under the guidance and supervision of a preceptor, and assume the role of the professional nurse in a variety of settings. For the registered nurse student it provides an opportunity to practice in a new area or develop new clinical skills. The course focuses on the role of the professional nurse as care provider, communicator, teacher, leader and manager of care for a group of clients, and as a consumer of research that is applicable to individual clients and groups of clients. An appropriate clinical project demonstrates application of principles of nursing care and/or organizational development.

**NURS 4418. Advanced Clinical Project. 0-12-4.**

*Prerequisite:* NURS 4403, NURS 4412, RN status. *Corequisite:* NURS 4416.

Designed to develop leadership skills in the student who is a registered nurse and has experience in delivery of clinical care. The course focuses on the role of the professional nurse as care provider, communicator, teacher, leader and manager of care for a group of clients, and as a leader and manager in health care organizations. The practicum experience will focus on application of skills related to health care organizations, provider networks, information systems, or community organizations. A project that is mutually negotiated with the health care organization provides the framework and direction for the student's activities.

**NURS 4420. Ethical Issues in Nursing. 3-0-3.**

*Prerequisite:* Completion of 60 hours or approval of instructor.

Exploration of the ethical issues affecting current and future nursing practice and health-care delivery.

**NURS 4422. Women and Health. 3-0-3.**

*Prerequisite:* Permission of instructor. This course is designed to introduce students to a wide range of health issues affecting women across the life span. Women's health issues and problems as they are influenced by physiological, psychological, economic, cultural, emotional and social factors will be reviewed. The course will focus on topics such as the politics of women's health care, the reproductive system and its relation to the allopathic treatment of women, fertility control and reproductive alternatives. Issues of mental health, substance use and abuse, violence and aging will be examined.

**NURS 4423. International Health Policy. 3-0-3.**

*Prerequisite: Completion of 60 hours or permission of instructor.*

Designed to serve a variety of students who are interested in international or global health policy issues. Beginning with an historical overview of global health, the course progresses through the developmental levels of countries and people, incorporating a macro and microanalysis, and considering cultural, social, economic, political, environmental, demographic, biological, technological and ethical issues which impact international health policy.

**NURS 4425. Nursing as Caring. 3-0-3.**

*Prerequisite: Junior level or permission of instructor.*

Designed to explore the multiple perspectives of caring as the foundational science of nursing. Developing a personal meaning of caring will be emphasized as it relates to caring for self, caring for others, and caring as a member of the nursing profession.

**NURS 4426. Nursing Practicum in Oaxaca. 3-0-3.**

*Prerequisite: Sophomore nursing status plus one Spanish course or fluency in Spanish from any other source.*

This course is designed for nursing students or practicing nurses to work within the Oaxaca, Mexico Department of Public Health Clinics, live with a local family, receive daily Spanish conversational tutoring from faculty from the University of Oaxaca, and learn about Spanish culture.

**NURS 4427. Laying the Foundations for Technological Competence. 3-0-3.**

*Prerequisite: NURS 3313 or NURS 3320 Corequisite.*

Designed to promote technological familiarity in nursing with emphasis placed on the nursing management of clients with specialized equipment. Detailed in-services will be conducted at selected agencies and utilization of the Nursing Learning Resources Center will be employed to provide the learner with the opportunity to have hands on practice with high tech modalities.

**NURS 4428. Survivorship: The Cancer Model. 3-0-3.**

*Prerequisite: Junior status or permission of faculty.*

This course will introduce students to the growing phenomenon of cancer survivorship. Issues related to medical care, quality of life, economics, political influences, genetic implications, access to health care and adaptation for

the cancer survivor will be explored. This is an elective course, which augments and enhances the basic oncology concepts of the curriculum, and exposes the student to new ways of thinking about cancer survivors.

**NURS 4429. Disaster/Emergency Preparedness. 3-0-3.**

*Prerequisite: NURS 3313 or RN status.*

This course is designed to enhance emergency and disaster preparedness for students by providing knowledge and training in preparedness, mitigation, response, and recovery.

**NURS 4490. Special Topics in Nursing. Variable 1-3.**

*Prerequisite: Consent of the instructor.*

Selected special or current topics of general interest to nursing faculty and students.

## • PHILOSOPHY (PHIL) •

**PHIL 2200. Ways of Knowing. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099, if required; ENGL 1101 recommended.*

A philosophical, critical examination of the different ways of knowing and thinking in the humanities, natural sciences, and social sciences—including ethical and religious perspectives. Emphasis is on the nature and purpose of philosophical inquiry as applied to selected issues within philosophy and the broader implications of these methods and questions for other disciplines and in everyday contexts.

**PHIL 3301. Ethics. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of the major approaches to ethical thought and the applicability of these approaches to selected issues in the humanities, sciences, and professional areas including business, medicine and law.

**PHIL 3302. Social and Political Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A survey of the foundational figures and texts in the history of social and political philosophy, with focus on the concepts of freedom, obligation, authority, power, legitimacy, and social differences in the formulation of the purpose and foundation of political society.

**PHIL 3305. Logic. 3-0-3.**

*Prerequisite: ENGL 1102 and MATH 1101 (or equivalent).*

An introduction to deductive logic with focus on the theoretical and practical aspects of categorical propositions and syllogisms, truth function

logic, the method of natural deduction, and predicate logic.

**PHIL 3310. Ancient and Medieval Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of the topics, problems and doctrines of ancient and medieval western philosophers including the pre-Socratics, Plato, Aristotle, Augustine and Aquinas.

**PHIL 3311. Modern Western Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of the topics, problems and doctrines of modern western philosophers beginning with Descartes and concluding with Nietzsche.

**PHIL 3312. Contemporary Western Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of major movements in twentieth century western philosophy including positivism, pragmatism, phenomenology, philosophy of language and post-modernism and of the impact of these philosophical movements on other areas including the arts, sciences and politics.

**PHIL 3313. American Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of major topics and philosophers in the United States from the colonial period through the twentieth century including Jefferson, Emerson, Royce, DuBois, James and Dewey.

**PHIL 3315. Nineteenth Century Western Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A survey of post-Kantian thought in continental Europe and/or the Anglo-American world with focus on the concepts of critique, history, modernity, idealism, and the significance of the human sciences. Figures may include Emerson, Thoreau, Mill, Fichte, Schelling, Schiller, Schopenhauer, Hegel, Dilthey, Feuerbach, Marx, Dostoyevsky, Kierkegaard, Nietzsche, and Freud.

**PHIL 3320. Religions of the World. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of selected world religions with primary concentration on the origin and major periods of the scriptural and doctrinal development of these religions.

**PHIL 3325. Classical Chinese Philosophical Tradition. 3-0-3.**

*Prerequisite: ENGL 1102.*

Survey of central thinkers and schools—starting in the classical Chinese tradition that investigates representative thinkers in the Chinese philosophi-

cal and cultural tradition. Sources include: Confucian, Daoist, Mohist, Legalist, Buddhist (especially Chan), Neo-Daoist, and Neo-Confucian.

**PHIL 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Approval of instructor and department chair prior to registration.*

Special topics of an advanced nature not in the regular course offerings.

**PHIL 4415. Feminist Philosophy. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of the main currents of contemporary U.S. feminist philosophy including liberal feminism, radical feminism, socialist feminism and post-modern feminism.

**PHIL 4420. Existentialism. 3-0-3.**

*Prerequisite: ENGL 1102.*

A study of Existentialism and Phenomenology including their historical roots in the nineteenth century, their major exponents of the late nineteenth and early twentieth centuries, and their impact on philosophy, literature, and other academic disciplines.

**PHIL 4425. The Asian Philosophical Traditions. 3-0-3.**

*Prerequisite: ENGL 1102.*

The Asian Philosophical Traditions is an upper-division survey course that presents an in-depth exploration into the philosophies of India, China and Japan and engages an ongoing comparison of the various traditions with each other and with western traditions.

**PHIL 4490. Special Topics in Philosophy. 1-3 credit hours.**

*Prerequisite: ENGL 1102.*

A study of selected topics within philosophy.

• **PHYSICS (PHYS)** •

**PHYS 1111. Introductory Physics I. 3-3-4.**

*Prerequisite: "C" or better grade in MATH 1113 or MATH 1112.*

The introductory physics sequence (PHYS 1111 and PHYS 1112) is a survey of the primary fields of physics: mechanics, electromagnetism, optics, thermodynamics, and modern physics. Elementary algebra and trigonometry will be used in the course, with laboratory exercises supplementing the lecture material. The first course of the sequence will focus on the field of classical mechanics and its applications.



**PHYS 1112. Introductory Physics II. 3-3-4.**

*Prerequisite: "C" or better grade in PHYS 1111.*  
The introductory physics sequence (PHYS 1111 and PHYS 1112) is a survey of the primary fields of physics: mechanics, electromagnetism, optics, thermodynamics, and modern physics. Elementary algebra and trigonometry will be used in the course, with laboratory exercises supplementing the lecture material. The second course of the sequence will focus on the field of electromagnetism and its applications.

**PHYS 2211. Principles of Physics I. 3-3-4.**

*Prerequisite: "C" or better grade in MATH 1190.*  
The Principles of Physics sequence (PHYS 2211 and PHYS 2212) is a survey of the primary fields of physics: mechanics, electromagnetism, optics, thermodynamics, and modern physics. Elementary calculus will be used in the course, with laboratory exercises supplementing the lecture material. The first course of the sequence will focus on the field of classical mechanics and its applications.

**PHYS 2212. Principles of Physics II. 3-3-4.**

*Prerequisite: "C" or better grade in PHYS 2211.*  
The Principles of Physics sequence (PHYS 2211 and PHYS 2212) is a survey of the primary fields of physics: mechanics, electromagnetism, optics, thermodynamics, and modern physics. Elementary calculus will be used in the course, with laboratory exercises supplementing the lecture material. The second course of the sequence will focus on the field of electromagnetism and its applications.

**PHYS 3300. Analysis of Physical Systems. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 2202; PHYS 1112 or 2211.*

An examination of the mathematical tools used across different fields of physics combined with their application to specific problems selected from areas such as classical mechanics and electromagnetism. Practical physics problems will illustrate the use of vectors, matrices, differential equations, complex variables, probability and error analysis.

**PHYS 3305. Modern Physics. 3-0-3.**

*Prerequisite: "C" or better grade in MATH 1190; PHYS 1112 or 2211.*

A course in modern physics for students in math and science. Topics will include special and general relativity, quantum mechanics, atomic

and nuclear physics, and particle physics and cosmology.

**PHYS 3310. How and Why - The Physics in Everyday Life. 3-0-3.**

*Prerequisite: "C" or better grade in any core lab science sequence.*

This course will utilize physics as a tool for understanding how everyday systems work and why tasks are done in certain ways. It will be taught at a level appropriate for the general audience. Demonstrations and student activities will be used to investigate the operation of a variety of systems selected from areas such as household appliances, communication systems, transportation systems, television, radio, computers and the electrical power system. These examinations will be tied together with the underlying principles from mechanics, optics, electricity and magnetism. The large role of energy in modern society will be examined in detail.

**PHYS 3311. Concepts of Modern Physics. 3-0-3.**

*Prerequisite: "C" or better grade in any core lab science sequence.*

A look at quantum mechanics (the physics of the very small) and relativity (the physics of high speeds and high energies) for the general audience. The puzzles of modern physics and some philosophical implications will be considered. Topics will include the wave-particle problem, the uncertainty principle, time dilation, and why the speed of light is the "speed limit" for the universe. The strong experimental evidence supporting these (seemingly) strange and paradoxical ideas will also be discussed.

**PHYS 3312. Concepts of Optics. 3-0-3.**

*Prerequisite: "C" or better grade in any core lab science sequence.*

A survey of optics and its applications for the general audience. Topics will include the nature of light, optical instruments and methods, color perception and depth perception. Techniques of color reproduction will be examined in areas such as photography, printing, art, color TV, and computer graphics. The course will include the fundamentals of optical systems such as holography, photography, microscopy and fiber optics. Emphasis will be on the applications of optical principles.

**PHYS 3340. Electronics. 3-2-4.**

*Prerequisite: "C" or better grade in PHYS 1112 or 2212.*

Fundamentals of analog and digital electronics are introduced. The course starts with a brief review of basic electricity concepts and

progresses to a discussion of the physics of semiconductors. Applications include operational amplifier circuits and aspects of integrated circuits and optoelectronics. The class continues with an introduction of digital electronics concepts and circuitry, building on logic gates, flip-flops and others. The lab involves hands-on work with both analog and digital electronic components.

**PHYS 4400. Directed Study. 1-4.**

*Prerequisite: Approval of instructor, major area committee and Biology/Physics Department Chair prior to registration.*

Special topics of an advanced nature that are not in the regular course offerings.

**PHYS 4490. Special Topics in Physics. 1-4.**

*Prerequisite: Varies as to topic.*

Selected special topics of general interest to the faculty and students.

• **POLITICAL SCIENCE & INTERNATIONAL AFFAIRS (POLS)** •

**POLS 1101. American Government in a Global Perspective. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099, if required.*

Examination of the institutions and processes of American government and Georgia State government. Global comparisons are made between the governments of the U.S. and other modern nation-states.

**POLS 2212. State and Local Government. 3-0-3.**

*Prerequisite: POLS 1101.*

A general survey of state and local government; recent and current trends.

**POLS 2250. Contemporary International Politics. 3-0-3.**

*Prerequisite: POLS 1101.*

This course provides an introduction to the study of international relations. Sources of international order, conflict and war, determinants of foreign policy, global actors and the dynamics of political interaction between nation-states are examined.

**POLS 2260. Current Political Issues. 3-0-3.**

*Prerequisite: POLS 1101.*

This course exposes students to critical contemporary political and government-related issues and provides some context and background. It ties

the various issues to subfields of political science. Domestic-international linkage is emphasized.

**POLS 2270. Political Ideologies. 3-0-3.**

*Prerequisite: POLS 1101.*

Emphasizes the political development and application of contemporary ideologies such as nationalism, capitalism, socialism, democracy, marxism, conservatism, liberalism, feminism, communitarianism, facism, liberation movements, and others.

**POLS 2280. Research Methods. 3-0-3.**

*Prerequisite: POLS 1101; MATH 0099 if required.*

An introduction to the empirical methods in social science research. It provides the student with a working knowledge of the design, implementation and evaluation of social science research.

**POLS 3313. Public Policy Analysis. 3-0-3.**

*Prerequisite: POLS 1101.*

Introduction to public policy analysis using data and methodological approaches as well as political and social inputs into the policy process. Analysis of policy outcomes.

**POLS 3315. American Constitutional Law: Federalism. 3-0-3.**

*Prerequisite: POLS 1101.*

The constitutional powers and limitations of national legislative, executive and judicial branches are examined. The course includes analyses of the constitutional relationship of these political institutions to each other and to the states.

**POLS 3320. Legal Research. 3-0-3.**

*Prerequisite: POLS 1101.*

An introduction to legal resources for law-related courses and to problems that demonstrate the effective utilization of legal research and reference tools in a manner designed to meet the needs of the student in both law and non-law fields. An understanding of legal rules is necessary for scientists, archaeologists and other professionals.

**POLS 3334. Comparative Politics. 3-0-3.**

*Prerequisite: POLS 1101.*

An introduction to the comparative approaches for the study of politics, focusing on patterns of development and change in contemporary political systems.

**POLS 3343. Principles of Public Administration. 3-0-3.**

*Prerequisite: POLS 1101.*

The methods and procedures of governmental administration and the control of public bureaucracies in democratic societies.

**POLS 3350. American Foreign Policy. 3-0-3.**

*Prerequisite: POLS 1101.*

This course explores the conduct, substantive policy issues and problems associated with American foreign policy. The contemporary aspects and problems evolving out of and confronted by America's foreign policy are emphasized.

**POLS 3360. The United States Congress. 3-0-3.**

*Prerequisite: POLS 1101.*

Presents an in-depth treatment of the origins, development, operation of the U.S. Senate and House of Representatives.

**POLS 3370. The United States Presidency. 3-0-3.**

*Prerequisite: POLS 1101.*

Examines the historical development of the presidency, the constitutional powers, the personalities, the roles and the relationship with other governmental entities.

**POLS 3380. Mass Media and Politics. 3-0-3.**

*Prerequisite: POLS 1101.*

Examines the role of the mass media in society. Emphasis is placed on the media's role in the social, legal and political processes in the United States, as well as other democratic and nondemocratic countries.

**POLS 3388. Lobbying and Interest Groups. 3-0-3.**

*Prerequisite: POLS 1101.*

This course familiarizes students with public sector lobbying and the role of interest groups in a democratic society. The processes, procedures, and techniques of lobbying government entities will be examined in depth, as well as the issue concerns and persuasion strategies of interest groups. The course will focus on applied learning, and will help prepare students for employment in professional political environments.

**POLS 3385. Campaigns and Elections. 3-0-3.**

*Prerequisite: POLS 1101.*

An in-depth look at the process of selecting governmental leaders in the United States. Includes a segment on foreign elections.

**POLS 3390. Political Research on-Line. 3-0-3.**

*Prerequisite: POLS 1101.*

This course will help students become familiar with and adept at using on-line resources to perform political and governmental research. Students will be coached on using Internet tools

and processes to improve their ability to find and use political and governmental information. Students will be assessed on their proficiency in on-line political research.

**POLS 3394. Public Polling and Survey Techniques. 3-0-3.**

*Prerequisite: POLS 1101.*

This course introduces students to the techniques and uses of polls and surveys in political science and public policy. Students will learn the art of questionnaire design, questionnaire construction, sampling, data collection, coding, and analysis. Students will learn the basics of telephone survey techniques and focus group moderation for the purposes of collecting information. Class projects may include the construction and implementation of a survey, reading and critiquing existing surveys and questionnaires. Quantitative and qualitative approaches will be examined.

**POLS 3396. Cooperative Study. 1 - 3 credit hours.**

*Prerequisite: POLS 1101; approval of Department Chair and Coordinator of Cooperative Education/Internship - Career Services.*

A supervised work experience program in business, industry or government. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**POLS 3398. Internship. 1 - 12 credit hours.**

*Prerequisite: POLS 1101; approval of Department Chair and Department Internship Coordinator.*

A supervised, credit-earning work experience with a previously approved business firm, private agency or government agency. Students must make application with the Internship Coordinator before the end of the semester prior to the semester in which the internship is planned.

**POLS 4000. Service Learning in Political Science and International Affairs. 1-3 credit hours.**

*Prerequisite: POLS 1101; 60 hours and permission of instructor and department chair/program director.*

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**POLS 4400. Directed Study. 1 - 3 credit hours.**

*Prerequisite:* POLS 1101; approval of Instructor, Advisor and Department Chair prior to registration. Covers special topics and seminars external to regular course offerings.

**POLS 4402. Political Parties. 3-0-3.**

*Prerequisite:* POLS 1101.

Examines the nature, structure and functions of political parties in differing national cultural contexts with particular attention to the electoral activity of political parties in the United States.

**POLS 4405. Comparative Legal Systems. 3-0-3.**

*Prerequisite:* POLS 1101.

An examination of the ways in which the courts and the law in different countries affect public policy. The source and methods utilized in different legal systems (both democratic and nondemocratic) as transforming agents of society and/or means for maintaining order within it are explored.

**POLS 4410. American Legal System. 3-0-3.**

*Prerequisite:* POLS 1101.

Basic concepts of American law, judicial selection, the legal profession, court systems, criminal justice and judicial behavior.

**POLS 4411. Criminal Law. 3-0-3.**

*Prerequisite:* POLS 1101.

An examination of those areas in which the U.S. Constitution affects criminal justice. Emphasis on understanding the role of the Supreme Court of the United States in interpreting provisions of the Constitution that affect criminal justice. An attempt to understand the content of important decisions in this area as well as the reason given by the Court for decisions.

**POLS 4412. Urban Affairs and Problems. 3-0-3.**

*Prerequisite:* POLS 1101.

Emphasis on the changing patterns of local and municipal governments and politics, impact of reapportionment and other problems generated by an urbanized society.

**POLS 4415. Civil Liberties. 3-0-3.**

*Prerequisite:* POLS 1101.

An intensive study of the rights of Americans as guaranteed by the Constitution. The changing character of civil liberties problems in the United States will be stressed with attention given to the legal, historical and political context of the cases studied.

**POLS 4420. Judicial Process. 3-0-3.**

*Prerequisite:* POLS 1101.

Courts and judges as agents in the political system; focus is on the judicial decision-making process, with attention to psychological and other variables in that process. Relation of judicial process to legislative, administrative and electoral processes emphasized.

**POLS 4423. Great Political Thinkers. 3-0-3.**

*Prerequisite:* POLS 1101.

A survey of classical, medieval, and modern political thinkers and their political thoughts. It discusses their impacts on the development of political processes and institutions.

**POLS 4427. American Political Thought. 3-0-3.**

*Prerequisite:* POLS 1101.

This course explores the diverse spectrum of American political thinking from the pre-revolutionary period to the present. Beginning with colonial discourse, this comprehensive review captures the depth and distinctiveness of American thought as expressed by and through the writings and actions of philosophers, politicians, radicals, and revolutionaries.

**POLS 4430. International Law and Organization. 3-0-3.**

*Prerequisites:* POLS 1101.

This course examines the system of law governing relations between nation-states, and the roles and functions of international organizations. It explores the conventional international law in the areas of diplomacy, territorial questions and armed conflicts, as well as the developing regimes in trade and human rights. In addition, the course examines the structures and functions of some contemporary organizations in the security and economic areas and evaluates their performance and contribution.

**POLS 4431. Politics of International Terrorism. 3-0-3.**

*Prerequisites:* POLS 1101.

A study of the history and tactics of modern terrorism as well as efforts by modern government to counteract them.

**POLS 4435. Comparative Foreign Policy. 3-0-3.**

*Prerequisite:* POLS 1101.

A study of governmental formulation and conduct of foreign policy, focusing on major foreign policy issues that dominate the contemporary world.

**POLS 4436. Politics of Developing Areas. 3-0-3.**

*Prerequisite:* POLS 1101.

This course confronts the patterns of development of governmental institutions and use of political processes in meeting the problems of the emerging nations of Asia, Africa, Latin America and the Middle East.

**POLS 4438. Politics of International Economic Relations. 3-0-3.**

*Prerequisite:* POLS 1101 and ECON 2200.

An exploration of the fundamental questions about government and policies, about market systems and about relations between the two.

**POLS 4444. Administrative Practices and Organization. 3-0-3.**

*Prerequisite:* POLS 1101.

Problems of personnel, finance, administrative law, and the growth and significance of administrative legislation and adjudication.

**POLS 4446. Governmental Budgeting. 3-0-3.**

*Prerequisite:* POLS 1101.

This course is designed to introduce undergraduate students to the role of budgeting in the governmental process. Budgetary actors, their motivations, their stakes and their behaviors are investigated. Students examine the legislative process of the budget and budgetary implementation. Students are introduced to cutback management, funding mandates and other current issues in governmental budgeting.

**POLS 4451. Politics and Government in Post-Communist Europe. 3-0-3.**

*Prerequisite:* POLS 1101.

This course explains the collapse of communist rule in the former Soviet Union and in Eastern Europe. It introduces the contemporary political institutions and processes of Russia, Ukraine, Belarus, Poland, Hungary, the Czech Republic and other key countries of the region. The course uses a comparative approach and develops country profiles to assess the varied degrees of success in achieving stable multiparty democracy. It examines the widely divergent strategies for meeting the severe economic, environmental, social and political challenges confronting these countries during this difficult and volatile transitional era.

**POLS 4452. Politics of the Pacific Rim. 3-0-3.**

*Prerequisite:* POLS 1101.

The course is designed to acquaint students with political institutions and processes of China, Japan and Korea. Particular emphasis will be

placed on analysis of the relations of these countries with the United States on selected issues of contemporary relevance.

**POLS 4453. Latin America: Democracy and Development. 3-0-3.**

*Prerequisite:* POLS 1101.

Examines contemporary socio-political and economic characteristics as well as political institutions needed to understand the countries of Latin America. Two important themes—(democracy building and development) will form the central focus of this course. Driving forces which facilitate and/or hinder the Latin American quest for political stability and economic development will also be examined. These include political parties, labor and peasant movements, economic elites, religious organizations and the military. The role and influence of the United States on Latin American politics will also be examined.

**POLS 4454. Politics of the Middle East. 3-0-3.**

*Prerequisite:* POLS 1101.

This course examines contemporary socio-political and economic characteristics needed to understand the many countries of the Middle East/North Africa. The role of Islam, the Gulf war, the quest for development, the Palestine issue, and democracy versus authoritarianism are themes which will be covered in the course. In addition, a "country profile" approach will also be used. This course examines key countries and studies their political structures in detail.

**POLS 4455. International Relations of Africa. 3-0-3.**

*Prerequisite:* POLS 1101.

This course examines the international relations of African states within a conceptual context, with particular reference to Africa's position in the global political economy. It covers both intra-African relations and African relations with the outside world. The main purpose is an attempt to understand African external politics in order to deal with them, by analyzing past practices and projecting new trends.

**POLS 4456. International Environmental Policy. 3-0-3.**

*Prerequisite:* POLS 1101.

An examination of the basic elements of environmental policy making in the international arena. The course highlights current issues such as tropical rain forests, the "Global Commons" concept, bio-diversity and endangered species. Policy approaches will draw upon examples from specific countries as well as policy developed within international organizations such as the United Nations.

**POLS 4465. Mock Trial. 1-0-1.**

*Prerequisite: POLS 1101.*

An examination of the American trial process. The overall purpose of the course is to enhance knowledge of the American adversarial process. Students who take the course may qualify for selection to teams for state, regional and national competition. Course may be taken three times for credit with permission of the instructor.

**POLS 4470. Alternative Dispute Resolution. 3-0-3.**

*Prerequisite: POLS 1101.*

A survey of the theory and methods of alternative dispute resolution and conflict management, with simulation in facilitation, mediation and negotiation. Basic skills will be taught.

**POLS 4480. Practicum in Alternative Dispute Resolution. 2-2-3.**

*Prerequisite: POLS 4470; permission of Program Coordinator.*

A capstone course designed to meet the Alternative Dispute Resolution Certificate Program by integrating the students' prior training in alternative dispute resolution in on-site applied settings and in on-campus seminars. Students will be given applied experiences in selected public or private organizations in the community or in campus-related programs to make use of their ADR training.

**POLS 4490. Special Topics in Political Science. 3-0-3.**

*Prerequisite: POLS 1101; approval of Instructor and Department Chair.*

Selected special topics of interest to faculty and students.

**POLS 4499. Senior Seminar. 3-0-3.**

*Prerequisite: POLS 1101, and the completion of at least 18 hours of the upper division major requirements for the political science major, or at least 15 hours of the upper division major requirements for the international affairs major.*

This capstone course is designed to complete the major by integrating the problems, research and theories from the divergent specialty areas of the Political Science curriculum. The course will focus on both the theoretical and empirical concerns, as well as the interconnectedness among the various Political Science specialty areas.

**• PSYCHOLOGY (PSYC) •****PSYC 1101. General Psychology. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099, if required.*

The scientific approach to the study of psychological phenomena, human development, learning and thinking, motivation and emotion, perception, testing and measurement, personality and behavior.

**PSYC 2105. Social Issues: Perspectives in Psychology. 2-0-2.**

*Prerequisite: ENGL 0099 and READ 0099.*

One of four disciplinary options (Anthropology 2105, Geography 2105, Psychology 2105, Sociology 2105) that can be taken to satisfy the Social Issues requirement in the general education curriculum. A common set of world social issues is critically examined from one of four social science perspectives. The discipline of psychology addresses social issues from the perspective of how these issues impact the individual and his or her relationship to the larger society. Emphasis will be placed on the use of scientific methodology in the investigation of these issues.

**PSYC 2110. Interacting Effectively in a Diverse Society: Psychological Approaches. 3-0-3.**

*Prerequisite: None.*

Constructive interaction with people from multiple identity groups is a critical skill in our modern global society. However, most Americans have little background or training for productive multicultural interaction. This course will draw on the extensive work in social psychology and multicultural counseling to enhance student self-awareness and skill in interacting with those from a wide range of backgrounds. Coursework will involve readings from both psychology and literature, viewing of relevant films, and participation in experiential learning exercises and dialogues.

**PSYC 2210. Careers in Psychology. 3-0-3.**

*Prerequisite: PSYC 1101; declared psychology major.*

This course focuses on career planning and development issues for psychology majors. Using a combination of lecture, readings, and exercises, students will be exposed to information designed to assist in the clarification, selection, and pursuit of a career in psychology or a related field. Topics will include an overview of

the undergraduate major in psychology, career options in psychology and related fields, preparation for employment with a bachelor's degree, preparing for and succeeding in graduate school, and applying for a job or to a graduate school.

**PSYC 2258. Psychology of Adjustment. 3-0-3.**

*Prerequisite:* ENGL 0099 and READ 0099, if required.

The dynamics of normal and maladaptive adjustment, including the study of appropriate and inappropriate reactions to frustration and stress; resolution of conflicts, fears and anxiety; building emotional stability and preventing mental illness.

**PSYC 2300. Research Methods in Psychology. 3-0-3.**

*Prerequisite:* PSYC 1101; ENGL 1101; MATH 1101, 1111, 1112, or 1113. *Corequisite:* PSYC 2300L.

This course is designed as an introduction to methods and statistics used in psychological research, emphasizing non-experimental methodologies including observation, correlational research, surveys, archival research, and quasi-experimental and ex post facto designs. Topics will include an introduction to the scientific method, an overview of experimental design, and an emphasis on measurement and error, experimental control, descriptive statistics, statistical inference, scientific writing, and ethical issues in non-experimental research.

**PSYC 2300L. Research Methods in Psychology Laboratory. 0-2-1.**

*Prerequisite:* PSYC 1101; ENGL 1101; & MATH 1101, 1111, 1112, or 1113. *Corequisite:* PSYC 2300. Laboratory course designed to apply topics taught in PSYC 2300 (Research Methods in Psychology).

**PSYC 2301. Experimental Psychology. 3-0-3.**

*Prerequisite:* Psychology majors - PSYC 2300 and PSYC 2300L. Non-psychology majors - See psychology department chair. *Corequisite:* PSYC 2301L.

This course will focus on experimental designs used in laboratory research in psychology. Topics will include hypothesis testing, independent-group and within-subjects designs, complex designs, and statistical analysis using t-tests and the Analysis of Variance. Emphasis will be on the selection of appropriate designs for different research questions, data collection, data analysis, the interpretation of results, and writing laboratory reports.

**PSYC 2301L. Experimental Psychology Laboratory. 0-2-1.**

*Prerequisite:* Psychology majors - PSYC 2300 and PSYC 2300L. Non-psychology majors - See psychology department chair. *Corequisite:* PSYC 2301. Laboratory course designed to apply topics taught in PSYC 2301 (Experimental Psychology).

**PSYC 3305. Life-Span Developmental Psychology. 3-0-3.**

*Prerequisite:* PSYC 1101

Human development from conception to death, emphasizing biological, cognitive, emotional, social and personality development. Scientific approaches for studying developmental psychology will stress the importance of research methodology and research findings across the life-span. Theories of development and applications to real-world problems will provide a context for understanding how humans change during the life-cycle.

**PSYC 3310. Psychopharmacology. 3-0-3.**

*Prerequisite:* PSYC 2300 and PSYC 2300L.

This course addresses how psychoactive drugs work in the central nervous system to affect behavior. Stimulants, depressants, hallucinogens, analgesics and psychotropic drugs will be discussed primarily in terms of their pharmacological action in the brain. Substance abuse and treatment disorders will be addressed from a biological perspective.

**PSYC 3320. Leadership and Group Dynamics. 3-0-3.**

*Prerequisite:* PSYC 1101 or PSYC 2105.

Theory and application of psychological knowledge regarding group formation, group process, and leadership. Issues are examined in the context of ongoing intensive group discussion. Experiential activities will be included in the course to provide students with opportunities to apply and observe the group process.

**PSYC 3325. Social Psychology. 3-0-3.**

*Prerequisite:* PSYC 1101.

A survey of the effects of the social environment upon the behavior of the individual. Interpersonal attraction, affiliation, aggression, prejudice, conformity, attitudes and attitude change are discussed. Experimental research findings are emphasized.

**PSYC 3335. Theories of Personality. 3-0-3.**

*Prerequisite:* One psychology 3000-level course.

A survey of selected theories as well as research findings and possible therapeutic, educational and social applications. Major theoretical

schools—e.g., psychodynamic, learning, humanistic, life-span, trait, cognitive—are covered.

**PSYC 3340. The Psychology of Family Interaction: A Developmental Perspective. 3-0-3.**

*Prerequisite: PSYC 1101 or PSYC 2105.*

An in-depth coverage of the psychological dynamics involved in parent/child relationships. A developmental approach will be employed to explore the changing needs and demands of the child and the parents as each progress in their own development. Current research and theory concerning parenting techniques, the psychological atmosphere of the home and the interaction of the child's temperament with the parents will be discussed. Contemporary family issues such as day-care, domestic violence, single parenting and children with special needs will be presented.

**PSYC 3345. Learning and Behavior. 3-0-3.**

*Prerequisite: PSYC 2301 & PSYC 2301L.*

An examination of behavior theory and the types of learning that help account for similarity and diversity in the behavior of human and nonhuman animals. Course focuses on the learning processes of habituation, classical conditioning, and operant conditioning.

**PSYC 3355. Cross-Cultural Psychology. 3-0-3.**

*Prerequisite: PSYC 1101 or PSYC 2105.*

An overview of the study and application of psychological principles from a global cultural perspective, including Asian, African, European and North and South American cultures. Topics such as cognition, attitude structure and change, interpersonal communication, personality and mental health will be discussed in the contexts of different cultural orientations in the world, and both between and within-group differences and similarities will be discussed.

**PSYC 3365. Human Sexuality. 3-0-3.**

*Prerequisite: PSYC 1101 or PSYC 2105.*

An examination of the biological, personal, interpersonal and social aspects of human sexual behavior. Topics include: sexual values, sex and gender, sex and love, sexual behavior over the life span, reproduction, sex and health, sexual dysfunction and treatment, and social problems/issues related to sexual behavior.

**PSYC 3370. Industrial-Organizational Psychology. 3-0-3.**

*Prerequisite: PSYC 1101 or PSYC 2105.*

The application of research and psychological principles to human behavior in the workplace.

Course topics will include the psychological aspects of employment selection and assessment, performance appraisal, employee and work team development, reorganization and down-sizing, work stress, employee violence, work/family conflict, and the changing nature of the workplace.

**PSYC 3375. Psychology of Career Development. 3-0-3.**

*Prerequisite: PSYC 1101 or PSYC 2105.*

The application of research and psychological principles with respect to how people formulate and make career decisions. The course explores career development across the life-span, focusing on theories of career decision-making, work adjustment, adult career crises and transitions, and career counseling interview and assessment techniques.

**PSYC 3380. Principles of Psychological Testing. 3-0-3.**

*Prerequisite: PSYC 2300 and PSYC 2300L.*

Designed to introduce the principles that underlie the development, use and interpretation of psychological assessment tools. Topics include: test construction, survey development, scaling, norming, assessment interpretation issues and psychological assessment applications in industrial, vocational, clinical and research settings. Additionally, psychological assessment will be discussed in terms of social, legal and ethical concerns.

**PSYC 3385. Ethnic Minority Psychology. 3-0-3.**

*Prerequisite: PSYC 1101, PSYC 2105, SOCI 2105, ANTH 2105 or permission of instructor.*

This course will provide an overview of the study and application of ethnic minority psychology. We will examine concepts and issues that pertain to ethnic minority groups in the United States, particularly the following four groups: African Americans, Asian Americans, Hispanic Americans, and Native Americans. Topics for discussions are: multicultural theory and research, history, cultural values, identity, developmental and family issues, mental health and other relevant issues that are pertinent to the experiences of the above-mentioned four ethnic minority groups in the United States. The course will be conducted with a combination of lectures, class discussion, guest speakers, group activities, student presentations, videos, etc.

**PSYC 4400. Directed Study in Psychology. 1-3 Credit Hours.**

*Prerequisite: PSYC 2300 and PSYC 2300L, approval of instructor and department chair.*

This course is offered to students interested in investigating special topics and seminars



external to regular course offerings. May include original research projects.

**PSYC 4410. Physiological Psychology. 4-0-4.**

*Prerequisite: Psychology Majors - PSYC 2300 and PSYC 2300L. Non-psychology majors - see psychology department chair.*

This course addresses the relationship between our underlying physiological systems and behavior. The topics investigated include neural communication, the anatomy of the nervous system, and the biological bases of sleep, reproductive behavior, stress, learning and memory, and mental disorders.

**PSYC 4415. Perception. 4-0-4.**

*Prerequisite: Psychology Majors - PSYC 2300 and PSYC 2300L. Non-psychology majors - see psychology department chair.*

A study of various theories and phenomena of perception. Course includes experimental investigations of the characteristics of sensory systems including vision, audition, kinesthesia, and the vestibular and skin senses.

**PSYC 4420. Ethics and Professional Issues in Applied Psychology. 3-0-3.**

*Prerequisite: One psychology 3000-level course.*

A critical analysis of professional issues and the ethical standards in the practice of psychology. Traditional and emerging practice areas will be discussed. Topics such as licensure, prescription drug privileges, managed-care, and treatment efficacy research will be explored. Ethical standards and decision-making will be studied in the context of professional practice.

**PSYC 4425. Psychology of Gender. 3-0-3.**

*Prerequisite: One psychology 3000-level course.*

An exploration of gender as a central organizing feature of human behavior. The course will consider gender as an intrapsychic, interpersonal and sociocultural phenomenon. Scientific research findings will be emphasized as well as multicultural and cross-cultural perspectives.

**PSYC 4430. Abnormal Psychology. 3-0-3.**

*Prerequisite: One psychology 3000-level course.* A comprehensive study of the various forms of mental illness and maladjustment.

**PSYC 4440. Introduction to Counseling Psychology. 3-0-3.**

*Prerequisite: PSYC 1101, and one 3000 level psychology course.*

This course provides an introduction to the field of counseling psychology. Students will learn

what counseling process research has indicated is most effective at the various stages of the counseling process. They will also learn how to apply the ethical standards of the profession to specific situations that are representative of counseling settings. Experiential exercises in the course will build basic helping skills in the areas of listening and communication. Guest lectures by professionals in the field will increase students' understanding of specific counseling specialty areas. Commonalities and differences among the various mental health specialties will also be clarified.

**PSYC 4445. History and Systems of Psychology. 3-0-3.**

*Prerequisite: One psychology 3000-level course.*

An examination of the historical development of psychology, focusing on antecedents in philosophy and physiology, major early systems, major historical figures, and the historical/cultural context in which the field developed.

**PSYC 4455. Cognitive Psychology. 4-0-4.**

*Prerequisite: Psychology Majors - PSYC 2301 and PSYC 2301L. Non-psychology majors - see psychology department chair.*

An examination of the experimental investigation of complex cognitive processes, including the storage and retrieval of information, concept formation, reasoning, problem-solving and decision-making

**PSYC 4475. Psychology of Workplace Motivation and Leadership. 3-0-3.**

*Prerequisite: One psychology 3000-level course.*

This course examines topics of motivation and leadership in the workplace by addressing theoretical formulations, major research findings and real-world applications. Issues related to these topics will include gender, corporate culture, job attitudes, cross-cultural influences and organizational reward systems.

**PSYC 4480. Field Practicum in Psychology. 3-0-3.**

*Prerequisite: PSYC 2301 and PSYC 2301L, declared major in psychology, GPA at least 3.0 overall in psychology, completion of two placement related courses, submit an application before registration, and approval of department faculty and permission of instructor.*

The psychology practicum offers the advanced psychology major an opportunity to combine appropriate supervised field experience with classroom discussion of site-specific and general issues related to the application of psychological theory. Course structure combines 100 hours of supervised on-site experience with weekly class sessions.

**PSYC 4485. Research Practicum in Psychology. 3-0-3.**

*Prerequisite: PSYC 2301 and PSYC 2301L, declared major in Psychology, GPA at least 2.5 overall and Psychology, submit an application before registration, and approval of department faculty and permission of instructor.*

This course is for students seeking additional experience in applied research settings combining in-class instruction and individual placement either on or off campus. Students who seek employment in a research setting upon graduation or are interested in attending graduate school and wish to obtain additional experience in research techniques should select this course.

**PSYC 4490. Special Topics in Psychology. 3-0-3.**

*Prerequisite: One psychology 3000-level course.* This course will address selected topics of special interest to faculty and students.

**PSYC 4499. Senior Seminar in Psychology. 3-0-3.**

*Prerequisite: PSYC 2301, PSYC 2301L and one course from each of the four Psychology course groupings (any one of the four Psychology course groupings can be done concurrently with PSYC 4499).*

A capstone course designed to complete the major by integrating the student's prior academic experiences in psychology. Contemporary issues, problems, research, and theories from the different areas identified in the psychology curriculum will be examined. Discussion will focus on both substantive and methodological concerns, as well as interconnections among areas of study. A seminar format will be used throughout the course to encourage student participation and interaction with peers and with faculty.

## • READING (READ) •

**READ 0020. Principles of Reading for the Regents' Test. 3-0-0.**

*Prerequisite: None.*

Instruction and review for the Regents' Test with emphasis on critical reading skills, vocabulary, and test-taking strategies. Required of students who have failed the reading portion of the test.

**READ 0099. Reading for Academic Purposes. 3-0-0.**

*Prerequisite: Placement by COMPASS Examination, by the Admissions Office or by the Department of Learning Support Programs.*

A Learning Support Programs course that prepares the student for credit courses that require sophisticated reading and study strategies.

Emphasizes comprehension strategies, vocabulary development, textbook mastery, note taking and learning strategies.

## • REAL ESTATE (RE) •

**RE 3400. Principles of Real Estate. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours and FIN 3100.*

Students are introduced to the principles of real estate analysis and utilization. Subjects include the nature of real property; the legal instruments involved in real property transactions; market analysis and the determinants of real estate values; the appraisal process; investment and financial analysis; and the public policy aspects of real estate planning and utilization.

**RE 4500. Real Estate. 3-0-3.**

*Prerequisite: Business Majors: Sophomore GPA Requirement and FIN 3100; Non business Majors: 60 credit hours and FIN 3100.*

Examines the principles and procedures of real estate appraisal, the transfer process for property, and financing methods for residential and commercial real estate. Studies the income and cost of developing and managing real property and analyzes real estate as an investment.

## • REGENTS SKILLS •

**RGTV 0197. Regents' Reading & Writing Skills. 3-0-0.**

*Prerequisite: None.*

The Regents' Reading & Writing Skills course is intended to ensure that all graduates of USG institutions possess certain minimum skills in reading & writing comprehension. Students work on improving their comprehension of material drawn from a variety of subject areas (social science, natural science and humanities) with various modes of discourse (exposition, narration and argumentation). Critical thinking and the following four major aspects of reading are emphasized: Vocabulary in context, inferential and literal comprehension, and analysis. Students will work on improving their own writing skills. This course is ONLY for those students who have never taken the Regents' Examination but are in violation of the Regents' guidelines, which require every student who has earned 45 semester hours and not passed the Regents' Exam to enroll in a remediation course.

**RGTR 0198. Regents' Reading Skills. 3-0-0.**

*Prerequisite: None.*

The Regents' Reading Skills course is intended to ensure that all graduates of USG institutions possess certain minimum skills in reading comprehension. Students work on improving their comprehension of material drawn from a variety of subject areas (social science, natural science and humanities) with various modes of discourse (exposition, narration and argumentation). Critical thinking and the following four major aspects of reading are emphasized: Vocabulary in context, inferential and literal comprehension, and analysis.

**RGTE 0199. Regents' Writing Skills. 3-0-0.**

*Prerequisite: None.*

The Regents' Writing Skills course is intended to ensure that all graduates of USG institutions possess certain minimum skills in writing. Students learn to evaluate their own writing strengths and weaknesses and work on improving their own writing skills so that they are able to write an essay meeting the Regents' criteria.

**• RUSSIAN (RUSS) •****RUSS 1001. Introduction to Russian Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 and READ 0099 if required.*

Introduction to the Russian language and culture, stressing progressive acquisition of effective communications skills in both the written and spoken language and an understanding of the practices and products of the culture being studied. Not open to native speakers of Russian.

**RUSS 1002. Introduction to Russian Language and Culture II. 3-0-3.**

*Prerequisite: RUSS 1001.*

Introduction to Russian language and culture, part II, stressing continued, progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of Russian culture. Not open to native speakers of Russian.

**RUSS 2001. Intermediate Russian Language and Culture I. 3-0-3.**

*Prerequisite: RUSS 1002.*

Builds upon acquisition of communication skills begun in high school. The student will continue to develop proficiency in listening, speaking, reading and writing and learn to communicate in culturally appropriate ways. Not open to native speakers of Russian.

**RUSS 2002. Intermediate Russian Language and Culture II. 3-0-3.**

*Prerequisite: RUSS 2001.*

Students continue to increase linguistic and cultural proficiency through the use of a variety of materials and activities. Not open to native speakers of Russian.

**• SCIENCE (SCI) •****SCI 1101. Science, Society and the Environment I. 3-2-4.**

*Prerequisite: ENGL 0099, READ 0099, MATH 0099, if required.*

This course is the first in a two part sequence that fulfills the general education science requirement. Using the context of environmental issues, it introduces students to the basic nature of matter, energy, and living systems and to the nature of science. Emphasis is placed on making decisions about scientific issues. Science 1101 is not designed for science majors and is not a prerequisite for introductory courses in biology, chemistry, or physics.

**SCI 1102. Science, Society and the Environment II. 3-0-3.**

*Prerequisite: SCI 1101 or its equivalent.*

This course is the second in a two part sequence that fulfills the general education science requirement. Using the context of environmental issues, it introduces students to the basic skills and scientific understandings needed by educated citizens to make informed decisions about scientific issues.

**SCI 2201. Concepts in Science. 2-3-3.**

*Prerequisite: "C" or better grade in SCI 1102.*

Concepts in Science defines science, examines how science is done and develops fundamental concepts in physics, chemistry, geology, astronomy, meteorology and space science. Laboratories emphasize experimental design and data analysis. Primarily for early grades and middle school education majors.

**SCI 3360. Earth Science. 3-0-3.**

*Prerequisite: "C" or better grade in any core lab science sequence. Corequisite: SCI 3360L.*

An introduction to basic earth science concepts and methodology (including geology, meteorology, and oceanography) will be covered. Special emphasis will be placed on dynamic Earth processes (plate tectonics, earthquakes, volcanism, climate, etc.) and their effects on the structure and composition of the landforms, oceans, atmosphere, and organisms.

**SCI 3360L. Earth Science Laboratory. 0-3-1.**

*Prerequisite:* "C" or better grade in any core lab science sequence. *Corequisite:* SCI 3360. Laboratory designed to accompany SCI 3360.

**SCI 3365. Earth Watch: Examining Global Environmental Issues. 3-0-3.**

*Prerequisite:* "C" or better grade in any core lab science sequence.

An examination of the integrative nature of environmental sciences; emphasis on human interactions with world environments. Discussions will focus on case studies, environmental problem-solving, and the development of a personal ecological ethic. Ecological principles of population, community, ecosystem and biosphere will be integrated in the case studies.

**SCI 4700L. Applied Environmental Studies. 2-4-3.**

*Prerequisite:* For Biology majors: GEOG 3370, "C" or better grade in BIOL 3370 and one other laboratory based course at the 3000/4000 level; for Chemistry majors: GEOG 3370 and "C" or better grade in CHEM 3700; for Geography majors: GEOG 3370 and any two of the following GEOG 3305, 3315, 4405, or 4410; for all other majors: SCI 1101, SCI 1102, "C" or better grade in SCI 3360 and SCI 3360L; POLS 4456 and GEOG 3370.

An interdisciplinary, field-based, capstone course. Students will apply skills learned in previous courses in a team-based project. The experience will be documented in an environmental assessment report describing the land and aquatic systems in terms of use, conditions (chemical, biological, physical), economic impact, environmental policy and management.

**• SCIENCE EDUCATION (SCED)•****SCED 4000. Service Learning in Science Education. 1-3.**

*Prerequisite:* 60 hours and permission of instructor and department chair/program director.

A community activity which links learning to life by connecting meaningful community service activities with academic learning, personal growth, and civic responsibility. Activity will be designed with the instructor and approved by the chair/program director.

**SCED 4415. Teaching Science (6-12). 7-6-9.**

*Prerequisite:* EDUC 3308 and permission of the science education program coordinator.

An examination of curriculum issues, learning

theories, teaching strategies, instructional materials and assessment procedures for teaching secondary school science in the multicultural and diverse classrooms of today. Includes a secondary school field experience in science teaching and seminars. Proof of liability insurance is required prior to receiving a school placement.

**SCED 4475. Student Teaching Science (6-12). 12 credit hours.**

*Prerequisite:* Admission to Student Teaching.

Full-time teaching experience in science under the supervision of a secondary school cooperating teacher and a college science education supervisor. Includes regularly scheduled seminars.

**SCED 4498. Internship in Teaching Science (6-12). 0-36-12.**

*Prerequisite:* Provisional teaching license issued by state of Georgia; full-time employment teaching science, and permission of science education advisor.

Student Teaching experience in science for provisionally certified teachers. Supervision will be in collaboration with a mentor-teacher in the local school and a specialist in science education. This internship will automatically substitute for SCED 4475. Proof of professional liability insurance is required. Student is responsible for their own school placement.

**• SECONDARY EDUCATION (SED) •****SED 2220. Internship. 3 credit hours.**

*Prerequisite:* Approval of director of Educational Field Experiences and adviser.

A practicum in a classroom during which the student will be actively involved in the teaching-learning process under the guidance of a professional teacher.

**SED 3398. Internship. 1-12 credit hours.**

*Prerequisite:* Permission of director of Educational Field Experiences and adviser.

A supervised teaching experience for teachers seeking certification renewal credit.

**SED 4400. Directed Study. 1-3 credit hours.**

*Prerequisite:* Approval of instructor and department chair prior to registration.

A concentrated investigation of a particular aspect of education as a topic within a teaching field concentration or degree major. The content of the directed study will be determined jointly by the instructor and the student.

**SED 4490. Special Topics in Education. 1-3 credit hours.**

*Prerequisite:* Approval of instructor and department chair.

Selected special topics of interest to faculty and students.

**•SOCIAL SCIENCE EDUCATION (SSED) •****SSED 4413. Teaching of Social Science (6-12). 7-6-9.**

*Prerequisite:* HIST 2275; HIST 2206; EDUC 3308.

An examination and application of curriculum issues, learning theories, teaching strategies, instructional materials, and assessment procedures for teaching secondary school social science in the multicultural and diverse classrooms of today. Includes a secondary school field experience in social science teaching and seminars. Emphasizes those practices suggested by research in secondary social science education and encouraged by our accrediting agencies. Proof of professional liability insurance is required prior to receiving a school placement.

**SSED 4475. Student Teaching: Social Science (6-12). 12 credit hours.**

*Prerequisite:* Admission to student teaching.

Full-time teaching experience in social sciences under the supervision of a secondary school cooperating teacher and a specialist in social science education. Includes a regularly scheduled seminar.

**SSED 4498. Internship in Teaching Social Studies (6-12). 0-18-12.**

*Prerequisite:* Provisional teaching license issued by state of Georgia; full-time employment teaching social studies (7-12).

Student teaching experience in social studies for provisionally certified teachers. Supervision will be in collaboration with a mentor-teacher in a local school and a specialist in social studies education. Twelve (12) hours of this internship will automatically substitute for SSED 4475. Proof of professional liability insurance. Student is responsible for his own school placement.

**•SOCIAL SCIENCE RESEARCH METHODS (SSRM) •****SSRM 2301. Social Science Research Methods. 3-0-3.**

*Prerequisite:* SOCI 2201, ANTH 2201, or GEOG 1101.

This course provides an introduction to concepts

and techniques of social science research. Students will (a) become familiar with levels of measurement, sampling techniques, research design, and research techniques, and (b) apply these techniques to the study of specific research questions in criminal justice, sociology, and geography.

**• SOCIOLOGY (SOCl) •****SOCl 2000. Introduction to Gender Studies. 3-0-3.**

*Prerequisite:* ENGL 1101 (with C or better).

This course examines the ways that women's and men's gender roles are shaped by social interaction. Using materials and learning approaches from multiple disciplines, students will explore questions about how individual and group expectations about gender behavior are created and sustained.

**SOCl 2105. Social Issues: Perspectives in Sociology. 2-0-2.**

*Prerequisite:* ENGL 0099 and READ 0099.

This is one of four disciplinary options (Anthropology 2105, Sociology 2105, Geography 2105, Psychology 2105) that can be taken to satisfy the Social Issues requirement in the general education curriculum. A common set of world social issues is critically examined from one of four social science perspectives. The discipline of sociology focuses on how culture and social structure combine to shape the way human beings live their lives and define and solve their problems.

**SOCl 2201. Principles of Sociology. 3-0-3.**

*Prerequisite:* READ 0099 if required.

An overview of sociology which emphasizes the social nature of human behavior, including an introduction to culture, social structure, socialization, deviance, stratification, family, gender, religion, demography, and complex organization.

**SOCl 2251. Social Problems. 3-0-3.**

*Prerequisite:* SOCI 2201.

An overview of current social problems facing American society with attention to developing insights into the conceptual analysis of meaningful solutions.

**SOCl 3300. Foundations of Social Theory. 3-0-3.**

*Prerequisite:* SOCI 2105 or 2201.

This course surveys the historical development of social theory. It emphasizes the major theories and theoreticians of sociology and their importance for understanding contemporary sociology.

**SOCI 3304. Social Organization. 3-0-3.**

*Prerequisite:* SOCI 2201 .

An introduction to large scale social organizations, with an emphasis on bureaucracy. Examines both the formal and informal aspects of bureaucracy, including topics ranging from power and authority, to centralization and decentralization, red tape, and professionalism.

**SOCI 3310. Introduction to Gerontology. 3-0-3.**

*Prerequisite:* SOCI 2201 or PSYC 1101.

Introduction to the multi-disciplinary field of gerontology which provides an overview of the sociology, psychology, and the physiology of aging. Students will consider research and theories of aging as well as participate in field trip experiences in gerontological settings. A key goal is to develop a more realistic perception of the aging process.

**SOCI 3314. Race and Ethnicity. 3-0-3.**

*Prerequisite:* SOCI 2201 or permission of instructor.

A survey of racial and ethnic relations, concentrating on the American experience. Stress is placed on the dynamics of prejudice and discrimination, and assimilation versus pluralism, including discussions of multi-culturalism, bilingualism, and affirmative action.

**SOCI 3320. Exploring the Aging Network. 3-0-3.**

*Prerequisite:* SOCI 2201 or PSYC 1101.

The class explores through field trips and speakers the range of services and programs that relate to aging in the Atlanta region and rural Georgia. The goal is to immerse students in the aging network so that they develop contacts, resources and knowledge for use in the family as well as work settings. The grade for the course will be based on attendance at field trips, online discussion and a paper related to the student's major, career path, and personal goals for the course.

**SOCI 3324. Sex Roles in Modern Society. 3-0-3.**

*Prerequisite:* SOCI 2201.

An examination of the implications of the changes in the kinship, economic, and political structures related to male/female relations and their impact on gender equality in contemporary society.

**SOCI 3333. Technology and Society. 3-0-3.**

*Prerequisite:* SOCI 2105 or 2201 or ANTH 2105 or 2201.

This course will examine the interaction between scientific and technological development and social development, social structure and social issues.

**SOCI 3334. Religion and Society. 3-0-3.**

*Prerequisite:* SOCI 2201 or ANTH 2201.

Examination of religion as a social institution in historical, comparative, and contemporary terms. World religions and new religious movements are studied as sociocultural processes involving the need to know, to deal with problems and to adapt to change.

**SOCI 3344. Biotechnology and Social Change. 3-0-3.**

*Prerequisite:* SOCI 2105 or SOCI 2201 or permission of instructor.

Modern biotechnology, a revolutionary innovation in science, is having major transforming effects on society. It is impacting the dinner table, agriculture, health and medicine, industrial processes, reproduction and has far-reaching implications for other areas of social life. This course is designed to examine the multiple manifestations of biotechnology and their social change implications. The course begins by locating the biotechnology "revolution" in the broader socio-historical context within which it is emerging, and explores its links to the new knowledge-based economy. The course then focuses on the examination of the ways in which the development and application of biotechnology in its various manifestations are transforming the cultural and institutional character of modern societies. This will include an examination of social, ethical/moral and legal/legislative issues and their impact on policy.

**SOCI 3354. Social Class and Mobility. 3-0-3.**

*Prerequisite:* SOCI 2201.

Examination of social class and hierarchy in America. Issues in empowerment, equality, styles of life, and the nature of poverty and social mobility will be highlighted.

**SOCI 3360. Sociology of Violence. 3-0-3.**

*Prerequisite:* CRJU 1101 and SOCI 2105 or SOCI 2201.

This course examines the root causes and consequences of violent behavior exhibited by individuals in our society. Topics covered include the social and cultural contexts that breed violence, society's influence on specific crimes, and human social behavior.

**SOCI 3364. Sociology of the Family. 3-0-3.**

*Prerequisite:* SOCI 2201.

Presents the institution of the family in historical and cross-cultural perspective, including an

analysis of the American family system, its social structure and alteration, and its relation to other social institutions.

**SOCI 3374. Sociology of Occupations. 3-0-3.**

*Prerequisite:* SOCI 2201.

An analysis of the contemporary occupations, with emphasis on large-scale organizations, the structure of occupations and the nature of work.

**SOCI 3396. Cooperative Study. 1-3.**

*Prerequisite:* Approval of coordinator of cooperative education (CAPS) and department chair.

A supervised work experience program for a minimum of two academic semesters at a previously approved site in business, industry, government or private agency. For sophomore, junior or senior level students who wish to obtain successive on-the-job experience in conjunction with their academic training.

**SOCI 3398. Internship. 1-12.**

*Prerequisite:* 90 hours and SOCI 3304.

A structured off-campus experience in a supervised setting which is related to the student's major and career interests. Practical experience is combined with scholarly research in the topical area of the internship, under the guidance of an interdisciplinary faculty committee. Sites must be approved in advance of the semester of the internship. A departmental internship orientation session is scheduled at least once a semester.

**SOCI 4200. Drugs, Alcohol and Society. 3-0-3.**

*Prerequisite:* SOCI 2201.

This course examines drug use and abuse, including alcohol. Specifically, it examines how different drugs affect the body, theories of drug use, the sociological context of drug use, the impact of drug use and abuse on society, drug treatment, drug use policies, drugs and the law, and the extent of drug use in our society and globally.

**SOCI 4400. Directed Study in Sociology. 1-3.**

*Prerequisite:* Approval of instructor and department chair.

Covers special topics and seminars external to regular course offerings. May include original research projects and practicum experiences.

**SOCI 4432. Criminology. 3-0-3.**

*Prerequisite:* CRJU 1101 or SOCI 2201.

An overview of theory and practice, the nature and cause of crime, and the etiology of criminal offenses and offenders.

**SOCI 4434. Emerging Social Issues in Africa. 3-0-3.**

*Prerequisite:* SOCI 2201 or SOCI 2105 or permission of instructor.

As the twenty-first century unfolds Africa and its peoples are being engulfed by a series of social issues that are set to shape their collective futures. These interrelated social issues have important implications for Africa's social development and the attainment of enhanced quality of life for Africa and its peoples. Among the most relevant social issues are population growth, the state of health in the face of the AIDS epidemic, environmental change (e.g. desertification and loss of flora/fauna), food security/insecurity, political stability, public security, socio-cultural transformation resulting from globalization, and economic transitions. The central purpose of this sociological course is to examine the nature, patterns, sources and consequences of the identified social issues as well as potential remedies.

**SOCI 4442. Deviance and Social Control. 3-0-3.**

*Prerequisite:* SOCI 2201.

A survey of the nature, causes, and consequences of deviant behavior. Provides an analysis of the problems of definition, identification, explanation, and social reaction to violations of institutional expectations. Presents techniques of social control.

**SOCI 4443. Medical Sociology. 3-0-3.**

*Prerequisite:* SOCI 2201.

Provides an analysis of (1) the social processes affecting conditions of health and illness and (2) the cluster of social relationships and organizations that comprise the social institution of health. Emphasizes the sociocultural factors that influence definitions of health and illness, causes, preventions and treatments, cross-cultural and interclass comparisons of stress, delivery of health care, mental illness, death and dying, and health care professionals.

**SOCI 4444. Social Change and Modernization. 3-0-3.**

*Prerequisite:* SOCI 2201.

The nature, types, and causes of social change; technological and sociocultural factors affecting processes of change. Innovation, diffusion, and the process of acceptance and rejection of change by social systems and social groups.

**SOCI 4464. Population. 3-0-3.**

*Prerequisite:* SOCI 2201.

An analysis of the size, growth, composition, distribution, and characteristics of the population

with emphasis on application of demographic information to socioeconomic structure, and implications of population change.

**SOCI 4490. Special Topics in Sociology. 1-3.**

*Prerequisite: Approval of instructor and department chair.*

Selected topics of interest to faculty and students.

**SOCI 4499. Senior Seminar in Sociology. 3-0-3.**

*Prerequisite: SSRM 2301, SOCI 3300, and completion of proposed concentration in Criminology, Organizational and Social Change, Spatial Analysis and Population Studies, or Cultural Diversity Studies. Corequisite: SOCI 3398.*

A capstone course designed to help students integrate their learning from previous sociology courses and other courses in their concentration.

• **SPANISH (SPAN)** •

**SPAN 1001. Introduction To Spanish Language and Culture I. 3-0-3.**

*Prerequisite: ENGL 0099 or READ 0099 if required.*

Introduction to Spanish language and culture, stressing progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of Hispanic cultures. Not open to native speakers of Spanish.

**SPAN 1002. Introduction to Spanish Language and Culture II. 3-0-3.**

*Prerequisite: One year of high school Spanish or Spanish 1001 or the equivalent.*

Introduction to Spanish language and culture, "Part II," stressing continued, progressive acquisition of effective communication skills in both the written and spoken language and an understanding of the practices and products of Hispanic cultures. Not open to native speakers of Spanish.

**SPAN 2001. Intermediate Spanish Language and Culture I. 3-0-3.**

*Prerequisite: Two years of high school Spanish or SPAN 1002 or the equivalent.*

The student will continue to develop proficiency in listening, speaking, reading, and writing, and learn to communicate in culturally appropriate ways. Not open to native speakers of Spanish.

**SPAN 2002. Intermediate Spanish Language and Culture II. 3-0-3.**

*Prerequisite: Three years of high school Spanish or SPAN 2001 or the equivalent.*

Students continue to increase linguistic and cultural

proficiency through the use of a variety of materials and activities. Course will serve as a transition between intermediate and upper-level courses in Spanish. Not open to native speakers of Spanish.

**SPAN 2030. Spanish for Human Services and Criminal Justice. 3-0-3.**

*Prerequisite: One year of high school Spanish or PAN 1001 or the equivalent.*

This course focuses on Spanish language and culture appropriate for working in the fields of Public and Social Services and Criminal Justice with Hispanics. Not open to native speakers of Spanish.

**SPAN 2032. Spanish for Health Professionals. 3-0-3.**

*Prerequisite: None.*

This course focuses on Spanish language and culture appropriate for working with Hispanics in the medical field.

**SPAN 2290. Special Topics. 3-0-3.**

*Prerequisite: Permission of Department Chair.*

Special topics of interest at the intermediate level. Used primarily for studies abroad.

**SPAN 3200. Critical Reading and Applied Writing. 3-0-3.**

*Prerequisite: SPAN 2002 or the equivalent.*

This course emphasizes skill development and refinement in the areas of critical reading and writing in Spanish. Designed to give students extensive experience in reading and writing in Spanish, the course focuses on the relationship between writing and reading, and on ways to improve one through the other.

**SPAN 3302. Practical Conversation. 3-0-3.**

*Prerequisite: SPAN 2002.*

Stresses expansion of effective listening comprehension and speaking skills through culturally and linguistically appropriate activities.

**SPAN 3303. Grammar and Composition. 3-0-3.**

*Prerequisite: SPAN 2002.*

General review of grammar through composition and other written activities, such as summaries, correspondence, descriptions, narration, literary analysis, and other rhetorical and culturally appropriate forms.

**SPAN 3304. Literature and Culture I. 3-0-3.**

*Prerequisite: SPAN 3200 and SPAN 3303.*

An introduction to Hispanic literature and culture from the Middle Ages to 1850. Students examine literary and artistic movements as well as cultural issues of the period. Readings and discussion in Spanish.



**SPAN 3305. Literature and Culture II. 3-0-3.**

*Prerequisite:* SPAN 3200 and SPAN 3303.

An introduction to Hispanic literature and culture from the 1850 to the present. Students examine literary and artistic movements as well as cultural issues of the period. Readings and discussion in Spanish.

**SPAN 3398. Internship. 1-9 credit hours.**

*Prerequisite:* SPAN 3302 AND SPAN 3303 OR *Permission of Instructor.*

Supervised, credit-earning work experience of one semester requiring use of Spanish in the work place. Prior approval by department coordinator and internship supervisor is required. No more than three semester hours may be applied toward the major.

**SPAN 4400. Directed Study. 1-3.**

*Prerequisite:* SPAN 3302 AND SPAN 3303 or *Permission of Instructor.*

Covers special topics and seminars external to course offerings that allow a student to work individually with an instructor. Requires prior approval by instructor and department chair.

**SPAN 4402. Contemporary Culture. 3-0-3.**

*Prerequisite:* SPAN 3304 or SPAN 3305.

An examination of the historical, social, and political contexts of the contemporary Hispanic experience through the analysis of different cultural representations such as film, media, plastic arts, music and literature. Readings and discussion in Spanish.

**SPAN 4404. Commercial Spanish. 3-0-3.**

*Prerequisite:* SPAN 3302 AND SPAN 3303 or *permission of instructor.*

An in-depth study of business practices and the language of business that focuses on verbal and written communication as well as economic, social and political factors that are important to the conduct of business in the Spanish-speaking world.

**SPAN 4434. Topics in Language, Literature, and Culture. 3-0-3.**

*Prerequisite:* SPAN 3304 and SPAN 3305.

An exploration of a period, movement or genre in literature, a topic in culture, or language-related issues. Topics are chosen for their significance and impact on Hispanic cultures. Course taught in Spanish.

**SPAN 4456. Advanced Grammar and Linguistics. 3-0-3.**

*Prerequisite:* SPAN 3302 and SPAN 3303.

Advanced study of grammar from a linguistic perspective. Provides an overview of phonetics,

phonology, morphology, and syntax. Exposes students to dialectical variations of the Spanish-speaking world. Stresses development of oral proficiency. Course taught in Spanish.

**SPAN 4460. Foundations of Legal Interpreting. 3-0-3.**

*Prerequisite:* *Permission of department chair or program coordinator and SPAN 4456 (must be taken before or concurrently with SPAN 4460).*

Provides an overview of techniques and strategies for sight translation—the oral rendition of a written document. Introduces basic Spanish-English legal terminology and concepts by exposing students to a variety of legal and civil documents. Presents courtroom protocol and practical implications of the “Court Interpreter Code of Ethics.” Stresses development of effective reading comprehension and speaking in Spanish.

**SPAN 4466. Legal Interpreting Internship. 3-0-3.**

*Prerequisite:* SPAN 4460 and *permission of department chair or program coordinator.*

A capstone course designed to provide contextualized experience to students’ prior academic training in legal interpreting within a court setting. Students will be able to observe professional interpreters as they perform in trials. It will familiarize students with procedural techniques within the courtroom. Open only to students admitted in the Certificate in Legal Interpreting (CLI) program.

**SPAN 4490. Special Topics in Spanish. 3-0-3.**

*Prerequisite:* SPAN 3302 AND SPAN 3303 or *permission of instructor.*

Special topics relevant to the study of Spanish-speaking societies.

**SPAN 4499. Senior Seminar. 3-0-3.**

*Prerequisite:* SPAN 3304 or SPAN 3305 and *permission of instructor.*

A capstone course designed to synthesize and connect the student’s prior academic experiences in the major and related fields of study. Students will prepare a reflective essay and a research paper to present to the faculty. Papers and presentation in Spanish.

**• STATISTICS (STAT) •****STAT 3010. Computer Applications of Statistics. 3-0-3.**

*Prerequisite:* MATH 1107 or CSIS 2300 or ECON 2300.

Introduction to the use of computer-based statistical software packages and applications in the analysis and interpretation of the data. Topics

include both descriptive statistics and inference methods. Software packages include SAS, JMP, SPSS, Minitab, and EXCEL.

**STAT 3120. Statistical Methods I. 3-0-3.**  
*Prerequisite: STAT 3010.*

This course is designed to provide students with a foundation in statistical methods, including review of descriptive statistics, the normal distribution, non-normal distributions (e.g., binomial, poisson, uniform), monotonic transformations, hypothesis testing and t-tests. These concepts will be taught with heavy emphasis on statistical computing packages. Students will be expected to have a working knowledge of SAS, SPSS, JMP, and Minitab (satisfied through the pre-requisite of STAT 3010).

**STAT 3130. Statistical Methods II. 3-0-3.**  
*Prerequisite: MATH 3332 or STAT 3120.*

This course is designed to build on the concepts and skills developed after taking STAT 3010 and STAT 3120. Concepts taught in this course include: Categorical Data Analysis, Correlation, Sampling, Anaysis of Variance, Regression Analysis-method of least squares, general model building and data transformations. At least one of the following packages will be used: SAS, JMP, Minitab, SPSS.

**STAT 4120. Applied Experimental Design. 3-0-3.**  
*Prerequisite: STAT 3130.*

Methods for constructing and analyzing designed experiments are the focus of this course. The concepts of experimental unit, randomization, blocking, replication, error reduction and treatment structure are introduced. The design and analysis of completely randomized, randomized complete block, incomplete block, Latin square, split-plot, repeated measures, factorial and fractional factorial designs will be covered. Statistical software, including SPSS, Minitab and SAS will be utilized.

**STAT 4210. Applied Regression Analysis. 3-0-3.**  
*Prerequisite: STAT 3130.*

Topics include simple linear regression, multiple regression models, generalized linear model, multicollinearity, qualitative predictor variables, model selection and validation, identifying outliers and influential observations, diagnostics for multicollinearity, and logistic regression and discriminant analysis.

**STAT 4490. Special Topics in Statistics. 3-0-3.**  
*Prerequisite: STAT 3130.*

Special topics of interest to faculty and students.

•**STUDY ABROAD (SA)**•

KSU offers study abroad opportunities in a wide variety of countries and disciplines. All study abroad courses, whatever their discipline or level of study, are listed as SA courses for purposes of registration and administration. Full course titles appear on students' transcripts. Computer numbers necessary for registration in SA courses are communicated to students by letter after they have been accepted into a study abroad program and paid a deposit. For more information, contact the Institute for Global Initiatives, Humanities 201, (770) 423-6336.

**SA 2290. Lower-division Study Abroad.**  
*Prerequisite: Varies with discipline and subject.*

Lower division study abroad course denoting freshman, sophomore level work.

**SA 4400. Study Abroad Directed Study.**

*Prerequisite: Approval of the instructor and department chair prior to registration.*  
Available for all disciplines.

**SA 4490. Upper-division Study Abroad.**

*Prerequisite: Varies with discipline and subject.*  
Upper division study abroad course denoting junior, senior level work.

•**THEATRE AND PERFORMANCE STUDIES (TPS)**•

**TPS 1107. Arts in Society: Theatre and Performance. 3-0-3.**

*Prerequisite: ENGL 0099, READ 0099, if required.*  
Through an examination of the role of arts in society, and an in-depth study of selected theatre and performance events, this interactive course provides an understanding of the creative process and develops skills in creativity and critical analysis. Heightened perceptual abilities will be developed through class experiences and field visits to a variety of arts events in dance, music, and visual arts, as well as in theatre and performance. (Attendance at some events requires paid admission.)

**TPS 1500. Introduction to Theatre Studies. 3-0-3.**

*Prerequisite: ENGL 099, READ 0099, if required.*  
An introduction to theatre as a field of study and as an art form.

**TPS 1600. Introduction to Performance Studies. 3-0-3.**

*Prerequisite: ENGL 0099, READ 0099, if required.*  
An introduction to performance as a field of study and as an art form.

**TPS 1713. Stagecraft. 3-0-3.**

*Prerequisite: None.*

Theoretical and practical work in theatre crafts including carpentry, properties, costumes, scene painting, stage lighting, and sound. Special attention will be given to safety precautions in each area.

**TPS 2713. Theatre Production. 0-6-2.**

*Prerequisite: None.*

A study of the creative process of theatrical production from concept to performance. This course features the analysis of selected scripts as well as individually-designed production and/or performance assignments. Theatre and Performance Studies majors must complete TPS 2713 three times for a total of 6 hours credit.

**TPS 3093. Storytelling I: Folktale and Legend. 3-0-3.**

*Prerequisite: ENGL 2110.*

The study of the folk narrative genres of folktale and legend through storytelling performance. Introduces students to: folkloristics as a field of study; the nature, structure, and function of narrative; and to the aesthetics, methods, and practice of the art of storytelling.

**TPS 3193. Storytelling II: Myth. 3-0-3.**

*Prerequisite: ENGL 2110.*

The study of myth through storytelling performance. Introduces students to the various approaches to the study and interpretation of world mythology and to the aesthetics, methods, and practice of the art of storytelling. (May be taken prior to TPS 3093 Storytelling I.)

**TPS 3194. Storytelling III: Personal Narrative. 3-0-3.**

*Prerequisite: ENGL 2110. Corequisites: TPS 3093 or TPS 3193.*

A study of the importance of narrative in constructing meaning and the composition and storytelling performance of personal narratives.

**TPS 3203. Acting I: Principles of Acting. 3-0-3.**

*Prerequisite: ENGL 0099, READ 0099, if required.*  
The theory and practice of the actor's craft.

**TPS 3213. Acting for the Camera. 3-0-3.**

*Prerequisite: TPS 3223.*

An intermediate acting course applying acting techniques to the special demands of film and television.

**TPS 3223. Acting II: Intermediate Acting. 3-0-3.**

*Prerequisite: TPS 3203.*

An intermediate acting course applying and

advancing the principles of Acting I to intermediate level stage challenges.

**TPS 3243. Acting III: Acting Styles. 3-0-3.**

*Prerequisite: TPS 3203, TPS 3223.*

This course explores advanced topics in the art of stage acting. Emphasis is on nonrealistic period and genre styles. Theoretical studies will be combined with the performance of selected scenes and critical evaluations of peer and professional work.

\*This course may be repeated more than once for credit provided that the course content differs entirely from the previous offering.

**TPS 3398. Internship. 1-9 credit hours.**

*Prerequisite: Approval of department chair.*

A supervised, credit-earning work experience of one academic semester with a previously approved business firm, private agency, or government agency.

**TPS 3403. Play Analysis for Production. 3-0-3.**

*Prerequisite: TPS 1513.*

Textual analysis of playscripts, with an emphasis on the perspective of the practitioner of theatre. A preparatory course for the history of theatre and drama sequence.

**TPS 3493. Performance Art. 3-0-3.**

*Prerequisite: ENGL 2110.*

History, theories, and practice of performance art from futurism to the present. Emphasis is on the creation and performance of image, auteur approaches to literary, mythic, visual art, and personal sources, and the writing and staging of performance pieces.

**TPS 3703. Broadway to Hollywood: Musical Theatre on Stage and Film. 3-0-3.**

*Prerequisite: ENGL 1102.*

This course is an introduction to musical theatre, which surveys the major shows in musical theatre literature, through the study of the plots, scores, characters, and songs of the shows. Students explore the genre's place and function in theatre history as both an art form and popular entertainment and its influence on culture in general.

**TPS 3713. Acting in Musical Theatre. 3-0-3.**

*Prerequisite: TPS 3203 or MUSI 3352 or permission of the instructor.*

This course provides students the opportunity to develop an effective acting technique for the

musical stage. Through in-class exercises and the study of the scores and libretti from major shows in the repertoire, students will develop performance techniques particular to the musical theatre genre, and an appreciation of its diverse styles.

**TPS 3813. Visual Imagination. 3-0-3.**

*Prerequisite: Completion of 24 hours.*

A course in the visual aspects of the art of theatre that focuses on the principles, the elements and the history and current practice of visual design for the theatre.

**TPS 3823. Design Skills. 3-0-3.**

*Prerequisite: TPS 3813.*

Basic design skills including drafting, sketching and rendering. Offered in versions oriented specifically toward set design or costume design in alternating years.

**TPS 3853. Period Styles. 3-0-3.**

*Prerequisite: TPS 3813.*

An examination of the history and interrelationships between dress, architecture and the visual arts as they relate to the field of theatrical design.

**TPS 4313. Principles of Directing. 3-0-3.**

*Prerequisite: TPS 3403.*

Students will learn the fundamentals of directing for the stage. Theoretical studies will be combined with the direction of selected scenes and observation of working directors. Emphasis is on 20th century realism.

**TPS 4323. Directing Styles. 3-0-3.**

*Prerequisite: TPS 3403.*

Students will learn the fundamentals of directing for the stage. Emphasis is on non-realistic period and genre styles. Theoretical studies will be combined with the direction of selected scenes and observation of working directors.

\*This course may be repeated more than once for credit provided that the course content differs entirely from the previous offering.

**TPS 4333. Adapting and Staging Literary Texts. 3-0-3.**

*Prerequisite: ENGL 2110 or TPS 2193.*

Aesthetics, methods, and practice in presentational modes of group performance. Emphasis on the selection, adaptation, and staging of poetic, narrative, and nonfiction texts.

**TPS 4400. Directed Study. 1-3 credit hours.**

*Prerequisite: Approval of instructor, and department chair.*

Selected topics of an advanced nature, which may include original research projects.

**TPS 4490. Special Topics.\* 1-3 credit hours.**

*Prerequisite: Approval of instructor and departmental chair.*

Topics of special interest to students and faculty.

**TPS 4513. History and Theory I: Ancient through Renaissance Theatre and Performance. 3-0-3.**

*Prerequisite: TPS 3403.*

Studies in the history, theory, and literature of world theatre and performance traditions from ancient times through the Renaissance.

**TPS 4523. History and Theory II: Neoclassical through Early Modern Theatre and Performance. 3-0-3.**

*Prerequisite: TPS 3403.*

Studies in the history, theory, and literature of world theatre and performance traditions from the Neoclassical Age through early Modernism.

**TPS 4533. History and Theory III: Modern through Postmodern Theatre and Performance. 3-0-3.**

*Prerequisite: TPS 3403.*

Studies in the history, theory, and literature of world theatre and performance traditions from Modernism through Postmodernism.

**TPS 4813. Scene Design. 3-0-3.**

*Prerequisite: TPS 3813.*

Building blocks for scene design with an emphasis on transforming written text into three-dimensional visual language, and working through fundamental scene design problems.

**TPS 4823. Lighting Design for the Stage. 3-0-3.**

*Prerequisite: TPS 3813.*

Study of lighting design for the stage, including study of lighting instruments and control.

**TPS 4833. Costume Design. 3-0-3.**

*Prerequisite: TPS 3813.*

Study of principles, methods and processes for costume design for the stage.

**TPS 4953\*. Senior Seminar in Theatre and Performance Studies. 3-0-3.**

*Prerequisite: TPS 3403 and 90 credit hours.*

Close study of selected theories, artists, texts, or movements in theatre and performance studies, culminating in a major seminar paper or applied artistic work.

\*This course may be repeated more than once for credit provided that the course content differs entirely from the previous offering.

# Teaching & Administrative Faculty

The Kennesaw State University faculty consists of student-oriented men and women who are dedicated to teaching and who are actively engaged in research, scholarly activity, and community and public service. They have studied at leading educational institutions in this country and abroad. Some have had Fulbright appointments for teaching and research overseas. Others have had grants from foundations, including the Ford, National Science and various learned societies. The date in the parentheses after the name indicates the year of the appointment to the Kennesaw State University faculty.

**ABAIDOO, SAMUEL** (2000) Acting Chair, Dept of Sociology and Criminal Justice and Associate Professor of Sociology. Ph.D. University of Saskatchewan, 1997. M.A. University of Saskatchewan, 1994. B.A. University Of Cape Coast, 1987.

**ACHAR, PREMILA** (2004) Associate Professor of Biology. Ph.D. University of Mysore, 1989. M.Phil. University of Mysore, 1983. M.S. University of Mysore, 1982. B.S. University of Mysore, 1980.

**ACKERT, LUCY F.** (2000) Professor of Finance. Ph.D. Emory University, 1990. M.A. University of Florida, 1984. B.S.B.A. University of Florida, 1982.

**ADAMS, A. FRANK** (2000) Aronoff Professor of Family Business and Associate Professor of Management. Ph.D. Auburn University, 1996. M.B.A. Berry College, 1982. B.S. Shorter College, 1980.

**ADAMS, L. DEAN** (2002) Artistic Director of Theatre and Performance Studies and Assistant Professor of . M.F.A. Florida State University, 2002. M.A. University of Maryland University College, 1986. B.A. Tufts University, 1980.

**ADAMS, LISA G.** (1993) Assistant Professor of Biology Education. Ph.D. University of California, Los Angeles, 1993. M.S. San Diego State University, 1988. B.S. Fairleigh Dickinson University, 1985.

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- ADEBAYO, AKANMU** (1992) Executive Director of the Institute for Global Initiatives and Professor of History. Ph.D. Obafemi Awolowo University, 1986. M.A. University of Ife, 1982. B.A. University of Ife, 1979.
- ADUDELLE, KATHIE A.** (2003) Associate Professor of Nursing. Ed.D. Pepperdine University, 1999. M.S.N. University of Texas Medical Branch at Galveston, 1978. B.S.N. University of Virginia, 1976.
- AKANBI, LINDA B.** (1992) Professor of Reading Education. Ed.D. State University of New York at Buffalo, 1978. M.Ed. State University of New York at Buffalo, 1971. B.S.Ed. West Virginia University, 1966.
- AKERS, TIMOTHY A.** (2003) Assistant Dean for Research and Graduate Studies and Professor of Human Services. Ph.D. Michigan State University, 1995. M.S. Michigan State University, 1991. B.S. Metropolitan State College of Denver, 1988.
- AKINYEMI, NURUDEEN B.** (1994) Associate Professor of Political Science. Ph.D. University of South Carolina - Columbia, 1994. M.A. Southern University and Agricultural & Mechanical College at Baton Rouge, 1986. B.A. SUNY College at Buffalo, 1985.
- ALBRECHT, ERIC A.** (2006) Assistant Professor of Biology. Ph.D. Wayne State University, 2000. B.S. Central Michigan University, 1993.
- ALDAG, KARL** (1997) Director of Presentation Technology and Assistant Professor of Presentation Technology. M.L.S. University of Michigan, 1990. B.G.S. University of Michigan, 1987.
- ALEXANDER, MICHAEL** (2004) Director of Orchestras and Assistant Professor of Music. D.M.A. University of Wisconsin - Madison, 2003. M.M. University of Wisconsin - Milwaukee, 1997. B.M. University of Georgia, 1995.
- ALI, RADWAN M.** (2002) Instructor of Business Information Systems. Ph.D. University of Georgia, 2006. M.B.A. Kennesaw State University, 1998. B.S. Kennesaw State University, 1986.
- ALLEN, JUDY BROWN** (2003) Lecturer of Sociology. M.A. Texas Southern University, 1988. B.S. Prairie View Agricultural & Mechanical University, 1987.
- ALLEN, WILLIAM E.** (2006) Assistant Professor of History. Ph.D. Florida International University - Broward/Davie Campus, 2002. M.A.T. Indiana University Bloomington, 1989. B.A. University Of Liberia, 1983.
- ALLISON, AUDREY WILSON** (2005) Assistant Professor of Communication. Ph.D. Southern Illinois University Carbondale, 1999. M.S. University of Missouri - Columbia, 1987. B.S. Southern Illinois University Carbondale, 1983.
- ALSUP, RODNEY G.** (1991) Senior Associate Dean for Graduate Programs and Professor of Accounting. D.B.A. University of Kentucky, 1984. M.B.A. Eastern Kentucky University, 1975. B.B.A. Eastern Kentucky University, 1974.
- AMASON, JANEEN S.** (2004) Lecturer of Nursing. M.S.N. Troy State University, 1995. B.S.N. Auburn University, 1991.
- ANDERSON, JEFFREY** (1995) Associate Professor of Communication. Ph.D. University of Oklahoma - Norman Campus, 1993. M.A. Appalachian State University, 1989. B.A. University of North Carolina - Charlotte, 1987.
- ASH, CHARLES W.** (1994) Professor of Health, Physical Education & Sport Science. Ph.D. University of Maryland at College Park, 1979. M.A.T. University of North Carolina - Chapel Hill-, 1968. B.A. Shepherd University, 1967.
- ASTRACHAN, JOSEPH H.** (1992) Wachovia Eminent Scholar Chair of Family Business and Professor of Management. Ph.D. Yale University, 1989. M.Phil. Yale University, 1986. M.A. Yale University, 1985. B.A. Yale University, 1983.
- AUST, CHARLES F.** (1995) Associate Professor of Communication. Ph.D. University of Alabama, 1993. M.A. Indiana University Bloomington, 1985. B.S. University of Pittsburgh at Johnstown, 1975.

- AUST, PHILIP J.** (2005) Assistant Professor of Organizational Communication. Ph.D. University of Oklahoma - Norman Campus, 2000. M.A. California State University - Fullerton/Mission Viejo, 1993. B.A. Ambassador University, 1990.
- AYALA, ROSANA F.** (2000) Instructor of Spanish. M.Ed. University of Louisiana at Monroe, 1989. B.S. University of Houston, 1976.
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- YOUNG, JAMES R.** (2005) Musical Director of Opera and Musical Theatre and Associate Professor of Vocal Repertoire. D.M.A. University of Miami, 1990. M.M. University of Louisiana at Monroe, 1985. B.M. Baylor University, 1976.
- YOW, PAULA P.** (1982) Professor of English. Ph.D. University of Georgia, 1980. M.A. University of Georgia, 1973. B.A. Agnes Scott College, 1970.
- ZEBICH-KNOS, MICHELE** (1987) Professor of Political Science. Ph.D. University of New Mexico, 1979. M.A. Universite De Paris III - Universite Sorbonne Nouvelle, 1975. B.A. Elmira College, 1972.
- ZHAN, GINNY Q.** (1999) Associate Professor of Psychology. Ph.D. Cornell University, 1995. M.A. Cornell University, 1991. B.A. East China Normal University, 1986.
- ZHANG, JIAYAN** (2004) Assistant Professor of History. Ph.D. University of California, Los Angeles, 2004. M.A. University of California, Los Angeles, 2000. M.A. Nanjing Agricultural University, 1990. B.A. Hubei Agricultural College, 1984.
- ZHENG, BINYAO** (1997) Associate Professor of Educational Psychology. Ph.D. University of Memphis, 1996. M.S. University of Memphis, 1991. B.A. Central China Normal Univ, 1982.
- ZIEGLER, CHRISTINE B.** (1987) Professor of Psychology. Ph.D. Syracuse University, 1982. M.S. Syracuse University, 1981. B.S. Syracuse University, 1978.
- ZIMMERMANN, ULF** (1993) Associate Professor of Public Administration. Ph.D. University of Texas - Austin, 1971. M.A. University of Maryland, Baltimore, 1981. M.A. University of Texas - Austin, 1967. B.A. University of Texas - Austin, 1965.
- ZINSMEISTER, DOROTHY D.** (1978) Professor of Biology. Ph.D. University of Illinois at Urbana - Champaign, 1970. M.S. University of Illinois at Urbana - Champaign, 1967. B.S. University of Illinois at Urbana - Champaign, 1965.
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M.B.A.

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*Director, Center for Conflict Management:* Linda M. Johnston, Ph.D.

*Director, Continuing Education, Conferences:*  
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*Director, Continuing Education, International Program:* Kehua (Ken) Jin, M.B.A.

*Director, Continuing Education, Marketing:*  
Pamela W. Davis, M.B.A.

*Director, Continuing Education, Osher Lifelong Learning Center:* Richard J. Harp, B.A.

*Director, Continuing Education, Professional Development and Life Enrichment:* Karen LaMarsh, M.Ed.

*Director, Project IDEAS, Continuing Education:* H. Wynn Montgomery, M.S.

*Director, Continuing Education, Registration:*  
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*Director, Continuing Education, Technology Training Center:* Kris Turnbull, B.A.S.E.

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*Director, Convocation Center:* William "Mike" Meads

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*Director, Cox Family Enterprise:* Joseph H. Astrachan, Ph.D.

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*Director, Development, Coles College of Business:*  
Lisa A. Duke, B.S.

*Director, Development, College of Humanities and Social Science:* Mark E. Hellman, B.A.

*Director, Development, Operations and Research:*  
Durba Chatterjee, M.B.A.

*Director, Econometric Center:* Donald M. Sabbarese, Ph.D.

*Director, Educational Technology Center:* Traci C. Redish, Ph.D.

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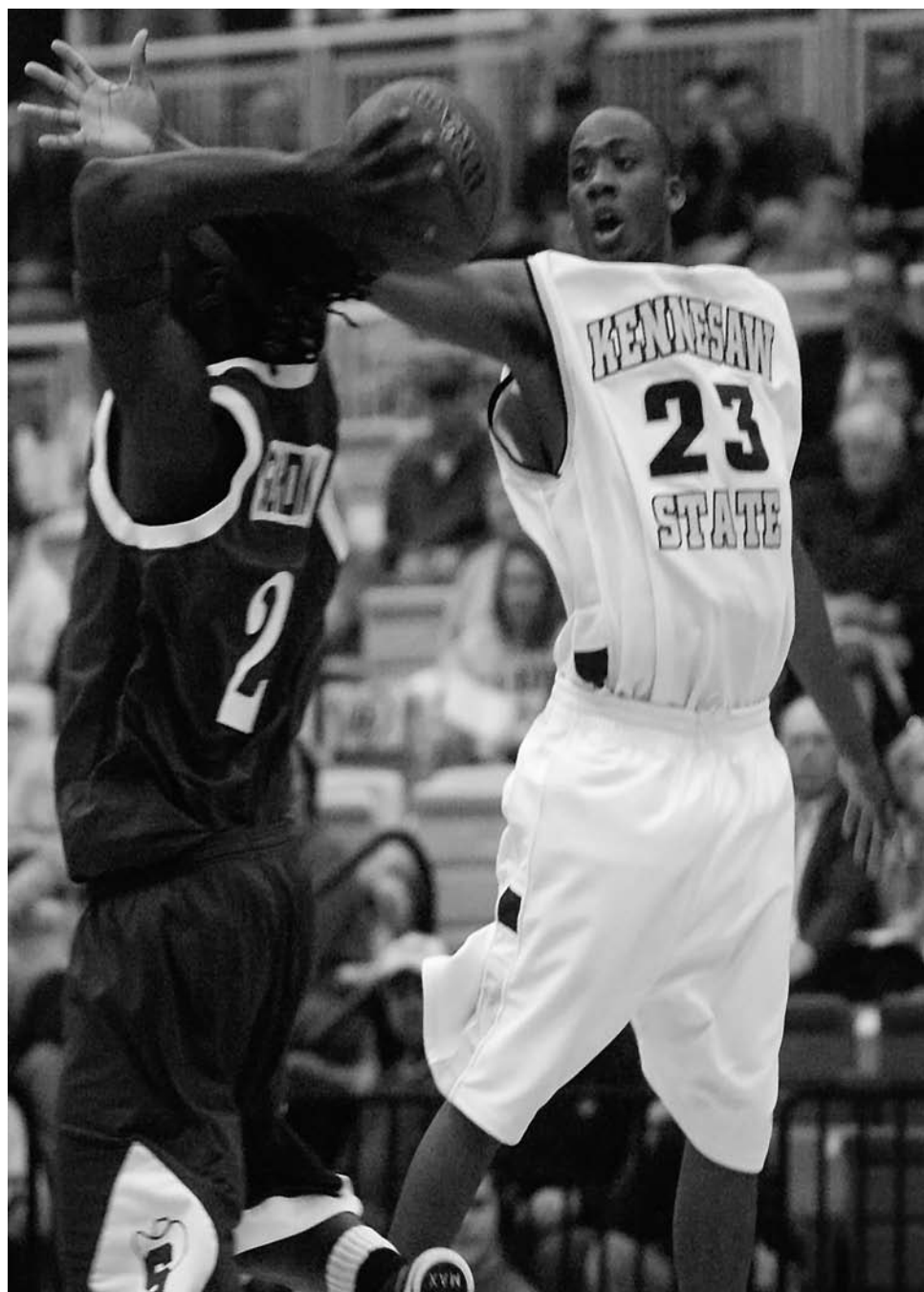
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