

Utah State **UNIVERSITY**

2004-2005

General Catalog

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President's Message

Welcome to Utah State University!

Whether you are registering or still checking us out, Utah State is a wonderful choice for serious students. This is a university where academics come first. Here you will receive a complete learning experience—friendly, award-winning teaching and an opportunity to do cutting-edge research at an institution ranked by the Carnegie Foundation in the top four percent of research universities.

Our programs literally stretch from under the soil to soaring in space. We are both a land-grant university, begun more than a century ago as an agricultural college, and a space-grant university, whose students and faculty have sent more payloads through the atmosphere than any other university in the world. In between are courses in seven academic colleges leading to more than 200 undergraduate and graduate options.

Inside this catalog is an array of classes, mostly taught by full-time faculty, not by teaching assistants as at many other large universities. I encourage you to browse through the catalog and

find classes that will help prepare you to make a living, as well as courses that will help you enjoy life. Both are important.

Your experience here should not end in the classroom and lab. There are more than 200 student clubs and organizations, for just about every interest. We have a large intramural sports program, and you can cheer on Aggie varsity teams, which play in the top division of the NCAA.

Some 80 percent of our students live on campus or in student houses and apartment complexes in this friendly, picturesque city. Our University family is a community within a community. It does not take long to feel at home here.

Again, welcome, and have a great school year.

Kermit L. Hall
President of Utah State University

Statement on Institutional Integrity

Utah State University adheres to the highest ethical standards in its representation to its constituencies and the public; in its teaching, scholarship, and service; in its treatment of its students, faculty, and staff; and in its relationships with regulatory and accrediting agencies.

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Utah State University

The academic advantages of a large university, together with the friendliness of a small college, are offered at Utah State University. With a student body of more than 23,000, USU recognizes that the needs of the individual are of major importance, and many programs have been established to give the student the optimum of individual attention.

With 43 departments in seven academic colleges, a School of Graduate Studies, University Extension, and several research programs, Utah State University offers an excellent opportunity for students to study a wide range of subjects.

USU was founded in 1888 as part of the public educational system of Utah and operates under the constitution and laws of the state. It belongs to the family of institutions known as land-grant universities, which had their origin in 1862. The institution was originally called the Agricultural College of Utah, later becoming Utah State Agricultural College. The state legislature designated the name change to Utah State University in 1957.

A 16-member State Board of Regents governs the Utah state system of higher education. This board has the responsibility for state-wide master planning for higher education, assignment of roles to the several institutions in the state system, and control of operating and capital budgets for the institutions. USU has a 10-member Board of Trustees which is responsible for implementing the assigned roles, including the appointment of personnel and the enactment of rules and governing regulations.

Utah State University is one of two Tier One institutions in the state, the other being the University of Utah. Both universities are categorized as public research universities.

USU is governed by the State Board of Regents and accredited by Northwest Association of Schools and Colleges, National Council for Accreditation of Teacher Education, American Psychological Association, American Association of Family and Consumer Sciences, the American Assembly of Collegiate Schools of Business, Utah State Board of Education—Teacher Education Program, Council on Rehabilitation Education, Accrediting Board of Engineering and Technology, American Society of Landscape Architects, Commission on Accreditation—Council on Social Work Education, American Chemical Society, Society of American Foresters, National League of Nursing Accrediting Commission, Council on Academic Accreditation of the American Speech-Language-Hearing Association (ASHA), American Dietetic Association, Foundation for Interior Design, Education, and Research, National Association of Schools of Music, Utah State Board of Vocational Education, and the Society for Range Management. USU is a land-grant and a Carnegie Foundation “Doctoral/Research University-Extensive” institution. Credit earned at USU is fully transferable to other universities and colleges in the United States of America.

University Mission Statement

The mission of Utah State University is to be one of the nation’s premier student-centered land-grant and space-grant universities by fostering the principle that academics come first; by cultivating diversity of thought and culture; and by serving the public through learning, discovery, and engagement.

University Role Statement

Utah State University fulfills a unique role in the Utah System of Higher Education as the state’s land-grant and space-grant university. The land-grant designation makes Utah State responsible for programs in agriculture, business, education, engineering, natural resources, sciences, and the traditional core of liberal learning: humanities, arts, and social sciences. The University gives particular emphasis to programs involving the interaction of land, people, and the environment.

Utah State University is also a “Doctoral/Research University-Extensive” institution, as designated by the Carnegie Corporation, meaning that, in selected areas historically associated with its designation as a land-grant and space-grant university, it provides doctoral and master’s level education and supports and expects of its faculty significant research efforts. The University offers a broad array of doctoral and master’s level degrees in areas appropriate to its mission. Hands-on learning is also a hallmark of its undergraduate programs.

As a space-grant institution, Utah State University plays a pre-eminent role in the development of the sciences and engineering associated with research and teaching about outer space. This includes the mission of the Space Dynamics Laboratory and its related components on the Innovation Campus.

Utah State develops knowledge as part of its discovery mission, as reflected in research generated by the Utah Agricultural Experiment Station and the Utah Water Research Laboratory, and disseminates this knowledge through technical assistance provided by Cooperative Extension in each of the state’s 29 counties. The land-grant mission also means that Utah State delivers degrees through Continuing Education programs, whether through on-site or technologically delivered, time-enhanced methods throughout the state.

Taken together, these designations as a land-grant and space-grant university also mean that Utah State University has a leading role in economic development of the state and the region. These goals are realized through the effective transfer of research from the laboratory to commercial enterprises. To that end, Utah State University has an aggressive position in the identification of intellectual property, the commercialization of new technologies, and the development of research programs that will be of benefit to the state. USU also brings government, business, and education together on its Innovation Campus with the goal of stimulating economic development.

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Using This Catalog

USU maintains a semester system—three semesters or periods of classwork: fall, spring, and summer. Fall and spring semester are each of 15 weeks duration. Summer semester spans a total of 14 weeks and includes one four-week early session, two workshop weeks, one eight-week session, and two four-week sessions.

Credit Enrollment. The semester credit hour is the unit upon which credit is computed. Normally, the credit hour standard is based upon 150 minutes of lecture per week, for the duration of one semester, for a three-credit class. For more specific information, refer to the current *Schedule of Classes*. To obtain credit, a student must be properly registered and pay fees for the course. For further information, see *Number of Credits Awarded for Courses* on page 35.

Course Numbering. Each course listed in the *Course Descriptions* section of the catalog has a number, given before the name of the course. For example:

ENGL 1120 Elements of Grammar (3)

This means the course, Elements of Grammar, is English 1120. The numbers are useful for reference and records.

Course Numbering Code. A standard code employed by all institutions in the State System of Higher Education was adopted by USU in 1970. Upon conversion to semesters, four-digit course numbers *replaced* the three-digit course numbers formerly used under the quarter system. The semester numbering system is as follows:

0010-0990	Remedial courses; will not satisfy baccalaureate requirements; nontransferable; not calculated in GPA.
1000-2790	Lower division (freshman and sophomore courses)
2800-2990	Lower division independent study designation (directed reading, individual projects, etc.)
3000-4790	Upper division (junior and senior courses)
4800-4990	Upper division independent study designations (directed reading, individual projects, festival, institutes, workshops, etc.)
5000-5990	Advanced upper division (may be used for a graduate degree with approval of the student's supervisory committee)
6000-7990	Graduate courses (students without baccalaureate degrees must obtain special permission to enroll)
5900-5990	Independent study designations (directed reading, individual projects, theses, dissertations, etc.)
6900-6990	
7900-7990	
6800-6890	Graduate seminars (includes methodology and research seminars)
7800-7890	

“H” following regular course designation indicates Honors Program courses.

Freshmen or sophomores may take any lower-division course. If there is a prerequisite for a particular course, it will be so stated in the course description.

Juniors or seniors may take any lower- or upper-division course for which they have met the course requirements. Course requirements will be identified in the course description. Seniors may take graduate courses only upon written consent from the instructor. The use of undergraduate coursework for a graduate de-

*gree at USU is regulated by the School of Graduate Studies. See *Split Form Policy* (page 92) and *Course-Level Numbering and Acceptability* (page 92).*

Graduate students may take any course for which they have met the course requirements, but only graduate courses and individually approved undergraduate courses may be used for a graduate degree.

Note: In some cases, *additional* college or departmental requirements (which may not be included in the course description) *must be met* before a student may take a particular course. For more information, students should consult their advisor or the department offering the course.

Following the title of each course, the number of credits given for the course is indicated in parentheses. The semester(s) it will likely be taught are indicated in abbreviated form in parentheses, following the course description. For example: (F) indicates that the course will likely be taught fall semester. The designation (F,Sp,Su) indicates that the course will likely be taught all three semesters: fall, spring, and summer. It does not mean that the student has to take the class all three semesters, but rather that he or she has a choice of any semester. In some cases, such as (F,Sp), even though more than one semester is indicated, the course will not be offered each semester, but only one of these semesters, the exact one yet to be decided.

Some course listings do not indicate semester(s) offered. In some cases, these courses may be taken any semester (e.g., continuing graduate advisement, thesis, dissertation, or internship courses). In other cases, the semester(s) to be offered has not yet been determined (e.g., special topics courses, which are offered infrequently). For current information about semesters to be offered, consult the department offering the course.

*For more definite up-to-date information, please refer to the *University Schedule of Classes* published prior to the beginning of each semester. All catalog listings are subject to change. The schedule will also update policies and practices of the University as changes occur. Catalog updates will also appear in the *Online General Catalog*, which may be found at: <http://www.usu.edu/ats/generalcatalog/>.*

Occasionally, two or more closely related courses (which usually have the same title) will be listed above one course description, such as **MATH 6110** and **MATH 6120, Differential Geometry**. Following each course title, the number of credits approved for each course will be shown. At the end of the course description will be two or more parenthetical entries, indicating the semester(s) the courses may be taught. The first entry refers to the semester(s) taught for the first course, the second entry refers to the second course, and so forth.

In some classes, the amount of credit for which students register can be individually arranged. One student may take 2 credits, another student 3 credits, etc. Academic credit is identified in parentheses following the course title: e.g., **(1-3)**.

Following some credit designations in this catalog will be a single asterisk (*), a double asterisk (**), or a triple asterisk (***). Such courses are taught during alternate years, as explained in the footnotes. For more information, check the *Schedule of Classes* or consult the department offering the course.

Course Prefixes

Each course listing is preceded by one of the following prefixes:

ACCT	Accounting	ITDS	Interdisciplinary Studies
ADVS	Animal, Dairy and Veterinary Sciences	ITE	Industrial Technology and Education
ANTH	Anthropology	JAPN	Japanese
ART	Art	JCOM	Journalism and Communication
AS	Aerospace Studies	KOR	Korean
ASTE	Agricultural Systems Technology and Education	LAEP	Landscape Architecture and Environmental Planning
AWER	Aquatic, Watershed, and Earth Resources	LANG	Languages (General)
BA	Business Administration	LAS	Liberal Arts and Sciences
BIE	Biological and Irrigation Engineering	LATN	Latin
BIOL	Biology	LING	Linguistics
BIS	Business Information Systems	MAE	Mechanical and Aerospace Engineering
BMET	Biometeorology	MATH	Mathematics
BUS	Business, College of	MHR	Management and Human Resources
CEE	Civil and Environmental Engineering	MS	Military Science
CHEM	Chemistry and Biochemistry	MUSC	Music
CHIN	Chinese	NAV	Navajo
CLAS	Classics	NEPA	National Environmental Policy Act Certificate Program
COMD	Communicative Disorders and Deaf Education	NFS	Nutrition and Food Sciences
CS	Computer Science	NR	Natural Resources, College of
DE	Dance Education	NURS	Nursing
ECE	Electrical and Computer Engineering	PE	Physical Education
ECON	Economics	PEP	Physical Education Professional
EDUC	Education and Human Services, College of	PFP	Personal Financial Planning
ELED	Elementary Education	PHIL	Philosophy
ENGL	English	PHYX	Physics
ENGR	Engineering, General	PLSC	Plant Science
ENVS	Environment and Society	POLS	Political Science
FCHD	Family, Consumer, and Human Development	PORT	Portuguese
FCSE	Family and Consumer Sciences Education	PRP	Parks and Recreation Professional
FREN	French	PSB	Plants, Soils, and Biometeorology
FRWS	Forest, Range, and Wildlife Sciences	PSY	Psychology
GEOG	Geography	PUBH	Public Health
GEOL	Geology	REH	Rehabilitation Counseling
GERM	German	RUSS	Russian
GRK	Greek	SCED	Secondary Education
HASS	Humanities, Arts and Social Sciences, College of	SCI	Science, College of
HEP	Health Education Professional	SOC	Sociology
HIST	History	SOIL	Soil Science
HONR	Honors	SPAN	Spanish
ID	Interior Design	SPCH	Speech Communication
IELI	Intensive English Language Institute	SPED	Special Education
INST	Instructional Technology	STAT	Statistics
ITAL	Italian	SW	Social Work
		THEA	Theatre Arts
		USU	University Studies
		WGS	Women and Gender Studies

University Studies Designations

Courses approved for University Studies have one of the following designations, listed following the course number:

BAI	Breadth American Institutions	CL	Communications Literacy
BCA	Breadth Creative Arts	DHA	Depth Humanities and Creative Arts
BHU	Breadth Humanities	DSC	Depth Life and Physical Sciences
BLS	Breadth Life Sciences	DSS	Depth Social Sciences
BPS	Breadth Physical Sciences	QI	Quantitative Intensive
BSS	Breadth Social Sciences	QL	Quantitative Literacy
CI	Communications Intensive		

Other Policies

Catalog Information

Catalog information and University requirements may change at any time. USU is not bound by requirements or regulations listed in this catalog. Information may change before a new catalog is issued, and students must adhere to changes. It is the student's obligation to ascertain current rules, regulations, fees, and requirements.

Course descriptions in this catalog are an overview and generally reflect what will be taught, but students should not rely on them as a guarantee of what they will be taught during a given semester.

This catalog is also available on the Web, and can be accessed from the University Advising and Transfer Services Home Page: <http://www.usu.edu/ats>. Changes in catalog information will be entered on the Web.

To obtain a printed copy of this catalog, phone Express-a book at one of the following numbers: (800) 662-3950, (435) 797-3950, or FAX (435) 797-3793.

Materials for Persons with Disabilities

This catalog is available in large print, disk, audio, and braille format upon request to the Disability Resource Center, University Inn 101, (435) 797-2444 or (800) 259-2966 Voice or (435) 797-0740 TTY. Further information about the services offered by the Disability Resource Center can be found at: <http://www.usu.edu/drc>.

Assumption of Risk

Some classes, programs, and extracurricular activities within the University involve some risk and some may also involve travel. The University provides these programs on a voluntary basis, and students ought not participate in them if they do not care to assume the risks. Students ought to inquire as to possible risks a program may generate, and if they are not willing to assume the risks, they should not select that program. By voluntarily participating in these types of classes, programs, and extracurricular activities, the student agrees not to hold USU or its staff liable.

Credits

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Equal Opportunity/Affirmative Action

Utah State University is committed to providing equal educational and employment opportunity regardless of race, sex, color, religion, national origin, marital or parental status, physical or mental disability, veteran status, or age. USU also has a policy prohibiting sexual harassment of students, faculty, and staff. Equal opportunity applies to all aspects of employment: recruitment, hiring, promotion, training, benefits, and salary. Equal educational opportunities include admission, access to course offerings, financial assistance, housing, and extracurricular activities.

Privacy Rights

In compliance with the Family Educational Rights and Privacy Act of 1974, Utah State University has developed policy guidelines which (1) provide that eligible students will have access to inspect and review their educational records, and (2) protect the rights of a student to privacy by limiting access to the educational record without express written consent. **Note:** There are restricted situations in this act where access to an educational record **does not** require the express written consent of the student. For further information, see the *Privacy Rights* section on page 35.

University Smoking Policy

Utah State University conforms to the provisions of the 1992 Utah House Bill No. 197—Clean Air in Government Buildings, Utah Code Section 76-10-106. The provisions of this bill include the following: (a) A person may not smoke in a building, or portion of a building, that is owned, leased, or occupied by the state or any state agency; (b) Designated smoking areas in buildings are prohibited under this subsection; and (c) This subsection takes precedence over any conflicting provision of this section.

It is the responsibility of all University staff and students to adhere to this policy and to appropriately inform campus visitors of its provisions. Deans, department heads, and other supervisory personnel are responsible for the enforcement of the policy.

Administration

Utah State Board of Regents

Terms expire in the years listed.

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 Elementary Education Bernard L. Hayes
 English Jeffrey Smitten
 Environment and Society Terry L. Sharik
 Family, Consumer, and Human Development. Thomas R. Lee
 Forest, Range, and Wildlife Sciences. To be appointed
 Geology John W. Shervais
 Health, Physical Education
 and Recreation Craig W. Kelsey
 History Norman L. Jones
 Honors Program David F. Lancy
 Industrial Technology and Education. Maurice G. Thomas
 Instructional Technology Byron R. Burnham
 Intensive English Language Institute Glenda R. Cole
 Interior Design Program Tom C. Peterson
 Journalism and Communication Edward C. Pease
 Landscape Architecture and
 Environmental Planning To be appointed
 Languages, Philosophy,
 and Speech Communication. Charlie Huenemann
 Management and Human Resources Gaylen N. Chandler
 Mathematics and Statistics Russell C. Thompson
 Mechanical and Aerospace Engineering Byard D. Wood
 Military Science Lt. Col. S. Rand Curtis
 Music Bruce M. Saperston
 Nutrition and Food Sciences. Charles E. Carpenter
 Nursing Program (with Weber State University) Joanne Duke
 Physics. W. John Raitt
 Plants, Soils, and Biometeorology Larry A. Rupp
 Political Science. Randy T. Simmons
 Psychology. David M. Stein
 Secondary Education Barry M. Franklin
 Sociology, Social Work
 and Anthropology Richard S. Krannich
 Special Education
 and Rehabilitation Benjamin Lignugaris/Kraft
 Theatre Arts Colin B. Johnson

Enrollment Management Units

Admissions Jimmy Moore
 Advising and Transfer Services, University. John D. Mortensen
 Financial Aid. Judy LeCheminant
 International Students and Scholars Negar C. Davis
 Registrar's Office. Glenn Davis

Student Services Units

Academic Resource Center Noelle A. Call
 Campus Recreation Kevin J. Kobe
 Career Exploration Resource Center. Margaret "Peg" Hennon
 Career Services David F. Hart
 Children's House Linda Ebersole-Gilgen
 Counseling Center. Mary E. Doty
 Disability Resource Center. Diane C. Hardman
 Housing and Food Services Steven C. Jenson
 Multicultural Student Services To be appointed
 Statesman (student newspaper). Jay C. Wamsley

Student Health and Wellness Center James W. Davis
 Student Involvement and Leadership Center . . . Tiffany M. Evans
 Student Support Services Nazih T. Al-Rashid
 Testing Services Supervisor Eric W. Jensen
 Women’s Center/Reentry Student Center Janet L. Osborne

Other Areas of Service

Alumni Relations G. Carlos Smith
 Banner Project Rory J. Weaver
 Bookstore David V. Hansen
 Budget Office Richard W. Jacobs
 Cashiers Office William E. Jensen
 Controllers Office Clinton G. Moffitt
 Help Desk Stephen Funk

Human Resources Clark M. England
 Licensing and Network Training Michelle M. Smith
 Network and Computing Services Kim A. Marshall
 Parking and Transportation Services Lisa C. Leishman
 Police (University) Steven J. Mecham
 Publication Design and Production Dale P. Smith
 Purchasing Services J. Bud Covington
 Space Dynamic Laboratory Michael D. Pavich
 Student Computer Labs Gary D. Egbert
 Study Abroad Program Kay W. Forsyth
 Technical Support Services Jonathan B. Kadis
 Telecommunications and Telephone Services . . . Scott N. Bradley
 Ticket Office Clark Livsey
 University Inn Leila M. Neilson
 University Media Production D. Shane Thomas
 University Press and Scholarly Publications . . . Michael Spooner
 Writing Center Charlene A. Hirschi

2004-2005 Calendar

Summer Session 2004

May 10-June 4	First 4-week Session
May 31	Holiday (Memorial Day)
June 7-11	First Workshop Session
June 14-August 6	8-week Session
June 14-July 9	Second 4-week Session
July 5	Holiday (Independence Day)
July 12-August 6	Third 4-week Session
July 23	Holiday (Pioneer Day)
August 6	Test Day
August 9-13	Second Workshop Session

Fall Semester 2004

August 30	Classes Begin
September 6	Holiday (Labor Day)
November 24-26	Holiday (Thanksgiving)
December 6-10	No-test Days
December 10	Last Day of Classes
December 13-17	Final Examinations

Spring Semester 2005

January 10	Classes Begin
January 17	Holiday (Martin Luther King, Jr. Day)
February 21	Holiday (Presidents' Day)
March 14-18	Spring Break
April 20-22, 25-26	No-test Days
April 26	Last Day of Classes
April 27	Interim Day
April 28-29, May 2-4	Final Examinations
May 6-7	Graduation

Note: See semester *Schedule of Classes* for registration and fee payment deadlines.

Degrees Offered at USU

College of Agriculture

Agricultural Systems Technology and Education

Agricultural Education—BS
 Agricultural Machinery Technology—One-year Certificate, AAS
 Agricultural Systems Technology—BS, MS
 Family and Consumer Sciences Education—BS

Animal, Dairy and Veterinary Sciences

Animal Science—BS, BA, MS, PhD
 Bioveterinary Science—BS, BA, MS, PhD
 Dairy Science—BS, BA, MS
 VoTech Dairy Herdsman—One-year Certificate

Economics

Agribusiness—BS
 Agricultural Economics—BS
 Applied Economics—MS
 Economics—BS, BA, MS, MA, PhD
 International Agribusiness—BA

Nutrition and Food Sciences

Nutrition and Food Sciences—BS, MS, PhD
 Food Microbiology and Safety—MFMS
 Dietetics Administration—MDA

Plants, Soils, and Biometeorology

Biometeorology—MS, PhD
 Crop Science—BS, BA
 Environmental Soil/Water Science—BS, BA
 Horticulture—BS, BA
 Horticulture, Professional Studies in—MPSH
 Ornamental Horticulture—One-year Certificate, AAS
 Ecology—MS, PhD
 Plant Science—MS, PhD
 Soil Science—MS, PhD

Interdepartmental Program

Toxicology—MS, PhD

College of Business

Accountancy, School of

Accounting—BS, BA, MAcc

Business Administration

Business Administration—BS, BA
 Finance—BS, BA
 Marketing—BS, BA
 Production Management—BS, BA

Business Information Systems

Business Information Systems—BS, BA, MS
 Business Information Technology and Education—BS, BA
 Marketing Education—BS, BA
 Office Systems Support—AAS
 Education—EdD*, PhD*

Economics

Economics—BS, BA, MS, MA, PhD

Management and Human Resources

Human Resource Management—BS, BA
 Management—BS, BA
 Human Resources—MS

College of Business Programs

Business—BS, BA
 (Dual major and 2nd BS only)
 Master of Business Administration—MBA

College of Education and Human Services

Communicative Disorders and Deaf Education

Communicative Disorders and Deaf Education—BS, BA, MS, MA, MEd, EdS
 Audiology, Doctorate of—AuD

Elementary Education

Early Childhood Education—BS, BA
 Elementary Education—BS, BA, MS, MA, MEd
 Education—EdD*, PhD*

Family, Consumer, and Human Development

Early Childhood Education—BS, BA
 Family and Consumer Sciences—BS, BA
 Family and Human Development—MS, MFHD
 Family, Consumer, and Human Development—BS, BA
 Family Life—PhD

Health, Physical Education and Recreation

Health Education Specialist—BS
 Health, Physical Education and Recreation—MS, MEd
 Parks and Recreation—BS
 Physical Education—BS

Instructional Technology

Instructional Technology—MEd, MS, EdS, PhD

Psychology

Psychology—BS, BA, MS, PhD

Secondary Education

Secondary Education—2nd BS, 2nd BA, MS, MA, MEd
 Composite Teaching—Social Studies—BS, BA
 Education—EdD*, PhD*

Special Education and Rehabilitation

Special Education—BS, BA, MS, MEd, EdS
 Rehabilitation Counseling—MRC
 Disability Disciplines—PhD
 Education—EdD*

Interdepartmental Doctorate in Education

Education—EdD, PhD

College of Engineering

Biological and Irrigation Engineering

Biological Engineering—BS, MS, PhD
 Irrigation Engineering—MS, PhD

Civil and Environmental Engineering

Civil and Environmental Engineering—CE, MS, ME, PhD
 Civil Engineering—BS
 Environmental Engineering—BS

Electrical and Computer Engineering

Computer Engineering—BS
 Electrical Engineering—BS, MS, ME, EE, PhD

Industrial Technology and Education

Aviation Technology (Maintenance Management)—BS
 Aviation Technology (Professional Pilot)—BS
 Technology and Industrial Education—BS
 Industrial Technology—MS

Mechanical and Aerospace Engineering

Aerospace Engineering—BS
 Mechanical Engineering—BS, MS, ME, PhD

College of Humanities, Arts and Social Sciences

Art

Art—BA, BS, BFA, MA, MFA

English

American Studies—BS, BA, MS, MA
 English—BS, BA, MS, MA

History

History—BS, BA, MS, MA
 Social Sciences—MSS*

Journalism and Communication

Communication—MS, MA
 Journalism—BS, BA

Landscape Architecture and Environmental Planning

Landscape Architecture—BLA, MLA
 Bioregional Planning—MS

Languages, Philosophy, and Speech Communication

French—BA
 German—BA
 Philosophy—BA, BS
 Spanish—BA
 Speech—BA, BS
 Second Language Teaching—MSLT

Music

Music—BM, BA
 Music Therapy—BS, BA

Political Science

International Relations—Certificate
 International Studies—BA
 Political Science—BS, BA, MS, MA
 Law and Constitutional Studies—BS, BA
 Social Sciences—MSS*

Sociology, Social Work and Anthropology

Anthropology—BS, BA
 Social Work—BS, BA
 Social Sciences—MSS*
 Sociology—BS, BA, MS, MA, PhD

Theatre Arts

Theatre Arts—BA, BFA, MA, MFA

Interior Design Program

Interior Design—BS, BA

Interdisciplinary HASS Program

Asian Studies—BA

Interdisciplinary HASS and Science Program

Liberal Arts and Sciences—BA

College of Natural Resources

Aquatic, Watershed, and Earth Resources

Ecology—MS, PhD
 Fisheries and Aquatic Sciences—BS
 Fisheries Biology—MS, PhD
 Watershed and Earth Systems—BS
 Watershed Science—MS, PhD

Environment and Society

Bioregional Planning—MS
 Environmental Studies—BS
 Geography—BS, BA, MS, MA
 Human Dimensions of Ecosystem Science
 and Management—MS, PhD
 Recreation Resource Management—BS, MS, PhD

Forest, Range, and Wildlife Sciences

Conservation and Restoration Ecology—BS
 Ecology—MS, PhD
 Forestry—BS, MS, PhD
 Rangeland Resources—BS
 Range Science—MS, PhD
 Wildlife Biology—MS, PhD
 Wildlife Science—BS

Interdisciplinary Natural Resources Program

Natural Resources—MNR

College of Science

Biology

Biology—BS, BA, MS, PhD
 Ecology—MS, PhD
 Public Health—BS
 Composite Teaching—Biological Science—BS, BA

Chemistry and Biochemistry

Biochemistry—MS, PhD
 Chemistry—BS, BA, MS, PhD
 Chemistry Teaching—BS, BA
 Composite Teaching—Physical Science (Chem)—BS, BA

Computer Science

Computer Science—BS, BA, MS, MCS, PhD

Geology

Geology—BS, BA, MS
 Composite Teaching—Earth Science—BS, BA

Mathematics and Statistics

Mathematics—BS, BA, MS, MMath
 Mathematics Education—BS, BA
 Composite Mathematics-Statistics Education—BS
 Mathematical Sciences—PhD
 Statistics—BS, BA, MS
 Industrial Mathematics—MS

Physics

Physics—BS, BA, MS, PhD
 Physics Teaching—BS, BA
 Composite Teaching—Physical Science (Physics)—BS, BA

Interdepartmental Program

Toxicology—MS, PhD

Interdisciplinary HASS and Science Program

Liberal Arts and Sciences—BA

Interdisciplinary University Degree

Interdisciplinary Studies—BS, BA

*Department participates in interdepartmental degree program.

Undergraduate Admission

Director, Admissions Office: Jimmy Moore
Location: Student Center 102
Phone: (435) 797-1079, (435) 797-1129, or (800) 488-8108
FAX: (435) 797-3708
E-mail: admit@usu.edu
WWW: <http://www.usu.edu/admissions>

Admission Requirements

The Utah State University admission policy is designed to admit undergraduate students who have the best chance to successfully complete a university program of study.

All freshmen, including transfer students with fewer than 24 semester hours of credit, must submit an official high school transcript and ACT/SAT scores as part of their application for admission.

Application for admission and credentials from schools previously attended should be received by the Admissions Office by April 1 for fall semester admission, by November 1 for spring semester admission, and by April 1 for summer semester admission. These materials should be sent to:

Admissions Office
Utah State University
0160 Old Main Hill
Logan UT 84322-0160

A student is admitted to the University on the basis of an application (which includes official transcripts of credit from each school previously attended), a \$35 nonrefundable application fee, and ACT/SAT scores when applicable. A processing fee of \$25 is required of students applying for readmission. Students applying after the deadline will be assessed an additional \$15 late fee. For application and general information, contact the Admissions Office at the address above; or by phone, fax, or e-mail as listed at the top of this page.

Students who have attended home schooling, charter high schools, or performance/outcome-based high schools will need to submit an Application for Admission, the \$35 application fee, and ACT/SAT results, and *may* need to have an interview as part of the admissions application process. Those students who have completed the GED must also submit a copy of the GED Certificate.

USU grants admission, without regard to race, color, creed, sex, or national origin, to those students who satisfy the admission requirements.

Students who have been denied admission to the University may initiate an appeal by contacting the Admissions Office. The appeal must be made no later than seven calendar days from the first class day.

Freshman Admission

Students attending the University for the first time are admitted on the basis of an index score, which is a reflection of high school grades and ACT or SAT scores. Entering students must

have an acceptable index score in order to be admitted. (See Admission Index table on page 16.) **USU regulations regarding the index score are as follows:** Students having an index score of 90 or higher are very likely to be admitted. Students must have an ACT composite score of 19 or higher, regardless of what their overall admission index score is. A cumulative grade point average of 2.5 or higher in high school coursework is also required. In cases where the applicant is younger than 25 years, official ACT/SAT results are also required. Exceptions to the preceding regulations will be made for applicants who have not graduated from high school, who may substitute results of the GED. Admission decisions are made on an individual basis. **Note:** These requirements are based on the 2004-2005 applicant pool and are subject to change for Fall Semester 2005.

High School Curriculum

Students who have graduated from high school and who desire to attend Utah State University must have completed a preparatory course of study, including the following:

English. Four years (units), emphasizing composition/literature.

Mathematics. Three years (units), selected from elementary algebra, geometry, intermediate algebra, trigonometry, college or advanced algebra, or calculus. It is strongly recommended that students take mathematics up to at least trigonometry.

Biological/Physical Science. Three years (units), which meet either state or local graduation requirements. At least one unit must provide a laboratory experience.

American History. One year (unit).

Additional Courses. Four years (units), chosen from at least two of the following: history, English, mathematics beyond intermediate algebra, laboratory science, foreign language, social science, and fine arts.

Foreign Language. Two years (units) recommended, which must be of the same foreign language.

Students who meet the minimum index requirements, but have less than the required number of units, will be admitted on the condition that the deficiency is satisfied at the University within the first 30 semester hours of study.

When the admission decision is made, an official letter of notification will be sent to the student.

Testing. All freshmen, including transfer students with less than 30 semester hours of credit, must present the results of the ACT/SAT as part of their application for admission to the University.

Early Admission. A high school student who has completed his or her junior year and maintained a superior scholastic record may be granted special consideration for admission. An applicant must satisfy the following requirements:

16 Admission Index
Undergraduate Admission

1. Submit an official application, ACT/SAT scores, a high school transcript, and a \$35 application fee.
2. Submit letters of approval and recommendation from:
 - (a) Superintendent or principal
 - (b) Parent or guardian
3. Admission is not automatic, and will be determined by the admissions committee.
4. Applications for admission and credentials from the high school must be received by the University according to the deadline dates listed under General Admissions Policies.

Nontraditional Admission. An applicant who is not a high school graduate may be considered for admission by presenting satisfactory evidence of ability to do university work. This evidence may be demonstrated by scores on the General Education Development Test (GED). Admission will not be offered unless a student has a high school diploma or a GED Test score of 55 or higher. (Students in this category include those whose high school class has graduated and those over the age of 18.) Students must also take the ACT/SAT if not previously taken. If the student has been out of high school for seven years or more, this requirement is waived.

Home School Students. Home school students applying for admission to Utah State University who submit a transcript from an accredited home school organization will be evaluated the same as any traditional high school students. They must meet the University's standard admission requirements of a minimum 2.5 grade point average, a minimum ACT score of 19, and a minimum Admissions Index score of 90.

Those home school students without transcripts must provide a list of classes they have completed and must receive an ACT test score of 21 or higher in order to be admitted to Utah State.

In consultation with the department of the student's intended major, the Director of Admissions will review all materials and make a final decision.

General Studies. Students who do not qualify for enrollment into one of the academic colleges may be considered for enrollment in General Studies. These students include all those who have graduated from high school with an admission index score below 90.

When a student has demonstrated ability to maintain a GPA appropriate for the intended major, that student may apply for admission to an academic college and department. Regular college admissions evaluation procedures will then be followed, and if there are no admissions restrictions, the student will be admitted to the department of his or her choice.

Advanced Placement. Students who present Advanced Placement examination scores of 3, 4, or 5 may receive 4 to 8 University credits for each Advanced Placement examination. These credits may be used to fill General Education requirements and to meet specific course requirements. For a list of examinations accepted and scores necessary to receive credit, see pages 53-54.

Credit by Special Examination. Matriculated students may challenge a course for credit by taking a special examination available in the University Testing Center. The examination will survey knowledge of course content. University credit is awarded for examinations in courses the student has not already taken. Students will be required to pay a fee (standard recording fee and course-specific examination fee). The Testing Center has a listing of available special examinations. Application forms for permission to take special examinations are available in the Testing Center. Language credits by special examination are initiated in the Department of Languages, Philosophy, and Speech Communication.

Students who take a special examination will receive the exam grade posted to their transcript, with a designation that it was earned by special examination. Credits earned through special examination cannot be used toward a graduate degree, nor be used to meet the minimum USU course requirement.

Admission Index

Test Scores

Enhanced ACT	Recentered SAT	GPA																													
		4.0	3.9	3.8	3.7	3.6	3.5	3.4	3.3	3.2	3.1	3.0	2.9	2.8	2.7	2.6	2.5	2.4	2.3	2.2	2.1	2.0	1.9	1.8	1.7	1.6	1.5	1.4	1.3	1.2	1.1
36	1600	142	140	139	137	135	133	132	130	128	126	124	123	121	119	117	116	114	112	110	108	107	105	103	101	100	98	95	94	93	91
35	1560	140	138	137	135	133	131	130	128	126	124	122	121	119	117	115	114	112	110	108	106	105	103	101	99	98	96	94	92	91	89
34	1510	138	136	135	133	131	129	128	126	124	122	120	119	117	115	113	112	110	108	106	104	103	101	99	97	96	94	92	90	89	87
33	1460	136	134	133	131	129	127	126	124	122	120	118	117	115	113	111	110	108	106	104	102	101	99	97	95	94	92	90	88	87	85
32	1410	134	132	131	129	127	125	124	122	120	118	116	115	113	111	109	108	106	104	102	100	99	97	95	93	92	90	88	86	85	83
31	1360	133	131	130	128	126	124	123	121	119	117	115	114	112	110	108	107	105	103	101	99	98	96	94	92	91	89	87	85	84	82
30	1320	131	129	128	126	124	122	121	119	117	115	113	112	110	108	106	105	103	101	99	97	95	94	92	90	89	87	85	83	82	80
29	1280	129	127	126	124	122	120	119	117	115	113	111	110	108	106	104	103	101	99	97	95	94	92	90	88	87	85	83	81	80	78
28	1240	127	125	124	122	120	118	117	115	113	111	109	108	106	104	102	101	99	97	95	93	92	90	88	86	85	83	81	79	77	76
27	1210	126	124	123	121	119	117	116	114	112	110	108	107	105	103	101	100	98	95	94	92	91	89	87	85	84	82	80	78	77	75
26	1170	124	122	121	119	117	115	114	112	110	108	106	105	103	101	99	96	95	94	92	90	89	87	85	83	82	80	78	76	75	73
25	1130	122	120	119	117	115	113	112	110	108	105	104	103	101	99	97	95	94	92	90	88	87	85	83	81	80	78	76	74	73	71
24	1090	120	118	117	115	113	111	110	108	106	104	102	101	99	97	96	94	92	90	88	86	85	83	81	79	78	76	74	72	71	69
23	1060	118	116	115	113	111	109	108	106	104	102	100	99	97	95	93	92	90	88	86	84	83	81	79	77	76	74	72	70	69	67
22	1020	117	115	114	112	110	108	107	105	103	101	99	98	96	94	92	91	88	87	85	83	82	80	78	76	75	73	71	69	68	65
21	980	115	113	112	110	108	106	105	103	101	99	97	96	94	92	90	89	87	86	83	81	80	78	76	74	73	71	69	67	66	64
20	940	113	111	110	108	106	104	103	101	99	97	95	94	92	90	88	87	85	83	81	79	78	76	74	72	71	69	67	65	64	62
19	900	111	109	108	106	104	102	101	99	97	95	93	92	90	88	86	85	83	81	79	77	76	74	72	70	69	67	65	63	62	60
18	860	109	107	106	104	102	100	99	97	95	93	91	90	88	86	84	83	81	79	77	75	74	72	70	68	67	65	63	61	60	58
17	810	108	106	105	103	101	99	98	96	94	92	90	89	87	85	83	82	80	78	76	74	73	71	69	67	65	64	62	60	59	57
16	760	106	104	103	101	99	97	96	94	92	90	88	87	85	83	81	80	78	75	74	72	71	69	67	65	64	62	60	58	57	55
15	710	104	102	101	99	97	95	94	92	90	88	86	85	83	81	79	78	76	74	72	70	69	67	65	63	62	60	58	56	55	53
14	660	102	100	99	97	95	93	92	90	88	86	84	83	81	79	77	76	74	72	70	68	67	65	63	61	60	58	56	54	53	51
13	590	100	98	97	95	93	91	90	88	86	84	83	81	79	77	75	74	72	70	68	66	65	63	61	59	58	56	54	52	51	49
12	520	99	97	95	94	92	90	89	87	85	83	81	80	78	76	74	73	71	69	67	65	64	62	60	58	57	55	53	51	50	48
11	480	97	95	94	92	90	88	87	85	83	81	79	78	76	74	72	71	69	67	65	63	62	60	58	56	55	53	51	49	48	46
10	430	95	93	92	90	88	86	85	83	81	79	77	76	74	72	70	69	67	65	63	61	60	58	56	54	53	51	49	47	46	44
9	400	93	91	90	88	86	84	83	81	79	77	75	74	72	70	68	67	65	63	61	59	58	56	54	52	51	49	47	45	44	42
8	380	92	90	89	87	85	83	82	80	78	76	74	73	71	69	67	65	64	62	60	58	57	55	53	51	50	48	46	44	43	41
7	350	90	88	87	85	83	81	80	78	76	74	72	71	69	67	65	64	62	60	58	56	55	53	51	49	48	46	44	42	41	39
6	320	88	86	85	83	81	79	78	76	74	72	70	69	67	65	63	62	60	58	56	54	53	51	49	47	46	44	42	40	39	37
5	290	86	84	83	81	79	77	76	74	72	70	68	67	65	63	61	60	58	56	54	52	51	49	47	45	44	42	40	38	37	35

Credit by Advanced Coursework (Language Credits). Students who are proficient in a foreign language offered by Utah State University may earn lower-division credit through successfully passing a more advanced course. Applications for these credits should be made in the Department of Languages, Philosophy, and Speech Communication. Students will be required to pay a posting fee.

Students who receive credit by advanced coursework will receive a grade posted to their transcript, with a designation that it was earned by advanced coursework. Credits earned through this option cannot be used to meet the minimum USU course requirement.

Credit by Departmental Examination. Matriculated students may challenge a course for credit by taking a departmental examination. Departments will determine if a course is appropriate for challenge; students should contact the instructor and/or department. If a challenge exam is available, the instructor should advise the student as to whether he or she has a reasonable chance of passing. The examination will survey knowledge of the course content and may include papers, projects, portfolios, etc.

Students challenging a course for which they are registered must do so within the first two weeks of the course. Students not registered will be required to pay a fee (standard recording fee and course-specific examination fee). Students who take a departmental examination will receive the exam grade posted to their transcript for that course. Credits earned through departmental examination can be used to meet the minimum USU course requirement.

CLEP Examinations. Credits may be acquired through the College Level Examination Placement (CLEP) examinations. These credits may be used to fill General Education requirements, and may also be accepted as equivalent to specific courses. AP and CLEP credit combined may fulfill requirements for a maximum of four Breadth areas of General Education. For a list of examinations accepted and scores necessary to receive credit, see pages 55-56.

Individual departments and/or colleges may specify the exact courses required to fill their requirements and may require more than the minimum General Education requirements. Some departments and colleges require specific coursework for General Education, which the CLEP exams may not satisfy.

If, prior to taking a CLEP examination, a student has received credit (including AP credit) for any coursework equivalent to the subject matter of a CLEP examination, the credits earned from the course will be deducted from the earned CLEP credits.

Other institutions have policies differing from those of USU regarding CLEP scores and credits granted for those scores. For transfer students, CLEP credit posted to another institution's transcript is reevaluated based on USU's standard.

International Baccalaureate. USU recognizes the International Baccalaureate diploma and awards credits for General Education requirements, excluding the Breadth American Institutions, Communications Literacy, and mathematics Quantitative Literacy requirements necessary for graduation.

Students who have not completed the International Baccalaureate diploma receive 8 credits for scores of 5, 6, or 7 achieved on the higher-level exams.

Credit achieved through the International Baccalaureate examinations may not be duplicated with AP credit.

For more information about the International Baccalaureate Organization, as well as a list of examinations accepted and scores necessary to receive credit, see page 57.

Credit for Military Service. The University may grant credit to students currently enrolled at the University who have served in the armed forces. Applications for credit are made by submitting the DD214 or DD295 form to the Admissions Office.

Army/ACE Registry Transcript System (AARTS). Enlisted soldiers who entered active duty on or after October 1, 1981 are eligible for an AARTS transcript. However, the AARTS transcript is *not available* to members of the U.S. Army Reserve, warrant officers, or commissioned officers. Those students who are eligible for an AARTS transcript and who are seeking credit for military service in the **Army** should provide the Admissions Office with an AARTS transcript *instead of* the DD214 or DD295 form. Eligible students may obtain transcript request forms from their Army education center counselors, or they may write directly to: Manager, AARTS Operations Center, 415 McPherson Avenue, Ft. Leavenworth KS 66027-1373. Each request must include the student's name, basic active service date, social security number, and current mailing address.

Veterans Educational Benefits. Veterans or qualified dependents of disabled or deceased veterans who may be eligible for Veterans Educational Benefits should contact the Office of Veterans Services, or telephone (435) 797-1102 for information concerning their educational benefits. Veterans or eligible dependents must make application for admission and be matriculated in a degree program.

Transfer Student Admission

Applicants with at least 24 semester credits earned at another accredited institution will be admitted if they have a transfer GPA of 2.50 or higher. Those transfer students having a GPA between 2.20 and 2.49 will be considered on an individual basis. Many USU undergraduate majors require a higher GPA for admission. For specific GPA requirements, refer to this catalog or consult the departments. In cases where the student is admissible to the University but does not meet the minimum GPA requirement for admission to the desired major, admission will be offered as an "undeclared" major. Applicants having fewer than 24 semester transfer credits must submit an official high school transcript and ACT or SAT results.

Official transcripts of credit must accompany applications for admission when submitted by students who have attended other collegiate institutions. Transcripts submitted for admission become the property of the University and are not returned. *Transcripts from all institutions previously attended are required.*

At its discretion, the University may accept transfer credit from accredited and nonaccredited institutions and miscellaneous sources. These may include:

- (1) accredited institutions,
- (2) foreign universities,
- (3) U.S. military credit for approved job and educational experiences,
- (4) credit by examination,
- (5) miscellaneous sources: internships, nontraditional learning experiences.

The following evaluation criteria for acceptance will be used:

(1) accreditation status of the institution, (2) recognized national standards published by the American Association of Collegiate Registrars and by the American Council on Education, (3) guidelines given by the State Board of Regents (including guidelines for CLEP and AP credit), and (4) recommendations given by various University units having appropriate academic competence, including: Faculty Senate, college and departmental curriculum committees.

Utah State University does not accept transfer credit from nonaccredited institutions in those cases where USU lacks an academic unit to evaluate such transfer credits.

Credit Transfer Policy of Utah System. An Associate of Arts or an Associate of Science degree earned at any institution within the Utah System of Higher Education, or at other non-Utah institutions with articulation agreements, will be considered as meeting the General Education requirement of any institution in the system. (At USU, this satisfies the General Education portion of the University Studies requirements, but *not* the Depth Education requirements as shown on pages 45-48.) When the General Education requirements of an institution not offering the Associate of Arts or Associate of Science degree have been met in earning a 60 to 63 semester credit hour diploma, a Registrar's certification that the transferring student has completed baccalaureate-level General Education requirements at the sending institution will be accepted by the receiving USHE institution in lieu of the AA/AS degree. In the latter case, the Registrar at the sending institution will forward to the receiving institution an up-to-date description of the General Education requirements.

Credit for quarter courses numbered 100 or above, or for semester courses numbered 1000 or above, earned in the Utah System of Higher Education is transferable within the System and will be carried on the student's transcript by the receiving institution. **Acceptance of credit should not be confused with its application. Transfer credit may or may not apply to the graduation requirements of an institution, regardless of the number of credits transferred.** Credit other than that intended wholly to meet the General Education requirements of the receiving institution will be applied on the basis of the appropriateness of credit to a particular institution's specific degree program requirements as determined by the receiving institution.

For more transfer student information, including agreements with other states, see pages 59-61 of this catalog.

International Undergraduate Student Admission

For information about admission procedures for international students, see pages 20-21.

Graduate Admission

Any student who has graduated from USU or any other university must apply to the School of Graduate Studies for admission and present two copies of an official transcript.

Readmission

Students who were in attendance the previous spring semester are not required to reapply for fall semester unless the student withdrew from the University or if academic action (probation or suspension) or graduation occurred at the conclusion of the spring semester. Former students of the University returning after an absence of one year or longer are required to file an application for readmission, unless a Leave of Absence form was filed.

Readmission Deadlines. Students who desire to be readmitted following academic action (probation or suspension), must apply by March 1 in order to be considered for admission to fall semester, or by October 1 in order to be considered for admission to spring semester. All other students desiring readmission must apply by April 1 in order to be considered for admission to fall semester, or by November 1 in order to be considered for admission to spring semester.

Residency Application and Appeal

Nonresident students who feel they have met the requirements for instate resident student status must file an official residency application with the Admissions Office, Taggart Student Center 102, **no later than 10 calendar days from the first class day and not more than 30 days before the beginning of the semester for which residency is sought.** Those missing the application deadline will have residency considered for the next semester, provided that the next appropriate deadline is met with adequate updated documentation.

If an application is denied by the Residency Officer, the student may appeal to the Residency Appeals Committee no later than the 14th calendar day of the semester. Appeals cannot be considered after this deadline.

Regulations concerning residency are as follows:

1. Persons claiming residency on their application for admission, but who are coded nonresident, will be notified in writing of their nonresident status.

2. Utah Residency for Tuition Purposes

Legislative action in the spring of 2002 changed the residency requirements. A person who has come to Utah and established residency for the purpose of attending an institution of higher education shall, prior to registration as a resident student: (a) live in Utah while completing 60 semester credit hours at a regionally accredited Utah higher education institution or an equivalent number of applicable contact hours at the Utah College of Applied Technology; *and* (b) demonstrate by additional objective evidence, including Utah voter registration, Utah driver's license, Utah vehicle registration, employment in Utah, payment of Utah resident income taxes, and Utah banking connections, the establishment of a domicile in Utah and that the student does not maintain a residence elsewhere; **or** (c) live and work in Utah for 24 months *prior to beginning school*, after which he or she can apply for residency and begin school as a resident.

3. Aliens who are present in the United States on visitor, student, or other visas which authorize only temporary presence in this country do not have the capacity to intend to reside in Utah for an indefinite period and therefore must be classified as nonresident.

4. Aliens who have been granted immigrant or permanent resident status in the United States shall be classified for purposes of resident status according to the same criteria as citizens.

5. Any American Indian who is enrolled on the tribal rolls of a tribe whose reservation or trust lands lie partly or wholly within Utah or whose border is at any point contiguous with the border of Utah or any American Indian who is a member of a federally recognized or known Utah tribe and who has graduated from a high school in Utah, shall be entitled to resident status.

For other guidelines or exceptions, contact the Residency Officer within the Admissions Office, Taggart Student Center 102, (435) 797-8144, or visit:

<http://www.usu.edu/admissions/ua/residency.html>

Western Undergraduate Exchange

Utah State University participates in the Western Undergraduate Exchange (WUE), a program of the Western Interstate Commission for Higher Education (WICHE). Through WUE, certain students who are not residents of the State of Utah may enroll at Utah State University by paying resident tuition plus 50 percent of that amount (plus other fees that are paid by all students).

Because Utah State University participates in the WUE program, residents of Utah may enroll under the same terms in designated institutions and programs in other participating states.

Information about and applications for WUE programs available at USU may be obtained from the USU Admissions Office, 0160 Old Main Hill, Logan UT 84322-0160, tel. (435) 797-1129

or (800) 488-8108. Utah residents may obtain information about WUE programs in other states from the Certifying Officer for Utah WICHE Student Exchange Program, #3 Triad Center, Suite 550, 355 West North Temple, Salt Lake City UT 84180-1205, tel. (801) 321-7124 or from WICHE Student Exchange Program, P.O. Box 9752, Boulder CO 80301-9752, tel. (303) 541-0214 or 0210, FAX (303) 541-0291.

Cooperative Education and/or Internships

Cooperative education involves faculty and employers in a partnership to provide a student with a blend of academic and on-the-job experiences that may qualify for academic credit. Interested students should contact their academic department or the Office of Cooperative Education, UI 102.

International Student Admission and Programs

Director of the Office of International Students and Scholars:

Negar C. Davis

Location: Student Center 313

Phone: (435) 797-1124

FAX: (435) 797-3522

E-mail: iss@cc.usu.edu

WWW: <http://www.usu.edu/iss>

The Office of International Students and Scholars (ISS) is committed to providing quality services to international students, scholars, and their families, and to helping them to succeed, both academically and personally, in a caring and nurturing environment. ISS provides leadership and support to enhance the academic, social, and personal interactions of students and scholars while at USU, in the Logan community, and beyond. These services include, but are not limited to, international admissions, academic and cultural orientation programs, general and academic advising, transportation, conflict resolutions and mediation, immigration matters including SEVIS, peer mentoring, and cultural events planning. ISS also provides referrals to other campus units, including Student Health and Wellness Center, Counseling Center, Academic Resource Center, University Advising and Transfer Services, Housing and Food Services, Intensive English Language Institute, Registrar's Office, Cashiers Office, Student Employment, and Career Services, to ensure academic success through graduation.

Undergraduate Admission Requirements

International Undergraduate Student Admission. The following fees, documents, and information should be submitted to ISS four months (January 15, summer semester; April 15, fall semester; September 15, spring semester) prior to the beginning of the semester for which an international student wishes to be considered for admission:

1. Utah State University international application for admission and a \$50 nonrefundable application fee. Applications submitted after the recommending filing date will be charged an additional \$15 nonrefundable late fee.
2. Official transcripts and certificates or certified true copies for each secondary school, college, and university attended with official English translation of all documents.
3. Evidence of financial capability must be provided with the application, as specified on the application form.
4. International students must be proficient in the use of English. Proficiency is determined for undergraduates by a minimum TOEFL score of 500 on the manual (paper/pencil) test or 173 on the computerized test, a minimum IELTS score of 5.0, a Michigan test score of 80, or by passing level 4 (advanced level) of the Intensive English program at Utah State University.

Qualified students in level 4 (advanced level) of Intensive English may take one or more academic courses if approved by the Intensive English faculty and their academic advisor. Students at any level may audit academic courses with instructor's approval. Audited courses are not recognized by the U.S. Citizenship and Immigration Services (USCIS) toward the requirement of carrying a full course of study.

Failure to carry a full course of study (at least 12 credits per semester for undergraduates), failure to make satisfactory progress toward the receipt of an undergraduate or advanced degree, or failure to comply with any other immigration requirements for students attending USU will be grounds for suspension or dismissal in accordance with existing University policy.

SEVIS. SEVIS is an internet-based system that allows schools and the U.S. Citizenship and Immigration Services (USCIS) to exchange data on the visa status of international students. Accurate and current information is transmitted electronically throughout an F-1 or J-1 student's academic career and throughout a J-1 scholar's stay in the United States. U.S. embassies and consulates will also have access to SEVIS.

The University is committed to assisting students in the following ways, to prevent status violations from occurring:

1. ISS will require mandatory orientation programs for all newly enrolled international students. The new rules and regulations will be thoroughly discussed and explained.
2. ISS will offer orientation for all newly arrived international scholars.
3. Informational sessions will be offered throughout the semester for students and scholars who are already on campus.

International Scholarships. Utah State University offers a limited amount of scholarships to international students. For more information, visit the ISS website: <http://www.usu.edu/iss>.

Transfer Student Admission. Applicants with at least 24 semester credits earned at another recognized institution will be admitted if they have a transfer GPA of 2.50 or higher. Those transfer students having a GPA between 2.20 and 2.49 will be considered on an individual basis. Many USU undergraduate majors require a higher GPA for admission. For specific GPA requirements, refer to this catalog or consult the departments. In cases where the student is admissible to the University but does not meet the minimum GPA requirement for admission to the desired major, admission will be offered as an "undeclared" major. Applicants having fewer than 24 semester transfer credits must submit an official high school transcript (including a translated version). Official transcripts of credit must accompany applications for admission when submitted by students who have attended other collegiate institutions. Transcripts submitted for admission become the property of the University and are not returned. *Transcripts from all institutions previously attended are*

required (including a translated version). At its discretion, the University may accept transfer credit from accredited and nonaccredited institutions and miscellaneous sources. **Acceptance of credit should not be confused with its application. Transfer credit may or may not apply to the graduation requirements of an institution, regardless of the number of credits transferred.** Students who would like their college or university work considered for transfer credit must include a course syllabus or description (translated into English) of this work.

Readmission. Students who have not been in attendance for a semester or more are required to reapply for admission for the next semester. They must also reapply for the next semester if they have withdrawn from the University or if suspension or graduation occurred at the conclusion of their previous semester. See page 18 for readmission deadlines for students who are subject to academic action (probation or suspension).

International Baccalaureate. USU recognizes the International Baccalaureate diploma and awards credits for General Education requirements, excluding the Breadth American Institutions, Communications Literacy, and mathematics Quantitative Literacy requirements necessary for graduation. Students who have not completed the International Baccalaureate diploma receive 8 credits for scores of 5, 6, or 7 achieved on the higher-level exams.

Credit achieved through the International Baccalaureate examinations may not be duplicated with Advanced Placement (AP) credit.

Graduate Admission. Any student who has graduated from USU or any other university must apply to the School of Graduate Studies for admission and present two copies of official transcripts. Refer to pages 90-91 for further information.

Required New International Student Orientation

Newly admitted or readmitted students must participate in New International Student Orientation. This orientation is designed to assist students in making a successful transition to USU. In addition to registering for classes, students have the opportunity to receive individual advice about degree requirements, as well as vital information about immigration, health insurance, housing, student services, campus life, and athletics. This orientation also gives students a chance to make new friends. New and returning international students should be aware that a *registration hold* will be placed on their file until some form of orientation is completed. After admission to USU, students will receive information about New International Student Orientation.

New students who are required to take the IELI Placement Examination will be able to schedule an appointment at the orientation.

For further information, contact the ISS office by phone at (435) 797-1124 or by e-mail at iss@cc.usu.edu.

Undergraduate Graduation Requirements

For further information, refer to pages 50-52 in this catalog.

Intensive English Language Institute. The Intensive English Language Institute (IELI) is an academic program in the College of Humanities, Arts and Social Sciences. IELI teaches international students, residents, and refugees the English skills and cultural knowledge they need to be successful university students. IELI also trains international teaching assistants (ITAs) for USU. Information about the ITA training is available through the School of Graduate Studies. The IELI program accepts students seeking a degree at Utah State University, as well as students who want to study English for personal or professional reasons. Students may enroll to study *only* English.

Undergraduate students who apply to USU without a TOEFL score of at least 173 computerized or 500 manual (paper/pencil), or a minimum IELTS score of 5.0; and graduate students applying without a minimum TOEFL score of 213 computerized or 550 manual (paper/pencil), or a minimum IELTS score of 6.0, must take the IELI Placement Examination, given the first day of each semester, including the first day of the IELI summer session. Based on the examination results, students will be required to study in the IELI or exempted from further study and permitted to take classes in their major fields. For additional information, contact the Intensive English Language Institute (IELI) office by phone at (435) 797-2081 or by e-mail at ieli@cc.usu.edu.

Special Programs

Community and University Friends of International Students and Scholars (CUFISS). CUFISS is a collaboration between the University and community which helps facilitate with activities, as well as with cultural and educational opportunities. For additional information, contact the ISS office by phone at (435) 797-1124 or by e-mail at iss@cc.usu.edu.

Study Abroad Programs. The USU Study Abroad Office provides information on a range of programs offering opportunities for study all over the world. USU offers many study abroad exchanges for a semester, academic year, or summer term in conjunction with other universities. Students can complete major or minor requirements while on study abroad. For further information, refer to page 69 in this catalog.

Financial Aid and Scholarship Information

Financial Aid Office

Director: Judy LeCheminant

Location: Taggart Student Center 106

Phone: (435) 797-0173

FAX: (435) 797-0654

E-mail: finaid@cc.usu.edu

WWW: <http://www.usu.edu/finaid/>

Associate Director: Steven J. Sharp

Assistant Director: Sharon B. Robinette

Assistant Director: Todd Milovich

Computer Specialist: Tamara Allen

Business Manager: Karen S. Marshall

Counselor (A-C): Ho Williams

Counselor Assistant (A-C and S-Z): Brenda Bohm

Counselor (D-H): Cedra H. Jensen

Counselor Assistant (D-H and N-R): Marcela V. Gardner

Counselor (I-M): Jacob R. Brazell

Counselor Assistant (I-M): Tamera K. Larsen

Counselor (N-SL): Arthur S. Young

Counselor (SM-Z): Amanda Alles

Scholarship Counselor: Taya Flores

Loan and Collection Officer: William E. Jensen,

Student Center 228, (435) 797-1076, bjensen@cntr.usu.edu

Application for financial aid begins in January for any awarding anticipated during the following academic year. In most instances, early application benefits the applicant. Those who apply early have a greater chance of receiving more aid and of having aid available in time to meet school needs. Pell Grant and Stafford Loans are available throughout the year. Contact the Financial Aid Office for assistance. The free online application can be found at: <http://www.fafsa.ed.gov>.

Scholarships are awarded to qualifying applicants who apply on or before February 1, prior to the academic year. Students should contact the Admissions Office *or* the department of their major for the exact deadline. For 2005 admission, the priority deadline for scholarship application is December 1, 2004.

Financial aid programs, policies, and procedures described herein reflect the latest information at publication. Changes may occur in response to state and federal requirements. Appropriate notice will be made whenever possible before any change takes effect.

For further information concerning financial assistance available for graduate students, see pages 89-90 of this catalog.

Grants, Work-Study, and Loans

Federal Pell Grant. Available to undergraduates. Grants do not need to be repaid.

Federal Supplemental Educational Opportunity (SEOG) Grant. Available to undergraduates. Grants do not need to be repaid. The maximum award varies yearly. Awarding is based on need and funding.

Leveraging Educational Assistance Partnership (LEAP) Grant. Awarded to resident undergraduates who demonstrate exceptional need. Awards are based on availability of funds.

Utah Centennial Grant (UCOPE). Available to undergraduate residents of Utah. Awards are based on availability of funds.

Other Grants and Special Benefits. Contact the Financial Aid Office for details concerning BIA or Tribal Grants.

Federal Work-Study (CWS). Provides part-time on-campus employment to enable students to earn a portion of their educational expenses during the college year. Awarding is based on the availability of funds.

Federal Perkins Loan. Undergraduate students generally may borrow up to \$3,000 per year, to a total school amount of not more than \$15,000. Graduate students may borrow \$4,000 per year, up to \$30,000. Monthly payments and interest begin after graduation, withdrawal, or otherwise leaving school, or after dropping below 6 credits. A 5 percent simple interest rate applies. Awarding is based on need and funding.

Federal Stafford Loan. Low, variable interest loans. Freshmen may apply for up to \$2,625 each regular school year; sophomores may apply for up to \$3,500 a year; juniors, seniors, and second bachelor's degree students may apply for up to \$5,500 a year; and graduates may apply for up to \$8,500 a year. Aggregate borrowing limits are \$23,000 for undergraduates and second bachelor's degree students, and \$65,500 for graduates. Monthly repayment begins after completing or leaving school, or after dropping below 6 credits. Interest accrued prior to the beginning of repayment is paid by the federal government for "subsidized" Federal Stafford Loans. Maximum repayment period is generally 10 years.

PLUS Loans. PLUS loans are for parents who want to borrow for their children's education. This loan provides additional funds for educational expenses. Repayment begins within 60 days after the last loan disbursement. This variable interest loan has an interest rate cap of 10 percent. This loan is available when other awarded federal aid to the student does not fully meet the school's estimated cost of education.

Emergency Loan. An emergency loan for \$400 is available for USU students with fees paid for at least 6 credits. Emergency loans are not available for tuition. The duration of emergency loans is eight weeks. A low rate of interest or service charge applies.

Method of Awarding Financial Aid

A student's **Estimated Family Contribution (EFC)** is calculated from information provided by the student on the federal financial aid application. A student's **Financial Need** is the difference between the estimated cost of education and the EFC. Financial aid is awarded to fill this need, as much as possible, using whatever funds are available.

Estimated Cost of Undergraduate Education for Two Semesters for 2004-2005 Academic Year

	Resident	Nonresident
Tuition and Fees	See page 39	See page 39
Room and Board	\$5,400	\$5,400
Books and Supplies	1,000	1,000
Transportation	1,260	1,260
Personal Expenses	1,820	1,820
Totals	\$9,480	\$9,480
	plus	plus
	Resident	Nonres.
	Tuition	Tuition

Repayment of Federal Funds Policy

Students who are withdrawing from the University and who have Federal Financial Aid must meet with their financial aid counselor prior to withdrawing.

Students who completely withdraw from the University during the course of a semester are required to return a percentage of their Federal Student Financial Aid. All types of Federal Financial Aid are included in the repayment, including: Pell Grants, Supplemental Grants, Perkins Loans, and Stafford Loans. The amount of repayment is based on the percentage of the semester completed. For example, if a student withdraws after completing 40% of the semester (calculated using calendar days), the student must return 60% of his or her Federal Student Aid. Students who withdraw, or cease attending, after completing 60% of the semester are not required to return aid. (However, they will still face suspension from financial aid for failing to complete the required number of credits.) If the student is eligible for a refund of tuition and fees, according to the University refund policy, the refund will be applied to the Federal Financial Aid obligation. A refund may or may not completely repay the obligation. Either way, the student will not be allowed to register for future classes, nor be eligible for future financial aid, until the debt is repaid.

For example, suppose a student has Federal Aid in the following amounts:

Pell Grant	\$1,500
Perkins Loan	1,200
Stafford Loan	2,750
Total	\$5,450

If the semester has 115 calendar days and the student completely withdraws from the University on day 20, the repayment would be calculated as follows: $115/20 = 17\%$ of the semester completed, and 83% not completed. Therefore, 83% of the Federal Aid must be repaid (i.e., $\$5,450 \times 83\% = \$4,523.50$).

Withdrawal on day 20 would allow a 50% refund of tuition and student fees. If the student paid \$1,400, the refund would be \$690 (i.e., \$700 minus the \$10 nonrefundable registration fee). Therefore, after \$690 is applied to the repayment, an additional \$3,842.50 must be repaid (i.e., $\$4,523.50 - \$690 = \$3,842.50$).

Students who receive all *F*s for the semester must document participation in an academic activity (including attending class, taking exams, turning in assignments, etc.) through the mid-point of the semester or will have to repay 50% of the federal funds received.

Note: Loan funds to be repaid will go into repayment according to the terms of the loan. Grant funds to be repaid must be repaid immediately. More details are available from the Financial Aid Office.

Responsibility of Financial Aid Recipients

Undergraduate financial aid recipients are expected to maintain a USU GPA of at least 2.0 and complete the appropriate number of credits for the type of aid they receive. Most grants and work-study require enrollment for 12 credits, which is the federal definition of full-time enrollment. (Pell Grants are pro-rated for full-time, three-fourths-time, half-time, and less than half-time.) Loan recipients must maintain 6 credits each semester they receive a loan.

Graduate students must maintain a USU GPA of 3.0 and must complete 6 credits each semester they receive financial aid or defer student loans.

Students not maintaining either the required credits or the required grade point average will be placed on financial aid probation for a minimum of one semester. Students not meeting the required minimums during the period of probation will be suspended from further aid. In exceptional circumstances, students may appeal to have the suspension lifted.

In addition to maintaining academic progress as defined above, recipients may not owe a repayment on grants previously received, or be in default of any student loan fund at USU or any other institution.

Scholarship Policy

Scholarships for new undergraduate students and undergraduate transfer students are awarded by the Admissions Office. Scholarships for continuing students are awarded by the various colleges and academic departments.

Scholarships for New Undergraduate Students. To be considered for scholarships, applicants must be admitted to Utah State University, attend classes at the main Logan campus, and intend to graduate from USU. (Students majoring in programs sponsored by other academic institutions, such as the Cooperative Nursing Program with Weber State University, are *not eligible* for Utah State University sponsored scholarships.) Utah State University offers a variety of scholarships based on academic merit using the cumulative GPA (a four-point scale is used to determine cumulative GPA) and ACT or SAT score. Some other criteria may be used in determining eligibility, such as achievements, leadership, talent, family size and income, ethnicity, and first-generation college student status. The scholarship application deadline (as listed on the dual admissions and scholarship application) is *different than the admissions deadline*. **To be considered for scholarships, students must apply by February 1.** For 2005 admission, the priority deadline for scholarship application is December 1, 2004. See pages 24-25 for information about scholarships available to new freshmen. For more information, contact the Admissions Office by phone at 1-800-488-8108 or (435) 797-1129, or by e-mail at: admit@usu.edu.

Scholarships for Home Schooled Students. To be considered for scholarships, home schooled students must have a minimum ACT score of 25.

Scholarships for Transfer Students. To be considered for scholarships, a transfer student must submit the Undergraduate Admission and Scholarship application. Official transcript(s) must accompany the application. To be considered for transfer scholarships, transfer students must apply by April 1. See page 25 for information about scholarships available to transfer students.

Freshman Resident Scholarships

The scholarships listed below are based on the 2004-2005 applicant pool and are subject to change without notice. For the latest information on freshman scholarships, visit:
<http://www.usu.edu/scholarships>.

Presidential Scholarship. Awarded for four years, this scholarship is worth approximately \$11,000. During eight semesters (four years), \$1,375 per semester is awarded toward tuition. To be considered, applicants must have an admissions index score of 124 or higher, a minimum 3.5 GPA, and a minimum ACT score of 25 or SAT score of 1130. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year, and achieve a 3.5 GPA at the end of each academic year.

Dean's Scholarship. Awarded for four years, this scholarship is worth approximately \$5,500. During eight semesters (four years), \$687.50 per semester is awarded toward tuition. To be considered, applicants must have an admissions index score of 117 or higher, a minimum 3.5 GPA, and a minimum ACT score of 25 or SAT score of 1130. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year, and achieve a 3.5 GPA at the end of each academic year.

Educational Opportunity Scholarship. During eight semesters (four years), \$1,375 per semester is awarded toward tuition. To be considered, applicants must have a minimum 3.0 GPA and a minimum ACT score of 19 or SAT score of 810, and must be admissible to USU. This award is based on financial need, first-generation college student status, and geographic location. Students apply by submitting an Application for Admission and Scholarship to USU.

University Ambassador Program Scholarship. During eight semesters (four years), \$1,375 per semester is awarded toward tuition. To be considered, applicants must have a minimum 3.4 GPA and a minimum ACT score of 24 or SAT score of 1090. In addition to a separate application, applicants must submit an extensive recruitment portfolio and two letters of recommendation. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year. An application for this scholarship can be downloaded from:
<http://www.usu.edu/admissions/forms/PLC-Application.pdf>.

Alumni Chapter Scholarships. For information about these scholarships, contact the Alumni Office at (435) 797-2055, or visit <http://www.usu.edu/alumni/scholar.html>.

ROTC Scholarships. For information about these scholarships, contact the Air Force ROTC Office at (435) 797-8723 or the Army ROTC Office at (435) 797-3637. Information is available on the Web at: <http://www.afrotc.com/scholarships> and <http://www.armyrotc.com/scholars>.

Freshman Nonresident Scholarships

The scholarships listed below are based on the 2004-2005 applicant pool and are subject to change without notice. For the latest information on freshman scholarships, visit:
<http://www.usu.edu/scholarships>.

National Level I Scholarship. Awarded for four years, this scholarship is worth approximately \$17,500. During the first four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. During the remaining four semesters (two years), students receive \$1,375 per semester. Students are encouraged to gain Utah residency during their first two years at USU. To be considered, applicants must have an admissions index score of at least 124, a minimum 3.5 GPA, and a minimum ACT score of 25 or SAT score of 1130. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year, and achieve a 3.5 GPA at the end of each academic year.

National Level II Scholarship. Awarded for two years, this scholarship is worth approximately \$6,000. During two years, \$1,500 per semester is awarded toward the out-of-state portion of tuition. To be considered, applicants must have an admissions index score of at least 117, a minimum 3.5 GPA, and a minimum ACT score of 25 or SAT score of 1130. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year, and achieve a 3.5 GPA at the end of each academic year.

Educational Opportunity Scholarship. Awarded for four years, this scholarship is worth approximately \$17,500. During the first four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. During the remaining four semesters (two years), students receive \$1,375 per semester. Students are encouraged to gain Utah residency during their first two years at USU. To be considered, applicants must have a minimum 3.0 GPA and a minimum ACT score of 19 or SAT score of 810, and must be admissible to USU. This award is based on financial need, first-generation college student status, and geographic location. Students apply by submitting an Application for Admission and Scholarship to USU.

ISU/USU Scholarship. This award is worth approximately \$12,000. During four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. To be considered, an applicant must be a resident of Idaho, and must have an admissions index score of at least 117, a minimum 3.5 GPA, and a minimum ACT score of 25 or SAT score of 1130. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year, and achieve a 3.5 GPA at the end of each academic year.

100-Mile Radius Scholarship. This award is worth approximately \$6,000. During four semesters (two years), \$1,500 per semester is awarded toward the out-of-state portion of tuition. To be considered, an applicant must live within 100 miles of Utah State's Logan campus, and must have an admissions index score of at least 113, a minimum 3.5 GPA, and a minimum ACT score of 25 or SAT score of 1130.

University Ambassador Program Scholarship. During the first four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. During the remaining four semesters (two years), students receive \$1,375 per semester.

To be considered, applicants must have a minimum 3.4 GPA and a minimum ACT score of 24 or SAT score of 1090. In addition to a separate application, applicants must submit an extensive recruitment portfolio and two letters of recommendation. This award applies *only* to undergraduate coursework. To remain eligible for this scholarship, a student must enroll for and complete at least 15 credits each semester, for a total of 30 credits per year. An application for this scholarship can be downloaded from: <http://www.usu.edu/admissions/forms/PLC-Application.pdf>.

Transfer Resident Scholarships

Transfer Presidential Scholarship. Awarded for two years, this scholarship is worth approximately \$5,500. During four semesters (two years), \$1,375 per semester is awarded toward tuition. To be considered, applicants must have completed a minimum of 24 graded, transferable credits with a minimum 3.75 cumulative GPA.

Transfer Dean's Scholarship. Awarded for two years, this scholarship is worth approximately \$2,750. During four semesters (two years), \$687.50 per semester is awarded toward tuition. To be considered, applicants must have completed a minimum of 24 graded, transferable credits with a minimum 3.50 cumulative GPA.

Educational Opportunity Scholarship. This award is worth approximately \$5,500. During four semesters (two years), \$1,375 per semester is awarded toward tuition. To be considered, applicants must have completed a minimum of 24 graded, transferable credits with a minimum 2.75 cumulative GPA. This award is based on financial need, first-generation college student status, and geographic location. Students apply by submitting an Application for Admission and Scholarship to USU.

Transfer Ambassador Program Scholarship. During four semesters (two years), \$1,375 per semester is awarded toward tuition. This scholarship is awarded to a select group of students who demonstrate leadership and recruiting skills through experience, activities, and involvement in both school and community. In addition to a separate application, applicants must submit an essay and two letters of recommendation. To be considered, applicants must have an associate degree and a minimum 3.2 cumulative GPA. The application deadline is February 1.

Transfer Nonresident Scholarships

National Level I Transfer Scholarship. This award is worth approximately \$12,000. During four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. To be considered, applicants must have completed a minimum of 24 graded, transferable credits with a minimum 3.75 cumulative GPA.

National Level II Transfer Scholarship. This award is worth approximately \$6,000. During four semesters (two years), \$1,500 per semester is awarded toward the out-of-state portion of tuition. To be considered, applicants must have completed a minimum of 24 graded, transferable credits with a minimum 3.5 cumulative GPA.

ISU/USU Scholarship. This award is worth approximately \$12,000. During four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. To be considered, an applicant must be a resident of Idaho, and must have a

minimum of 24 graded, transferable credits with a minimum 3.5 cumulative GPA.

100-Mile Radius Scholarship. This award is worth approximately \$6,000. During four semesters (two years), \$1,500 per semester is awarded toward the out-of-state portion of tuition. To be considered, an applicant must live within 100 miles of Utah State's Logan campus, and must have a minimum of 24 graded, transferable credits with a minimum 3.0 cumulative GPA.

Educational Opportunity Scholarship. This award is worth approximately \$12,000. During four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. To be considered, applicants must have completed a minimum of 24 graded, transferable credits with a minimum 2.75 cumulative GPA. This award is based on financial need, first-generation college student status, and geographic location. Students apply by submitting an Application for Admission and Scholarship to USU.

Transfer Ambassador Program Scholarship. During four semesters (two years), \$3,000 per semester is awarded toward the out-of-state portion of tuition. This scholarship is awarded to a select group of students who demonstrate leadership and recruiting skills through experience, activities, and involvement in both school and community. In addition to a separate application, applicants must submit an essay and two letters of recommendation. To be considered, applicants must have an associate degree and a minimum 3.2 cumulative GPA. The application deadline is February 1.

New Century Scholarship

The New Century Scholarship is funded by the Utah legislature to assist with the costs of postsecondary education for students who complete the equivalent of an associate degree by September 1 of the year their class graduates from high school.

The scholarship covers 75 percent of tuition costs at a Utah state-operated institution of higher education.

Terms of the Scholarship. The scholarship may be used for two years of full-time equivalent enrollment (60 credits) or until the requirements for a baccalaureate degree have been met, whichever is shorter.

The scholarship may be used at any higher education institution in the state accredited by the Northwest Association of Schools and Colleges that offers baccalaureate programs.

Recipients have four years after graduation from high school to use the award.

Eligibility. The New Century Scholarship is open to applicants who have graduated from a regionally accredited high school in the year 1999 or later. The applicant must have completed the equivalent of an associate degree from Utah State University by September 1 of the year that their class graduates from high school.

At Utah State University, the equivalent of an associate degree is defined as:

1. Completion of the General Education portion of the University Studies requirements.
2. Completion of 60 semester credits.

For more information on the classes needed to complete these requirements at Utah State University, contact:

Mary Leavitt
Director, Science/HASS Advising Center
Taggart Student Center, Room 302
PO Box 1912
Logan UT 84322-0107
Phone: (435) 797-3883
FAX: (435) 797-2096
E-mail: mleavitt@hass.usu.edu

For an application, contact:

New Century Scholarship Administrator
State Board of Regents
3 Triad Center
Salt Lake City UT 84180
Phone: (801) 321-7121
FAX: (801) 321-7199

Centennial Scholarship

The Centennial Scholarship is a full- or partial-tuition scholarship that can be used at any postsecondary institution in Utah that is accredited by the Northwest Association of Schools and Colleges. To be eligible for the scholarship, students must enroll in an eligible postsecondary institution within one year of graduation.

Amount Awarded

1. The student who graduates at the end of the eleventh grade year shall receive a full Centennial Scholarship.
2. The student who graduates at the end of the first quarter of the twelfth grade year shall receive 75 percent of the Centennial Scholarship.
3. The student who graduates at the end of the second quarter of the twelfth grade year shall receive 50 percent of the Centennial Scholarship.
4. The student who graduates at the end of the third quarter of the twelfth grade year shall receive 25 percent of the Centennial Scholarship.
5. The student who graduates at the end of the first trimester of the twelfth grade year shall receive 67 percent of the Centennial Scholarship.
6. The student who graduates at the end of the second trimester of the twelfth grade year shall receive 33 percent of the Centennial Scholarship.

Procedures for Using the Centennial Scholarship Certificate

1. Upon graduation, the student obtains a Centennial Scholarship for Early Graduation certificate from his or her high school counselor.
2. The high school principal verifies that the student is an early graduate and signs the certificate. The original certificate is kept by the student. Additional copies are for school and district records.
3. The student enrolls full-time in an approved post-secondary educational institution and presents the certificate to the registrar.
4. The postsecondary educational institution verifies the student's enrollment. The registrar completes, signs, and seals the certificate. The registrar sends the original completed certificate to the Utah State Office of Education (USOE), noting the cost of tuition.
5. USOE receives the completed certificate. It is verified for completion and duplication. USOE approves the certificate for funding and issues a warrant request to Utah State Finance for scholarship funds. A check is sent directly to the postsecondary institution for the student. Checks are sent to institutions within four to six weeks.

University Research Fellowships

Utah State University is known nationally for its emphasis on hands-on learning in research, scholarship, and the creative arts. University Research Fellowships of \$1,000 per year (renewable) are awarded to students who successfully compete in the application and interview process. Fellows are paired with a faculty member and begin inquiry in their fields of study as freshmen, which prepares them to compete for prestigious scholarships and entry into graduate studies.

Continuing USU Student Scholarships

College Scholarships. Each college has its own scholarship application, which is available at the dean's office and must be returned there by the given deadline. For most colleges, the application deadline is February 1.

Tuition waivers and other forms of academic scholarships are awarded to students who are or who have been students at USU. Such applicants compete with other students within their college. Student should check with their college for application requirements and deadlines.

Private Endowment Scholarships. Students interested in scholarships provided by private donors should contact their college to obtain information about scholarships for which they may be eligible. Application forms are available from the dean's office of each college.

New Student Orientation and Academic Advising

New Student Orientation

New Freshmen

Newly admitted first-year students must participate in a Student Orientation, Advising, and Registration (SOAR) session before being permitted to register for classes. SOAR is designed to assist students in making a successful transition to USU. In addition to registering for classes, students have the opportunity to receive individual advice about degree requirements, as well as vital information about student services, campus life, and athletics. SOAR also gives students a chance to make new friends.

New students should be aware that a *registration hold* is placed on their file until some form of orientation is completed. After admission to USU, students will receive information about SOAR programs.

University Deposit. Beginning Fall Semester 2004, all new freshmen are required to reserve their spot at USU by paying a \$100 deposit. The \$100 will be applied toward a student's account. It will cover the cost of the SOAR option selected, and any remaining balance will go toward tuition and fees for fall semester. A deposit is not required of students who begin classes in the spring or summer.

Course Clusters. There is an incentive for new freshmen who will begin attending USU during Fall Semester 2004. Those who pay the \$100 deposit and register for SOAR prior to April 1 will be able to preregister for a cluster of courses, prior to registration for returning students. Those who pay the \$100 deposit and register for SOAR after April 1, but before the May 1 deadline, will still be allowed to preregister for a cluster of courses. The earlier students submit their deposit and register for SOAR, the more likely they are to get the course cluster of their choice and the orientation date of their choice. Students will *not* be allowed to modify their schedules until they participate in SOAR.

Students who miss the May 1 deadline must still pay the University deposit and register for SOAR. However, they will not be able to preregister for a course cluster. Course clusters are *not* available for students who begin classes in the spring or summer.

For further information or to receive more information about SOAR, call New Student Orientation at (435) 797-0283 or (800) 606-4878, or visit the SOAR website at:
<http://www.usu.edu/soar>.

New Transfer Students

New transfer students are required to contact their academic advisor before registering for classes. New transfer students are encouraged to participate in the entire SOAR process, but orientation is optional. A student is considered to be a transfer student if he or she has completed at least 24 semester credits of post-high school work at another institution. This does not include concurrent enrollment or AP credits.

Academic Advising

Upon admission to USU, all new students are assigned to an academic advisor. During the New Student Orientation, students meet with their advisors, plan their class schedules, and register for classes. Advising is the process encompassing development and delivery of accurate and up-to-date information regarding career options, educational programs, courses of instruction, resources, policies, and procedures to aid students in pursuing their educational goals.

Each student should consult with his or her academic advisor on a regular basis, and as needed, until the student's program of study is completed. The advisor can help the student to select, plan, and complete a program of study which is consistent with the student's interests, abilities, and needs, and can assist the student in selecting appropriate courses in the proper sequence to complete all requirements for graduation.

Each student is responsible for learning and completing graduation requirements for academic programs selected. Major Requirement Sheets showing University, college, and departmental requirements for each academic program are provided by the student's academic department or college, and all sheets are also available in University Advising and Transfer Services. This office provides students with information and advisement concerning University academic requirements, policies, procedures, programs, and services.

The College or Division Academic Service Centers provide students with information and advisement concerning academic requirements, policies, procedures, programs, and services of that college or division. A listing of Academic Service Centers is provided below:

University Advising and Transfer Services

Student Center 304, (435) 797-3373

College Academic Service Centers

College of Agriculture

Agricultural Science 218, (435) 797-2383

College of Business

Business 310A, (435) 797-2274

College of Education and Human Services

Education 101, (435) 797-1443

College of Engineering

Engineering 310, (435) 797-2705

College of Humanities, Arts and Social Sciences

Student Center 302, (435) 797-3883

College of Natural Resources

Natural Resources 120, (435) 797-2448

College of Science

Eccles Science Learning Center 245, (435) 797-2478

An *Advisor List by Major* is available on the web at:

<http://www.usu.edu/ats/advisorlist>.

Glossary of University Terms

“A” Pin. Presented to undergraduate students who have received all *A* grades (4.0 GPA) for 15 or more graded credits each semester during two consecutive semesters in residency. Courses for which a *P* (Pass) grade is received *do not* qualify for graded credits.

Academic Advising. Assistance to students in choosing courses by providing information about University Studies Requirements, majors, various academic programs, and academic policies and procedures. Advisors may also assist students in establishing their educational and career goals.

Academic Dismissal. The status of a student who becomes subject to suspension for a third time. Students who have been dismissed may apply for readmission to the University after a layout of five calendar years.

Academic Probation. The status assigned to a sophomore, junior, or senior with a cumulative GPA of less than 2.0. See page 37 for more information.

Academic Standing. A student’s academic standing is determined jointly by the number of credit hours attempted and the number of quality points earned. There are five categories of academic standing: good standing, academic warning, academic probation, academic suspension, and academic dismissal. See page 37 for more information.

Academic Suspension. The change in status that occurs when a student on academic probation has a semester GPA of less than 2.0. A student on academic suspension may apply for readmission after a one-semester layout. See page 37 for more information.

Academic Warning. The status assigned to a freshman student with a cumulative GPA of less than 2.0. See page 37 for more information.

Adjunct Faculty. Part-time certified instructors.

Advanced Placement (AP). Exams offered at the high school level only. University credits may be acquired through the AP examinations. These credits may be used to fill General Education requirements, and may also be accepted as equivalent to specific courses. See pages 53-54 for more information.

Advisor. A faculty or staff member who provides students with academic information about University, college, and departmental graduation requirements; assists students in the development of a course of study; helps students to understand the expected standards of achievement and likelihood of success in certain areas of study; and refers students to available campus resources to meet individual needs.

Alumni. Graduates or former students.

Articulation. A term that is used to indicate that a course taken at another institution is equivalent to a course at USU.

Articulation Agreements. Documents that formally acknowledge how credits or associate degrees from other institutions equate to USU courses and requirements.

Attempted Hours (AHRS). The number of credit hours for which a student is enrolled.

Audit. Registration for and participation in all functions of a course except tests and other graded exercises. Generally, no credit is given for an audit (a grade of AU is assigned), but courses that students have audited will appear on the transcript and may be repeated for credit.

Bachelor of Arts Degree vs. Bachelor of Science Degree. The main difference between these two degrees is a foreign language requirement. Students who complete two years’ training or equivalent in an approved foreign language, or one year or equivalent in each of two foreign languages, may qualify for a Bachelor of Arts degree. See page 50 for further information. Most other baccalaureate degrees are awarded as a Bachelor of Science degree.

Bachelor’s Degree. A degree in an academic discipline which requires completion of a minimum of 120 semester credit hours, University Studies requirements, and a chosen major. Students must meet the minimum GPA requirements for their intended major.

Breadth Requirements. Courses that are part of the General Education requirements, and are intended to introduce students to different disciplines. At USU, all students must take a least one course or its equivalent in each of the following six categories: American Institutions, Creative Arts, Humanities, Life Sciences, Physical Sciences, and Social Sciences.

Call Number. A five-digit code that identifies a specific course.

Cashier. The financial officer of the University who receives payment of tuition and miscellaneous fees.

Certificate. A document certifying that one has fulfilled the requirements of and may practice in a certain vocation.

Class Rank. Student’s ranking of being a freshman (less than 30 credits), sophomore (30-59 credits), junior (60-89 credits), or senior (90 or more credits), based on the number of college-level credit hours earned.

Closed Class. A class that has been filled by the maximum number of students allowed for that class.

College. An academic division in a university. A college is composed of academic departments and is headed by a dean. USU has

seven colleges: Agriculture; Business; Education and Human Services; Engineering; Humanities, Arts and Social Sciences; Natural Resources; and Science.

College Level Examination Program (CLEP). A standardized examination in college-level subject matter. Subject examinations cover material offered in specific advanced-level courses. Credits may be acquired through the CLEP examinations. These credits may be used to fill General Education requirements, and may also be accepted as equivalent to specific courses. See pages 55-56 for more information.

College Work-Study. A form of financial aid based on need which provides students with paid employment while in school.

Competency Test. A test which is used to determine if a student has the acquired knowledge of a college-level course.

Complete Withdrawal. The process of withdrawing from all courses before a semester has ended.

Composite Major. When elements of two major programs are combined into one major program. For example, the Elementary Education/Special Education major is an approved composite of two different majors.

Computer and Information Literacy (CIL). A computer examination that consists of six modules: information law and ethics, information resources, document processing, operating systems and environments, spreadsheets, and presentations. CIL is part of the General Education requirements.

Concurrent Enrollment. When a high school student is enrolled in a university course for which the student simultaneously receives high school and university credit.

Connections (University Connections Course). An orientation and transition-to-college course.

Convocations. A lecture series.

Co-op. Two or more related internship work experiences.

Corequisites. Two or more courses which must be taken during the same semester, because the work in one course supplements or reinforces what is taught in the other.

Course Fee. A fee that is attached to a specific course, in addition to tuition.

Course Load. The number of credit hours carried by a student during a given semester. Students need to average a minimum of 15 credit hours per semester in order to graduate in four years.

Credit Hours. Credits are related to the number of hours of instruction per week during the academic term.

Cum Laude. An honor designated for students who graduate with a cumulative GPA between 3.500 and 3.799.

Curriculum. A series of courses which meet a particular academic or vocational goal.

Dean. College or university administrative official. An academic dean usually heads a college within the university.

Dean's List (Honor Roll). A recognition given to students who earn a minimum 3.500 GPA in 15 or more graded credits, except for summer semester for which 12 or more graded credits are required.

Declaration of Major. A process whereby students formally notify the Registrar's Office of the major which they choose to include in their degree program.

Deferred Admission. When a student is accepted for a specific term, but chooses to defer his or her admission until a future term.

Degree Audit. A computer-generated summary of academic progress showing courses completed and courses needed. USU students can obtain an unofficial degree audit through On Course; an official degree audit is done for graduating students once they have completed their Application for Graduation.

Department Head. The administrative head of an academic department.

Depth Education Requirements. Courses that are part of the University Studies requirements and are intended to provide students with more in-depth background in different disciplines.

Discipline. A subject area. English, history, chemistry, and elementary education are examples of disciplines.

Dissertation. A written thesis by a candidate for a doctoral degree.

Drop/Add. The process used if students need to change a schedule for which they have already registered.

Dual Major. Any two majors that are completed at the same time. Students must complete *all* requirements for *both* majors. For example, a student may get a dual major in History and English.

Earned Hours (EHRS). The number of credit hours in which a student earns an *A*, *B*, *C*, *D*, or *P* grade. Earned hours count toward the 120 credits needed for graduation.

Elective. A college-level course or subject taken by a student which counts as credit earned toward graduation requirements, but is not required for a major, minor, or University Studies.

Emeritus Faculty Member. A faculty member who has honorably retired from his or her position with a university.

Emphasis. An approved area of study, having a specific curriculum, within a particular undergraduate major.

Extension Programs. Outreach programs for students who do not attend traditional daytime classes on the main campus. Extension programs include Independent Study and Time Enhanced Learning, as well as courses offered at remote locations.

Family Educational Rights and Privacy Act (FERPA). A law that (1) provides that students will have access to inspect or review their educational records and (2) protects the rights of a student to privacy by limiting access to the educational record without express written consent.

Financial Aid. Scholarships, grants, loans, and work assignments which are awarded to a student to help defray, in part or in whole, college-related expenses.

Full-Time Student. A student registered for 12 or more credit hours during a semester. In order to graduate after completing eight semesters of study, a student must register for an average of 15 credit hours per semester.

General Catalog. The official Utah State University document pertaining to academic, business, and extracurricular matters. It functions as a contract for graduation requirements for students upon their entry into the University.

General Education Requirements. A set of requirements that all candidates for a bachelor's degree, regardless of major, must satisfy. At USU, General Education is part of the University Studies Requirements. For more information, see pages 43-44.

Grade Point Average (GPA). The ratio of the number of quality points earned divided by the number of quality hours.

Graduate Student. A student who has earned a bachelor's degree and is working toward a master's, doctorate, or other advanced degree.

Graduation Guarantee Program. A program designed to assist students in completing their degrees in the most efficient and cost-effective manner.

Grant. Student financial aid based on need. Grants do not have to be repaid.

Hold. An official action taken by the University to possibly prevent student registration or receipt of grades and transcripts until a student satisfies a requirement. For example, a registration hold is placed on a new student until he or she has met with an academic advisor.

Honors Program. A program for high-achieving students. Program members may work toward one of three different Honors degrees: Department Honors, Department Honors with Honors in University Studies, and University Honors.

Incomplete Grade (I). A temporary grade that may be assigned when a student is unable to complete all of the work in a course due to extenuating circumstances, but not due to poor performance. An incomplete grade request is initiated by the student. The student is then required to complete the work by the time agreed upon, up to a maximum of 12 months. A written plan is required and is filed with the student, instructor, and department.

Independent Study Courses. Courses for which a student does not have regular class meetings. The student works independently and makes arrangements with the instructor to submit assignments

and to take examinations. At USU, these courses are offered through Continuing Education Time Enhanced Learning, usually by online correspondence and/or CD.

Intent to Transfer Program. A program designed to assist transfer students in their transition to USU. Students sign up for the program while they are still attending another institution. These students complete a contract that is signed by both the advisor at their current institution and a USU advisor. The program is designed to ensure that students transfer with as many completed credits as possible that will count toward the USU University Studies and major requirements.

Internship. An opportunity for students to combine a career-related work experience with academic coursework.

Land Grant. A grant of land made by the government. USU belongs to a family of institutions known as land-grant universities.

Leave of Absence. A program for undergraduate students who plan to leave USU at the end of a semester, intend to return, and have an expected return date. This program is beneficial for students who intend to perform humanitarian service or serve in the military.

Letter of Completion. A letter indicating that a student has completed the General Education requirements of a university. The letter is only used when a student transfers to another institution and needs verification that the General Education requirements have already been satisfied.

Loan. Loaned money which must be repaid over a period of time. Typically, a student must repay the loan amount plus interest.

Lower-Division Courses. Courses numbered at the 1000- and 2000-level that are usually taken during a student's freshman and sophomore years.

Magna Cum Laude. An honor designated for students who graduate with a cumulative GPA between 3.800 and 3.949.

Major. An approved concentrated area of study, having a specific curriculum, in an academic discipline. A major usually requires 30 to 70 semester credit hours of coursework.

Matriculated Student. A student who enrolls or registers in a college or university as a degree candidate (necessary for financial aid).

Matriculation. The process of applying and gaining acceptance into a degree program at a college or university. Being matriculated is important for academic advisement and financial aid purposes, and allows students to take advantage of all services within the University.

Minor. An approved secondary or supplementary field of study. A minor does not require as much coursework as a major.

Nonmatriculated Student. An individual who may be enrolled in courses at a college or university, but is not working toward a degree.

Part-Time Student. A student who registers for fewer than 12 semester credit hours.

Philanthropy. An active effort to promote human welfare. At USU, this term often refers to philanthropic gifts to the University to be used for purposes such as scholarships, research, or construction of buildings and other facilities.

PIN Number. A personal identification number that is used as a password. At USU, a student's initial PIN Number is his or her birthdate (MMDDYY). To maintain security, students are encouraged to change their PIN Number.

Placement Test. A test given to determine the appropriate level at which to "place" a student in certain courses. At USU, the most common placement tests are used for mathematics.

Plateau Tuition. A flat rate of tuition assessed to students who register for 13 to 18 credits. In general, the tuition amount increases for each credit a student takes up through 13 credits. There is no tuition increase between 13 and 18 credits. The tuition amount increases again for students who enroll for more than 18 credit hours.

Portfolio. An arrangement of documents and/or drawings that are used in some majors and degree programs for admission decisions, assessment, or career placement.

Practicum. A course of study designed especially for the preparation of teachers and clinicians. A practicum involves the supervised practical application of previously studied theory.

Prerequisite. A course students must take prior to (and in preparation for) another course (which is usually more advanced). A different kind of prerequisite may require a student to be enrolled in a certain major or certain academic classification in order to qualify for enrollment in the course.

Priority Registration. The order in which students may register for classes. A priority registration schedule indicates the earliest possible day a student may register for classes. Priority is given first to graduate students, followed by seniors, juniors, sophomores, and freshmen, based on earned credit hours.

Professional Ranks. Faculty rank, including lecturer, instructor, assistant professor, associate professor, and professor. Some faculty ranks are preceded by "research" or "adjunct."

Provost. The chief academic officer of the University.

QUAD. This term has two meanings at USU. (1) The Quad is the grassy area directly behind Old Main. (2) QUAD (Quick Access to University Data) is the web-based computer program which USU students can access for grades, transcripts, financial aid, and account information. The QUAD program allows students to register, drop, and add classes.

Quality Hours (QHRS). Credit hours in which a student earns an *A*, *B*, *C*, *D*, or *F* grade. Quality hours are credit hours used in the calculation of the grade point average.

Quality Points (QPTS). The value assigned to each grade. For example, an *A* earns 4 quality points for each semester credit hour attempted. For a 3 semester credit hour course in which an *A* was earned, a student would receive 12 quality points.

Recitation. A class period especially in association with and for review of a lecture.

Registrar. The administrative officer who maintains enrollment records and certifies the academic standing, as well as the fulfillment of graduation requirements, for all enrolled students.

Registration. The process of enrolling in classes for an upcoming semester. Registration may be accomplished by submitting certain forms to the Registrar's Office, or by using the QUAD program.

Remedial Course. A course numbered lower than 1000. Remedial courses will not satisfy baccalaureate requirements, are not transferable, and are not calculated in a student's grade point average. USU offers remedial courses in English and mathematics. Students enrolling in a remedial course at USU must usually pay a remedial course fee, in addition to regular tuition.

Residency. A classification for tuition purposes. Utah residents pay lower tuition than nonresidents.

Rhetoric Associates. Students with outstanding communication skills in reading, writing, and speaking who are selected to help other students. Rhetoric Associates are assigned to serve as initial readers for 10-15 students in a class, following up their written comments with individual conferences.

Sabbatical Leave. A periodical leave of absence during which a person interrupts his or her normal work to wholly devote time to further intensive study. This term is usually applied to a sabbatical leave taken by a faculty member.

Schedule of Classes. The publication which includes courses offerings for a specific term and year.

Scholarship. Student financial aid based on academic achievement, need, or a combination of factors. Scholarships do not have to be repaid, but philanthropy is encouraged. In addition, students who receive endowed scholarships are highly encouraged to express gratitude to donors.

Semester. An academic term of 15 weeks, followed by one week of final exams. At USU, there are two 15-week semesters, plus summer sessions, during each academic year.

Space Grant. Funds distributed by the National Aeronautics and Space Administration (NASA) to USU as part of the National Space Grant College and Fellowship Program.

Specialization. An approved area of study, having a specific curriculum, within a particular graduate degree.

Student ID Number. A nine-digit code that uniquely identifies each student. For most students, the social security number is used as the student ID number.

Summa Cum Laude. An honor designated for students who graduate with a cumulative GPA between 3.950 and 4.000.

Supplemental Instruction (SI). A program in which a student who has successfully completed a University Studies class is hired to attend all class sessions and conduct review sessions. This student helps other students develop study strategies geared at enhancing academic achievement in that class.

Syllabus. The document that a professor provides as a course outline. A syllabus will usually include assignments, due dates, test dates, grading procedures, and attendance policies.

Tenure. A status granted to a faculty member after a trial period (usually six years). Tenure gives protection from summary dismissal. During the probationary period, faculty on a tenure track are reviewed intermittently on an annual review. Tenured faculty are subject to post-tenure review as well.

Thesis. A contribution to the field of knowledge based on a student's own research or a treatment and presentation of known subject matter from a new point of view.

Transcript. The official record of a student's academic work at a university, listing credit courses, grades, and credit hours earned or attempted by a student. At USU, an official transcript may be obtained from the Registrar's Office, and an unofficial transcript can be viewed from the QUAD program.

Transfer Credit. Credit which was earned at another college or university, and which is accepted by USU.

Transfer Student. A student is considered to be a transfer student if he or she has completed at least 24 semester credits of post-high school work at another institution. This does not include concurrent enrollment or AP credits.

Tuition. The amount charged per semester credit hour for instruction at a college or university.

Tutor. An individual who provides private instruction or coaching.

Undeclared Major. The category for exploratory students who have not yet decided upon a major program.

Undergraduate. A college or university student who has not yet earned a bachelor's degree.

Undergraduate Teaching Fellows. A program offering outstanding students an opportunity to work in meaningful academic employment within their major field. Students chosen as Teaching Fellows are assigned to work with a faculty member in the classroom and are supervised by a faculty mentor.

University Studies Requirements. Requirements that all students, regardless of major, must satisfy in order to qualify for a bachelor's degree. For more information, see pages 42-49.

Upper-Division Courses. Courses numbered at the 3000-level or higher that are usually taken during a student's junior and senior years.

Webmail. USU's e-mail system that can be accessed through the Worldwide Web.

Common USU Acronyms

ARC	Academic Resource Center
ASUSU	Associated Students of Utah State University
ATS	Advising and Transfer Services, University
BAI	Breadth American Institutions
BCA	Breadth Creative Arts
BHU	Breadth Humanities
BLS	Breadth Life Sciences
BPS	Breadth Physical Sciences
BSS	Breadth Social Sciences
CI	Communications Intensive
CIL	Computer and Information Literacy
CL	Communications Literacy
DHA	Depth Humanities and Creative Arts
DRC	Disability Resource Center
DSC	Depth Life and Physical Sciences
DSS	Depth Social Sciences
EHRS	Earned Hours
HASS	College of Humanites, Arts and Social Sciences
HPER	Health, Physical Education and Recreation
QHRS	Quality Hours
QI	Quantitative Intensive
QL	Quantitative Literacy
QPTS	Quality Points
QUAD	Quick University Access to Data (Web registration system)
SI	Supplemental Instruction
SOAR	Student Orientation, Advising, and Registration
STAB	Student Activities Board
TSC	Taggart Student Center

Registration

Office of the Registrar: Student Center 246

Phone: (435) 797-1116

FAX: (435) 797-4077

All students attending classes must be registered. Students are officially registered when all tuition and fees have been paid in full. Failure to pay tuition and fees by the published fee payment deadline may result in courses being voided. Students are responsible for dropping courses for which they do not wish to receive a grade. Detailed registration instructions are printed in the University *Schedule of Classes*, which is published each semester.

Eligibility. Only eligible students may register for courses at the University. An eligible student is either continuing from the previous year or has been admitted or readmitted to the University.

Registration Procedures. The University *Schedule of Classes* lists each semester's course offerings, dates, times, places, and procedures for registration and fee payment. It may be purchased at the University Bookstore or accessed at:
<http://www.usu.edu/registrar/schedules/index.html>

Late Registration. A \$20 late registration fee is assessed beginning the first day of classes. Students must complete registration by the end of the third week of the semester.

Assignment of Advisor. When undergraduate students have been admitted to the University and have indicated their proposed field of study, they are assigned an advisor according to their major. Students are initially assigned to the default advisor or advising office for their individual major. In some cases, the default advisor is a temporary advisor who may assign students to a permanent advisor after their initial meetings with each student. In some colleges, students may be assigned to one advisor until they complete their lower-division coursework, and then be assigned to another advisor when they begin working on their upper-division coursework. Advising systems vary from college to college within the University. Students may access a listing of advisors by major by going to: <http://www.usu.edu/ats/advisorlist>

Full-time Status. The minimum registration load for a full-time undergraduate student is 12 credits. **Students who desire to graduate in four years (eight semesters) must average a semester load of at least 15 credits per semester.** To be eligible for student body offices, students are required to be registered for 12 or more credits. Students on scholarships must be registered for 15 or more credits, unless otherwise indicated. Veterans and students eligible for a veteran's educational allowance are required to be matriculated and registered for 12 or more credits (for undergraduate students) or 9 or more credits (for graduate students) to qualify for full educational benefits. Students registered for less than 12 credits should contact the Veterans Services Office to determine if they are eligible for partial benefits.

Auditing Classes. Admitted students who wish to audit a class must register as auditors. Auditing is dependent on space, resource availability, and instructor approval. No credit or grade

points will be granted. The regular tuition and course fees will be assessed. At no future time may students request or receive credit for the audited course by any other means than by officially registering for the course and doing the required work. Audit requests, approved by the instructor, must be submitted to the Office of the Registrar, and tuition and fees must be paid at the Cashiers Office, before class attendance is permitted. Students are not permitted to register as auditors during Priority Registration.

House Bill 60 permits Utah residents 62 years of age or older to audit regular university classes offered during the day or offered through the Extension Class Division. However, space in many university classes is limited. Classes which are full at the time of an audit request are unavailable. Credit seeking, full-tuition paying students shall have first priority in the registration process. A flat fee of \$10 per semester is charged for House Bill 60 registration.

Pass (P), D+, D, F Option. Students may register for a Pass (P), D+, D, F option. The grade of Pass (P) indicates academic achievement of not less than C-. Credits for which the Pass (P) grade is received *are not quality hours*, and are therefore not used in the calculation of a student's grade point average. At no future time may the student request a letter grade, once the P, D+, D, F option has been requested. (See page 36 for more information.)

Adding Courses. Courses may be added for credit or audit. An instructor's signature is required beginning the second week of the semester (sixth day of classes). Classes may be added through the first 20 percent of the class meetings. (Check *Semester at a Glance* in the current *Schedule of Classes* for the exact date.) Following the add deadline, the Provost's Office must also approve any add request. All requests for audit registration must be approved by the instructor and must be submitted to the Office of the Registrar, Student Center 246.

Dropping Courses. Students who do not attend a class during the first week of the term or by the second class meeting, whichever comes first, may be dropped from the course by the instructor. (*This does not remove responsibility from the student to drop courses which he or she does not plan to attend.*)

Students may drop courses without notation on the permanent record through the first 20 percent of the class. If a student drops a course following the first 20 percent of the class, a *W* will be permanently affixed to the student's record. After 60 percent of the class is completed, the student's academic advisor must sign any drop request, and a *W* with a grade assigned by the instructor will be entered on the student's permanent record. A student may not drop a course after 75 percent of the class is completed. (Check the *Semester at a Glance* in the current *Schedule of Classes* for exact dates.)

In the event that a student registers for a course which is later cancelled, it is the responsibility of the department to officially cancel the class with the Scheduling Office, and the student's responsibility to drop the course for a full refund.

A student may not drop all of his or her classes without an official withdrawal from the University.

Leave of Absence. Students who wish to discontinue their studies for one or more semesters (other than summer semester) must file a *Leave of Absence* form with *either* the Financial Aid Office (SC 106) if the student has aid, a scholarship, or a tuition waiver, *or* with the Registrar's Office (SC 246) for all other students. Leaves of Absence are generally granted and reviewed on a yearly basis for reasons relating to: illness or health, military service, employment, humanitarian or church service, family responsibilities, and financial obligations. The standard leave period is one year. Allowances will be made for military activation, church or humanitarian service, and for those having extenuating circumstances.

A student must apply for a leave of absence for a current semester *no later than* the last day of classes for that semester. USU's dropping courses policy explains how a leave of absence will affect a student's transcript.

A student who takes a leave of absence must officially notify the Registrar's Office of his or her intention to return to USU from leave. This *must* occur prior to registration. In most cases, the student will not need to apply for readmission.

Complete Withdrawal from the University. Complete withdrawal is initiated at the Financial Aid Office (SC 106) for those having financial aid, at the Veterans Services Office (SC 204) for those receiving veterans benefits, at the International Students and Scholars Office (SC 313) for all international students, or at the Registrar's Office (SC 246) for all other students. No one will be

permitted to withdraw from the University once final examinations have begun. The date of the official withdrawal is the date the withdrawal form or letter is received. A student who withdraws must be accepted for readmission before he or she may enroll again.

No-test Days. A five-day period designated as No-test Days precedes the five days of final examinations which are normally scheduled at the close of each academic semester. During No-test Days, no major examinations, including final examinations, will be given in order that students may concentrate on classwork, the completion of special assignments, writing projects, and other preparation for duly scheduled final examinations.

Proof of Identification. In order to receive University services, photo identification must be presented. Each admitted student who completes the registration process for a regular semester will be issued a student identification card. This photo identification card is valid for the duration of the student's enrollment at Utah State University. Photo IDs are issued throughout the semester by the Card Office, Student Center 212.

Change of Address. It is the responsibility of the student to keep the Office of the Registrar informed of address changes by completing a Change of Address form available at the Registrar's Office (SC 246) **or** by using the Student QUAD program on the web:

<http://www.usu.edu/registrar/quad/index.html>

Records

Office of the Registrar: Student Center 246

Phone: (435) 797-1116

FAX: (435) 797-4077

The custodian of educational records at Utah State University is the Office of the Registrar.

Student Classification. At the beginning of each semester, students are classified for that semester as follows:

Credit Hours Earned	Classification
0-29	Freshman
30-59	Sophomore
60-89	Junior
more than 89	Senior

Number of Credits Awarded for Courses

Traditional Courses. The standard for academic course credit, as identified by the Northwest Association of Schools and Colleges and followed by USU, is that one credit be awarded for three hours of student work per week during a 15-week semester. For traditional courses, this is interpreted as one 50-minute class period plus two hours of study per week for each credit. Note that one 50-minute period per week throughout a 15-week semester equals 12.5 contact hours per credit. This standard should be used in determining credits for courses which do not meet for 50-minute periods.

Nontraditional Courses. In addition to courses taught during regular academic terms, other educational experiences (such as workshops, institutes, short courses, and conferences) are offered at USU. Because of the short time period in which they are offered, these nontraditional courses may not require extensive out-of-class work by students. When little or no out-of-class work is required, the standard for credit for such courses is 20 contact hours per credit.

Privacy Rights

The Family Educational Rights and Privacy Act, a federal law commonly referred to as *FERPA* or the *Buckley Amendment*, (1) provides that students will have access to inspect and review their educational records upon written request with identity verification and (2) protects the rights of a student to privacy by limiting access to the educational record without express written consent.

Definitions. A **student** is defined as any individual who is attending or has attended Utah State University. (Note: Certain rights are extended to the parent(s) of a dependent student, where dependency is defined by Section 152 of the Internal Revenue Code of 1954.) An **educational record** is any record (1) directly related to a student, and (2) maintained by Utah State University or by an agent of the University.

Notices. With respect to a student's educational records, FERPA affords a student the right: (1) to inspect and review the student's educational records; (2) to request the amendment of the student's educational records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights; (3) to consent to disclosures of personally identifi-

able information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent; (4) to file with the U.S. Department of Education a complaint concerning alleged failures by Utah State University to comply with the requirements of FERPA, if a complaint cannot be resolved within the University; and (5) to obtain a copy of the *Student Records Policy and Procedures for Utah State University*.

Categories of Records. There are two categories of educational records under FERPA. **Directory information** (or releasable information) is general information that may be released to anyone without the consent of the student, unless the student indicates otherwise. **Personally identifiable information** (or nonreleasable information) includes all information not defined as directory information and may not generally be released without consent of the student.

Utah State University has designated the following as **directory information** for a student:

Releasable Information/Directory Information

Name
Local and permanent address
Electronic mail address
Telephone number
Date of birth
Residency status
Degrees and awards received
Most recent institution attended by the student
Academic level
Major field of study
Department or college
Participation in officially recognized activities/sports
Dates of attendance and graduation
Weight/height of members of athletic teams
Current semester schedule of classes
Photographs

Nonreleasable Information

All Other Information

Release of Information. A Release of Information form is available at the Registrar's Office. This form may be completed by students wishing to grant access to their educational record to a third party (e.g., parents or spouse). Students accessing educational records must provide identification. It is important to note that, for educational purposes, University officials have access to all student records.

Grading

For work in graded courses, *A* shall denote exceptional performance, *B* above average performance, *C* satisfactory performance, *D* poor performance, and *F* failing performance. Letter grades may be modified by plus (+) or minus (-) symbols (no *A+* or *D-*).

Quality Hours and Quality Points. A **quality hour** is defined as a credit which is used in calculating a student's grade point average (GPA). All graded credits, *except* for those in which the Pass (*P*) or Incomplete (*I*) grade is received, qualify as quality hours. **Quality points** are assigned to each letter grade earned, as noted below:

A	4.00	C+	2.33	F	0.00
A-	3.67	C	2.00		
B+	3.33	C-	1.67		
B	3.00	D+	1.33		
B-	2.67	D	1.00		

Scholastic Marks, which do not qualify for quality hours, are as follows:

I	Incomplete	P	Pass
W	Withdrawal	AU	Audit

Grade Point Average. When a student is graded, the quality points for the grade are multiplied by the quality hours to derive the total quality points. The total quality points are then divided by the total quality hours to determine the GPA. GPAs are rounded to the nearest thousandth of a grade point.

Grading Options. Ordinarily a letter grade is given upon completion of a course, unless a grading option of “Audit” or “Pass/D+, D, F” is indicated at the time of registration or within prescribed deadlines.

Pass/D+, D, F Option. A student desiring a *Pass*, instead of a regular grade in a course, must request a pass/fail form from the Registrar’s Office, Student Center 246. This form must be signed by the student’s advisor and returned to the Registrar’s Office by the 60 percent point of the course. (Check the *Semester at a Glance* in the current *Schedule of Classes* for the exact date.)

A grade of *P* indicates academic achievement of not less than *C-*. All students, including freshmen, may take courses on a *P/D+, D, F* basis. A minimum of 72 of the 120 credits required for the baccalaureate degree must carry the *A, A-, B+, B, B-, C+, C, C-, D+, D* designation, unless the major department or college changes this limitation. All CLEP, AP, and other special examination credits are considered *P* and are included in the total *P* grades permitted. The *P* shall also be used to record on the student’s permanent academic record all special credit in which other grades are inappropriate. Many departments do not allow students to take required courses on a *P/D+, D, F* option, and many professional or graduate schools may not accept *P* grades. Therefore, an advisor’s signature is required, *before* students may take courses under this option.

Incomplete (I) Grade. Students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but **not** due to poor performance or to retain financial aid. The term “extenuating” circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter course schedule to secure employment, (4) change in work schedule as required by employer, or (5) other emergencies deemed appropriate by the instructor. The student may petition the instructor for time beyond the end of the semester to finish the work. If the instructor agrees, two grades will be given, an “I” and a letter grade for the course computed as if the missing work were zero. Documentation of the circumstances cited to justify an incomplete grade is required.

The student is required to complete the work by the time agreed upon, or not longer than 12 months. If no change of grade is submitted by the instructor within the prescribed period, the “I” will be removed and the letter grade originally submitted with the

“I” will remain as the permanent grade for the course. Arrangements to complete the missing coursework are to be made directly with the instructor awarding the “I” grade, and in accordance with departmental policy. In the absence of the original instructor, special circumstances must be handled by the department head. Documentation of required work to be completed in order to remove the “I” grade must be filed with the department office. The “I” grade should generally not require a complete repeat of the course. **A student should not reregister for the course.** All “I” grades must be changed to letter grades prior to graduation, regardless of whether or not the course is required for the degree.

Repeating Courses. Students may repeat any course at USU for which they have previously registered. They may also retake a course originally taken at an institution where USU has an articulation agreement, if the agreement identifies a specific USU course as being equivalent to the one the student desires to replace. All other decisions dealing with retaking courses, including courses taken under the quarter system, will be determined by the department in which the course is offered.

The number of times a student can take the same class is limited to a total of three times (once, plus two repeats). Beyond three attempts, the student’s dean must approve additional registration for the class.

The total number of repeats allowed is limited to ten. Students who exceed this limit will have an academic hold placed on their registration. Beyond ten repeats, the student’s academic dean must approve additional registration.

This policy does not apply to courses repeatable for credit. When a course listed in the *General Catalog* is identified with the Repeat Symbol (®), the course may be taken more than once for credit.

When a course not designated as repeatable for credit is repeated, **the most recent grade and quality hours are used to recalculate the student’s grade point average.** The previous grade and quality hours for the same course will remain on the student’s academic record, but will not be calculated in the grade point average or total quality hours completed. A course designated as repeatable (®) may be repeated to receive a higher grade, and the most recent grade and quality hours will be used in recalculating the student’s grade point average. The student is responsible to declare repeated courses to the Registrar’s Office by completing a Record Adjustment-Repeated Course form.

Change of Grades. The instructor of record of a course has the responsibility for any grade reported. Once a grade has been reported to the Office of the Registrar, it may be changed upon the signed authorization of the instructor of record who issued the original grade. In case the instructor is not available, the department head has authority to change the grade. This applies also to the grade of Incomplete (*I*). A change of grade after more than one year also requires the signature of the academic dean of the college in which the course is offered. (See USU Student Policy Handbook—Student Appeal Procedures.)

Final Grade Report. Final grades are available on the web at <http://www.usu.edu/registrar/quad/index.html>. Grades are also available on the TouchTone phone system, (435) 797-8888. Official transcripts may be obtained by submitting a signed request to the Academic Records Office, *in person* at SC 246; *by mail* to Utah State University, 1600 Old Main Hill, Logan UT 84322-1600; or via the Internet at: <http://www.usu.edu/registrar/quad/index.html>

Records Hold. A “Records Hold” will be placed on a student’s record when an outstanding financial obligation or disciplinary action has been reported.

When a “hold” is placed on a record, the following results may occur: (1) An official and/or unofficial transcript may not be issued; (2) registration privileges may be suspended; (3) other student services may be revoked. The “hold” will remain effective until removed by the initiating office. It is the student’s responsibility to clear the conditions causing the “hold.”

Transfer Credit. The grades which may be transferred and recorded for transfer students shall include *A, A-, B+, B, B-, C+, C, C-, D+, D, and F*, as well as *P (Pass)*. Only grades earned at USU will be used in calculating USU grade point averages. Decisions concerning academic standing, once the student is admitted to USU, will be based solely on USU grades.

Remedial Courses. Courses numbered 0010-0990 will not satisfy baccalaureate requirements, are not transferable, and are not calculated in a student’s grade point average.

Academic Standing. An undergraduate student is considered by the University to be in *good standing* when his or her USU cumulative GPA is 2.0 or higher. An undergraduate student whose USU cumulative GPA is *less than* a 2.0 is placed on *academic warning* or *academic probation*, based on the student’s class rank and the USU cumulative GPA. A **freshman** with a USU cumulative GPA of *less than 2.0* is placed on *academic warning*. A **sophomore, junior, or senior** with a USU cumulative GPA of *less than 2.0* is placed on *academic probation*.

Academic Warning. A freshman student placed on academic warning shall be notified in writing of that action by the dean of his or her college. The notation *placed on warning* is placed on the student’s transcript. The student remains on warning status as long as his or her semester GPA is 2.0 or higher and until his or her USU cumulative GPA rises to or exceeds 2.0; the student will then be in good standing. A student on academic warning shall be placed on *academic probation* at the end of any semester in which his or her semester GPA is *less than 2.0*. When a student’s class standing changes to sophomore, and his or her USU cumulative GPA is less than 2.0, the student is placed on *academic probation*. Students on academic warning are encouraged to meet with their academic advisor.

Academic Probation. An undergraduate student placed on academic probation shall be notified in writing of that action by the dean of his or her college. The notation *placed on probation* is placed on the student’s transcript. The student is required to meet with his or her academic advisor before the end of the fifth week and to sign a statement acknowledging the terms of the probation. Signed statements shall be maintained in the academic dean’s office. The student remains on probation status as long as his or her semester GPA is 2.0 or higher until his or her USU cumulative GPA rises to or exceeds 2.0; the student will then be in *good standing*. A student on academic probation is placed on *suspension* at the end of any semester in which his or her semester GPA is *less than 2.0*.

Academic Suspension. An undergraduate student placed on academic suspension shall be notified in writing of that action by the Registrar. The notation *academic suspension* is placed on the student’s transcript. A student who is registered for classes in the semester immediately following the suspension will be dropped from those classes. Questions about the suspension should be directed to the student’s advisor.

Readmission Following Academic Suspension. Students *who have been suspended once* may apply for readmission after a one-semester layout. Students *who have been suspended two times* may apply for readmission to the University following a layout of one full calendar year.

Academic Dismissal. Students who become subject to suspension for a *third time* will receive notice of academic dismissal from the University. Students who have been dismissed may apply for readmission to the University following a layout of five or more calendar years.

Concurrent Enrollment Credit. For purposes of academic standing, students who have taken classes through concurrent enrollment, and who otherwise qualify for good standing at USU, shall not be denied such standing based on their concurrent enrollment credit.

Low-Scholarship Notification for Graduate Students. The dean of the School of Graduate Studies will notify students whose GPA is below 3.0 any semester. If the GPA falls below 3.0 for two consecutive semesters, the student may be placed on probationary status and his or her graduate program may be terminated. For further information, see *Low-Scholarship Notification* (pages 93-94).

Academic Renewal

Undergraduate students who have been admitted to Utah State University after an interruption in their collegiate education of five or more years may petition to have certain credits removed from the calculation of the GPA needed for credit. The renewal procedure allows the student’s academic records to be reviewed for the purpose of eliminating from grade point average computation all grades of *D+* or below that were entered on the academic transcript five or more calendar years prior to admission, including transfer credit. Petition forms are available in the Office of the Registrar. A \$25 processing fee will be assessed.

Guidelines:

1. Academic renewal *does not* apply to graduate students nor to students pursuing a second undergraduate degree.
2. Academic renewal may be applied *only once* and is *irreversible*.
3. An absence of *five or more years* must have elapsed between admission and the last enrollment at an institution of higher education. (**Note:** Students must be currently enrolled at USU to apply for academic renewal.)
4. After admission, but before application for renewal, the student must have completed at least one of the following at Utah State University: (a) 10 semester credits with at least a 3.00 GPA; (b) 20 semester credits with at least a 2.75 GPA; (c) 30 semester credits with at least a 2.50 GPA.
5. Academic renewal applies *only* to courses having grades of *D+, D, or F* and taken prior to readmission. All such courses will remain unaltered on the transcript with the appropriate notation added to the transcript to indicate academic renewal. Courses designated in the petition will not count for computation of GPA for earned credits, nor for satisfying any graduation requirements. Courses with a grade of *C-* (or *P*) or better will be carried forward.
6. Students may apply for this renewal after they have met the guidelines listed above. They are strongly encouraged to meet with their academic advisor prior to submitting their request.
7. Academic renewal will be effective as of the date of admission following the minimum five-year absence.

Academic Record Adjustment

Students requesting an academic record adjustment to a prior term must submit a *Petition for Academic Record Adjustment* to the Registrar's Office. Adjustments will only be considered if extenuating circumstances exist. The term "extenuating circumstances" includes: (1) incapacitating illness which prevented a student from attending classes for a minimum period of two weeks and prevented the student from completing the desired adjustment during the term, (2) a death in the immediate family, or (3) other emergencies deemed appropriate. A maximum of two semesters may be adjusted per each degree. Petitions must be submitted within two years of the desired adjustment. The student must attach a typed appeal stating an explanation and justification for the desired adjustment. Supporting documentation confirming the extenuating circumstances must accompany the petition. The cost for the petition is \$20, which is a nonrefundable processing fee and does not guarantee approval.

Academic Honesty

The University expects that students and faculty alike maintain the highest standards of academic honesty. For the benefit of students who may not be aware of specific standards of the University concerning academic honesty, the following information is quoted from *The Code of Policies and Procedures for Students at Utah State University* (revised April 2002), Article V, Section 3:

Section 3. University Standards

A. Academic Integrity—"The Honor System"

Each student has the right and duty to pursue his or her academic experience free of dishonesty. The Honor System is designed to establish the higher level of conduct expected and required of all Utah State University students.

The Honor Pledge—To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge:

"I pledge, on my honor, to conduct myself with the foremost level of academic integrity."

Acts of academic dishonesty include but are not limited to:

1. **Cheating:** (1) using or attempting to use or providing others with any unauthorized assistance in taking quizzes, tests, examinations, or in any other academic exercise or activity, including working in a group when the instructor has designated that the quiz, test, examination, or any other academic exercise or activity be done "individually"; (2) depending on the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; (3) substituting for another student, or permitting another student to substitute for oneself, in taking an examination or preparing academic work; (4) acquiring tests or other academic material belonging to a faculty member, staff member, or another student without express permission; (5) continuing to write after time has been called on a quiz, test, examination, or any other academic exercise or activity; (6) submitting substantially the same work for credit in more than one class, except with prior approval of the instructor; or (7) engaging in any form of research fraud.
2. **Falsification:** altering or fabricating any information or citation in an academic exercise or activity.
3. **Plagiarism:** representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes using materials prepared by another person or by an agency engaged in the sale of term papers or other academic materials.

Violations of the above policy will subject the offender to the University discipline procedures as outlined in Article VI, Section 1 (paragraphs A, E, F, G, and H) of the *Code*.

A. Academic Dishonesty—"The Honor System"

An instructor has full autonomy to evaluate a student's academic performance in a course. If a student violates the Honor System, the instructor may sanction the student as part of the course evaluation. Such sanctions may include: (1) verbally warning the student; (2) giving the student a written reprimand; (3) requiring the student to rewrite a paper/assignment or to retake a test/examination; (4) adjusting the student's grade—for either an assignment/test or the course; or (5) giving the student a failing grade for the course. A sanction by the instructor is not a disciplinary penalty. If the instructor believes that, in addition to any sanction, the student should be disciplined and a penalty imposed, the instructor shall refer the student for disciplinary proceedings.

The penalties which the University may impose on a student for an Honor System violation are:

1. **Probation:** continued participation in an academic program predicated upon the student satisfying certain requirements as specified in a written notice of probation. Probation is for a designated period of time and includes the probability of more severe disciplinary penalties if the student does not comply with the specified requirements or is found to be violating the Honor System during the probationary period. The student must request termination of the probation in writing.
 2. **Suspension:** temporary dismissal from an academic program or from the University for a specified time, after which the student is eligible to continue the program or return to the University. Conditions for continuance or readmission may be specified.
 3. **Expulsion:** permanent dismissal either from an academic program or from the University.
 4. Assigning a designation with a course grade indicating an Honor System violation involving academic dishonesty. Conditions for removal may be specified, but the designation remains on the student's transcript for a minimum of one year; provided however, that once the student's degree is posted to the transcript, the designation may not be removed thereafter.
 5. Denial or revocation of degrees.
 6. Performance of community service.
- E. More than one of the penalties may be imposed for any single violation. Reference to "penalty" includes multiple penalties.
- F. Imposition of the penalty of suspension or expulsion from the University must be approved by the president of the University. The president's approval shall be given either at the conclusion of the 10-day appeal period if no appeal is filed, or as part of the president's final decision if an appeal is filed.
- G. When a student is suspended or expelled from the University, tuition and fees that have been paid for the semester during which the suspension or expulsion occurs are refundable in accordance with the standard refund policy as stated in the semester *Schedule of Classes*.
- H. A hold on a student's admission, registration, or financial aid is not an independent penalty, but may be utilized by the University for various purposes, including either to (1) direct a student's attention to, and subsequent participation in, a pending disciplinary/grievance proceeding or (2) to obtain the student's compliance with a penalty which has been imposed or other action which has been taken under the *Student Code*.

Honor Roll (Dean's List)

To qualify for the semester honor roll (Dean's List), a student must earn a 3.5 GPA in 15 or more graded credits, except for summer semester for which 12 or more graded credits are required. Scholarship "A" pins are presented to undergraduate students who have received all *A* grades (4.0 GPA) for 15 or more graded credits each semester for two consecutive semesters in residence. **Note:** Courses for which a *P* (Pass) grade is received *do not* qualify for graded credits.

Tuition, Fees, and Refunds

Tuition and fees provide an essential revenue source to Utah State University, although these comprise only 12 percent of the total budget. State appropriations provide 34 percent of the University's revenue sources. USU strives to keep the institution as cost-effective as possible, and is noted for having low-cost resident and nonresident tuition amounts.

Tuition and fee amounts may be found at:
<http://www.usu.edu/registrar/tuition>.

Registration for a semester is *not complete* until all fees have been *paid in full*. The University reserves the right to alter any tuition or fee charges without notice.

Visitor fee (audit) same as classes with credit (except for persons 62 years of age or older who are permitted to audit free of charge after a recording fee of \$10 per semester has been paid)

Late registration fee **\$20**
(assessed beginning the first day of classes)

Continuing Graduate Advisement Courses (6990 and 7990).
There is no limit on the number of times a graduate student may register for 6990 or 7990 credit. Resident tuition is charged for 6990 or 7990 credits, and out-of-state tuition is not charged.

Continuous Graduate Registration Fee. \$15

Tuition Refund Policy. The following refund policy applies to full-semester classes *only*. For information about refund amounts for classes offered during *less than a full semester*, contact the Cashiers Office, Student Center 228, (435) 797-1069.

Refund Period	Percent of Tuition to be Refunded
Before Semester Classes Begin	100%
First 2 Days of the Semester.	100%
3rd thru 5th Day of Classes	90%
Thru the 10th Day of Classes	70%
Thru the 15th Day of Classes	50%
After the 15th Day of Classes	0%

Fee Refunds. (1) Ten dollars of every registration fee and the insurance fee are nonrefundable. (2) After the \$10 fee is deducted from the registration fee, a proportionate share of all fees paid may be refunded to any student who withdraws from school before the 15th day of classes. (3) All refunds will be mailed to the student. (4) The application and evaluation fee for an undergraduate or graduate applicant is not refundable. (5) Activity fees will be pro-rated. (6) All refunds must be applied for at the Cashiers Office. (7) Students with financial aid need approval from the Financial Aid Office in order to receive a refund. (8) Complete withdrawal must be approved by the Financial Aid Office or by University Advising and Transfer Services.

Delinquent Financial Accounts. Students with outstanding financial obligations may be refused all University services until such obligations are paid. Services which may be denied include the following: registration, transcripts, grades, transfer of credit, and graduation.

ID Cards. An ID card will be prepared for new freshmen and transfer students upon proof of fee payment. However, electronic validation is required *each semester* before the ID card will be acceptable for admission to student activity attractions. Upon payment of tuition and fees, students will automatically have their cards validated. A student who holds a validated card may purchase an additional validated card for his or her spouse for \$36.50. Lost ID cards may be replaced for \$10.00.

Spreading Payments Over Time (SPOT) Tuition Payment Program. The SPOT program allows students to make five monthly payments per semester on their tuition. The first payment for fall semester is due June 1. The first payment for spring semester is due November 1. This program is done by automatic withdrawal from the student's checking or savings account. A \$50 nonrefundable annual fee (per school year) is required for participation in the program. Students requesting this option after June 1 must pay the past-due payments. To enroll in the SPOT program and for further information, go to:
<http://controller.usu.edu/tuition/spotinfo.htm>.

Deferred Fee Note. The Deferred Fee Note is not available until after the fee payment deadline. This note is due 60 days into the semester. The cost of the deferred fee note is \$50. Deferred Fee Notes must be applied for in the Cashiers Office (SC 228).

Miscellaneous Payments. If any payment made to the University is unauthorized, incomplete, or received after the due date, registration fees will be considered as **unpaid**, and the student will not be officially registered.

Personal Checks. Personal checks returned by the bank for any reason will subject the student to a service charge and, at the discretion of the Controllers Office, may result in the withholding of registration credit or immediate cancellation of the student's classes. USU reserves the right to refuse personal checks for any transaction. Check cashing privileges and use of other University services using personal checks may be suspended for any individual who has a check returned to the University.

Sponsored Payments. Students whose tuition and fees are paid by a sponsor may contact the Cashiers Office (SC 228) for authorization to complete registration. International students with a sponsor should also contact the Cashiers Office.

Computer and Information Literacy Examination. All students working toward a bachelor's degree must pass this examination as part of the University Studies requirements. New students will automatically be assessed a fee. For additional information about this exam, see page 43.

Special Fees. Special fees, charged in addition to tuition and registration fees, are assessed on the Registration/Billing Statement. Carefully review the University *Schedule of Classes* to determine which courses require special fees.

40 Parking Permits
Tuition, Fees, and Refunds

Parking Permits

Parking Permits for students living off campus	\$20 per semester \$35 per year
Parking Permits for students living in dorms	\$35 per year
Parking Permits for students living in the Student Living Center or Aggie Village	\$35 per year
Gate Card	\$10 deposit

Music. Fees are charged for piano practice and private instruction. For information on amounts, contact the Music Department.

Division of General Studies Fee \$45 per semester

Health and Accident Insurance is available to all students for nominal costs at the time of registration. Additional insurance may be purchased for spouse and children. Students are encouraged to provide themselves with adequate protection in case of illness or serious injury. See University *Schedule of Classes* for premiums.

Insurance Information/International Students

Insurance coverage is *mandatory* for international students. All international students attending Utah State University are *required* to purchase one of the student health insurance plans offered at the University for themselves and accompanying dependents. Insurance coverage is *required* each semester.

International students are cautioned to purchase only temporary travel insurance to cover travel to the U.S.

Admission Application and Evaluation Fee (nonrefundable):

U.S. Residents (undergraduate)	\$35
International Students (undergraduate)	\$50

Special Examination Fee: \$10 per course plus \$5 per credit hour up to a maximum of \$50 including the \$10 examination fee. Fees for some of the special examinations offered by the Languages, Philosophy, and Speech Communication Department are higher; call (435) 797-1209 for specific fees.

Late Graduation Application Fee for undergraduate candidate To be determined

Graduation Fee:

One-year Certificate	\$10
Two-year Diploma	\$10
Associate of Applied Science Degree	\$10
Bachelor's Degree	\$10
Graduate, PhD Degree	\$15

Cap and Gown Sales:

Bachelor's Degrees	\$26.99
(includes cap, gown, and tassel)	
Master's Degrees	\$31.99
(includes cap, gown, hood, and tassel)	
Doctorate Degrees	\$41.99
(includes cap, gown, hood, and tassel)	

To receive the "Early Bird Prices" listed above, order through the USU Bookstore *no later than* January 30. After January 30, an additional \$10 will be added to each price.

Teacher Placement Registration \$10

Transcript of Credits. For transcript requests processed by the USU Registrar's Office, the following information is needed: (1) student's full name (including any previous names), (2) student ID number, (3) date of birth, (4) last date of attendance, (5) where the transcript is to be sent, and (6) student's signature. The transcript fee (per transcript) is \$3 for the first transcript and \$1 for each additional transcript *on the same order*. The fee is to be paid in the Office of the Registrar (Records Services), Taggart Student Center 246.

For a fee of \$5 per location, transcripts may be faxed. Send a fax to (435) 797-4077, along with the required information listed above and credit card information (card name, number, and expiration date).

Unofficial transcripts are available on the internet at: http://www.usu.edu/compserv/stu_rec.html.

University Publications. To purchase a Utah State University *General Catalog* or *Semester Schedule of Classes*, phone Express-a-book at one of the following numbers: (800) 662-3950, (435) 797-3950, or FAX (435) 797-3793.

Information on Scholarships, Fellowships, and Assistantships can be found in the *Financial Aid and Scholarship Information* section of this catalog (pages 22-26).

Housing Fees. Write for a Housing Bulletin; send request to the Office of Housing and Food Services, Utah State University, 8600 Old Main Hill, Logan UT 84322-8600.

Estimated Cost of Undergraduate Education for Two Semesters for 2004-2005 Academic Year

	Resident	Nonresident
Tuition and Fees	See page 39	See page 39
Room and Board	\$ 3,930	\$ 3,930
Books and Supplies	870	870
Personal Expenses	1,600	1,600
Totals	<u>\$ 7,610</u>	<u>\$ 7,610</u>
	plus	plus
	Resident Tuition	Nonres. Tuition

Note: Costs for room and board may vary, depending upon the housing and meal plan selected. Also, costs for books, supplies, and personal expenses may vary, depending upon a student's chosen program of study and lifestyle. Students who choose to have a car will need to plan for transportation expenses. However, owning a car is *not necessarily essential*, since both USU and Logan have free bus systems.

Housing and Food Services

Learn and Live

Students who live on campus are at the heart of campus life. USU residence halls are located next to or near all University classrooms and libraries, with additional in-house tutoring, computer labs, study rooms, and classrooms provided to residents. USU's residential communities are designed to promote academic success, with an atmosphere conducive to academic, social, cultural, and personal growth.

Residential Learning Communities

Each year, USU data have confirmed that students who live in residence halls do much better academically, which means earning higher GPAs. Students living in residence halls are also able to carry heavier class loads than are students who live off campus. Research also shows on-campus students tend to be more involved in academic and extracurricular activities, persist and graduate on time, and enjoy their overall collegiate experience more. All students living within housing learning communities have access to the following services to assist in their academic success: computer labs, high-speed Internet access, educational programming, peer tutors (math, writing), enhanced academic advising and career counseling, faculty mentoring, increased faculty interaction, and leadership and service opportunities. A well-trained team of professional and peer staff also provides numerous opportunities for social and educational activities, which build the community, as well as supplement and support formal classroom experiences.

By participating in specialized academic programs and floors, students can live with others enrolled in the same academic program or having similar interests. Students participating in these programs share a floor and/or building with students having common college interests. Increased faculty interaction through on-site mentoring, advising programs, and activities are just a few of the benefits.

Each community offers slightly different opportunities and is designed with the student in mind. High-quality facilities at reasonable rates, along with service and convenience, are provided. Prices include Internet access, local phone, cable TV, and free shuttle bus service. Single housing apartment prices include all utilities, full kitchens, and furniture. Family housing units have full kitchens and are rented unfurnished. Family residents are responsible to pay electric and gas utilities.

To check the current price listings, style options, and availability, visit the housing website at <http://www.housing.usu.edu>, call (435) 797-3113, call toll free 1-800-863-1085, or send e-mail to info@housing.usu.edu.

Single Student Learning Communities

Central Campus Learning Community. Since starting college can be challenging, the Central Campus Learning Community is designed to make life a little easier. This close-knit

community is key to developing lasting friendships, fun, and student achievement. The focus is on increasing faculty and staff interactions, enhancing educational programming, and developing an overall community experience at Utah State University.

South Campus Living/Learning Community. The South Campus Living/Learning Community has main campus at its doorstep. This is the ideal location for students who want to be in the heart of the academic community. Located just steps from libraries, computer labs, and most classrooms, this community is an ideal choice for those who want to be at the heart of campus.

Student Living/Learning Center Community. This community is designed for both upper-class and freshman students with an excellent variety of apartment options. This is a great location for students who want an academic setting surrounded by abundant open green space. This community has an excellent computer lab, multi-media classroom, tutoring room, and piano rooms. Shuttle buses take students to the center of campus, which is just a few blocks away.

Aggie Village Singles Living/Learning Community. The Aggie Village Singles Living/Learning Community houses two upperclass academic neighborhoods for single students: Aggie Singles and Aggie Graduates. Located adjacent to the main campus, Aggie Village is the ideal getaway for students seeking privacy and quiet study time. Aggie Shuttle buses regularly deliver residents to main campus in a matter of minutes.

Family Living/Learning Communities

USU Family Living/Learning Communities are an ideal choice for student families seeking an easier, more productive learning and living environment. Families will appreciate the extra space both indoors and outdoors. For children, safe fenced play areas are provided, and parents will appreciate apartments with many amenities. Numerous classes and programs for family students are offered in the classroom located in the Community Area Office. Living options include spacious one-, two-, and three-bedroom apartments and a mobile home park.

Dining Options at The Junction

The Junction, centrally located between Mountain View and Valley View Towers and Richards Hall, offers an all-you-care-to-eat buffet for one great price. From home-cooked meals to casual dining to late-night snacks at The Depot, the Junction will satisfy student appetites anytime. Students may enjoy tempting entrees, a full salad bar, a Belgian waffle bar, a cold cereal bar, homemade soups, and a dessert bar. They can even make their own deli sandwiches, enjoy a pizza, or order from the grill. The Depot, located inside the Junction, is the central campus late-night hot spot. Students may enjoy a late-night snack hot off the grill, sip on a soda, or become a Karaoke star. Students may select a dining plan tailored to their individual dining needs.

USU University Studies Requirements (General Education and Depth Education)

Vice Provost for Undergraduate Studies and Research:

Joyce A. Kinkead
Location: Main 114
Phone: (435) 797-1706
FAX: (435) 797-3880
E-mail: joyce.kinkead@usu.edu
WWW: <http://www.usu.edu/universitystudies>

University Studies Objectives: The Citizen Scholar

The mission of undergraduate education at Utah State University is to help students develop intellectually, personally, and culturally, so that they may serve the people of Utah, the nation, and the world. USU prepares citizen-scholars who participate and lead in local, regional, national, and global communities. University Studies is an integral part of every student's experience—in both lower-division and upper-division courses. A solid University Studies foundation, combined with concentrated study in a major discipline and interdisciplinary studies, provides the breadth and depth of knowledge qualifying USU graduates as educated citizens.

The University Studies program is intended to help students learn how to learn—not just for the present, but also for the future. No individual can master all, or even a small portion, of society's knowledge, but students can learn the basic patterns used to obtain and organize information, enabling them to discover or recover knowledge. University Studies involves a series of interrelated educational experiences which stimulate and assist students in becoming self-reliant scholars and individuals. The ultimate objective is for general and discipline-specific education to complement each other in helping students to:

1. understand processes of acquiring knowledge and information;
2. reason logically, critically, creatively, and independently, and be able to address problems in a broad context;
3. recognize different ways of thinking, creating, expressing, and communicating through a variety of media;
4. understand diversity in value systems and cultures in an interdependent world; and
5. develop a capacity for self-assessment and lifelong learning.

By introducing ideas and issues in human thought and experience, University Studies courses help students achieve the intellectual integration and awareness needed to meet the challenges they will face in their personal, social, and professional lives. University Studies courses emphasize how knowledge is achieved and applied in different domains. Collectively, they provide a foundation and perspective for:

1. understanding the nature, history, and methods of the arts and humanities, as well as the natural and physical sciences;
2. understanding the cultural, historical, and natural contexts shaping the human experience; and
3. interpreting the important cultural, socio-economic, scientific, and technological issues of the diverse global community in which we live.

A university education prepares students to work and live meaningfully in today's rapidly changing global society. Together, general and discipline-specific education help students master the essential competencies making this goal possible. These competencies include:

1. reading, listening, and viewing for comprehension;
2. communicating effectively for various purposes and audiences;
3. understanding and applying mathematics and other quantitative reasoning techniques;
4. using various technologies competently; and
5. working effectively, both collaboratively and individually.

University Studies Requirements

The University Studies program, along with study in the major, is designed to assist students in achieving the Citizen Scholar Objectives. The program consists of two sets of requirements: General Education Requirements and Depth Education Requirements. Students who have received an AA or AS degree at any institution within the Utah System of Higher Education, or at another institution with which USU has an articulation agreement, will be considered to have fulfilled the General Education Requirements, but must still complete the Depth Education Requirements.

Students who transfer to Utah State University with less than an Associate Degree (and have not completed General Education requirements) or with an Associate of Applied Science Degree will have their General Education courses evaluated on a course-by-course basis and may be required to take any additional courses necessary to satisfy the General Education requirements at Utah State University. However, if these students have taken equivalent General Education courses at the sending institution, these courses will be accepted toward satisfying General Education requirements at Utah State University.

Courses approved as fulfilling General Education requirements at a Utah System of Higher Education (USHE) institution, Brigham Young University, Brigham Young University (Idaho), LDS Business College, and Westminster College will be acceptable to Utah State University as satisfying comparable General Education requirements.

General Education Requirements (27-31 credits)

USU's General Education program consists of two sets of requirements: Competency and Breadth.

Competency Requirements (9-13 credits)

The Citizen Scholar Objectives propose that students should be able to communicate effectively, utilize quantitative methods, make appropriate use of technology, and function effectively in groups. The competency requirements are structured to develop these skills.

Communications Literacy (CL) (6 credits)

ENGL 1010 CL Introduction to Writing: Academic Prose (3)

Or one of the following exams:

- AP English Language and Composition Test: Score of 3 or higher
- AP English Literature and Composition Test: Score of 3 or higher
- ACT English Test: Score of 29 or higher
- CLEP English Composition Test: Score of 50 or higher
- CLEP Freshman College Composition Test: Score of 53 or higher
- SAT Verbal Test: Score of 640 or higher

And

ENGL 2010 CL Intermediate Writing: Research Writing in a Persuasive Mode (3)

Quantitative Literacy (QL) (3-4 credits)

MATH 1030 QL Quantitative Reasoning (3)

Or

MATH 1050 QL College Algebra (4)

Or

STAT 1040 QL Introduction to Statistics (3)

Or

One Mathematics or Statistics course requiring MATH 1050 as a prerequisite, such as MATH 1100, 1210, 1220; or STAT 2300

Or one of the following exams:

- AP Calculus AB Test: Score of 3 or higher
- AP Calculus BC Test: Score of 3 or higher
- CLEP Calculus Test: Score of 50 or higher
- CLEP College Algebra Test: Score of 50 or higher

Computer and Information Literacy (CIL) (0-3 credits)

No specific course is required, but students must pass a competency exam in computer and information literacy. Communications Literacy, Quantitative Literacy, and Breadth courses associated with University Studies are intended to further develop these skills.

The Computer and Information Literacy exam has six parts:

1. Information Law and Ethics
2. Information Resources
3. Document Processing
4. Operating Systems and Environments
5. Spreadsheets
6. Presentations

Students must score 70 percent or higher on each exam to pass. A student has met the requirement only after he or she has passed all six examinations. There is no college credit associated with this requirement. While some college credit classes (USU 1000 and BIS 1400) teach the required skills and include the CIL exams as part of the course, simply passing the class does not meet the requirement. Only by passing all of the six CIL tests is the CIL requirement met. It is *strongly suggested* that students complete the CIL requirement during their freshman year.

There is a \$30 fee associated with this exam. Students having less than 60 semester credits when they register for their first semester at USU will automatically be assessed a \$30 Computer and Information Literacy (CIL) fee. (If a student can show proof that the CIL requirement has been met at another Utah institution, the \$30 fee will be credited to the student's account.)

Once the fee is paid, there is no limit to the number of times a student can take each test. Once a test is passed, a student may not retake that test. After all tests are passed, students must go to the CIL web page, select **Recording on Transcript**, and then complete and submit the form. The CIL information will then be posted to their transcripts.

To learn more about the CIL requirement, visit the following website:
<http://cil.usu.edu>.

Breadth Requirements (18 credits minimum)

General Education breadth requirements are intended to introduce students to the nature, history, and methods of different disciplines; and to help students understand the cultural, historical, and natural contexts shaping the human experience. Breadth courses also focus on the important cultural, socio-economic, scientific, and technological issues of today's global community.

Students must take a minimum of 18 total credits, including at least one course from each of the six categories shown below.

At least two of the six breadth courses must be University Studies courses (USU 1300, 1320, 1330, 1340, 1350, and 1360). Students enrolled in the Honors Program may substitute HONR 1300H, 1320H, 1330H, 1340H, 1350H, and 1360H for USU 1300, 1320, 1330, 1340, 1350, and 1360. **Prerequisites are required for breadth courses having titles followed by (prereq.). For details, see course listings in the *Course Descriptions* section of this catalog.**

Breadth American Institutions (BAI) (3 credits minimum)

One of the following courses:

USU	1300	BAI	U.S. Institutions	(3)
ECON	1500	BAI	Introduction to Economic Institutions, History, and Principles.	(3)
HIST	1700	BAI	American Civilization	(3)
HIST	2700	BAI	United States to 1877	(3)
HIST	2710	BAI	United States 1877-Present	(3)
HONR	1300H	BAI	U.S. Institutions	(3)
POLS	1100	BAI	United States Government and Politics	(3)

Or one of the following exams:

- AP Macroeconomics Test: Score of 3 or higher
- AP U.S. Government and Politics Test: Score of 3 or higher
- AP U.S. History Test: Score of 3 or higher
- CLEP American Government Test: Score of 60 or higher
- CLEP History of the U.S. I: Early to 1877 Test: Score of 50 or higher
- CLEP History of the U.S. II: 1865 to Present Test: Score of 50 or higher
- CLEP Principles of Macroeconomics Test: Score of 53 or higher

Breadth Creative Arts (BCA) (3 credits minimum)

One of the following courses:

USU	1330	BCA	Civilization: Creative Arts	(3)
ART	1100	BCA	Exploring Art	(3)
HONR	1330H	BCA	Civilization: Creative Arts	(3)
ID	1750	BCA	Design in Everyday Living	(3)
ID	1790	BCA	Interior Design Theory	(3)
LAEP	1030	BCA	Introduction to Landscape Architecture	(3)
MUSC	1010	BCA	Introduction to Music	(3)
MUSC	1020	BCA	Fundamentals of Music	(3)
THEA	1010	BCA	Understanding Theatre	(3)
THEA	1020	BCA	Introduction to Film	(3)

Or the following exam:

AP Music Theory Test: Score of 3 or higher

Breadth Humanities (BHU) (3 credits minimum)

One of the following courses:

USU	1320	BHU	Civilization: Humanities	(3)
ANTH/ENGL/HIST				
	1710	BHU	Introduction to Folklore	(3)
ART	2710	BHU	Survey of Western Art: Prehistoric to Medieval	(3)
ART	2720	BHU	Survey of Western Art: Renaissance to Post-Modern	(3)
ENGL	1030	BHU	Understanding Literature	(3)
ENGL/HIST/ANTH				
	1710	BHU	Introduction to Folklore	(3)
ENGL	2030	BHU	Introduction to Shakespeare	(3)
ENGL/HIST				
	2040	BHU	British and Commonwealth Cultures	(3)
HIST	1020	BHU	Cultural and Economic Exchange in the Pre-Nineteenth Century World	(3)
HIST	1030	BHU	The Modern World	(3)
HIST	1040	BHU	Foundations of Western Civilization: Ancient and Medieval	(3)
HIST	1050	BHU	Foundations of Western Civilization: Modern	(3)
HIST	1060	BHU	Introduction to Islamic Civilization	(3)
HIST/ENGL/ANTH				
	1710	BHU	Introduction to Folklore	(3)
HIST/ENGL				
	2040	BHU	British and Commonwealth Cultures	(3)
HONR	1320H	BHU	Civilization: Humanities	(3)
PHIL	1010	BHU	Introduction to Philosophy	(3)
PHIL	1200	BHU	Practical Logic	(3)
PHIL	2400	BHU	Ethics	(3)
PHIL	2500	BHU	Social Ethics	(3)
THEA	1030	BHU	Exploring Performance Through Aesthetic Texts	(3)

Or one of the following exams:

- AP Art History Test: Score of 3 or higher
- AP English Literature and Composition Test: Score of 3 or higher
- AP European History Test: Score of 3 or higher
- AP World History Test: Score of 3 or higher
- CLEP Analyzing and Interpreting Literature Test: Score of 52 or higher
- CLEP Western Civilization I: Ancient to 1648 Test: Score of 50 or higher
- CLEP Western Civilization II: 1648 to Present Test: Score of 50 or higher

Breadth Life Sciences (BLS) (3 credits minimum)

One of the following courses:

USU	1350	BLS	Integrated Life Science	(3)
ANTH	1020	BLS	Biological Anthropology	(3)
AWER	1200	BLS	Biodiversity: Its Conservation and Future	(3)
BIOL	1010	BLS	Biology and the Citizen	(3)
BIOL	1210	BLS	Biology I	(4)
and				
BIOL	3300	BLS	General Microbiology (prereq.)	(4)

(Both BIOL 1210 and 3300 must be taken. This option is available *only* to students majoring in Biological Engineering or Environmental Engineering.)

BIOL	1220	BLS	Biology II (prereq.)	(4)
FRWS	2200	BLS	Ecology of Our Changing World	(3)
HONR	1350H	BLS	Integrated Life Science	(3)
NFS	1020	BLS	Science and Application of Human Nutrition	(3)
PLSC	2000	BLS	Plants, Genes, and Agriculture (prereq.)	(3)
PLSC	2100	BLS	Introduction to Horticulture	(3)

Or one of the following exams:

- AP Biology Test: Score of 3 or higher
- AP Environmental Science Test: Score of 3 or higher
- CLEP Biology Test: Score of 50 or higher

Breadth Physical Sciences (BPS) (3 credits minimum)

One of the following courses:

USU	1360	BPS	Integrated Physical Science	(3)
BMET	2000	BPS	The Atmosphere and Weather	(3)
CHEM	1010	BPS	Introduction to Chemistry	(3)
CHEM	1120	BPS	General Chemistry II (prereq.)	(4)
CHEM	1220	BPS	Principles of Chemistry II (prereq.)	(4)
CS	1010	BPS	Foundations of Computer Science	(3)
GEOG	1130	BPS	Physical Geography	(3)
GEOG	1100	BPS	Geology of National Parks: Introduction to Geology	(3)
GEOG	1150	BPS	The Dynamic Earth: Physical Geology	(4)
GEOG	1200	BPS	Introduction to Environmental Geoscience	(3)
HONR	1360H	BPS	Integrated Physical Science	(3)
PHYX	1000	BPS	Introductory Astronomy	(3)
PHYX	1020	BPS	Energy	(3)
PHYX	1030	BPS	Intelligent Life in the Universe	(3)
PHYX	1100	BPS	Great Ideas in Physics	(3)
PHYX	1200	BPS	Introduction to Physics by Hands-on Exploration	(4)
PHYX	1800	BPS	Physics of Technology (prereq.)	(4)
PHYX	2120	BPS	The Physics of Living Systems II (prereq.)	(4)
SOIL	2000	BPS	Soils, Waters, and the Environment	(3)

Or one of the following exams:

- AP Chemistry Test: Score of 3 or higher
- CLEP Chemistry Test: Score of 60 or higher

Breadth Social Sciences (BSS) (3 credits minimum)

One of the following courses:

USU	1340	BSS	Social Systems and Issues	(3)
ANTH	1010	BSS	Cultural Anthropology	(3)
ANTH	1030	BSS/CI	World Archaeology	(3)
ANTH	2100	BSS	Peoples of the Contemporary World	(3)
ASTE	2900	BSS	Humanity in the Food Web	(3)
ECON	1550	BSS	Introduction to Environmental and Natural Resource Economics	(3)
ENVS	2340	BSS	Natural Resources and Society	(3)
FCHD	1500	BSS	Human Development Across the Lifespan	(3)
FCHD	2400	BSS	Marriage and Family Relationships	(3)
FCHD	2450	BSS	The Consumer and the Market	(3)
GEOG	1030	BSS	World Regional Geography	(3)
GEOG	2030	BSS	Human Geography	(3)
HONR	1340H	BSS	Social Systems and Issues	(3)
JCOM	1000	BSS	Introduction to Mass Communication	(3)
JCOM	2000	BSS	Media Smarts: Making Sense of the Information Age	(3)
NR	1010	BSS	Humans and the Changing Global Environment	(3)
POLS	2200	BSS	Comparative Politics	(3)
PSY	1010	BSS	General Psychology	(3)
SOC	1010	BSS	Introductory Sociology	(3)
SPED	1010	BSS	Disability in the American Experience	(3)

Or one of the following exams:

- AP Government and Politics: Comparative Test: Score of 3 or higher
- AP Human Geography Test: Score of 3 or higher
- AP Psychology Test: Score of 3 or higher
- CLEP Introductory Psychology Test: Score of 55 or higher
- CLEP Introductory Sociology Test: Score of 55 or higher

Depth Education Requirements

Beyond the General Education requirements, all students who receive a bachelor's degree must complete two Communications Intensive, one Quantitative Intensive, and two Depth courses.

Communications Intensive (CI) (2 courses)

For most students, courses taken for the major will meet this requirement.

ACCT	4510	CI	Auditing Principles and Techniques	(3)
ADVS	3300	CI	Animal Production and Public Policy	(2)
ADVS	4200	CI	Physiology of Reproduction and Lactation	(4)
ADVS	4920	CI	Undergraduate Seminar	(2)
ADVS	5700	CI	General Animal Pathobiology	(3)
ANTH	1030	CI/BSS	World Archaeology	(3)
ANTH	3120	CI/DSS	Peoples of the Pacific	(3)
ANTH	3130	CI	Peoples of Latin America	(3)
ANTH	3170	CI/DSS	Symbol Systems and the Origins of Writing and Literacy	(3)
ANTH	3180	CI/DSS	Ecology in Anthropology	(3)
ANTH	3200	CI/DSS	Perspectives on Race	(3)
ANTH	3310	CI	Introduction to Museum Studies	(3)
ANTH	4120	CI	Ethnography of Childhood	(3)
ART/HIST				
	3110	CI/DHA	Ancient Near East	(3)
ASTE	3050	CI	Technical and Professional Communication Principles in Agriculture	(3)
ASTE	3240	CI	Teaching in Laboratory Settings	(3)
ASTE	4150	CI	Methods of Teaching Agriculture	(3)
ASTE	5260	CI	Environmental Impacts of Agricultural Systems	(3)
AWER	3100	CI/DSC	Fish Diversity and Conservation	(3)
BA	4070	CI	Retail Management	(3)
BIE	4880	CI	Biological Engineering Design II	(3)
BIE	4890	CI	Biological Engineering Design III	(3)
BIOL	3010	CI/DSC	Evolution	(3)
BIOL	3100	CI	Bioethics	(3)
BIOL	4060	CI	Exploring Animal Behavior	(3)
BIOL	5250	CI	Evolutionary Biology	(3)
BIOL/FRWS				
	5420	CI	Forest Pathology	(2)
BIS	1550	CI	Business Correspondence	(3)
BIS	2550	CI	Business Communication	(3)
BIS	4550	CI	Principles of International Business Communications	(3)
CEE	4790	CI	Environmental Engineering Design II	(2)
CEE	4870	CI	Civil Engineering Design II	(2)
CEE	4880	CI	Civil Engineering Design III	(2)
CEE	4890	CI	Environmental Engineering Design III	(2)
CHEM	3080	CI	Physical Chemistry Laboratory I	(1)
CHEM	3090	CI	Physical Chemistry Laboratory II	(1)
CHEM	4800	CI	Research Problems	(1-3)
CHEM	4990	CI	Undergraduate Seminar	(1)
COMD	2910	CI	Sign Language I	(4)
COMD	4100	CI	Clinical Practicum in Speech-Language Pathology	(1-2)
COMD	4910	CI	Sign Language III	(4)
CS	2370	CI	Software Engineering	(3)
CS	3010	CI/QI/DSC	Information Acquisition, Analysis, and Presentation	(3)
CS	3410	CI/DSC	Algorithm Development: JAVA/Internet	(3)
ECE	4840	CI	Design II	(3)
ECE	4850	CI	Design III	(2)
ECON	4030	CI	Agribusiness Finance	(3)
ECON	5020	CI	Economics and Public Policy	(3)
ECON	5350	CI	Agribusiness, Cooperatives, and Management	(3)
ECON	5950	CI	Senior Project	(3)
ELED	3000	CI	Foundation Studies and Practicum in Teaching and Classroom Management Level II	(6-8)
ELED	4030	CI	Teaching Language Arts and Practicum Level III	(3)
ELED	4040	CI	Teaching Reading II and Practicum Level III	(3)

ENGL	3400	CI	Professional Writing (for English majors <i>only</i>)	(3)
ENGL/HIST				
	3700	CI	Regional Folklore	(3)
ENGL/HIST				
	3710	CI	Folklore Colloquium	(3)
ENGL	4400	CI	Professional Editing	(3)
ENGL	4500	CI	Teaching Writing	(3)
ENGL	4510	CI	Teaching Literature	(3)
ENGL/HIST				
	4620	CI	Advanced Seminar in American Studies	(3)
ENGL/HIST				
	4640	CI	Studies in the American West	(3)
ENGL/HIST				
	4690	CI	American Studies Capstone Seminar	(3)
ENGL	5300	CI	Literature and Gender	(3)
ENGL	5320	CI	Literature and Cultural Difference	(3)
ENGL	5340	CI	Studies in Literary and Cultural Theory	(3)
ENGL	5350	CI	Literary Studies Capstone (for English majors <i>only</i>)	(3)
ENGL	5430	CI	Professional Writing Capstone (for English majors <i>only</i>)	(3)
ENGL	5910	CI	Senior Honors Thesis	(1-6)
ENVS	4500	CI	Wildland Recreation Behavior	(3)
FCHD	4900	CI	Pre-Practicum Skills	(3)
FCSE	3060	CI/DSS	Human Behavior Related to Dress	(3)
FREN	3060	CI	French Conversation	(3)
FREN	3090	CI	French Intermediate Written Communication	(3)
FREN	3510	CI	Business French	(3)
FREN	4060	CI	Advanced French Conversation	(3)
FREN	4090	CI	Advanced Written Communication	(3)
FRWS/BIOL				
	5420	CI	Forest Pathology	(2)
GEOG	4200	CI	Regional Geography	(3)
GEOLOG	3550	CI	Sedimentation and Stratigraphy	(4)
GEOLOG	4700	CI	Geologic Field Methods	(2)
GEOLOG	5440	CI	Paleoecology	(2)
GEOLOG	5520	CI	Techniques of Groundwater Investigations	(3)
GERM	3040	CI	Advanced German Grammar and Composition	(3)
GERM	3050	CI	Advanced German Grammar and Composition	(3)
GERM	3510	CI	Business German	(3)
GERM	3540	CI	Techniques in Translating German Texts	(3)
HEP	3600	CI	Introduction to Community Health	(3)
HEP	5000	CI	Race, Class, and Gender Issues in Health	(3)
HEP	5100	CI	Cultural and Complementary Medicine	(3)
HIST/ART				
	3110	CI/DHA	Ancient Near East	(3)
HIST	3130	CI/DHA	Greek History	(3)
HIST	3150	CI/DHA	Roman History	(3)
HIST	3220	CI/DHA	Medieval European Civilization, 500-1500	(3)
HIST/ENGL				
	3700	CI	Regional Folklore	(3)
HIST/ENGL				
	3710	CI	Folklore Colloquium	(3)
HIST	3760	CI/DHA	The United States, 1900-1945	(3)
HIST	3850	CI/DHA	History of Utah	(3)
HIST	3950	CI/DHA	Environmental History	(3)
HIST	4230	CI/DHA	The History of Christianity in the West	(3)
HIST	4550	CI/DHA	The History of Women and Family in America	(3)
HIST	4600	CI/DHA	The History of the American West	(3)
HIST/ENGL				
	4620	CI	Advanced Seminar in American Studies	(3)
HIST/ENGL				
	4640	CI	Studies in the American West	(3)
HIST/ENGL				
	4690	CI	American Studies Capstone Seminar	(3)
HIST	4730	CI	History of Black America	(3)
HIST	4990	CI	Special Topics in History	(3)
ID	3750	CI/DHA	History of Interior Furnishings and Architecture II	(3)
ID	4740	CI	Business and Professional Practices in Interior Design	(2)
ITE	4610	CI	AeroTechnology Design II	(3)
ITE	4620	CI	AeroTechnology Design III	(3)
ITE	4660	CI	Flight Senior Project	(3)

ITE	4710	CI	Electronics/Computer Design II	(3)
ITE	4810	CI	Welding Design II	(3)
ITE	4820	CI	Welding Design III	(3)
ITE	5220	CI	Program and Course Development	(4)
JCOM	2110	CI	Introduction to Online Journalism	(2)
JCOM	2120	CI	Reporting Public Affairs	(3)
JCOM	2310	CI	Writing for Public Relations	(3)
JCOM	3110	CI	Beyond the Inverted Pyramid	(3)
JCOM	3120	CI	Copy Editing and Publication Design	(3)
JCOM	4110	CI	Computer-Assisted Reporting	(3)
JCOM	4120	CI	Sports Writing	(3)
JCOM	4210	CI	Newscaat I	(4)
JCOM	4220	CI	Newscaat II	(4)
JCOM	5110	CI	Literary Journalism	(3)
JCOM	5300	CI	Public Relations Agency I	(3)
LAEP	2700	CI	Site Analysis and Design	(5)
LAEP	4920	CI	Professional Practice	(2)
MAE	4400	CI	Fluids/Thermal Laboratory	(2)
MAE	4800	CI	Design II	(3)
MATH	4200	CI	Foundations of Analysis	(3)
MATH	4310	CI	Introduction to Algebraic Structures	(3)
MATH	5580	CI	Actuarial Math II	(3)
MHR	4880	CI	Business Strategy in an Entrepreneurial Context	(3)
MHR	4890	CI	Business Strategy in a Global Context	(3)
MUSC	1460	CI	Organ Literature I	(3)
MUSC	1470	CI	Organ Literature II	(3)
MUSC	3130	CI	Music History III/Theory IV: The Twentieth Century	(3)
MUSC	3620	CI	Vocal Repertory II	(2)
MUSC	4320	CI	Psychology of Music II	(2)
NFS	4050	CI	Education and Counseling Methods in Dietetics I	(2)
NFS	4060	CI	Education and Counseling Methods in Dietetics II	(2)
NFS	4560	CI	Clinical Nutrition II	(4)
NFS	4660	CI	Medical Dietetics	(12)
NFS	4780	CI	Maternal and Child Nutrition	(3-4)
NFS	5110	CI	Food Microbiology	(4)
NFS	5920	CI	Food Product Development	(3)
PEP	3200	CI	Motor Learning and Skill Analysis	(3)
PEP	4900	CI	Methods of Physical Education	(3)
PEP	5430	CI	The History and Philosophy of Physical Education	(3)
PHIL	3100	CI	Ancient Philosophy	(3)
PHIL	3120	CI	Early Modern Philosophy	(3)
PHIL	3150	CI	Kant and His Successors	(3)
PHIL	3160	CI	Contemporary Philosophy	(3)
PHIL	3180	CI/DHA	Contemporary European Philosophy	(3)
PHIL	3730	CI	Philosophy of the New Testament	(3)
PHYX	3870	CI	Intermediate Laboratory I	(2)
PHYX	3880	CI	Intermediate Laboratory II	(2)
PHYX	4250	CI	Cooperative Work Experience	(1-6)
PHYX	4900	CI	Research in Physics	(1-3)
PHYX	5870	CI	Advanced Laboratory	(3)
POLS	4220	CI	Ethnic Conflict and Cooperation	(3)
POLS	4450	CI	United States and Latin America	(3)
POLS	4990	CI	Senior Research Seminar	(3)
PORT	3040	CI	Advanced Portuguese Grammar and Composition	(3)
PRP	3500	CI	Community Recreation Administration	(3)
PRP	5000	CI	Seminar in Recreation	(3)
PSB	4890	CI	Senior Seminar	(1)
PSY	4510	CI	Effective Social Skills Interventions	(3)
PSY	5200	CI	Introduction to Interviewing and Counseling	(3)
PSY	5950	CI	Undergraduate Apprenticeship I	(3)
PSY	5960	CI	Undergraduate Apprenticeship II	(3)
PUBH	5500	CI	Public Health Management	(2)
RUSS	3510	CI	Business Russian	(3)
SCED	3210	CI/DSS	Educational and Multicultural Foundations	(3)
SCED	4200	CI	Reading, Writing, and Technology	(3)
SOC	3110	CI	Methods of Social Research	(3)
SOC	4420	CI	Criminal Law and Justice	(3)
SPAN	3060	CI	Advanced Spanish Conversation and Composition	(3)
SPCH	1050	CI	Public Speaking	(3)
SPCH	2600	CI	Interpersonal Communication	(3)
SPCH	3250	CI	Organizational Communication	(3)
SPCH	3400	CI	Persuasion	(3)

SPCH	4800	CI	Nonverbal Communication	(3)
SPCH	5100	CI	Theories of Speech Communication	(3)
SPED	5200	CI	Student Teaching in Special Education	(3-15)
SPED	5210	CI	Student Teaching in Special Education: Dual Majors	(3-15)
STAT	5100	CI/QI	Linear Regression and Time Series	(3)
STAT	5600	CI	Applied Multivariate Statistics	(3)
STAT	5890	CI	Problem Solving in Statistics	(3)
SW	5350	CI	Social Welfare Policy	(3)
THEA	5240	CI/DHA	Contemporary Theatre	(3)

Quantitative Intensive (QI) (1 course)

For most students, a course taken for the major will meet this requirement.

ADVS	1250	QI	Applied Agricultural Computations	(2)
ADVS	3510	QI	Applied Animal Nutrition	(3)
ADVS	4560	QI	Principles of Animal Breeding	(3)
ANTH	4250	QI	Problems in Bioarchaeology	(3)
ASTE	3040	QI	Fabrication Practices in Agricultural Buildings	(2)
ASTE	3600	QI	Management of Agricultural Machinery Systems	(3)
AWER/BMET				
	3820	QI/DSC	Climate Change	(3)
BA	3080	QI	Operations Research	(3)
BA	3400	QI	Corporate Finance	(3)
BIOL	3200	QI	Principles of Genetics	(4)
BIOL	3220	QI	Field Ecology	(2)
BIOL/MATH				
	4230	QI	Applied Mathematics in Biology	(3)
BIOL	4400	QI	Plant Physiology	(4)
BIOL	5020	QI	Modeling Biological Systems	(3)
BIOL	5300	QI	Microbial Physiology	(4)
BIOL	5540	QI	Invertebrate Physiology	(4)
BIOL	5610	QI	Animal Physiology Laboratory	(2)
BIS	3140	QI	Managing Personal Finances	(3)
BMET/AWER				
	3820	QI/DSC	Climate Change	(3)
CHEM	3060	QI	Physical Chemistry	(3)
CHEM	3070	QI	Physical Chemistry	(3)
CHEM	3600	QI	Quantitative Analysis	(3)
CS	1720	QI	Introduction to Computer Science—CS 2	(3)
CS	2200	QI	Algorithms and Data Structures—CS 3	(3)
CS	3010	QI/CI/DSC	Information Acquisition, Analysis, and Presentation	(3)
CS	3420	QI	Algorithm Development: C# and .NET	(3)
CS	3500	QI/DSC	Algorithm Development: Visual BASIC/Graphical User	(3)
CS	3510	QI/DSC	Algorithm Development: COBOL/Business	(3)
ECE	3260	QI/DSC	Science of Sound	(3)
ECON	4310	QI	Mathematical Methods for Economics	(3)
ECON	5310	QI	Mathematical Methods for Economics	(3)
ECON	5330	QI	Applied Econometrics	(3)
ENVS	3500	QI	Quantitative Assessment of Environmental and Natural Resource Problems	(3)
FCHD	3130	QI	Research Methods	(3)
FCHD	3350	QI/DSS	Family Finance	(3)
GEOLOG	5510	QI	Groundwater Geology	(3)
GEOLOG	5530	QI	Petroleum Geology and Exploration	(4)
GEOLOG	5540	QI	Quantitative Methods in Geology	(3)
GEOLOG	5620	QI	Global Geophysics	(3)
HEP	4200	QI	Planning and Evaluation for Health Education	(3)
HIST	4610	QI	Themes and Methods in Economic History	(3)
ITE	2300	QI	Electronic Fundamentals	(4)
LAEP	2600	QI	Landscape Construction I	(4)
MAE	3440	QI	Heat and Mass Transfer	(3)
MATH	2020	QI	Introduction to Logic and Geometry	(3)
MATH	2210	QI	Multivariable Calculus	(3)
MATH	2250	QI	Linear Algebra and Differential Equations	(4)
MATH	2270	QI	Linear Algebra	(3)
MATH	2280	QI	Ordinary Differential Equations	(3)
MATH/BIOL				
	4230	QI	Applied Mathematics in Biology	(3)

NFS	3100	QI	Sensory Evaluation of Food	(3)
NFS	4420	QI	Nutrition Research Methodology	(2)
NFS	4440	QI	Fundamentals of Food Engineering	(4)
NFS	4720	QI	Food Service Organization and Mangement.	(2)
NFS	5120	QI	Biologic Markers of Diet and Disease Risk Lab	(2)
NFS	5500	QI	Food Analysis	(4)
PEP	4200	QI	Biomechanics	(4)
PEP	4400	QI	Evaluation in Physical Education	(3)
PHIL	2200	QI	Deductive Logic	(3)
PHYX	2210	QI	General Physics—Science and Engineering I	(4)
PHYX	2220	QI	General Physics—Science and Engineering II	(4)
PHYX	3010	QI/DSC	Space Exploration from Earth to the Solar System	(3)
PHYX	3030	QI/DSC	The Universe.	(3)
PHYX	3040	QI	Space Weather—Dangers to the High-Tech World	(3)
PHYX	4010	QI/DSC	Chaos Under Control	(3)
PHYX	4020	QI/DSC	Science, Art, and Music	(3)
PLSC	4600	QI/DSC	Cereal Science	(3)
POLS	3000	QI	Introduction to Political Research	(3)
PSY	2800	QI	Psychological Statistics	(3)
PUBH	5330	QI	Industrial Hygiene Chemical Hazard Control	(3)
SOC	3120	QI	Social Statistics I	(3)
SOIL	5550	QI	Soils and Plant Nutrient Bioavailability	(3)
SPED	5010	QI	Applied Behavioral Analysis I: Principles, Assessment, and Analysis	(3)
STAT	2000	QI	Statistical Methods.	(3)
STAT	3000	QI	Statistics for Scientists	(3)
STAT	5100	QI/CI	Linear Regression and Time Series	(3)
STAT	5300	QI	Statistical Process Control	(3)

Depth Course Requirements (2 courses)

Students are required to take two upper-division courses outside of their major.

Approved 3000-level or above courses must be taken from two of the following three categories: **Depth Humanities and Creative Arts (DHA)**, **Depth Life and Physical Sciences (DSC)**, and **Depth Social Sciences (DSS)**. Each student must select one course from each of the two categories which *do not* include his or her major (e.g., Sociology majors would select one 3000-level or above course from the Depth Humanities and Creative Arts and one 3000-level or above course from the Depth Life and Physical Sciences). **Prerequisites are required for depth courses having titles followed by (prereq.). For details, see course listings in the Course Descriptions section of this catalog.**

Depth Humanities and Creative Arts (DHA)

One course is required for all students whose major is **not** categorized as Humanities (HU) or Creative Arts (CA).

USU	3330	DHA	Arts Symposium (prereq.)	(1-2)
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(Two credits of USU 3330 are needed to fulfill DHA requirement.)

ART/HIST				
	3110	DHA/CI	Ancient Near East (prereq.)	(3)
BUS	4150	DHA	History of Apparel and Textiles I	(3)
BUS	4160	DHA	History of Apparel and Textiles II.	(3)
ENGL	3020	DHA	Perspectives in Linguistics.	(3)
ENGL	3030	DHA	Perspectives in Literature	(3)
ENGL	3040	DHA	Perspectives in Writing and Rhetoric	(3)
ENGL	3050	DHA	Masterpieces of World Literature	(3)
ENGL/HIST				
	3070	DHA	Perspectives in Folklore	(3)
FREN	4610	DHA	Period Studies in French Literature (prereq.)	(3)
FREN	4620	DHA	Genre Studies in French Literature (prereq.)	(3)
GERM	3000	DHA	Introduction to German Studies (prereq.)	(3)
GERM	3300	DHA	Contemporary German Speaking Cultures (prereq.) (3)	
GERM	3550	DHA	Cultural History of German Speaking Peoples (prereq.)	(3)
GERM	3600	DHA	Survey of German Literature I (prereq.)	(3)
GERM	3610	DHA	Survey of German Literature II (prereq.)	(3)

HIST/ENGL				
	3070	DHA	Perspectives in Folklore	(3)
HIST/ART				
	3110	DHA/CI	Ancient Near East (prereq.)	(3)
HIST	3130	DHA/CI	Greek History (prereq.)	(3)
HIST	3150	DHA/CI	Roman History (prereq.)	(3)
HIST	3220	DHA/CI	Medieval European Civilization, 500-1500 (prereq.)	(3)
HIST	3760	DHA/CI	The United States: 1900-1945 (prereq.)	(3)
HIST	3850	DHA/CI	History of Utah (prereq.)	(3)
HIST	3950	DHA/CI	Environmental History.	(3)
HIST	4230	DHA/CI	The History of Christianity in the West	(3)
HIST/PHIL				
	4320	DHA	History of Scientific Thought	(3)
HIST	4550	DHA/CI	The History of Women and Family in America	(3)
HIST	4600	DHA/CI	The History of the American West	(3)
HONR	3020H	DHA	Special Topics: Humanities/Creative Arts.	(3)
ID	3740	DHA	History of Interior Furnishings and Architecture I	(3)
ID	3750	DHA/CI	History of Interior Furnishings and Architecture II	(3)
MUSC	3010	DHA	Masterpieces of Music	(3)
MUSC	3020	DHA	History of Jazz.	(3)
MUSC	3790	DHA	Symphonic Band.	(1)
PHIL	3180	DHA/CI	Contemporary European Philosophy	(3)
PHIL	3510	DHA	Environmental Ethics	(3)
PHIL	3520	DHA	Business Ethics	(3)
PHIL	3800	DHA	Philosophy in Literature	(3)
PHIL	3810	DHA	Aesthetics	(3)
PHIL	4300	DHA	Epistemology	(3)
PHIL	4310	DHA	Philosophy of Science	(3)
PHIL/HIST				
	4320	DHA	History of Scientific Thought	(3)
PHIL	4410	DHA	Philosophy of Mind	(3)
PHIL	4540	DHA	Human Values and Information Technology	(3)
PHIL	4610	DHA	Social and Political Philosophy	(3)
SPAN	3550	DHA	Spanish Culture and Civilization (prereq.)	(3)
SPAN	3570	DHA	Latin American Culture and Civilization (prereq.)	(3)
SPAN	3600	DHA	Survey of Spanish Literature I (prereq.)	(3)
SPAN	3610	DHA	Survey of Spanish Literature II (prereq.)	(3)
SPAN	3620	DHA	Survey of Latin American Literature I (prereq.)	(3)
SPAN	3630	DHA	Survey of Latin American Literature II (prereq.)	(3)
THEA	3050	DHA	Period Styles	(3)
THEA	3570	DHA	Historic Costume for the Stage	(3)
THEA	5240	DHA/CI	Contemporary Theatre (prereq.)	(3)

Depth Life and Physical Sciences (DSC)

One course is required for all students whose major is **not** categorized as Life Sciences (LS) or Physical Sciences (PS).

ADVS	3200	DSC	Ethical Issues in Genetic Engineering and Biotechnology	(3)
AWER	3000	DSC	Oceanography	(3)
AWER	3100	DSC/CI	Fish Diversity and Conservation (prereq.)	(3)
AWER/BMET				
	3820	DSC/QI	Climate Change (prereq.)	(3)
BIOL	3000	DSC	Discovering Utah's Biodiversity (prereq.)	(3)
BIOL	3010	DSC/CI	Evolution.	(3)
BIOL	3020	DSC	Brain and Behavior (prereq.)	(3)
BIOL	3030	DSC	Genetics and Society (prereq.)	(3)
BIOL	3040	DSC	Plants and Civilization (prereq.)	(3)
BIOL	3050	DSC	Insect Biology (prereq.)	(3)
BMET/AWER				
	3820	DSC/QI	Climate Change (prereq.)	(3)
CHEM	3650	DSC	Environmental Chemistry (prereq.)	(3)
CS	3010	DSC/CI/QI	Information Acquisition, Analysis, and Presentation (prereq.)	(3)
CS	3410	DSC/CI	Algorithm Development: JAVA/Internet (prereq.)	(3)
CS	3500	DSC/QI	Algorithm Development: Visual BASIC/Graphical User (prereq.)	(3)
CS	3510	DSC/QI	Algorithm Development: COBOL/Business (prereq.)	(3)
ECE	3260	DSC/QI	Science of Sound.	(3)

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ENVS	3600	DSC	Living with Wildlife	(3)
FCSE	3030	DSC	Textile Science	(4)
FRWS	3050	DSC	Ecology of Logan Canyon and Vicinity	(3)
GEOL	3100	DSC	Natural Disasters (prereq.)	(3)
GEOL	3200	DSC	The Earth Through Time (prereq.)	(4)
GEOL	3300	DSC	Geology of the World's Oceans (prereq.)	(3)
HONR	3010H	DSC	Special Topics: Life and Physical Sciences	(3)
ITE	3440	DSC	Science, Technology, and Modern Society	(3)
NFS	3110	DSC	Food, Technology, and Health (prereq.)	(3)
PHIL	4530	DSC	Ethics and Biotechnology	(3)
PHYX	3010	DSC/QI	Space Exploration from Earth to the Solar System (prereq.)	(3)
PHYX	3020	DSC	Great Scientists (prereq.)	(3)
PHYX	3030	DSC/QI	The Universe (prereq.)	(3)
PHYX	4010	DSC/QI	Chaos Under Control (prereq.)	(3)
PHYX	4020	DSC/QI	Science, Art, and Music (prereq.)	(3)
PLSC	3200	DSC	Horticultural Science	(3)
PLSC	4600	DSC/QI	Cereal Science (prereq.)	(3)
SOIL	3100	DSC	Soils and Civilization	(3)

Depth Social Sciences (DSS)

One course is required for all students whose major is **not** categorized as Social Sciences (SS).

ANTH	3120	DSS/CI	Peoples of the Pacific (prereq.)	(3)
ANTH	3160	DSS	Anthropology of Religion	(3)
ANTH	3170	DSS/CI	Symbol Systems and the Origins of Writing and Literacy (prereq.)	(3)
ANTH	3180	DSS/CI	Ecology in Anthropology	(3)
ANTH	3200	DSS/CI	Perspectives on Race	(3)
ANTH	3300	DSS	Archaeology in North America	(3)
ANTH	3350	DSS	Archaeology of Ancient Civilizations	(3)
ANTH	4110	DSS	Southwest Indian Cultures, Past and Present	(3)
ANTH	4130	DSS	Medical Anthropology: Matter, Culture, Spirit, and Health	(3)
ANTH	4360	DSS	Ancient Desert West (prereq.)	(3-4)
ANTH	5100	DSS	Anthropology of Sex and Gender	(3)
ANTH	5160	DSS	Cities and Development	(3)
ANTH/SOC/GEOG	5650	DSS	Developing Societies	(3)
BIS	3100	DSS	Business Information Systems	(3)
BIS	5700	DSS	Internet Management and Electronic Commerce (prereq.)	(3)
ECON	3030	DSS	Introduction to Agribusiness Marketing (prereq.)	(3)
ECON	3050	DSS	Introduction to Agribusiness Management (prereq.)	(3)
ECON	3400	DSS	International Economics for Business (prereq.)	(3)
ECON	4010	DSS	Managerial Economics	(3)
ECON	5110	DSS	Economic History of the United States (prereq.)	(3)
ECON	5150	DSS	Comparative Economic Systems (prereq.)	(3)
ENVS	4000	DSS	Human Dimensions of Natural Resource Management	(3)
FCHD	3350	DSS/QI	Family Finance (prereq.)	(3)
FCSE	3060	DSS/CI	Human Behavior Related to Dress (prereq.)	(3)
GEOG/ANTH/SOC	5650	DSS	Developing Societies	(3)
HONR	3030H	DSS	Special Topics: Social Sciences	(3)
JCOM	3140	DSS	Opinion Writing	(3)
JCOM	3300	DSS	Corporate Communications (prereq.)	(3)
JCOM	3400	DSS	Gender and Communication	(3)
JCOM	3410	DSS	Film as Cultural Communication	(3)
JCOM	4010	DSS	Mass Communication Ethics	(3)
JCOM	4020	DSS	Mass Media and Society	(3)
JCOM	4030	DSS	Mass Media Law	(3)
MHR	3110	DSS	Managing Organizations and People	(3)
MHR	3720	DSS	Leading Organization Change (prereq.)	(3)
MHR	3810	DSS	Employment Law and Policy Development (prereq.)	(3)
MHR	3820	DSS	International Management	(3)
POLS	3110	DSS	Parties and Elections	(3)
POLS	3120	DSS	Law and Politics	(3)
POLS	3130	DSS	United States Legislative Politics	(3)

POLS	3140	DSS	The Presidency	(3)
POLS	3190	DSS	Gender, Power, and Politics	(3)
POLS	3210	DSS	Western European Government and Politics	(3)
POLS	3220	DSS	Russian and East European Government and Politics	(3)
POLS	3250	DSS	Chinese Government and Politics	(3)
POLS	3270	DSS	Latin American Government and Politics	(3)
POLS	3310	DSS	American Political Thought	(3)
POLS	3400	DSS	United States Foreign Policy	(3)
POLS	3810	DSS	Introduction to Public Policy	(3)
POLS	4320	DSS	History of Political Thought II	(3)
POLS	4820	DSS	Natural Resources and Environmental Policy	(3)
POLS	5350	DSS	Evolution, Conflict, and Cooperation	(3)
POLS	5440	DSS	Gender and World Politics	(3)
PSY	3120	DSS	Abuse, Neglect, and the Psychological Dimensions of Intimate Violence (prereq.)	(3)
PSY	3210	DSS	Abnormal Psychology (prereq.)	(3)
PSY	3400	DSS	Analysis of Behavior: Advanced (prereq.)	(4)
PSY	3500	DSS	Scientific Thinking and Methods in Psychology (prereq.)	(3)
PSY	3510	DSS	Social Psychology (prereq.)	(3)
PSY	4210	DSS	Personality Theory (prereq.)	(3)
PSY	4230	DSS	Psychology of Gender	(3)
PSY	4240	DSS	Multicultural Psychology (prereq.)	(3)
PSY	4420	DSS	Cognitive Psychology (prereq.)	(3)
SCED	3210	DSS/CI	Educational and Multicultural Foundations	(3)
SOC	3200	DSS	Population and Society	(3)
SOC	3610	DSS	Rural Sociology	(3)
SOC	4620	DSS	Sociology of the Environment and Natural Resources	(3)
SOC/GEOG/ANTH	5650	DSS	Developing Societies	(3)
SPCH	3050	DSS	Technical and Professional Communication	(3)
SPCH	3330	DSS	Intercultural Communication	(3)

Categorization of Majors

The courses that must be taken to satisfy Depth Course requirements depend on the classification of the student's major. For example, Music is classified in the Creative Arts. Thus, a music major would not need to take a depth course in the Humanities and Creative Arts.

Following is the categorization of majors used for University Studies. These abbreviations are used: **CA—Creative Arts, HU—Humanities, LS—Life Sciences, PS—Physical Sciences, and SS—Social Sciences.**

College of Agriculture

- Agricultural Economics, **SS**
- Family and Consumer Sciences Education, **SS**
- Environmental Soil/Water Science, **PS**
- All other majors, **LS**

College of Business

- All majors, **SS**

College of Education and Human Services

- Communicative Disorders and Deaf Education, **SS**
- Elementary Education, (**category same as area of emphasis**)
- Family and Consumer Sciences, **SS**
- Family, Consumer, and Human Development, **SS**
- Health, Physical Education and Recreation
 - Parks and Recreation, **SS**
 - All other majors, **LS**

Instructional Technology, (no undergraduate degree)
Psychology, **SS**
Secondary Education, (category same as teaching major category)
Special Education, (may use any category)

College of Engineering

All majors, **PS**

College of Humanities, Arts and Social Sciences

Art, **CA**
English, **HU**
History, **HU**
Interior Design, **CA**
Journalism, **SS**
Landscape Architecture, **CA**
Languages, Philosophy, and Speech Communication, **HU**
Liberal Arts and Sciences, **HU**
Music, **CA**
Political Science, **SS**
Sociology, Social Work and Anthropology, **SS**
Theatre Arts, **CA**

College of Natural Resources

Environmental Studies, **SS**
Geography, **SS**
Recreation Resource Management, **SS**
Watershed and Earth Systems, **PS**
All other majors, **LS**

College of Science

Biology, **LS**
All other majors, **PS**

Designation of Courses Required for General Education and Depth Education Requirements

All University Studies courses approved for the General Education and Depth Education Requirements are clearly designated in this catalog and in the current *Schedule of Classes*. The designations used for University Studies courses are as follows:

Competency Courses

Communications Literacy, **CL**
Quantitative Literacy, **QL**

Breadth Courses

American Institutions, **BAI**
Creative Arts, **BCA**
Humanities, **BHU**
Life Sciences, **BLS**
Physical Sciences, **BPS**
Social Sciences, **BSS**

Intensive Courses

Communications Intensive, **CI**
Quantitative Intensive, **QI**

Depth Courses

Humanities and Creative Arts, **DHA**
Life and Physical Sciences, **DSC**
Social Sciences, **DSS**

Course Descriptions

University Studies (USU), pages 493.

Undergraduate Graduation Requirements

At the undergraduate level, the University offers an Associate of Applied Science degree, the degrees of Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Landscape Architecture, Bachelor of Music, and Bachelor of Science, and provides coursework which will satisfy requirements for all professional certificates issued by the State Board of Public Instruction. Certificates and diplomas are offered for one- and two-year programs in certain departments.

For information about graduate degrees and majors offered by USU, see page 88 of this catalog.

Certificates, Diplomas, and Associate of Applied Science Degrees

Certificates, diplomas, and Associate of Applied Science degrees are awarded for completion of less-than-baccalaureate programs at Utah State University. As defined by the Utah State Board of Regents, a certificate is awarded upon the successful completion of a program directly oriented toward job entry when the program is of a duration of 18 months or less (1-48 semester credit hours). The Regents define a diploma or Associate of Applied Science program as one directly oriented toward job entry when the program is of a duration of 19-36 months (49-96 semester credit hours).

The Colleges of Agriculture; Business; and Humanities, Arts and Social Sciences offer one- and two-year programs leading to certificates, diplomas, and Associate of Applied Science degrees. One-year certificate programs are available in dairy technology, agricultural machinery technology, and ornamental horticulture. Associate of Applied Science degrees include agricultural machinery technology, office systems support, and ornamental horticulture. The Music Department offers two-year diploma programs and certificates in the areas of piano, organ, church music, and guitar.

In most cases, the courses in the diploma and Associate of Applied Science programs are arranged so that, at a later date, the four-year baccalaureate program can be completed with a minimum loss of time.

Associate of Applied Science Degree

A minimum of 60 credit hours is required for an Associate of Applied Science degree. Requirements include coursework in the following areas: primary area of study, related area, general education, and electives. Candidates for an Associate of Applied Science degree must complete at least 15 USU credits at USU's Logan campus or designated centers, or through classes offered by distance education through USU. Ten of the required USU credits must be included within the last 20 credits presented for the degree.

See department offerings for specific requirements. Associate of Applied Science degrees are offered in the following areas: office systems support, ornamental horticulture, and agricultural machinery technology.

Bachelor's Degrees

The University confers the baccalaureate degree upon students who meet the specified requirements of any of the seven resident colleges.

Graduates of the Colleges of Engineering and Natural Resources are eligible to receive the Bachelor of Science degree. The Bachelor of Arts degree is not offered in these colleges, with the exception of the Department of Environment and Society where Bachelor of Science and Bachelor of Arts degrees are offered in Geography.

Graduates of the Colleges of Agriculture, Business, Education and Human Services, and Science may be awarded the Bachelor of Science degree or the Bachelor of Arts degree as recommended by the student's individual department and approved by the dean of the college.

Graduates of the College of Humanities, Arts and Social Sciences may be awarded the Bachelor of Science Degree, the Bachelor of Arts degree, the Bachelor of Fine Arts degree, the Bachelor of Landscape Architecture degree, or the Bachelor of Music degree as recommended by the student's individual department and approved by the dean of the college.

All graduates, regardless of the type of degree, must satisfy University Studies general education and depth education requirements.

Bachelor of Arts Degree

All students who receive the Bachelor of Arts degree must have completed two years' training or equivalent in a foreign language approved by the Languages, Philosophy, and Speech Communication Department. One year or equivalent in each of two foreign languages may also satisfy the foreign language requirement for the BA degree. Specifically, the BA language requirement may be completed in one of the following ways:

1. Completion of 16 credits in one foreign language.
2. Completion of 20 credits in two foreign languages.
3. In general, completion of course number 2020 in one of the foreign languages or an upper-division (3000-level or above) foreign language grammar or literature course. Conversation classes cannot be considered in satisfying this requirement.
4. Successful completion of the Intensive English Language Institute (IELI) program for international students.
5. TOEFL, Michigan, or IELI placement scores high enough to meet the University admission criteria.

Bachelor's Degree Requirements

Academic Program Requirement. All graduates are required to complete an approved academic program in one of the seven resident colleges.

American Institutions. All graduates are required to have an understanding of the fundamentals of the history, principles, form of government, and economic system of the United States. Stu-

dents may meet this requirement in any one of the following ways: (a) receiving a passing grade on a special examination; (b) receiving a grade of three or better on the Advanced Placement Examination in American History; (c) satisfactory completion of: USU 1300 or Honors 1300H; Economics 1500; History 1700, 2700, or 2710; or Political Science 1100; or (d) satisfactory completion of a transfer course equivalent to one of the courses in (c).

University Studies. Completion of the University Studies general education and depth education requirements. (See pages 42-49.)

Upper-Division Credits. Completion of a minimum of 40 credits numbered 3000 or above.

Total Credits. A minimum of 120 credits of acceptable collegiate work and a minimum of 100 credits with a grade of C- or better.

GPA. In order to graduate, students must meet all GPA requirements for their major. These requirements can be found in the *Instructional Units and Programs* section of this catalog. USU credits *only* are used in computing the GPA. The University requires a minimum GPA of 2.0 to be considered for good standing and for graduation, although the majority of degree programs require a higher GPA.

Major. Each student must complete all requirements for an approved program of study. This program is comprised of up to 80 credits, which include the major, certification requirements, and all other required major coursework. The program of study for each major is described in the appropriate departmental section of this catalog and on the major requirement sheets, which can be obtained from the department, the college, or University Advising and Transfer Services.

Students should select a major subject upon entering the University or early the first year, but not later than entrance into the upper division. As soon as the major subject has been selected, the student should contact the department in which he or she has decided to major. A *Change of Matriculation* form must be filed with the University Registrar. The head of the department will assign an advisor. Registration in succeeding semesters should be carefully checked and approved by the advisor to assure proper selection of courses for satisfying institutional and departmental requirements. If more than one major is being pursued concurrently, departmental and college authorization must be obtained.

Students who have completed at least 60 credits (not including AP, CLEP, and concurrent enrollment) and one USU semester must be accepted into a department or be admitted to General Registration before they are allowed to register for additional work. To enforce this policy, a hold will be placed on the student's registration.

The selection of a major(s), the fulfillment of requirements, and a choice of a career or vocation are the responsibility of the student. The University does not assume responsibility for these choices nor for successful employment upon completion of University programs. However, to aid in these choices, the University provides advising, counseling, and testing services for self-evaluation and information about careers and employment opportunities. Career Services assists students in all aspects of their career search.

Students are encouraged to meet regularly with their advisor to establish a plan of study and confirm a graduation date as early as possible.

Changing a Matriculation. When a change of major, minor, and/or emphasis is desired, a student must go to the department office in which he or she is presently enrolled to initiate the proper paperwork. If he or she is changing matriculation within the same department, the department office may complete the required form, have it signed, and have it received by the Registrar's Office. When a student is changing departments, signatures of both department heads are required on the form. After the form is received by the Registrar's Office, the matriculation is changed and the information becomes part of the student's file.

Minor. USU does not require that all students complete a minor. However, some departments and/or programs do require completion of a minor, which is described in the catalog statement of the department or program.

USU Courses. Candidates for a bachelor's degree must complete at least 30 credits at USU's Logan campus or designated centers, or through classes offered by distance education through USU. Ten of the required USU credits must be included within the last 40 credits presented for the degree.

Candidates for an associate degree must complete at least 15 credits at USU's Logan campus or designated centers, or through classes offered by distance education through USU. Ten of the required USU credits must be included within the last 20 credits presented for the degree.

Credit by Examination. Some noncollegiate experiences may permit credit through challenge and foreign language examinations. For further information, see pages 16-17.

Remedial Courses. Remedial courses (numbered below 1000), cannot be used to satisfy baccalaureate requirements.

Honors. To qualify for graduation honors, a student must have completed a minimum of 40 USU semester credits. USU designated honors at graduation are:

Summa Cum Laude	3.950 to 4.000 GPA
Magna Cum Laude	3.800 to 3.949 GPA
Cum Laude	3.500 to 3.799 GPA

These grade point averages are USU cumulative GPAs. Transfer credits are not considered in determining eligibility for these honors.

Honors Degrees. In addition to graduation honors, USU offers honors degrees designed to fill a variety of student needs. Honors Program members may work toward one of three degree options: (1) Department Honors, (2) Department Honors with Honors in University Studies, or (3) University Honors. For further information, see page 226.

General Information

Extension and Independent Study. Applicants for degrees who have taken courses for credit through extension classwork or Independent Study courses are subject to regular University admission requirements and must file transcripts of all university credit with the Admissions Office.

Financial Obligations. Students are reminded that nonpayment of fees owed to the University may result in withholding of diplomas or certificates.

Independent Study. Grades for Independent Study courses must be completed and on file in the Records Office by the last day of the semester of intended graduation.

Incomplete Grades. Incomplete grades must be made up and on file in the Registrar's Office no later than the last day of classes for which the candidate is applying for graduation.

Changes in Graduation Requirements. Students are expected to familiarize themselves with the rules and regulations of both the University and their specific major. Detailed information concerning graduation requirements is available in this catalog as part of the departmental descriptions. Responsibility for satisfying all graduation requirements rests upon the student. Utah State University reserves the right to change graduation requirements at any time.

Seven-Year Policy. Students who can complete a baccalaureate degree within seven years of enrollment at USU can qualify for graduation by meeting (1) the General Education or University Studies requirements in effect when they initially enrolled and (2) the major requirements in effect when they officially declared their major, even though there may have been changes in General Education, University Studies, and major requirements since that time. Students who have not completed the baccalaureate requirements within seven years of their initial enrollment at USU must have their General Education (or University Studies) and major requirements evaluated and approved by their department head and dean. Exceptions to this seven-year policy may be necessary for mandated changes in degree requirements.

Intent to Transfer Graduation Requirements. Students who did not initially enroll at USU, but have completed the Intent to Transfer process, will be obligated by the Seven-Year Policy for both the General Education (or University Studies) and major requirements in effect when their Intent to Transfer Education Plan was signed by representatives at both USU and the sending institution. Signatures from both institutions must be obtained during the same semester.

Applying for Graduation

Undergraduate candidates for graduation must have completed the application process by having an application on file and fees paid to the Registrar's Office, Student Center 246. The application deadline is October 15 for spring semester graduates and February 15 for summer or fall semester graduates. Late applicants will be assessed a late fee.

The application process is as follows: (1) Request an application from the Registrar's Office, (2) Return with picture ID to the Registrar's Office on the specified date and pick up the application for candidacy for graduation packet, (3) Carefully review the graduation application instructions, (4) Submit the application to departmental advisor and college dean for review and signatures (double majors must have the appropriate signatures for each major), (5) Complete the graduating student survey, and (6) Submit the graduation packet to the Registrar's Office (Student Center 246) and pay the application fee of \$10. *Approximately six weeks is needed to complete the application process.*

Names of the candidates will appear on the graduation lists and diplomas as they appear on the student's transcript.

To change the name appearing on the transcript, the student must fill out the appropriate form in the Registrar's Office and provide an official document (i.e., driver license, marriage certificate, etc.) with the new name on it.

Commencement

Candidates who completed requirements and received their diplomas at the end of summer or fall semester are invited and encouraged to attend commencement exercises with the spring semester graduates.

Attendance at Commencement is expected of all candidates. All students must submit an *Intent to Attend Commencement* form to the Registrar's Office. If unable to attend, the student must notify the Registrar's Office and be officially excused in advance. Also, students who do not attend Commencement must notify the Registrar's Office of the address to which the diploma is to be sent. Spring graduates will receive their diplomas at Commencement. Summer and fall graduates will receive their diplomas through the mail.

Second Bachelor's Degree

Applicants for a second bachelor's degree must file an application with the Admissions Office and obtain the recommendation of their academic dean prior to being admitted. A second bachelor's degree is available only to those on whom a first bachelor's degree has been conferred. Students must complete a minimum of 30 USU credits beyond those applied toward the first bachelor's degree, 18 of which must be earned in department-approved upper-division courses related to the major. USU credits may be earned in courses completed at USU's Logan campus or at designated centers, or through classes offered by distance education through USU.

Candidates for a second bachelor's degree must have met the American Institutions requirement in the first bachelor's degree, or complete the requirement before receiving the second bachelor's degree.

Note: The first bachelor's degree must have been awarded by an accredited college or university.

Split Form

A student who is within 30 credits of completing a baccalaureate degree may file a Split Form showing division of classes between two undergraduate degrees, or an undergraduate and graduate degree. **These classes must be identified for each semester on a Split Form.**

Students desiring a second bachelor's degree must obtain a Split Form from the Registrar's Office, Student Center 246. To be matriculated into a second bachelor's program, students must submit an Application for Admission to the second bachelor's degree program to the Admissions Office, Student Center 102. The Split Form must be filed prior to the posting of grades for the semester in which the request is submitted. The form must be signed by the student's advisor and the college dean of both majors.

Students who want to divide courses between an undergraduate and a graduate degree must obtain a Split Form from the School of Graduate Studies, Main 164. For more information, see *Split Form Policy* (page 92) in the *Graduate General Regulations* section.

Credit by Examination

Advanced Placement (AP)

Advanced Placement examinations are offered at the high school level only. A number of examination areas are available; not all high schools offer all available AP examinations. Generally, the major areas chosen include English, American history, mathematics, chemistry, and physics.

Examinations are scored on a one-to-five scale. Students may receive 4 or 8 credits for a composite score of 3, 4, or 5 on any Advanced Placement examination. Earned credit may be applied

toward the University Studies requirements. This information is summarized below.

AP Score	USU Credits Granted
0, 1, or 2	0
3, 4, or 5	4 or 8

Other institutions have policies differing from those of USU regarding AP scores and credits granted for those scores. For transfer students with less than an associate degree, AP credit posted to another institution's transcript is reevaluated based on USU's standard.

Advanced Placement (AP) Credit Allocation

AP Test	Score	Credits	USU Credit Awarded
Art History	3-5	8	ART 2710 (BHU) (3) + ART 2720 (BHU) (3) + 2 elective credits
Biology	3-5	8	BIOL 1010 (BLS) (3) + 5 elective credits
Calculus AB	3	8	3 (QL) credits + 5 elective credits
	4-5	8	MATH 1210 (QL) (4) + 4 elective credits
Calculus BC	3-4	8	MATH 1210 (QL) (4) + 4 elective credits
	5	8	MATH 1210 (QL) (4) + MATH 1220 (QL) (4)
Chemistry	3-4	8	CHEM 1210 (4) + 4 elective credits
	3-4	8	CHEM 1010 (BPS) (3) + CHEM 1110 (4) + 1 elective credit or Placement*
	5	8	CHEM 1210 (4) + CHEM 1220 (BPS) (4)
Computer Science A	3-5	4	4 elective credits
Computer Science AB	3-5	8	8 elective credits
Economics: Macro	3-5	4	ECON 1500 (BAI) (3) + 1 elective credit
Economics: Micro	3-5	4	ECON 2010 (3) + 1 elective credit
English Language & Composition	3-5	8	ENGL 1010 (CL) (3) + 5 elective credits
English Literature & Composition	3-5	8	ENGL 1010 (CL) (3) + 3 (BHU) credits + 2 elective credits
Environmental Science	3-5	4	3 (BLS) credits + 1 elective credit
European History	3-5	8	HIST 1050 (BHU) (3) + 5 elective credits
French Language	3-5	8	FREN 1010 (4) + FREN 1020 (4)
French Literature	3-5	8	8 elective credits
German Language	3-5	8	GERM 1010 (4) + GERM 1020 (4)
Government & Politics: Comparative	3-5	4	POLS 2200 (BSS) (3) + 1 elective credit
Government & Politics: United States	3-5	4	POLS 1100 (BAI) (3) + 1 elective credit
Human Geography	3-5	4	GEOG 2020 (BSS) (3) + 1 elective credit

Advanced Placement (AP) Credit Allocation (continued)

AP Test	Score	Credits	USU Credit Awarded
Latin Literature	3-4	8	LATN 1010 (5) + 3 elective credits
	5	8	LATN 1020 (5) + 3 elective credits
Latin: Virgil	3-4	8	LATN 1010 (5) + 3 elective credits
	5	8	LATN 1020 (5) + 3 elective credits
Music Theory	3-5	8	MUSC 1010 (BCA) (3) + 5 elective credits
Physics B	3	8	8 elective credits
	4-5	8	PHYX 2110 (4) or PHYX 2210 (QI) (4)** + 4 elective credits
Physics C: Electricity & Magnetism	3	4	4 elective credits
	4-5	4	PHYX 2220 (QI) (4)
Physics C: Mechanics	3-5	4	PHYX 2210 (QI) (4)
Psychology	3-5	4	PSY 1010 (BSS) (3) + 1 elective credit
Spanish Language	3-5	8	SPAN 1010 (4) + SPAN 1020 (4)
Spanish Literature	3-5	8	8 elective credits
Statistics	3-5	4	STAT 2000 (QI) (3) + 1 elective credit
Studio Art: Drawing	3-4	8	ART 1110 (3) + 5 elective credits
	5	8	ART 1110 (3) + ART 1120 (3) + 2 elective credits
Studio Art: 2-D Design	3-5	8	8 elective credits
Studio Art: 3-D Design	3-5	8	8 elective credits
United States History	3-5	8	HIST 1700 (BAI) (3) + 5 elective credits
World History	3-5	8	HIST 1030 (BHU) (3) + 5 elective credits

*The student/advisor may choose the CHEM 1010 or CHEM 1210 track according to what best suits the student's major.

**The student/advisor may choose the PHYX 2110 or PHYX 2210 track according to what best suits the student's major.

College-Level Examination Program (CLEP)

The CLEP examinations were designed for students who wish to utilize previous knowledge and experience in lieu of required coursework. CLEP is a national program of credit-by-examination, allowing students to obtain recognition for college-level achievement. This privilege is intended to measure information and training gained from practical experience that may be considered the equivalent of the experience and training received by students in an organized course given at the University.

Credits may be acquired through the CLEP examinations. These credits may be used to fill General Education Requirements and may also be accepted as equivalent to specific courses.

Individual departments and/or colleges may specify the exact courses required to fill their requirements and may require more than the minimum General Education requirements. Some departments and colleges require specific coursework for General Education, which the CLEP exams may not satisfy.

If, prior to taking a CLEP examination, a student has received credit (including AP credit) for any coursework equivalent to the subject matter of a CLEP examination, the credits earned from the course will be deducted from the earned CLEP credits.

USU will accept a maximum of 30 total credits from CLEP, DANTES Standardized Subject Tests (DSST), and cooperative education/internship credit combined.

Other institutions have policies differing from those of USU regarding CLEP scores and credits granted for those scores. For transfer students with less than an associate degree, CLEP credit posted to another institution's transcript is reevaluated based on USU's standard.

CLEP Tests Taken Prior to Fall 2001

In Fall 2001, CLEP began using computer-based testing. The results of the computer-based tests are somewhat different for most of the exams. For historical data on how credits were accepted prior to Fall 2001, contact University Advising and Transfer Services at (435) 797-9303.

College-Level Examination Program (CLEP) Credit Allocation

CLEP Test	Min. Score	Credits	USU Credit Awarded
American Government	60	3	3 (BAI) credits
American Literature	50	3	ENGL 2160 (3)
Analyzing and Interpreting Literature	52	3	ENGL 1030 (BHU) (3)
Biology	50	3	BIOL 1010 (BLS) (3)
Calculus	50	3	3 (QL) credits
Chemistry	60	3	CHEM 1010 (BPS) (3)
College Algebra	50	3	3 (QL) credits
College Algebra—Trigonometry	—	—	no credit awarded
College Mathematics	—	—	no credit awarded
English Composition	50	3	ENGL 1010 (CL) (3)
French Language	—	—	no credit awarded
Freshman College Composition	53	3	ENGL 1010 (CL) (3)
German Language	—	—	no credit awarded
History of the U.S. I: Early to 1877	50	3	HIST 2700 (BAI) (3)
History of the U.S. II: 1865 to Present	50	3	HIST 2710 (BAI) (3)
Human Growth and Development	53*	3	PSY 1100 (3)
Humanities	50	3	3 elective credits
Information Sys. & Computer Appl.	—	—	no credit awarded

College-Level Examination Program (CLEP) Credit Allocation (continued)

CLEP Test	Min. Score	Credits	USU Credit Awarded
Introduction to Educational Psychology	53*	2	PSY 3660 (2)**
Introductory Business Law	62	3	MHR 2990 (3)
Introductory Psychology	55	3	PSY 1010 (BSS) (3)
Introductory Sociology	55*	3	SOC 1010 (BSS) (3)
Natural Sciences	50	3	3 elective credits
Principles of Accounting	–	–	no credit awarded
Principles of Macroeconomics	53	3	ECON 1500 (BAI) (3)
Principles of Management	–	–	no credit awarded
Principles of Marketing	55*	3	BA 3500 (3)
Principles of Microeconomics	54	3	ECON 2010 (3)
Social Sciences and History	50	3	3 elective credits
Spanish Language	–	–	no credit awarded
Trigonometry	–	–	no credit awarded
West. Civ. I: Ancient Near East to 1648	50	3	HIST 1040 (BHU) (3)
West. Civ. II: 1648 to the Present	50	3	HIST 1050 (BHU) (3)

*The minimum score requirement for this exam is subject to change.

**Students who plan to use PSY 3660 for teacher licensure should contact the Teacher Education, Graduation, and Educator Licensing Office in Education 103, phone (435) 797-1443, prior to making arrangements for the examination.

International Baccalaureate Organization (IBO)

The IBO is a nonprofit educational foundation based in Geneva, Switzerland.

It grew out of international schools' efforts to establish a common curriculum and university entry credential. The schools were also motivated by an idealistic vision. They hoped that critical thinking and exposure to a variety of points of view would encourage intercultural understanding by young people.

They concentrated on the last two years of school before university studies in order to build a curriculum that would lead to what they called a "baccalaureate," administered in any country and recognized by universities everywhere.

USU recognizes the International Baccalaureate program. Students who present an International Baccalaureate diploma will be awarded a maximum of 30 credits. These credits will waive the Breadth requirements, but students will still be required to com-

plete the Communications Literacy, Quantitative Literacy, and Computer and Information Literacy requirements.

Students who have not completed the International Baccalaureate diploma may receive up to 8 credits for scores of 5, 6, or 7 achieved on higher-level exams, up to a maximum of 30 credits. No credits are awarded for subsidiary-level exams.

Individual departments and/or colleges may specify the exact courses required to fill their requirements and may require more than the minimum General Education requirements. Some departments and colleges require specific coursework for General Education, which the IBO exams may not satisfy.

If, prior to taking an IBO examination, a student has received credit (including AP credit) **for any coursework equivalent to the subject matter** of an IBO examination, the credits earned from the course will be deducted from the earned IBO credits.

Other institutions have policies differing from those of USU regarding IBO scores and credits granted for those scores. For transfer students with less than an associate degree, IBO credit posted to another institution's transcript is reevaluated based on USU's standard.

International Baccalaureate Organization (IBO) Credit Allocation

IBO Test	Min. Score	Credits	USU Credit Awarded
Applied Chemistry	5	8	3 (BPS) credits + 5 elective credits
Art/Design	5	8	8 elective credits
Art History	5	8	8 elective credits
Biology	5	8	3 (BLS) credits + 5 elective credits
Economics	5	8	3 (BSS) credits + 5 elective credits
English A1	5	8	ENGL 1010 (CL) (3) + ENGL 2010 (CL) (3) + 2 elective credits
General Chemistry	5	8	3 (BPS) credits + 5 elective credits
Geography	5	8	GEOG 1130 (BPS) (3) + GEOG 2030 (BSS) (3) + 2 elective credits
History—European	5	8	3 (BHU) credits + 5 elective credits
History—United States	5	8	3 (BAI) credits + 5 elective credits
History of the Americas	5	8	3 (BHU) credits + 5 elective credits
History of the Islamic World	5	8	3 (BHU) credits + 5 elective credits
Mathematics	5	8	3 (QL) credits + 5 elective credits
Philosophy	5	8	3 (BHU) credits + 5 elective credits
Physics	5	8	PHYX 2110 (4) + PHYX 2120 (BPS) (4)
Psychology	5	8	3 (BSS) credits + 5 elective credits
Social Anthropology	5	8	ANTH 1010 (BSS) (3) + 5 elective credits
Theatre Arts	5	9	THEA 1010 (BCA) (3) + THEA 1210 (3) + THEA 1400 (3)

Credit will *only* be awarded for higher-level exams.

Placement Tests

Following is a list of areas offering placement tests.

English. ACT test scores may be used as a placement tool for recommending the level of courses to be taken.

An ACT English score of 29 or higher, or an SAT Verbal score of 640 or higher, will waive English 1010 and qualify a student for placement in English 2010 after the student has earned 30 credits. Students with an English ACT score of 16 or lower will be required to take English 0010.

Mathematics. The results of the ACT or SAT mathematics section, along with other pertinent information (high school coursework, etc.), are used as a basis for placing incoming freshmen students in the proper mathematics course as follows:

Placement in Mathematics and Statistics Courses

Course	Math ACT Score	Math SAT Score
MATH 1010	18 or higher	440 or higher
STAT 1040	19 or higher	460 or higher
MATH 1030	23 or higher	540 or higher
MATH 1050	23 or higher	540 or higher
MATH 1060	23 or higher	540 or higher
MATH 1100	25 or higher	580 or higher
MATH 2020	25 or higher	580 or higher
MATH 1210	27 or higher	620 or higher

Regardless of previous record, a student may take any of the math placement tests up to twice per semester. Students should schedule an appointment in advance at the Testing Center, located in University Inn 115. A \$5 fee will be required for each test, and results will be known within a few minutes. There are three different tests for placement into the following:

1. MATH 1010
2. MATH 1030, 1050, 1060, or STAT 1040
3. MATH 1100, 1210, 2020, or STAT 2300

Generally, students who receive an ACT score of 17 or lower are advised to take the MATH 1010 Placement Test to determine which entry-level course is needed. Based on the results of the test, MATH 1010 or 0900 will be recommended. MATH 0900 is a refresher course and has an additional fee. In addition, MATH 0900 does not count for college credit.

TOEFL. The Test of English as a Foreign Language (TOEFL) is required for international students (from countries in which English is not the official language) for admission to the University. It is not used for granting credit nor for waiver of the communications literacy requirement. International undergraduate students are required to complete the Intensive English course unless they receive a score of 500/173 (computer) or higher on the TOEFL examination, or a Michigan score of 80.

Languages. Where basic skills in a language have been acquired by means other than college courses, up to 16 lower-division credits may be earned by special examination.

Students with skills in a language other than those offered by the department may earn up to 12 pass/fail credits by successfully performing on a special Languages, Philosophy, and Speech Communication Department examination. However, these examinations are no longer offered at USU. Interested students must make arrangements to take one of these exams at Brigham Young University.

Students with skills in a language that is offered by the Languages, Philosophy, and Speech Communication Department may earn credit by successfully performing on an examination or by successfully completing an upper-division (3000-level or above) language course with a grade of *B* or better. Students should contact the Languages, Philosophy, and Speech Communication Department in Main 204, 797-1209.

Transfer Articulation Agreements

Students who transfer to Utah State University from one of the institutions listed below will have their coursework evaluated as follows:

1. Those who transfer to Utah State University and have an Associate of Arts or an Associate of Science degree (or have completed the General Education requirements of the sending institution) will be deemed as having met the General Education portion of the University Studies requirements at Utah State University. A student who transfers without an Associate of Arts or Associate of Science degree will need a registrar's certification stating that he or she has completed the General Education requirements at the sending institution.

2. Students who transfer to Utah State University with less than an Associate Degree (and have not completed General Education requirements) or with an Associate of Applied Science Degree will have their General Education courses evaluated on a course-by-course basis and may be required to take any additional courses necessary to satisfy the General Education requirements at Utah State University. However, if these students have taken equivalent General Education courses at the sending institution, these courses will be accepted toward satisfying General Education requirements at Utah State University.

Courses approved as fulfilling General Education requirements at a Utah System of Higher Education (USHE) institution, Brigham Young University, Brigham Young University (Idaho), LDS Business College, and Westminster College will be acceptable to Utah State University as satisfying comparable General Education requirements. Coursework acceptability at other institutions will be determined by the student's major department at Utah State University.

3. Coursework taken to fulfill requirements other than General Education will be reviewed by the appropriate department within Utah State University. Coursework acceptability will be determined by the student's major department at Utah State University.

4. Utah State University will require students to satisfy the Breadth American Institutions requirement if an equivalent course has not been completed. USU will require students who receive an Associate of Arts degree from Brigham Young University (Idaho) to satisfy any deficiencies in the Breadth Life Sciences and Breadth Physical Sciences requirements if equivalent courses have not been completed. USU will require students who receive an Associate degree from Brigham Young University (Hawaii) to satisfy any deficiency in the Quantitative Literacy requirement if an equivalent course has not been completed.

Approved Institutions

Utah

Brigham Young University
College of Eastern Utah
Dixie State College of Utah
LDS Business College

Salt Lake Community College
Snow College
Southern Utah University
University of Utah
Utah Valley State College
Weber State University
Westminster College

Arizona

Arizona State University
Arizona Western College
Central Arizona College
Cochise College
Coconino Community College
Dine College
Eastern Arizona College
Maricopa Community College District
Chandler-Gilbert Community College
Estrella Mountain Community College
Gateway Community College
Glendale Community College
Mesa Community College
Paradise Valley Community College
Phoenix College
Rio Salado College
Scottsdale Community College
South Mountain Community College
Mohave Community College
Northern Arizona University
Northland Pioneer College
Pima Community College
University of Arizona
Yavapai College

California

Allan Hancock College
American River College
Antelope Valley College
Bakersfield College
Barstow College
Butte College
Cabrillo College
Canada College
Cerritos College
Cerro Coso Community College
Chabot College
Chaffey College
Chapman University
Citrus College
City College of San Francisco
Coastline College
College of Alameda
College of Marin
College of San Mateo
College of the Canyons
College of the Desert
College of the Redwoods
College of the Sequoias
College of the Siskiyous
Columbia College

Compton College
Contra Costa Community College
Copper Mountain College
Cosumnes River College
Crafton Hills College
Cuesta College
Cuyamaca College
Cypress College
D-Q University
De Anza College
Diablo Valley College
East Los Angeles College
El Camino College
Evergreen Valley College
Feather River College
Foothill College
Fresno City College
Fullerton College
Gavilan College
Glendale College
Golden West College
Grossmont College
Hartnell College
Imperial Valley College
Irvine Valley College
Kings River College
Lake Tahoe Community College
Laney College
Las Positas Community College
Lassen College
Long Beach City College
Los Angeles City College
Los Angeles Harbor College
Los Angeles Mission College
Los Angeles Pierce College
Los Angeles Southwest College
Los Angeles Trade Technical College
Los Angeles Valley College
Los Medanos College
Marymount College
Mendocino College
Merced College
Merritt College
MiraCosta College
Mission College
Modesto Junior College
Monterey Peninsula College
Moorpark College
Mount San Antonio College
Mount San Jacinto College
Napa Valley College
Ohlone College
Orange Coast College
Oxnard College
Palo Verde College
Palomar College
Pasadena City College
Porterville College
Rancho Santiago College
Reedley College
Rio Hondo College
Riverside Community College
Sacramento City College
Saddleback College
San Bernadino Valley College
San Diego City College

San Diego Mesa College
San Diego Miramar College
San Joaquin Delta College
San Jose City College
Santa Ana College
Santa Barbara City College
Santa Monica College
Santa Rosa Junior College
Santiago Canyon College
Shasta College
Sierra College
Skyline College
Solano Community College
Southwestern College
Taft College
Ventura College
Victor Valley Community College
Vista College
West Hills College
West Los Angeles College
West Valley College
Yuba College

Colorado

University of Colorado (Denver)

Hawaii

Brigham Young University (Hawaii)*

Idaho

Boise State University
Brigham Young University (Idaho)**
College of Southern Idaho
Idaho State University

Nevada

Great Basin College
University of Nevada (Las Vegas)
University of Nevada (Reno)

New Mexico

College of the Southwest
San Juan College

Oregon

Mt. Hood Community College
Portland Community College
Treasure Valley Community College

Texas

Houston Community College System
Tarrant County College

Washington

Spokane Community College
Spokane Falls Community College

Wyoming

University of Wyoming
Western Wyoming Community College

Students who transfer from an institution that is not listed above will have their General Education coursework evaluated by the student's major department at Utah State University.

For an institution to be considered for inclusion in the above articulation agreements, the institution's General Education requirements must be reviewed and approved by both the USU General Education Subcommittee and the Educational Policies Committee. Institution representatives should submit their requests, along with a copy of their institution's catalog, to: John Mortensen, Director of University Advising and Transfer Services, Utah State University, 0114 Old Main Hill, Logan UT 84322-0114.

Utah State University maintains annual course-by-course articulation agreements with the following institutions:

Boise State University
 Brigham Young University
 Brigham Young University (Hawaii)
 Brigham Young University (Idaho)
 College of Eastern Utah
 College of Southern Idaho
 Dixie State College
 LDS Business College
 Idaho State University
 Salt Lake Community College
 Snow College
 Southern Utah University

University of Utah
 Utah Valley State College
 Weber State University
 Westminster College
 Western Wyoming Community College

These course-by-course agreements show how courses taken at these institutions will be accepted and applied at Utah State University.

In addition to the course-by-course articulations, Utah State maintains general education articulation agreements with institutions within the state of Utah, as well as Brigham Young University (Idaho). These agreements show how individual courses taken at these institutions will meet Utah State's General Education and Depth Education requirements within the University Studies Program.

These articulation agreements, as well as additional information about transferring to Utah State University, can be found at the Transfer Student Services website:

<http://www.usu.edu/transfer>

*USU will require students who receive an Associate degree from Brigham Young University (Hawaii) to satisfy any deficiency in the Quantitative Literacy requirement if an equivalent course has not been completed.

**USU will require students who receive an Associate of Arts degree from Brigham Young University (Idaho) to satisfy any deficiencies in the Breadth Life Sciences and Breadth Physical Sciences requirements if equivalent courses have not been completed.

Student Resources

Academic Resource Center

Student Center 305, (435) 797-1128
<http://www.usu.edu/arc>

The Academic Resource Center (ARC) provides services and programs for undergraduate students to improve their learning strategies and academic success. The classes USU 1010, PSY 1730, PSY 1750, and MHR 2160 involve students in improving academic skills. A study skills assessment is offered, and individual consultation with learning problems is available. "Drop-In" tutoring and extra academic support are available with the Supplemental Instruction (SI) program. Suggestions for academic improvement are available in computer-based and print formats.

Admissions

Student Center 102, (435) 797-1129, or (800) 488-8108
<http://www.usu.edu/admissions>

The Admissions Office acts as a liaison between the University and high schools and community colleges. It functions as the first point of contact between the University and the public schools and is involved in personal visits to schools and institutions. Personnel in this office are glad to answer questions about the University, conduct tours, assist with arrangements, and help students make application for scholarships and admissions.

Advising and Transfer Services, University

Student Center 304, (435) 797-3373
<http://www.usu.edu/ats>

University Advising and Transfer Services provides advising referrals and information regarding University requirements, academic policies and procedures, academic program planning, University Studies requirements, transfer articulation agreements, services, and resources of the University. University Advising and Transfer Services also facilitates the new Student Orientation, Advising, and Registration (SOAR) program; the Peer Advising program; Graduation Guarantee program; Intent to Transfer program; and transfer articulation agreements.

Bookstore

Student Center 123, (435) 797-1666
<http://www.bookstore.usu.edu>

The USU Bookstore's primary objective is to support students. The Bookstore's focus centers on providing students with easy and timely access to textbooks, reference books, trade books, and other educational materials. In addition, there is a Gifts and Clothing Department which carries Aggie-related items, and a Supplies and Electronics Department.

Special services include: Express-A-Book (mail order), custom publishing (copyright clearance and production of course readers),

accounts for scholarship and rehabilitation students, special orders on merchandise, textbook buyback, and scholarships.

Textbooks and merchandise can also be purchased at the Bookstore's secure website.

Campus Recreation

Health, Physical Education and Recreation 126,
(435) 797-1503
<http://www.usu.edu/camprec>

Students interested in intramural, club sports, or leisure sports activities can fulfill their interests through the Campus Recreation Office, located in the HPER facility, room 126. Campus Recreation has access to two fine facilities: the HPER Building and the Nelson Recreation Center. Recreation activities include racquetball, basketball, indoor track, weights, tennis, softball, swimming, and soccer, just to name a few. Club sports include ballroom dance, baseball, cycling, hockey, lacrosse, racquetball, rodeo, rugby, soccer, ultimate frisbee, volleyball, and waterpolo.

Career Exploration Resource Center

University Inn 101, (435) 797-1138
<http://www.usu.edu/explore>

Students who are undecided about their major or who need additional information about career options should contact this office. The center also offers a Career and Life Planning course, Psychology 1220, 3 credits.

Career Services

University Inn 102, (435) 797-7777
<http://www.usu.edu/career>

Career Services provides advisement, interview opportunities, job announcements, referrals to employers, internship and cooperative education information, and many other resources to assist students in obtaining employment upon graduation.

Children's House

862 East 900 North, (435) 797-3657
<http://www.childrenshouse.usu.edu>

Student parents attending the University may enroll their children at the Children's House, an accredited quality early care and education program for preschool age (3-5 years) and half-day kindergarten children. Professional staff provide a healthy, safe, and nurturing learning environment for children by promoting their physical, social, emotional, and intellectual development. There are several flexible enrollment options from which parents can choose as space is available.

Computer and Information Literacy (CIL)

Eccles Science Learning Center 131, (435) 797-2405
<http://cil.usu.edu>

As part of the University Studies Requirements, all students receiving a bachelor's degree from USU must score 70 percent or higher on each of the following six computer and information literacy examinations: (1) Information Law and Ethics, (2) Information Resources, (3) Document Processing, (4) Operating Systems and Environments, (5) Spreadsheets, and (6) Presentations.

There is a \$30 fee associated with this exam. Students having less than 60 semester credits when they register for their first semester at USU will automatically be assessed a \$30 Computer and Information Literacy (CIL) fee. (If a student can show proof that the CIL requirement has been met at another Utah institution, the \$30 fee will be credited to the student's account.)

Once the fee is paid, there is no limit to the number of times a student can take each test. Once a test is passed, a student may not retake that test. After all tests are passed, students must go to the CIL web page, select **Recording on Transcript**, and then complete and submit the form. The CIL information will then be posted to their transcripts.

Counseling Center

Student Center 306, (435) 797-1012
<http://www.usu.edu/counsel>

The Counseling Center assists students with personal growth and adjustment, relationship issues, problem-solving, career/academic adjustment, and psychosocial assessment. Services include individual, relationship, and group therapy; outreach programs; and problem-solving consultations.

Customer Service Center

USU ID Cards, Debit and Dining Accounts, Information, and Ticket Sales
Student Center 212, (435) 797-3852
<http://www.usu.edu/usucard>

The Customer Service Center is the location where students receive their USU ID Card. The USU ID Card allows students access to many campus resources and events. In addition, it can be used for debit and dining accounts.

The Customer Service Center staff can answer general questions about the University and provide student information. The center offers assistance, information, maps, and problem-solving assistance for students, staff, and visitors. The center also handles Lost and Found items for the Taggart Student Center.

There is an outlet for the USU Ticket Office at the center. Tickets are available for performing arts, theatre productions, STAB events, and all athletic events.

Disability Resource Center

University Inn 101, (435) 797-2444 or (800) 259-2966 Voice
or (435) 797-0740 TTY
<http://www.usu.edu/drc>

The Disability Resource Center offers support, facilities, and services needed to ensure that students with disabilities can obtain

an education at the University. A student needing an interpreter, reader, note-taker, or other services should contact this office. Assistance is also provided in counseling, registering, equipment acquisition, assistive technology lab, and referral information.

Financial Aid

Student Center 106, (435) 797-0173
<http://www.usu.edu/finaid>

The Financial Aid Office provides direction and counseling in the areas of scholarships, grants, loans (emergency and long-term), federal work aid (work-study), and general on-campus and off-campus temporary employment assistance. Help is available in preparing and submitting applications and supporting materials, and counseling students about school financing and available aid, budgeting, deadlines, and loan indebtedness.

Graduate Studies, School of

Main 164, (435) 797-1189
<http://www.usu.edu/gradsch>

This office handles admission to all USU graduate programs and monitors all graduate students at USU, including final degree approval.

Graduation Office (Undergraduate)

(Office of the Registrar)
Student Center 246, (435) 797-1117
<http://www.usu.edu/registrar/graduation>

This office provides and processes applications for graduation, publishes graduation lists, and orders diplomas.

Honors Program

Merrill Library 374, (435) 797-2715
<http://www.usu.edu/honors>

The Honors Program allows motivated undergraduates to pursue enhanced coursework in their University Studies requirements, as well as in their area of major research study. Members of the program may earn their bachelor's degrees with University Honors in an academic major. A limited number of entering freshmen are invited to join the Honors Program each year. Others may join on a "space available" basis. Transfer students and those who have completed their University Studies requirements can enter the Honors Program through acceptance into a Department Honors Plan. Students in the program must maintain a 3.30 GPA.

Housing and Food Services

1295 East 1000 North, (435) 797-3113 or (800) 863-1085
<http://www.housing.usu.edu>

USU Housing's commitment is to provide students with high-quality facilities, reasonable prices, excellent customer service, and the ultimate in campus convenience. A well-trained staff in each residential area provides numerous opportunities for social interactions and community building within the halls and apartments. The staff also offers educational workshops which supplement formal classroom experiences and learning. Residence Life

staff members serve as knowledgeable advisors, resources, and mediators.

Living in USU residence halls gives students the opportunity to make the most of their collegiate experience. Studies show that those students who live on campus perform better academically, stay in school longer, and are more satisfied with their overall college experience. A well-rounded living/learning environment can have a significant influence on student education, and USU Housing wants to help students succeed. Students may choose from traditional-style, apartment-style, and family-style living accommodations.

Independent and Distance Education

Merrill Library 208, (435) 797-2137
<http://extension.usu.edu/continuinged>

The Independent and Distance Education Office offers University and Independent Study credits that are transferrable to many other institutions and are accepted in degree programs at Utah State University and throughout the world.

International Students and Scholars

Student Center 313, (435) 797-1124
<http://www.usu.edu/iss>

The Office of International Students and Scholars (ISS) is committed to providing the necessary tools for students to succeed, both academically and personally. It provides the support to enhance the academic, social, and personal interactions of international students and scholars while at USU and in the Logan community. It serves as the primary link between the students and the local and government agencies. The ISS staff is eager to assist with advising on immigration and other matters, such as academic, personal, and social adjustments. A main goal is to create a warm and inclusive environment in which all students can learn and interact in a cross-cultural environment. Throughout the year, ISS and the International Student Council (ISC) offer cultural and educational programs to enhance intercultural competencies and communication skills.

Multicultural Student Services

Student Center 309, (435) 797-1733
<http://multiculture.usu.edu>

Multicultural Student Services contributes to the mission of the University and Student Services by advancing and encouraging the intellectual, personal, cultural, and professional development of Native American, African-American, Asian-American, Oceanic, and Latino student populations. Student development is promoted by integrating experiences into the student's total learning environment in the classroom and community that foster, in each individual, respect and responsibility for self and other members of the world around them.

Multicultural Student Services provides direction and leadership for Utah State University's commitment to cultural diversity. This mission is carried out through programs of instruction, advisement, community service-learning, internships, experiential education, special events, administration, and student support services.

Network and Computing Services

Science Engineering Research 301, (435) 797-2391
<http://www.usu.edu/compserv>

Network and Computing Services (NCS) provides computing and networking facilities and services for instructional, research, and administrative functions. A current description of these facilities and the access procedures for students and staff may be found on the NCS website.

The Help Desk/TRAC is managed by NCS. This service is available from 7 a.m. to 8 p.m. by phone at (435) 797-4358 or by e-mail at helpdesk@cc.usu.edu, and from 8 a.m. to 5 p.m. for walk-in at Science Engineering Research 108 by students and staff. Online services and FAQs may be found on the web at: **<http://helpdesk.usu.edu>**

NCS coordinates Student Open Access labs and manages six of them. More than 800 computers are available for use by USU students upon presentation of their USU ID card. Lab locations, hours of operation, and lists of software and equipment available at each lab are described on the web at: **<http://www.sls.usu.edu>**

Parking and Transportation Services

840 East 1250 North, (435) 797-3414
<http://www.usu.edu/parking>

Students who are unfamiliar with the campus should contact this office for directions and parking instructions. Also available are faculty, staff, student, and visitor parking permits. This office also provides shuttle services from key perimeter parking areas to key central campus locations.

Records Office (Office of the Registrar)

Student Center 246, (435) 797-1116
<http://www.usu.edu/registrar/records>

This office processes and maintains student academic records. Students or advisors needing transcripts of academic records or needing to make changes on academic records should contact this office.

Reentry Student Center

Student Center 310, (435) 797-1728
<http://www.usu.edu/stuserv/womencen>

The Reentry Student Center provides information, assistance, and referrals concerning the opportunities and resources available on campus and in the community to nontraditional students, who are identified as women and men returning to school after a gap in their education. The center serves as an informal place for reentry students and facilitates their transition to university life.

Registration Office

Student Center 246, (435) 797-1094
<http://www.usu.edu/registrar/registration>

This office prepares all registration materials and conducts registration.

Residency Office

(Admissions Office)

Student Center 102, (435) 797-8144

<http://www.usu.edu/admissions/ua/residency.html>

Nonresident students who feel they have met the requirements for instate resident student status must file an official residency application with the Residency Office **no later than 10 calendar days from the first class day and not more than 30 days before the beginning of the semester for which residency is sought.** Those missing the application deadline will have residency considered for the next semester, provided that the next appropriate deadline is met with adequate updated documentation.

If an application is denied by the Residency Officer, the student may appeal to the Residency Appeals Committee no later than the 14th calendar day of the semester. Appeals cannot be considered after this deadline.

Information on residency requirements can be obtained from this office.

Student Employment

(Financial Aid Office)

Student Center 106, (435) 797-0184

<http://www.usu.edu/studemp>

The Student Employment Office develops and posts on-campus part-time and off-campus full-time and part-time openings daily on the Job Board in the hallway outside the Financial Aid Office in the Taggart Student Center. Summer openings representing camps, resorts, ranches, government, and private industry across the United States are featured from January through May on display boards at the entrance to the Financial Aid Office. Additional information and assistance may be obtained at the Student Employment counter in the Financial Aid Office.

Student Health and Wellness Center

850 East 1200 North, (435) 797-1660

<http://www.usu.edu/shshome>

The Student Health and Wellness Center provides students with care for illness and minor injuries, as well as health and wellness information for a variety of concerns. Help and information on topics such as depression, nutrition, time and stress management, healthy relationships, and prevention of sexual assault and date rape, as well as assessment, education, and referral for substance abuse, are available from a variety of specialists on the staff.

The services of physicians, nurses, and pharmacists, as well as laboratory, physical therapy, psychology, prevention, and dietitian services, are available on-site. General medical care and specialty care in sports medicine, emergencies, dermatology, gynecology, and psychiatry are provided through the center. Special services include physical exams for pilots, teachers, or missionaries, and x-ray and laboratory services are available. Peer educators, as well as office staff, are available to answer questions and provide support or information on health-related topics. Students gain leadership skills while involved in peer educator teams offering prevention activities and promoting healthy lifestyles. Prevention programs, research surveys, and educational classes are also available through this office. Educational presentations on health-related topics, which are excellent supplements to academic course material, can be scheduled by faculty members for inclusion in their classes.

Most of the costs for services of the Student Health and Wellness Center are covered by the Student Health Fee, paid at the time the student registers, but some procedures and classes may require a nominal fee. Although the Student Health and Wellness Center provides administrative oversight of the Student Health Insurance Plan, health insurance is **not** required to use the Student Health and Wellness Center.

Student Involvement and Leadership Center

Student Center 326, (435) 797-1716

<http://a-station.usu.edu>

The role of the ASUSU Executive Council is to enhance the quality of student life through: academics, activities, student concerns, public relations, service, athletics, clubs, organizations, and cultural events, along with direct college, extension, graduate, and student representation. There are three bodies of the ASUSU Executive Council that make the whole: legislators, senators, and programmers.

Students interested in getting involved should visit the website or Student Center 326. The experiences students have outside of the classroom will allow them to develop the leadership abilities and life skills necessary for success after graduation.

Student Support Services

Student Center 225A, (435) 797-3372

<http://www.usu.edu/sss>

Students meeting the low-income criteria established by the U.S. Commission of Higher Education and/or first-generation college students or disabled students may receive special assistance through the Student Support Services Office.

This office seeks to prepare and support students for the challenges of higher education by offering assistance in academic advising and guidance, tutoring on an individual basis, course selection, faculty mentoring, reading and study skills enrichment, math instruction, financial aid planning, and priority registration.

Testing Services

University Inn 115, (435) 797-1004

<http://www.usu.edu/career/testing.html>

Information and test times are available for academic admission tests, including the GED (a high school equivalency exam), the ACT for undergraduate admission, the GRE and MAT for graduate admission, the GMAT for business school, the LSAT for law school, the MCAT for medical school, and the TOEFL (Test of English as a Foreign Language, for international students entering at both graduate and undergraduate levels). Math placement tests are available for immediate placement into math classes. CLEP exams, which give students the chance to earn semester credits toward their University Studies requirements by exam, are offered. Test information and booklets are also available.

The Utah Statesman

Student Center 315, (435) 797-6397

<http://www.utahstatesman.com>

The *Utah Statesman*, USU's student newspaper, is published three times each week. A large number of students are involved in producing this award-winning publication.

Val R. Christensen Service Center

Student Center 332B, (435) 797-7378
<http://studentlife.tsc.usu.edu/servicecenter>

The Val R. Christensen Service Center is a student-run volunteer organization. It has been in existence since 1970 and is now one of the largest formal groups on campus. There are more than 20 volunteer programs in the Service Center, giving students a wide range of volunteer opportunities to choose from. These opportunities fall under mentoring, tutoring, environmental, and leadership programs. Time commitments range from one hour per month to three hours per week. The mission of the Service Center is to build future leaders, create volunteer opportunities for students, and serve the people of the campus and community. A Certificate in Service Learning is available through the collaborative efforts of Student Services and Academic Affairs.

Veterans Services

(Office of the Registrar)
Student Center 204, (435) 797-1102

The Office of Veterans Services assists eligible veterans, qualified dependents of disabled veterans, and National Guard and Reservists in pursuing their educational, professional, or vocational objectives and receiving their appropriate educational benefits.

Women's Center for Lifelong Learning

Student Center 310, (435) 797-1728
<http://www.usu.edu/stuserv/womencen>

The Women's Center provides information, assistance, and referrals concerning the opportunities and resources available on campus and in the community. The center serves as an advocate for women, educating campus and community constituencies on the changing status of women and gender-based issues. The center provides support for women students, faculty, and staff, and facilitates the exchange of information for their personal and professional development.

Writing Center

Ray B. West 104, (435) 797-2712
<http://writingcenter.usu.edu>

The Writing Center provides help for any stage of the writing process and is open and free to most students. All appointments must be made online by going to the website listed above. Consultants are available for one-on-one counseling in the center or for online sessions.

Academic Support Programs and Services

Academic Resource Center

The Academic Resource Center provides services and programs for undergraduate students to improve their learning strategies and academic success. The center provides individual instruction, classes, tutoring, supplemental instruction, workshops, and instructional materials.

Courses

USU 1010, University Connections (1-3 credits), introduces students to the expectations and challenges of university life, as well as to the academic, geographic, social/communal, and procedural maps of the University. Connections also focuses on some of the learning strategies students will need to successfully achieve their goals at the University. The course explores issues which students commonly encounter during their transition from high school to university life, in an atmosphere encouraging the development of enduring connections with University faculty, staff, and students. The curriculum requires students to participate in a common literature experience. Before the semester begins, students receive information about the literature experience.

To meet their individual needs, students may choose from several course format options. They may take the course during the week before the semester begins, enroll during the first eight weeks of the semester, or take a section offering a career exploration component.

PSY 1730, Strategies for Academic Success (1-3 credits), involves application of important learning strategies. Topics include test preparation, note-taking, textbook reading, and test-taking.

PSY 1750, Comprehension Strategies for College Reading (1 credit), is designed for students who want to improve their college reading skills in the areas of comprehension, vocabulary, and retention of information. Students practice the reading strategies using textbooks from their other classes.

MHR 2160, Student Applied Leadership Training (1-3 credits), is designed to develop the skills of students working as tutors. This class meets the standards of the National Tutoring Certification Program.

Individual Assistance

Staff members provide individual consultation for students needing help with specific learning needs in one or more of their courses.

Workshops

Workshops are offered on a variety of learning topics for student groups and classes. To arrange for a workshop, call (435) 797-1128.

Supplemental Instruction

A program of Supplemental Instruction (SI) for General Education courses is sponsored by the center. A student who has successfully completed a General Education course is hired by the center to attend all class sessions and conduct review sessions. This student models effective study strategies for academic achievement in that class. SI classes and schedules are published each semester on the web: <http://www.usu.edu/arc>

Tutoring Programs

Drop-In Math and Statistics Tutoring. Free tutoring is provided by trained tutors at the center and other campus sites. Schedules can be picked up in Student Center 305 each semester or can be found on the Web-based Tutor Directory.

Tutor Advertiser. Students can hire a qualified tutor through the web-based *Tutor Advertiser*. These tutors are screened by the center and must be paid by the student receiving the tutoring.

Tutor Directory. The center publishes a directory of all on-campus free tutoring. The directory is available in Student Center 305 and through the center's web page: <http://www.usu.edu/arc>

Idea Sheets

Free Idea Sheets on a variety of learning strategies are available in the center and through the center's web page: <http://www.usu.edu/arc>

USU America Reads

The center coordinates a literacy tutoring program, through which students with federal work-study financial aid are hired and placed in elementary schools to work as reading/writing tutors with children who are struggling readers.

Video Viewing Library

The center has a collection of videos, which students may view in the center, relating to effective learning strategies.

Referral Resources

The center provides students with referral information for a variety of on-campus and off-campus services and agencies.

For more information, contact the Academic Resource Center, Student Center 305, (435) 797-1128.

Cooperative Education Internship Program

The Cooperative Education Internship Program offers both undergraduate and graduate students a unique opportunity to integrate career, social, and personal development into the educational process. The program is designed to allow students to alternate classroom study with a series of paid preprofessional work experiences related to their field of study. These experiences increase in complexity as the student's background in a given field increases.

The program offers several specific benefits to students. It provides those students who have decided on an academic major an opportunity to obtain pregraduation work experience in their chosen career. The program provides those students who are unsure of their academic major an opportunity to explore several career possibilities. It provides them a chance to earn money for their education and credit toward their degree. Finally, it substantially improves the students' opportunities for employment after graduation.

The Cooperative Education Internship Program option is available in all departments on the Utah State University campus. Generally speaking, students begin their work experiences in their sophomore or junior year, although seniors can take advantage of program benefits. Students can undertake either part- or full-time work experiences. Work experiences are available both during the academic year and during the summer. These work experiences may be with a single employer or with different employers; increasing complexity is the critical principle. Salaries vary with the field of work and the complexity of the job.

The amount of academic credit awarded for a given work experience varies, and depends upon the amount of work completed and upon the career-related nature of the experience. The decision regarding credit and the amount to be granted rests with the academic department, and specifically the faculty co-op coordinators. Students must make the credit arrangement with their faculty co-op coordinators prior to their work experience.

Students interested in entering or learning more about the program should contact their academic department; or visit Career Services, located in University Inn 102, tel. (435) 797-7777.

Cultural Exchange Program

More than 1,100 students and scholars from 83 countries are currently enrolled at Utah State University. Many of these students are in great demand by the community to visit various school, church, and civic functions. Students often bring from their countries videos, slides, photographs, artifacts, maps, music, and costumes which they share with the community. Other students are requested by various organizations to display their talents in song, dance, cooking, fashion shows, martial arts, and many other crafts and skills.

These outreach programs benefit the community, enhance the University, and also provide excellent opportunities for USU international students to learn how the community operates. It also gives internationals the occasion to develop friendships with Americans. The sometimes long-lasting and far-reaching friendships are valuable to developing peace and friendship across the globe. Also, these students further develop their talents and skills in communication and become familiar and comfortable with the American culture.

Those needing help in arranging programs with international students may call the Office of International Students and Scholars at (435) 797-1124.

Disability Resource Center

The mission of the Disability Resource Center is to provide supportive services to qualified individuals with disabilities, so they may participate equally in academic, employment, social, and cultural opportunities available at Utah State University.

Services offered by the Disability Resource Center include:

1. Campus orientation, architectural access, and modification.
2. Registration assistance, including interpreters, advisors, and escorts.
3. Equipment loan and Assistive Technology Laboratory, including FM amplification systems, tape recorders, aids for students with vision impairments, and adapted computer hardware and software.
4. Referral information regarding campus and community services, including a referral registry for nonacademic interpreters, readers, personal care attendants, and escorts.
5. Alternate-format textbooks and class materials for qualifying students.
6. Counseling for academic and personal needs.
7. Support service coordination with the Division of Vocational Rehabilitation.

The Disability Resource Center is located in University Inn 101 and can be reached by telephone by calling (435) 797-2444 or (800) 259-2966 (voice) or (435) 797-0740 (TTY).

General Studies Program

General Studies is the administrative-academic unit maintained at USU for the enrollment of students who do not meet the admissions requirements of the seven academic colleges. By state policy, admission of students to this category is limited.

The primary function of the program is to assist and encourage students in the improvement of their academic status, so they may transfer to the major of their choice. To accomplish this purpose, participants are urged to limit their course loads each semester, satisfy remedial requirements when indicated, and meet frequently with an advisor. Students in General Studies are encouraged to take General Education and exploratory classes. Resources in the Academic Resource Center, the University Counseling Center, the Testing Center, and Career Services are available to assist such students with career, aptitude, life skills, and study skills counseling.

The Low Scholarship and Probation Policies of the University apply to students enrolled in General Studies. When a student has satisfied remedial course requirements and has demonstrated ability to maintain a 2.0 GPA, that student may apply for admission to an academic college and department or to the Undeclared Program. Regular college admissions evaluations procedures will then be followed, and if there are no admissions restrictions, the student will be enrolled in the department of his or her choice.

Students who were enrolled in General Registration *prior to Fall Semester 2004* should continue to receive advisement from the Science/HASS Advising Center.

For more information, contact University Advising and Transfer Services, Student Center 304, (435) 797-3373.

National Student Exchange

National Student Exchange (NSE) is a group of more than 180 colleges and universities in the United States. NSE is designed to: (1) provide students with options for educational travel and study at minimal cost, (2) provide educational opportunities in academic studies not available at USU, and (3) create an appreciation of diverse ideas and value systems.

Students normally participate in NSE during their sophomore or junior year. For further information, contact the Academic Resource Center, Student Center 305, (435) 797-1132.

Study Abroad Program

Overview

The USU Study Abroad Office provides information on a wide range of programs offering study opportunities throughout the world. Through exchange partner institutions or consortiums, students can study at more than 100 universities in more than 40 countries worldwide during a semester, academic year, or summer program. Exchange program costs are based on tuition and fees at USU. Students can earn credit toward their degree at USU while studying abroad. In many countries, even when the native language is not English, students can study in English, or have the opportunity to build language skills. Full immersion options are also available at selected sites, based on student language ability.

Exchange Programs

Students can study in Spanish or the Spanish language at all levels at ITESM University in Mexico. Regular semester coursework is also offered in Spanish at the University of Costa Rica. Another Spanish study opportunity is located at the University de la Rioja, in beautiful Logroño in northern Spain, and the newest opportunity is at Pontificia Universidad Católica de Valparaíso, in Valparaíso, Chile. Pontificia Universidade Católica in Rio de Janeiro, Brazil offers students the opportunity to study regular coursework in Portuguese or study the language. London Metropolitan University offers a wide variety of subjects, with students housed near historic Hyde Park. In addition, students can study at Leicester University in Leicester, England, as well as at University College Northampton in Northampton, England, both located just over an hour north of London. Other study abroad programs in English include: study in landscape architecture at University of Ljubljana, Slovenia; American studies at Innsbruck University in Austria; and study in ceramics at Southern Cross University, Australia. At Kansai Gaidai, Kobe, Gifu, and Yokohama National universities in Japan, all levels of Japanese are taught. Students may also earn credits in subjects taught in English at Kansai Gaidai or Yokohama. Keimyung University in Korea, as well as USU's two new prestigious partners, Korea and Sungkyunkwan Universities in Seoul, provide classes taught in English and intensive Korean. Students may study the Thai language, as well as economics, business, and Thai studies courses taught in English, at Thammasat University in Bangkok, Thailand. College of Business students may participate in programs in Australia, Italy, the Netherlands, Sweden, and the United Kingdom. For graduate-level study in economics, exchanges are available in the United Kingdom, Spain, Portugal, Greece, France, or Germany.

The International Student Exchange Program (ISEP) is one of the most varied study abroad exchange consortium opportunities at USU. Through ISEP, students may study in Africa, Asia, Australia, Canada, Europe, Latin America, or Oceania. ISEP offers traditional European study abroad opportunities at some of the leading institutions in Austria, France, Germany, Hungary, Sweden, Finland, the Netherlands, and the United Kingdom. Other opportunities for study include such countries as Bulgaria, the Czech Republic, Latvia, Fiji, Iceland, Ghana, and South Africa. There are more than 100 universities to choose from in all. At many of these sites, coursework taught in English is available for semester, academic year, and summer placements. As ISEP participants, students matriculate directly into a host institution abroad. Direct matriculation means students register as regular students at their host institution, take the same courses, have the same assignments, and participate in the same activities as all other students at that institution.

Summer Programs

Students can participate in summer programs at Cambridge University and University College Northampton in England, and through ISEP in Korea, Thailand, the Netherlands, France, and other countries. These programs vary in length from two to six weeks.

USU Faculty-Led Study Abroad

Faculty at USU take study abroad students to such destinations as Belize for rain forest ecology, Peru for an anthropology field school, and Switzerland for graphic design.

Language faculty-led programs include a four-week beginning-level Spanish language and family home-stay program during May through June of each year at the University of Costa Rica in the cosmopolitan capital of San Jose, Costa Rica. A similar program at Pontificia Universidad Católica de Valparaíso, in Valparaíso, Chile, provides intermediate to advanced students the opportunity to earn Spanish credit. Other summer language programs are also available in France and Germany. For information about USU study abroad programs in French, German, and Spanish, contact the Languages, Philosophy, and Speech Communication Department, Main 204, (435) 797-1209.

For additional information about these and other programs, contact the Study Abroad Office, Student Center 313B, by phone at (435) 797-0601 or (435) 797-1253; or by e-mail at: stdyabrd@hass.usu.edu. Detailed information is available on the following website: <http://www.usu.edu/stdyabrd>

Student Support Services

Student Support Services is a special program financed through a federal grant and Utah State University with the purpose of providing additional support to students who meet particular qualifications. The Student Support Services Program seeks to prepare and support students for the challenges of higher education by offering assistance in:

1. academic advising and guidance,
2. tutoring on an individual basis,
3. course selection,
4. faculty mentoring,

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Academic Support Programs and Services

5. reading and study skills enrichment (PSY 1750, 1730),
6. math instruction (MATH 0900, 1010, 1050),
7. financial aid planning, and
8. priority registration.

To qualify for these services, a student must be an American citizen or permanent resident of the United States, must be registered at Utah State University, must demonstrate academic need

for services as defined by the institution, and must meet one of the following U.S. Department of Education criteria:

1. low income, as established by the U.S. Commission of Higher Education;
2. disabled, including physical disabilities and learning disabilities; or
3. first-generation college student, meaning that neither of the student's parents have graduated from a four-year institution of higher education.

National Honor Societies with Chapters at USU

Alpha Lambda Delta

Alpha Lambda Delta is a national society honoring academic excellence during a student's first year in college. Founded in 1924 at the University of Illinois, Alpha Lambda Delta has more than 240 chapters across the United States and has initiated more than 750,000 students. The mission of Alpha Lambda Delta is to encourage superior academic achievement, to promote intelligent living and a high standard of learning, and to assist students in recognizing and developing meaningful goals in society.

Alpha Lambda Delta membership is open to all freshmen who meet the academic qualifications. Students must be registered for a full course of study leading to a bachelor's degree and must rank in the top 20 percent of their freshman class. The minimum scholastic average required for membership is a 3.5 GPA. Eligibility is based on grades for the first full semester. Once initiated, the student becomes a lifetime member of Alpha Lambda Delta. Members may remain active in the chapter throughout college. Offices are held by members while they are sophomores.

Chapter Advisors: Joyce A. Kinhead, Vice Provost for Undergraduate Studies and Research, Main 114, (435) 797-1706; and Laura Marks, Administrator's Assistant to the Vice Provost, Main 114, (435) 797-1166.

Beta Gamma Sigma

Beta Gamma Sigma international honor society was founded in 1913 to recognize superior scholarship in business. It is the highest international recognition a business student anywhere in the world can receive. The USU chapter was established in 1975.

Membership is by invitation only and is limited to the top 20 percent of business graduate students, the top 10 percent of seniors with business majors, and the top 7 percent of juniors with business majors. Candidates must have completed one year of study at Utah State University.

Chapter Advisor: Janet P. Lyons, Sr. Lecturer/Academic Advisor, Business 818, (435) 797-3722.

Golden Key International

Founded at Georgia State University in 1977, this academic honors organization recognizes and encourages scholastic achievement among students from all academic fields. The society unites talented undergraduate students with prominent faculty members and administrators who are active in Golden Key at the chapter and national levels. Two scholarships are awarded annually by each chapter to outstanding junior and senior initiates.

Membership, by invitation only, is limited to no more than the top 15 percent of juniors and seniors enrolled at USU. Part-time and full-time students qualify, as do traditional and nontraditional students.

Chapter Advisor: Karen Curtis, Student Center 220, (435) 797-1712.

Mortar Board

The Order of the Acorn chapter of Mortar Board has existed at USU since 1970. It was founded in 1918 as the first national organization honoring senior college women. Mortar Board opened its membership to men in 1975.

Mortar Board recognizes college seniors for distinguished abilities in scholarship, leadership, and service. Members continue to magnify these traits throughout membership by developing and carrying out activities, events, and service projects. New members are chosen during spring semester and must be in the top 35 percent of their class.

Chapter Advisor: Nellene Howard, Assistant Director for Service and Leadership, Student Involvement and Leadership Center, Student Center 326, (435) 797-7482

National Society of Collegiate Scholars

The National Society of Collegiate Scholars is an honors organization founded on the principles of scholarship, leadership, and service. Each plays an important role in one's personal development. Society members are encouraged to pursue each of these ideals with a sense of passion and dedication. The society's mission is to:

1. Recognize and celebrate high achievement among first- and second-year college and university students across all academic disciplines.
2. Encourage and promote high standards throughout the collegiate experience.
3. Provide opportunities for personal growth and leadership development.
4. Organize and encourage community service.
5. Foster an overall appreciation for the value of higher education.

Chapter Advisor: D. Kim Openshaw, associate professor of Family, Consumer, and Human Development, Family, Consumer, and Human Development West 120, (435) 797-7434, d.k.openshaw@usu.edu

Phi Kappa Phi

Phi Kappa Phi is a national honor society, founded in 1897 to recognize and encourage superior scholarship in all academic disciplines. Membership is based upon academic achievement and is proffered to undergraduate and graduate students who obtain a grade point average in the highest 10 percent of those graduating from each college at USU. The national organization awards 50 graduate school fellowships each year to students from throughout the country and sponsors undergraduates for internships and study abroad programs. Each year, the USU chapter also awards two to three scholarships to outstanding juniors and recognizes faculty members for their achievements.

Chapter Advisor: Mary E. Leavitt, secretary/treasurer, (director, Science/HASS Advising Center), Student Center 302, (435) 797-3883.

Phi Sigma Iota

Phi Sigma Iota is an international foreign language honor society for juniors, seniors, and graduate students who excel in a foreign language and have a cumulative GPA of 3.0 or higher. Copies of transcript must be verified by the chapter advisor.

Founded at Allegheny College in Pennsylvania, Phi Sigma Iota recognizes outstanding ability and high standards in the fields of foreign language, English as a second language, literature, and culture.

As the highest academic honor in the field of foreign languages, Phi Sigma Iota promotes international communication and understanding, as well as a sentiment of unity among nations. The society also helps students learn about themselves and their cultural heritage as they increase their understanding of other people.

Phi Sigma Iota stands for freedom of mind and democracy of learning. The society stimulates and supports scholarly programs nationwide, and also offers scholarships and graduation honors nationwide. To help members to further their training in foreign languages, the society promotes trips abroad.

Chapter Advisor: Sarah Gordon, assistant professor of French, Main 204, (435) 797-8213, sgordon@cc.usu.edu.

Pinnacle

Pinnacle was founded at Murray State University in Kentucky in 1989 for the purpose of recognizing the achievements of adult and nontraditional students. The USU chapter was established that year, and the first members were inducted in 1990. Membership is open to no more than 15 percent of the junior and senior student population. Initiates must be 26 years of age or older, must have earned an overall USU GPA of 3.0 or higher, and must have been involved in campus and/or community activities. Applications are available at the Reentry Student Center.

Chapter Advisor: Janet L. Osborne, director, Women's Center/Reentry Student Center, Student Center 310, (435) 797-1728.

Tau Sigma

Tau Sigma, founded at Auburn University in 1986, recognizes the academic achievement of students transferring to an institution of higher learning from another academic institution. This society encourages and promotes students' involvement in the institution to which they are transferring. Membership is offered to undergraduate students who transfer to USU with the equivalent of at least one full year of academic credits (24 semester credits) from an institution of higher learning and who have at least a 3.5 cumulative grade point average upon entrance.

Chapter Advisor: Rachel D. Lewis, Articulation and Transfer Services Coordinator, Student Center 304, (435) 797-8066, rachel.lewis@usu.edu.

Intercollegiate Athletics

Athletics Director: Rance Pugmire

Location: Dee Glen Smith Spectrum Addition 202

Phone: (435) 797-1850

FAX: (435) 797-2615

E-mail: mike.strauss@usu.edu

WWW: <http://utahstateaggies.ocsn.com>

Senior Associate Athletics Director for Internal

Operations: Mary Ellen Cloninger

Senior Associate Athletics Director for Business Affairs:

Kenneth A. Peterson

Associate Athletics Director for External Operations:

Kevin Dustin

Assistant Athletics Director, Head Trainer:

Dale Mildenberger

Assistant Athletics Director, Academic Services/Compliance:

Brian Evans

Ticket Manager:

Clark Livsey

Director of Media Relations:

Mike Strauss

Director of Marketing and Promotions:

Kim Larson

Director of Development:

Kenneth L. Beazer

Strength and Conditioning:

Shawn Griswold

Equipment Supervisor:

Mike Bair

Compliance Coordinator:

Lucy Stolpe

Faculty Representative:

Kenneth L. White

Head Coaches:

Basketball (Men's): Stew Morrill

Basketball (Women's): Raegan Pebley

Football: Mick Dennehy

Golf: Dean Johansen

Gymnastics: Ray Corn

Soccer: Heather Cairns

Softball: Debbie Bilbao

Tennis: Chris Wright

Track: Gregg Gensel

Volleyball: Burton L. Fuller

The Intercollegiate Athletics program at Utah State University encourages excellence in academic and athletic performance. The program is designed to develop qualities of leadership, sportsmanship, and individuality, helping each student-athlete to realize his or her ultimate capabilities. Utah State's Intercollegiate Athletics operates under the direction of the National Collegiate Athletic Association (NCAA), the Big West Conference, and Utah State University. The Aggies compete at the NCAA Division I Level in 16 sports, including football, women's soccer, women's volleyball, men's and women's cross-country, men's and women's basketball, men's and women's indoor track and field, women's gymnastics, softball, men's golf, men's and women's tennis, and men's and women's outdoor track and field.

The Aggies have a storied history, gaining national attention in recent years in a number of different sports. During the past 25 years, Utah State has won 36 Big West Conference championships, including a school record five during the 1997-98 school year. Since 1998, Aggie athletic success has continued with nine more league titles.

The basketball team has become a fixture in the NCAA Tournament and has won either a Big West Conference regular season title, conference tournament title, or both every year during the 2000s. The Aggies have won at least 20 games during 8 of the last 10 years.

The football team has finished first or second in league play 12 times during its last 24 years of conference play. Three of the top five home attendance seasons have come in the last five years.

USU's cross-country and track teams have been among the Big West's best for a number of years, as the cross-country team has won four league titles and finished second six times during the last 12 years. The track team has claimed seven Big West team championships during the last 10 years.

On the women's side, USU has had success in a number of its sports. The gymnastics program has competed in the NCAA regionals during 24 of the last 26 years and has won four conference championships during the last 12 years.

The Aggie soccer team has made great strides every year since it started the program in 1996 and produced its best season in 2003.

The track teams continue to have success, as the women's cross-country team was the Big West runner-up in 2003, while the track team won seven consecutive league titles beginning in 1993.

USU's volleyball team advanced to consecutive NCAA tournaments in 2000 and 2001.

USU reinstated its women's basketball program ahead of the 2003-04 season.

Academically, Utah State is the leader of the Big West Conference, having finished first in number of academic all-conference selections during four of the last five years.

USU has a strong history of athletic success. Among these successful athletes is Merlin Olsen, who won the Outland Trophy awarded to the nation's top lineman in 1961. Olsen, who was selected into the NFL Hall of Fame, was also an academic All-American. Merlin's brother, Phil, was also an athletic All-American at Utah State and had great success in the NFL.

USU has produced five Olympians and 27 All-Americans in track and field, including former world record holders L. Jay Silvester and Mark Enyeart. Jay Don Blake became USU's first NCAA national champion in golf, winning the national title in 1980 and finishing second the following year.

Aggie basketball boasts the legacy of Wayne Estes, an All-American in the early 1960s before his untimely death prior to the conclusion of his senior season.

Three Aggie gymnasts have earned All-American honors and two others have represented their countries in the Olympics and World Championships. Seven different student-athletes have earned All-American honors in volleyball 12 times, and Elaine Roque and Karolyn Kirby have gone on to successful careers on the pro beach volleyball tour.

The softball team has produced four All-Americans, including three-time All-American Kelly Smith.

Participation. Utah State's athletic teams compete as members of the Big West Conference in basketball, golf, tennis, cross-country, outdoor track and field, soccer, softball, and volleyball, while the football team plays in the Sun Belt Conference, the indoor track and field teams in the Mountain Pacific Sports Federation, and the gymnastics team in the Western Gymnastics Conference.

Beginning with the 2004-05 season, all of USU's sports will compete in the Western Athletic Conference.

Facilities. Excellent training and competition facilities are provided in all sports. E. L. "Dick" Romney Stadium, home of the Aggie football team for more than 30 years, seats 30,257. A state-of-the-art lighting system was installed prior to the 1993 season, and chair-back seating was added ahead of the 1997 season. The 1999 season saw expanded seating, two new scoreboards, and an improved sound system. A new synthetic turf was installed prior to the 2004 season, and a new press box with sky boxes is scheduled for the 2005 season. Future plans for Romney Stadium include construction of multi-storied complexes at both the north and south ends of the stadium to consolidate academic support to the student-athletes. New coaches' offices, strength and weight rooms, ticket sales, and locker and team rooms, as well as a hall of fame, are also planned.

Basketball, gymnastics, and volleyball are played in the beautiful 10,270-seat Dee Glen Smith Spectrum. A \$1.2 million scoreboard was installed prior to the 2002-03 academic year, and a new playing floor will be installed during 2004. Basketball and volleyball practices are held in the Spectrum, while the HPER Building is the practice home for the gymnastics team. The recently renovated gymnastics practice gym has been labeled as one of the nation's finest, complete with vaulting pits and foam-spring exercise floor.

The \$4.4 million Stan Laub Indoor Training Facility is one of the finest facilities in the nation. The building features a 95-yard football field that is regulation width and a vaulted ceiling that

reaches 78 feet high. The building is perfect for off-season conditioning for all of Utah State's sports.

The Nelson Fieldhouse is the home of the Aggie indoor track and field teams. The teams practice on a 200-meter tartan track. For the outdoor season, a recently resurfaced and renovated Ralph Maughan Stadium is the home for the men's and women's track teams.

The women's softball team plays its home games at LaRee and LeGrand Johnson Field, an on-campus facility, for which a large scoreboard, new grass, and a new fence were added ahead of the 2004 season. The women's soccer team also has a new facility, Aggie Field, which was built in 2003 and features a two-story press box.

The tennis teams play at the Sports Academy and Racquet Club, one of the finest indoor facilities in the West. The men's golf team practices and plays at the Birch Creek Golf Course and at the Logan Golf and Country Club.

Scholarships. Utah State offers partial and full scholarships in each of its 16 sponsored sports. A student or prospective student desiring consideration for one of these awards may contact one of the coaches for further information about scholarship applications.

Registration and Eligibility. Registration for athletic participation in Aggie athletics may be accomplished by contacting any of the coaches or the athletics office. Eligibility for participation is governed by the rules and regulations established by the NCAA, by the Big West Conference, and by Utah State University.

Supervision. Supervision and direction for men and women is vested in the Director of Athletics and the Athletic Council, consisting of the President of the University, and members of the faculty, the alumni, and student organizations.

Information Technology Services

Administration

Vice President for Information Technology Services/

Chief Information Officer: Barbara A. White

Location: Main 148

Phone: (435) 797-1134

FAX: (435) 797-2646

E-mail: barb.white@usu.edu

WWW: <http://www.usu.edu/cio>

Banner Project Manager: Rory J. Weaver, Merrill Library 301,
(435) 797-1962, rory.weaver@usu.edu

Administrative Assistant: Peggy P. Nixon, Main 150,
(435) 797-1134, peggy.nixon@usu.edu

Licensing and Network Training: Michelle M. Smith,
Science Engineering Research 326,
(435) 797-7313, michelle.m.smith@usu.edu

Webmaster: Merry Lu Zeller, Main 114, (435) 797-7199,
merrylu.zeller@usu.edu

The impact of information technology and “information appliances” yet to come is changing the basic structure and business operations of educational institutions. Major responsibilities of the Office of the Vice President for Information Technology Services are to anticipate, plan for, and manage new information requirements and applications; develop information systems that support such requirements and applications; acquire and manage existing and new data and information; and provide and maintain a University-wide information network and management system to deliver voice, data, and video services. The responsibility of the Chief Information Officer includes the design, development, implementation, and management of an integrated University-wide information management system, ensuring integration of technology. In addition, Licensing and Network Training staff provides leadership for the coordination of campus licensing initiatives, including campus-wide licensing purchases.

The purpose of the SCT Banner product at Utah State University is to provide an integrated data management system that meets the needs of the entire campus and supports USU’s mission of delivering a quality educational experience to students. The SCT Banner project is a migration from the old SCT Plus system to a system that is fully-integrated and provides access to data 24 hours per day, 7 days per week. SCT Banner consists of the following four modules:

1. A Finance Record System (Banner Finance)
2. A Student Information System (Banner Student)
3. Financial Aid (Banner Financial Aid)
4. A Human Resources System (Banner HR/Payroll)

All four modules are fully integrated, which means data, such as a student name, need only be entered one time and is accessible by all modules. USU students can expect increased capacity and more responsive interaction with their data and with the administration.

Network and Computing Services

Director: Kim A. Marshall, Science Engineering Research 301,
(435) 797-2413, kim.marshall@usu.edu

Associate Director: Robert (Bob) Bayn, Jr.,
Science Engineering Research 301, (435) 797-2396,
bob.bayn@usu.edu

Staff Assistant: Peggy Baugh,
Science Engineering Research 301, (435) 797-2402,
peggy.baugh@usu.edu

Operations Supervisor: Adrian Lundgren,
Science Engineering Research 301, (435) 797-2414,
adrian.lundgren@usu.edu

Manager, Student Computer Labs: Gary D. Egbert,
Science Engineering Research 324, (435) 797-1476,
gary.egbert@usu.edu

Supervisor, Help Desk: Stephen Funk,
Science Engineering Research 108, (435) 797-8181,
stephen.funk@usu.edu

Network and Computing Services (NCS) manages the central computing facilities and services used by the campus to meet administrative, educational, and research needs, as well as the campus-wide data network that provides access to those services and provides connectivity for distributed services from other departments.

Administrative Data Services (ADS) maintains and customizes the business computing applications of the University, including the student information system (registration and records), the financial aid system (scholarships), the financial records system (accounting), the human resource system (personnel), the card reader system (ID and debit accounts), and the data warehouse (read-only access and reporting).

The Academic User Services (AUS) group provides end-user support for the facilities maintained by the Network, Systems Programming, and Operations (NSPO) group. AUS manages six Open Access Computer Labs for all students on campus, as well as walk-up kiosks around campus for e-mail and web access. The Helpdesk provides walk-in, phone, e-mail, and office-call support to students and staff for hardware and software problems, including network connectivity in offices, as well as in on-campus and off-campus housing.

NSPO manages the central computing equipment, including an IBM ES9000 for administrative computing applications; a cluster of five VMS Alphas for e-mail services, web page hosting, data analysis, and programming; network connections to the Internet and Internet-2; proxy servers; super computer access; and utility servers for webmail, virus filtering, spam tagging, etc. An intra-campus fiber-optic network connects nearly all desktop computers, servers, printers, and card readers on campus. A modem pool of 276 modems provides dial-in access to the campus backbone and the Internet.

Telecommunications and Telephone Services

Director: Scott N. Bradley, Science Engineering Research 101A,
(435) 797-0022, scott.bradley@usu.edu

Associate Director: Scott D. Wells,
Science Engineering Research 102, (435) 797-3336,
scott.wells@usu.edu

Assistant Director: Delia L. Weeder,
Science Engineering Research 101C, (435) 797-0071,
dee.weeder@usu.edu

USU's Telecommunications and Telephone Services is a "cost recovery" organization, tasked with the provision of all telephone and network-related services needed for the University to fulfill its mission. As telecommunication services are required by University entities, this office evaluates, procures, provides, and bills to the end-user organization the suitable technology solutions. Services provided include long-distance calling services, voice mail, teleconferencing, off-campus video networking, service/price negotiation with providers, accounts payable and receivable, operator services, calling cards, cellular telephone services, pagers, maintenance and support, help desk and training, etc. Individuals who reside on campus in USU Housing receive their telephone service from USU Telecommunications and Telephone Services and may elect to obtain long-distance calling access from this office. These services are provided to Utah State University by 16 staff members and 8 part-time student telephone operators. University long-distance services are provided through AT&T.

Technical Support Services

Director: Jonathan B. Kadis, Merrill Library Basement,
(435) 797-3134, jon.kadis@usu.edu

Office Coordinator: Dave Clark, Merrill Library Basement,
(435) 797-2655, dave.clark@usu.edu

Supervisor, Classroom Technical Services:
Michael L. Brazfield, Merrill Library Basement,
(435) 797-7380, mike.brazfield@usu.edu

Chief Engineer, Technical Operations: Rick D. Hughes,
Multimedia and Distance Learning Services 111,
(435) 797-2706, rick.hughes@usu.edu

Supervisor, Media Production: D. Shane Thomas,
Merrill Library 399, (435) 797-0525, shane.thomas@usu.edu

Technical Support Services (TSS) is a support division in the Office of Information Technology Services. TSS supports Utah State University through three major enterprises: Classroom Technical Services, University Media Production, and Systems Engineering.

Classroom Technical Services (CTS) provides leadership and oversight for the design, development, integration, and ongoing maintenance of the University's classrooms. This also includes the procurement and lending of audiovisual resources to faculty and staff.

University Media Production (UMP) and its award-winning professional staff use cutting-edge technology to support academic and nonacademic multimedia productions. UMP assists in taking media projects from conception to completion. UMP is a full-service postproduction house with nonlinear editing, DVD authoring, and video web streaming capabilities.

Systems Engineering provides technical and operational support for all USU-based delivery technologies, including EDNET (terrestrial, two-way audio/video); analog and digital satellite uplinks and downlinks; dedicated T1 networks; video conferencing; the USU/UEN Digital Satellite System; and operational support for the Distance Learning Network and the Public Education Video Network.

Libraries and Instructional Support

Vice Provost for Libraries and Instructional Support:

Linda L. Wolcott

Location: Merrill Library 115

Phone: (435) 797-2687

FAX: (435) 797-2880

E-mail: administration@libraries.usu.edu

WWW: <http://library.usu.edu>

Director of Development: Kent Clark, (435) 797-2645

Staff Assistants:

Trina Shelton, (435) 797-2631

Becky Olson, (435) 797-2639

The office of the Vice Provost for Libraries and Instructional Support oversees library services to the campus community and supports University faculty in their teaching. Libraries and Instructional Support consists of two distinct units: The **Utah State University Library** and the **Faculty Assistance Center for Teaching (FACT)**. As a division of the Provost's Office, Libraries and Instructional Support serves the teaching, research, and service missions of the University by:

1. Developing collections to support campus information needs
2. Assisting faculty and students with research
3. Providing and promoting access to a wide range of resources
4. Assisting faculty in creating instructional materials
5. Providing training in the use and integration of technology for teaching and learning

University Libraries

Associate Director for Public Services: John Elsweiler, (435) 797-2636

Associate Director for Technical Services: Betty Rozum, (435) 797-2632

Special Collections and Archives: Bradford R. Cole, (435) 797-0894

Reference Services: Flora G. Shrode, (435) 797-8033

Patron Services: Vicki Read, (435) 797-2914

Government Documents: John S. Walters, (435) 797-2683

Cataloging: Cheryl Walters, (435) 797-2667

Materials Acquisitions: Kevin K. Brewer, (435) 797-3961

Library Systems: R. Todd Hugie, (435) 797-2638

The University Libraries are comprised of the Milton R. Merrill Library and the Stanford Cazier Science and Technology Library. A new, state-of-the-art University Library will open during the 2005-2006 academic year, bringing all library resources and services under one roof. As a single comprehensive library facility, Utah State University's library will be the intellectual center of campus. The new library will feature an environment rich in resources and technology, with a broad spectrum of study spaces that support the ways library users interact with information and with one another.

The University Library maintains an extensive collection of research materials, including more than 1.4 million books and periodicals. As a designated regional repository of federal documents, the Library has one of the outstanding government documents col-

lections in the Intermountain West, including more than 1.2 million federal documents and 76,600 topographical maps. Among the many strengths in the Library's print collection is a nationally-known collection of Beat Generation literary and artistic works.

In addition to maintaining print materials, the Library is a portal to a vast collection of electronic resources. The Library purchases and provides access to more than 13,000 electronic journals, indexes, and abstracts. These resources are crucial to research and the educational experience, and are available to all University students, faculty, and researchers.

The Library's faculty and staff members are perhaps its greatest resources for students and faculty. With the rapid increase in available information today, it is more important than ever to have experts in the field to help find the best information available. Specialists in research are available to assist patrons searching for knowledge. To ensure that the Library's collection excels in areas of the University's specialization, Library faculty members are assigned to each of the academic colleges on campus.

The Library's physical facilities are designed to enhance the experiences of students and faculty alike. Both buildings feature plenty of public-access terminals to search the Library's catalog and access electronic resources. Laptop computers are available for checkout, and can access the special library wireless network. The Merrill Library features the Quads Café, a place for a quick study break.

The Library's Special Collections and Archives division is a particularly valuable resource for research. The collections contain a significant body of primary source materials, including manuscripts and rare books for area studies and the historical archives of the University. Collections of particular note include one of the nation's most comprehensive groups of Jack London's writing, a photograph collection containing more than one million images featuring the Intermountain West, and the Fife Folklore Archives.

Faculty Assistance Center for Teaching (FACT)

Manager: Kevin L. Reeve

Location: Merrill Library 378 and 380

Phone: (435) 797-9506 (main office) or (435) 797-0783

FAX: (435) 797-0793

E-mail: kevin.reeve@usu.edu

WWW: <http://www.fact.usu.edu>

The Faculty Assistance Center for Teaching (FACT) supports the faculty in the development of computer-based and web-based instructional materials, and in the use of technologies for teaching and learning. FACT maintains a design and development laboratory, where faculty can develop and test instructional support materials. The center also maintains PC and Mac workstations in a networked environment, supporting a broad range of software for authoring, presentation, and graphics. Working hand-in-hand with clients, instructional designers provide consultation and technical assistance in the design and development of online courses and other mediated forms of instructional materials. The center also provides faculty training and development workshops, utilizing state-of-the-art technologies.

University Extension

Vice President and Dean for University Extension:

Jack M. Payne

Location: Agricultural Science 209

Phone: (435) 797-2200

FAX: (435) 797-3268

E-mail: jack.payne@usu.edu

WWW: <http://extension.usu.edu>

University Extension includes the Cooperative Extension Service and Continuing Education Programs, the latter encompassing Conference Services, Degree and Credit Programs, Online Education, Independent Study, and various Continuing Education Centers across Utah.

Cooperative Extension Service

Associate Vice President and Associate Director for

Cooperative Extension: Charles W. Gay,

Agricultural Science 209, (435) 797-2200, chuck.gay@usu.edu

The Cooperative Extension Service is sponsored and financed jointly by federal, state, and county governments. There is a Cooperative Extension Service in the land-grant institution of each state.

The main functions of the Cooperative Extension Service are to develop leadership, resourcefulness, and initiative; to supply factual information for discovering and solving problems; and to help people become more efficient, increase their income, improve their home and community environment, and raise their standard of living. University Extension takes the findings of research to the people of the state and brings unsolved problems back to research workers at the University.

Extension programs are planned with the people. The demonstration method of teaching and mass media are used extensively. Group meetings, short courses, and publications are used to supply educational information.

Administrative and some supervisory personnel and subject matter program leaders are located on the USU campus. In addition, a field staff consisting of regional directors, area specialists, county faculty, and program aides serve the people throughout the state.

The Extension program includes work with both adults and youth.

Major program areas are centered on (1) agriculture, (2) 4-H and youth programs, (3) family and consumer sciences, (4) community resource development, (5) natural resources and environmental management, and (6) EFNEP (nutrition education for low-income families).

Central in the function of University Extension is problem solving at the community level. Through research provided by the departments of the University, the community becomes a laboratory in the teaching-learning process. Community problems are extremely varied and complex. Consequently, University Extension educational programs designed to benefit the community re-

quire creativity and innovation of the colleges and departments according to their areas of competency.

To carry out this function, Extension programs at Utah State University focus on the knowledge competencies from the appropriate disciplines on four broad areas of concern to people of Utah: physical environment, social environment, economic and industrial development, and education instructional services.

Continuing Education Programs

Associate Vice President and Associate Dean of

Continuing Education: Weldon S. Sleight,

Eccles Conference Center 103, (435) 797-3104,

weldon.sleight@usu.edu

During the past two decades, University faculty and administration have strengthened service to residents through development and delivery of Continuing Education academic programs in partnership with University departments. Continuing Education is a rapidly growing concept in higher education, facilitated in great part by technology developments allowing students to access courses in multiple formats. Continuing Education recognizes that we live in a constantly changing society in which learning is necessary throughout the entire lifespan. Continuing Education provides opportunities for professional and vocational learning, in addition to providing lifelong enrichment through social and cultural programs. Persons in all situations and of all ages can access learning opportunities that increase their knowledge and skills without disrupting their employment or lifestyles.

Kellogg Life Span Learning Complex

The W. K. Kellogg foundation and other private funding sources have made it possible to build two structures, centrally located on the campus, for Continuing Education Programs. The five-story University Inn is located in an area between the Taggart Student Center and the Agricultural Science Building. The 53,079 square foot, five-story facility contains 74 modern hotel rooms, two of which are suites, to house those who visit campus for a variety of programs.

The 39,143 square foot, three-story Conference Center is located between the Agricultural Science Building and the Merrill Library. The spacious conference meeting rooms overlook the beautiful quad area near the intersection of the two major malls serving the campus. The facilities feature satellite uplink and downlink capabilities, wireless Internet access in all meeting rooms, and state-of-the-art audiovisual presentation equipment. The conference facilities include 12 meeting rooms ranging from a 400-seat auditorium to small seminar rooms for 10 to 30 people. Administrative offices and classrooms for Continuing Education Programs are also located in the Conference Center. Individuals and groups of all ages are encouraged to investigate this expanded resource of Utah State University as a means of pursuing their unique educational goals.

Conference Services

Assistant Dean of Recruitment

and Conference Services: Daniel G. Peterson,
Eccles Conference Center 103,
(435) 797-0423, danp@ext.usu.edu

The responsibility for conferences, short courses, symposiums, seminars, and events is vested in the Conference Services Office. The role of this office is to promote, coordinate, and administer conference programs in cooperation with faculty members of the various campus organizations and with individuals and groups outside the University.

There are no limitations in terms of age or educational background on the clientele to be served through Conference Services. All that is required is a desire to learn. The scope of the program will be as broad as available knowledge resources will permit.

Continuing learners may participate in educational activities for a variety of justifiable reasons, all of which relate to recognized needs for self-improvement, an appetite for intellectual stimulation through social interaction, or simply a desire to learn.

Degree and Credit Programs

Assistant Dean of Credit Programs: Ronda R. Menlove,
Eccles Conference Center 103, (435) 797-3104,
ronda.menlove@usu.edu

A large number of people living in communities or areas remote from the University campus desire to benefit from university training but cannot come to Logan to attend courses on campus. For this group, courses are made available to approximately 50 different communities of the state through on-site faculty, through visiting faculty, and via an interactive telecommunications system using a variety of technologies. In addition, some courses are available on the Internet, and others will be added. Additional courses are offered by the respective academic departments. Off-campus credit courses, which are equivalent in content hours of class instruction and preparation, otherwise meet the same prerequisites as comparable classes offered on the University campus.

Programs and classes may meet the requirements for a bachelor's degree, as determined by the individual departments and colleges. They also may meet the requirements for a master's degree with approval of the School of Graduate Studies.

All instructors in credit courses are either members of the regular University teaching faculty officially assigned to the teaching project concerned or nonresident members approved by the head of the department and by the college administration.

The registration fees charged for classes conform to regulations of the Board of Regents. Fees may not be less than the on-campus tuition and may be more if warranted by the additional expense of conducting the class off campus.

Online Education and Independent Study

Director of Time Enhanced Learning: Vincent J. Lafferty,
Merrill Library 208, (435) 797-2137 or
(800) 233-2137 (toll free), vincel@ext.usu.edu

Time Enhanced Learning advances the University's land-grant mission by taking academics and discovery to a diverse and underserved student population through electronic program and course delivery. Time Enhanced Learning online education allows

students to accelerate their academic progress through high-quality interactive online courses that fit their busy schedules. Students earn the same college credits working from their home computers as they would if they attended classes on campus. Most online courses are offered on a semester schedule and must be completed during regular USU semesters. For more information and to register for online courses, visit:

<http://extension.usu.edu/continuinged>.

Independent Study courses allow students to reduce scheduling problems and earn college credit without attending campus classes. Independent Study courses are offered on an open-enrollment schedule. Students may register anytime and may take up to one year to complete the courses. To request a catalog and registration forms, call (800) 233-2137.

USU Continuing Education Centers

Blanding: 639 W 100 S, Suite 1A, Blanding UT 84511,
(435) 678-2072

Brigham City: Brigham City Campus, 265 W 1100 S,
Brigham City UT 84302, (435) 734-2277

Delta: 305 E 200 N, Delta UT 84624, (435) 864-5708

Dixie College: Dixie College Student Services Center, Room 201,
225 S 700 E, St. George UT 84770, (435) 652-7892

Dugway: Army Education Center, Building 5124, Room 234,
Dugway UT 84022; (435) 831-3340

Emery: PO Box 1058, Castle Dale UT 84513, (435) 381-2233

Heber: 55 S 500 E, Heber UT 84032, (435) 657-3233

Moab: 125 W 200 S, Moab UT 84532, (435) 259-7432

Ogden: Ogden Center for Graduate Studies,
3104 University Circle, Ogden UT 84408-3104,
(801) 626-8141

Price: 155 E 500 N, PO Box 874, Price UT 84501-0874,
(435) 613-5610

Richfield: 200 S 800 W, Suite B, Richfield UT 84701,
(435) 893-2247

Roosevelt: USU Education Center, 987 E Lagoon Street (124-9),
Roosevelt UT 84066, (435) 722-2294

Salt Lake City: 5250 S Commerce Drive, Suite 300,
Murray UT 84107, (801) 269-9422

Snow College: 325 W 100 N, Ephraim UT 84627,
(435) 283-7590

Tooele: Tooele Branch Campus, 1021 W Vine, Tooele UT 84074,
(435) 882-6611

Utah Valley State College: USU Provo/Orem,
UVSC Mail Stop 149, 800 W University Parkway,
Orem UT 84058

Vernal: USU Education Center, 1680 W Highway 40,
Vernal UT 84078, (435) 789-6100

Wendover: Wendover High School, 110 S 4th Street,
PO Box 610, Wendover UT 84083, (435) 665-2343

University Research

Vice President for Research: Brent C. Miller

Location: Main 159

Phone: (435) 797-1180

FAX: (435) 797-1367

E-mail: vp.research@usu.edu

WWW: <http://www.usu.edu/vpr>

Associate Vice Presidents for Research:

M. Kay Jeppesen, Main 159, (435) 797-1227,
mkjeppesen@usu.edu

H. Paul Rasmussen, Agricultural Science 225, (435) 797-2282,
paul@agx.usu.edu

Joyce A. Kinkead, Main 114, (435) 797-1706,
joyce.kinkead@usu.edu

The policy of the University is to encourage and support research and all forms of creative, scholarly activities by faculty and staff members. Much of the research is supported by funds directly assigned to various administrative units of the University. Unrestricted funds for general support of research are administered through the Research Office. The Research Office serves as a coordinating center for all research associated with the University. General policies and procedures pertaining to research and the promotion of a coordinated research program are the responsibility of the University Research Council.

Research Support Units

Environmental Health and Safety: Steven C. Bilbao,
(435) 797-2892

Laboratory Animal Research Center: Stanley D. Allen,
(435) 797-1886

Institutional Review Board: True M. Rubal, (435) 797-1821

Research Integrity and Compliance: Russell Price,
(435) 797-8305

Sponsored Programs: Dennis J. Paffrath, (435) 797-1226

Major Research Committees

Biohazards Committee: Robert W. Sidwell, (435) 797-1902

Chemical Hygiene Committee: Joan E. McLean, (435) 797-3199

Human Subjects: Mark W. Brunson, (435) 797-2458

Institutional Animal Care and Use Committee:

Mary E. Leavitt, (435) 797-3883

Institutional Biosafety (RDNA) Committee: Stanley D. Allen,
(435) 797-1886

Radiological Safety Committee: William F. Campbell,
(435) 797-2246

Research Council: Brent C. Miller, (435) 797-1180

University Safety Committee: Howard M. Deer, (435) 797-1602

Research Centers, Institutes, and Laboratories

College of Agriculture

Agricultural Experiment Station: H. Paul Rasmussen

Center for Epidemiologic Studies: Ronald G. Munger

Center for Integrated BioSystems: Bart C. Weimer

Center for Profitable Use of Agriculture Byproducts:

Conly L. Hansen

Center for Rural Economic Development: Christopher Fawson

Center for Water Efficient Landscaping: Roger K. Kjølgren

Institute for Antiviral Research: Robert W. Sidwell

Rocky Mountain Dairy Herd Improvement Affiliate:

Brent R. Clark

Utah Botanical Center: William A. Varga

Utah Climate Center: Esmail Malek

Western Dairy Center: Marie K. Walsh

Western SARE (Sustainable Agricultural Research Program):

V. Philip Rasmussen

College of Business

Management Institute: Glenn M. McEvoy

Shingo Prize for Manufacturing Excellence: Ross E. Robson

Utah Center for Productivity and Quality of Working Life:

Richard L. Ratliff

College of Education and Human Services

Center for Online Learning Education: Byron R. Burnham

Center for Persons with Disabilities (CPD): Sarah Rule

Early Intervention Research Institute: Richard N. Roberts

Mountain Plains Regional Resource Center:

John D. Copenhaver

Center for the School of the Future (CSF): Richard P. West

Emma Eccles Jones Center for Early Childhood Education:

D. Ray Reutzel

HOPE Institute: Donald G. Barringer

National Center for Hearing Assessment and Management

(NCHAM): Karl R. White

SKI*HI Institute: Susan Watkins and Elizabeth C. Dennison

College of Engineering

Anderson Center for Wireless Teaching and Research:

Electrical and Computer Engineering Department Faculty

Buried Structures Laboratory: Alma P. Moser

Center for Self-Organizing and Intelligent Systems:

Kevin L. Moore

Center for Space Engineering Research: Todd J. Mosher

Engineering Design Center: Stephen S. Reed

Engineering Experiment Station: Christine E. Hailey

Huntsman Environmental Research Center:

Marice G. Thomas

Institute for Dam Safety Risk Management: David S. Bowles

Institute for Natural Systems Engineering: Thomas B. Hardy

International Irrigation Center: L. Humberto Yap-Salinas

Rocky Mountain NASA Space Grant Consortium:

Doran J. Baker

Utah Center for Water Resources Research: Mac McKee

Utah Transportation Center: Anthony Chen

Utah Transportation Technology Transfer Center:

Doyt Y. Bolling

Utah Water Research Laboratory: Mac McKee

College of Humanities, Arts and Social Sciences

Center for International Studies: R. Edward Glatfelter

Institute for Political Economy: Randy T. Simmons

Institute for Social Sciences Research on Natural Resources:

Richard S. Krannich

Mountain West Center for Regional Studies: To be appointed

Western Rural Development Center: Steven E. Daniels

College of Natural Resources

Berryman Institute for Wildlife Damage Management:

Michael R. Conover

Ecology Center: Martyn M. Caldwell

Institute for Land Rehabilitation: John C. Malecheck

Institute for Outdoor Recreation and Tourism: Steven W. Burr

Geographical Information Systems Remote Sensing Lab:

R. Douglas Ramsey

Western Center for Monitoring and Assessment of

Freshwater Ecosystems: Charles P. Hawkins

College of Science

Center for Atmospheric and Space Sciences: Robert W. Schunk

Intermountain Herbarium: Mary E. Barkworth

Utah State University Research Foundation

National Center for Design of Molecular Function:

Linda S. Powers

Space Dynamics Laboratory: Michael D. Pavich

Water Dynamics Laboratory: Richard C. Peralta

State Centers of Excellence

Center for Advanced Imaging Lidar: Robert T. Pack

Center for High-Speed Information Processing: Tamal Bose

Center for Profitable Uses of Agricultural By-Products:

Conly L. Hansen

Center for Rapid Microbe Detection and Physiology:

Bart C. Weimer

USDA/BLM

Bee Biology and Systematics Laboratory: William P. Kemp

Center for Research on Disturbance Ecology: Jesse A. Logan

Forage and Range Research Lab: N. Jerry Chatterton

National Aquatic Monitoring Center: Mark R. Vinson

Poisonous Plant Lab: Lynn F. James

Predation Ecology Project: John A. Shivik

State Labs

Utah Veterinary Diagnostic Lab: Thomas J. Baldwin

USU Analytical Laboratory (Soil Testing):

Janice Kotuby-Amacher

Undergraduate Research Program

Undergraduate research, scholarship, and creative activity offer Utah State University students unparalleled educational opportunities for hands-on learning, a hallmark of the institution. Students may begin a research track as early as their freshman year, preparing them to compete for prestigious scholarships, such as the Goldwater, Udall, and Rhodes, and getting them ready for graduate studies. Undergraduate Research and Creative Opportunity (URCO) Grant competitions are held twice annually, in February and October. The Research Office also supports the annual "Research on the Hill" event at the State Capitol, as well as "Student Showcase," the spring celebration of undergraduate research. In addition, students selected to present at the National Conference on Undergraduate Research (NCUR) or the Council on Undergraduate Research (CUR) "Posters on the Hill" competition are also supported. For support of other travel to professional conferences and meetings, the Associated Students of Utah State University (ASUSU) allocates money to eligible undergraduates through the Academic Opportunity Fund.

International Affairs

Vice Provost for Academic and International Affairs:

Christopher Fawson

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Director, International Irrigation Center:

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Director, Center for International Studies:

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edwardg@hass.usu.edu

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Coordinators, College of Engineering:

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Utah State University is one of the institutions of the federal system of land-grant and space-grant colleges in the United States. Much of its experience and development has made it a leader in the areas associated with arid and irrigated agriculture, forestry, range, plant, and animal science.

The University is recognized for its expertise, both nationally and internationally. In addition to its functions of teaching, research, and dissemination of information, staff members have been and are presently involved as consultants to private industry, land development corporations, fertilizer companies, private consulting firms, government agencies, and research groups, both at home and abroad.

Utah State University has a history of involvement in international programs dating to the early 1930s. University personnel have worked in development programs in many of the developing nations of the world. In recent years, Utah State University has worked in Armenia, Bangladesh, Bolivia, Brazil, Cameroon, Cape Verde, Colombia, Ecuador, Egypt, El Salvador, Gambia, Honduras, India, Iran, Kenya, Morocco, Pakistan, Panama, Peru, Senegal, Somalia, Sudan, Tanzania, Upper Volta, and Venezuela. Current involvement includes: China, the Dominican Republic, Ethiopia, Kenya, Mexico, Palestine, Russia, Senegal, Singapore, Taiwan, and Thailand.

USAID/FAO/USU Foreign Participant Training

USU cooperates with FAO and USAID, as well as with other sponsoring agencies, to develop special academic and practical programs for foreign students nominated by these agencies.

For those foreign students who come to Utah State University under the auspices of a sponsoring agency requiring Utah State University to provide administrative arrangements not provided to other students, an administrative fee is charged (currently \$250 per semester).

BMDO/USU-SDL Russian-American Observational Satellite

The Russian-American Observational Satellite (RAMOS) experiment is a joint Russian-American space research program using an innovative measurement technique and simultaneous stereo-optical imaging. It addresses the twin concerns of surveillance and environment. RAMOS is comprised of the development of different measurement techniques that may culminate in the operation of two satellites, the American Observational Satellite (AOS) and the Russian Observational Satellite (ROS), and associated ground site equipment.

USU International Irrigation Center

Director: L. Humberto Yap-Salinas

The Biological and Irrigation Engineering Department is engaged in an extensive program of international irrigation technology transfer and is contributing significantly to the alleviation of the world hunger problem through multi-lingual training and research in irrigation and drainage. The International Irrigation Center has been organized to provide an appropriate entity within which to sponsor these ongoing training activities.

Center for International Studies

Director: R. Edward Glatfelter

The Center for International Studies promotes and coordinates international academic exchanges between Utah State University and institutions of higher education abroad. The major objectives of the center are: (1) to develop bilateral university linkage programs, (2) to facilitate faculty and student exchange programs, and (3) to promote collaborative research programs, joint seminars, workshops, and conferences. The center also serves as the university academic center for international studies curriculum offerings and the Certificate Program for International Development.

IDB/Government of the Dominican Republic/USU/PROMASIR Studies

Coordinator: Christopher Neale

In November 1999, the Department of Biological and Irrigation Engineering and the International Irrigation Center were awarded a project to lead four special studies as part of the PROMASIR (Program for the Management of Irrigation Systems

by Water Users) Project in the Dominican Republic. The four studies are: Aerial Photographs, Water Users' Cadastres, Data Systems, and Monitoring of Soils.

***IDB/Government of the Dominican Republic/
USU Organization and Training of Water Users'
Associations (PROMASIR)***

Coordinator: Gary P. Merkley

This project supports the transfer of the operation and maintenance of 34 irrigation systems in the Dominican Republic to existing respective water user associations (WUA) through comprehensive and customized training programs for the farmers and WUA officials in the areas of water management, drainage of agricultural lands, canal operation and maintenance, basic financial accounting, conflict resolution, parliamentary procedures, and others. In addition to the above, the project implements training programs and field demonstration plots in the three irrigation systems as part of an agricultural development effort, designed to support the overall transfer program.

***World Bank/Government of the Dominican
Republic/USU Training and Institutional
Strengthening for Irrigation Water User
Associations (PROMATREC)***

Coordinator: Gary P. Merkley

This project also supports the transfer of the operation and maintenance of three irrigation systems in the Dominican Republic to existing respective water user associations (WUA). This is to be accomplished through comprehensive and customized training programs for the farmers and WUA officials in the areas of water management, drainage of agricultural lands, canal operation and maintenance, basic financial accounting, conflict resolution, parliamentary procedures, and others. Each WUA will have a new computerized accounting system installed in their respective offices, and key personnel will be given practical training in its ap-

plication. In addition to the above, the project will implement training programs and field demonstration plots in the three irrigation systems as part of an agricultural development effort, designed to support the overall transfer program.

***USAID/USU Global Livestock Collaborative
Research Support Program (GL-CRSP)***

Coordinator: D. Layne Coppock

The Global Livestock CRSP is a program of applied research and outreach, with the goal of improving pastoral risk management using asset and income diversification, enhancement of information flow and use, and improving access to external resources. The project focus is on intact ecological and livestock marketing regions in northern Kenya and southern Ethiopia. Research will identify context-sensitive interventions at various socio-economic levels. Intervention concepts are organized with respect to four cross-cutting systems, including livestock marketing, rural finance, natural resource tenure, and public service delivery. Outreach focuses on how to help development agents and policy makers deliver comprehensive packages of risk management interventions to beneficiaries.

***USAID/USU World Irrigation Information
Network (IrriNet)***

Coordinator: Wynn R. Walker

The World Irrigation Information Network, or IrriNet, project is a \$1.7 million effort at USU to provide on-line training, technical assistance, and applied research support in irrigation engineering and water resources management. The IrriNet concept, which was funded by USAID for three years, beginning on July 1, 2001, will include one prototype satellite-based Internet site in a developing country. IrriNet will eventually include academic courseware, as well as the full training program of USU's International Irrigation Center.

University Advancement

Vice President for University Advancement: Randy W. Talbot

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Director of Communications and *Utah State* magazine Editor:

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Director of Corporation and Foundation Giving:

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Manager, Gift and Bio Records: April Barker, Main 112F,

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Director of Planned Giving: Angelina Wilkinson, Main 101D,

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University Advancement is responsible for raising private funds for Utah State University. This responsibility includes every aspect of relationship building, from publications that keep donors connected and informed to groundbreaking ceremonies that thank donors for their gifts.

Private gifts to the University compensate for declining state support and enrich the whole campus with up-to-date facilities, cutting-edge academic programs, and exciting guest speakers and performers. These gifts also provide scholarships for deserving students unable to afford the cost of a higher education.

Contributions to Utah State University are recognized through membership in various donor clubs and activities, including the Old Main Society, the Big Blue Athletic Club, and the Alumni Association.

University Advancement provides professional assistance to the publics of Utah State University in the transmission of charitable gifts. For further information on how to transmit cash, securities, or in-kind property to the University through a number of tax-advantaged strategies, contact Joyce V. Albrecht at:

**University Advancement, Main 101, 1440 Old Main Hill,
Logan UT 84322-1440, (435) 797-1324 or toll-free
888-OLD-MAIN (653-6246).**

University Advancement also publishes *Utah State* magazine, the official publication of the University, full of news and articles about the University.

Development Officers

Development Director, College of Agriculture:

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Development Director, Athletics: Kenneth L. Beazer,

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Development Director, Utah Public Radio-KUSU:

Bryan K. Earl, Multimedia and Distance
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Development Director, Utah Botanical Center:

Samuel R. Daines II, Agricultural Science 116, (435) 797-8060,
samdaines@cc.usu.edu

University Alumni Association

President: Randy Watts

Director of Alumni Relations: G. Carlos Smith

Location: David B. Haight Alumni Center

Phone: (435) 797-2055 or 800-291-2586

WWW: <http://www.usu.edu/alumni>

The Utah State University Alumni Association numbers more than 180,000 members. This membership includes all who have attended USU for one semester (or one quarter) or more, or who have served on the staff or faculty of the University.

Purpose: The mission of the Alumni Association is to promote the interests and welfare of Utah State University, as well as that of USU alumni, students, faculty, staff, and friends.

Government: The governance of the association is vested in the Executive Board. The board is comprised of the president and vice president of the association, the vice president of University Advancement, the president of the Associated Students of USU, the president of the Emeriti, the president of the Young Alumni, the president of the Student Alumni Association, a College Alumni/Development representative, a University faculty representative, the University Athletic Director, the director of Alumni Relations, the immediate past president of the association, and representatives of regional alumni chapters selected by the Council of Chapter Presidents with the approval of the Executive Board.

Function: The Alumni Association is the medium through which former students maintain contact with the University and are served after leaving the campus. Efforts are made to maintain a complete record of every former student throughout life, and his or her accomplishments and progress are recorded. The association maintains alumni volunteers and chapter organizations throughout Utah and in major areas where former students are located. Through the association, former students are kept in contact with each other, and they meet and participate in business and so-

cial activities. They likewise assist the University with special projects in their areas.

The Alumni Association takes the leadership in sponsoring such campus events as Homecoming, Founders Day, Distinguished Service Awards, Aggie Family Day, and reunions. The association also provides opportunities for travel through the alumni travel program, and aids in athletic and other school activities.

Alumni and Development Information Services

Manager, Gift/Biographical Records: April Barker

Location: Main 112E

Phone: (435) 797-3583

E-mail: april@cc.usu.edu

The Alumni and Development Information Services Office maintains and updates biographical and gift information about University alumni and friends, in accordance with the general needs and expectations of the University community.

The Alumni and Development Information Services Office supports the ongoing activity of Utah State University by providing assistance for programs, communications, and events, which bring together alumni, donors, and friends of the University.

Affirmative Action/Equal Opportunity Office

Assistant Executive Vice President for Affirmative Action and Diversity: Sue Guenter-Schlesinger

Location: Main 161

Phone: (435) 797-1266

FAX: (435) 797-0291

E-mail: carolynw@champ.usu.edu

WWW: <http://www.usu.edu/aaeo>

The vision statement of the Affirmative Action/Equal Opportunity (AA/EO) Office reads as follows:

“USU sees an environment in which every individual has an opportunity to learn, work, and contribute, and where full inclusion and respect for all people encourages creativity and productivity. The result will be students, faculty, and staff working together, serving and strengthening our local, national, and global communities.”

In support of this vision, it is the policy of Utah State University to ensure equal educational and employment opportunity regardless of race, color, religion, sex (including sexual harassment), national origin, age, disability, or veteran status. In addition, discrimination based on sexual orientation is prohibited in evaluating employee or student performance.

The AA/EO Office implements federal, state, and University anti-discrimination laws, statutes, and policies, and strives to provide an atmosphere in which students, staff, and faculty can work, study, and live without fear of discrimination or sexual harassment. It also works to increase access to education and employment for groups that have traditionally faced barriers to opportunities in these areas.

The AA/EO Office focuses on a variety of areas. The major responsibilities of the office include:

1. Developing affirmative action policies, plans, and programs at USU aimed at increasing participation of underrepresented groups of women, minorities, persons with disabilities, and veterans.
2. Monitoring the representation and status of underrepresented groups (women and minorities) at USU who are prospective or current faculty or staff.
3. Investigating, processing, and resolving discrimination and sexual harassment complaints.
4. Providing training on affirmative action/equal opportunity laws, policies, prevention of sexual harassment, and valuing diversity.
5. Enhancing awareness of and sensitivity toward diversity and “differences.”

Utah State University is dedicated to providing equal opportunity in education and employment to all students, faculty, and staff. University members who feel their rights have been violated, want information, or just need some guidance relating to their course of action should contact the Affirmative Action/Equal Opportunity Office, located in Main 161, or call (435) 797-1266. Copies of the complete Affirmative Action Plan, Affirmative Action/Equal Opportunity Policy, Sexual Harassment Policy, and Discrimination Complaint Policy, as well as information pertaining to other AA/EO-related laws and policies at the local (USU), state, and federal levels, are available in the AA/EO Office, on the USU Website, and at the Merrill Library.

Graduate General Information

School of Graduate Studies

Dean of School of Graduate Studies: Thomas L. Kent

Location: Main 164

Phone: (435) 797-1189

FAX: (435) 797-1192

E-mail: gradsch@cc.usu.edu

WWW: <http://www.usu.edu/gradsch>

Graduate programs at USU are supervised by the dean of the School of Graduate Studies, assisted by the Graduate Council. The council consists of the dean, a faculty representative from each of the seven colleges of the University, a representative from the Faculty Senate, the Vice President for Information Technology, and two graduate students. Policies and regulations

for graduate work are established by the Graduate Council with the approval of the Faculty Senate.

USU has awarded Master of Science degrees since 1914 and doctoral degrees since 1950. The School of Graduate Studies was formally organized in 1945. Forty-one of the University's 43 departments participate in graduate degree programs, including several interdepartmental programs. Included are 90 master's programs, 34 doctoral programs, 3 educational specialist programs, 2 engineer degrees, and 3 interdisciplinary certificates. Nationally and internationally known scholars and research units participate in and support graduate studies at USU.

The School of Graduate Studies holds memberships in the Council of Graduate Schools in the United States and the Western Association of Graduate Schools.

Graduate Degrees, Majors, and Certificates

Utah State University offers the following graduate degrees:

- Master of Accounting (MAcc)
- Master of Arts (MA)
- Master of Business Administration (MBA)
- Master of Computer Science (MCS)
- Master of Dietetics Administration (MDA)
- Master of Education (MEd)
- Master of Engineering (ME)
- Master of Family and Human Development (MFHD)
- Master of Fine Arts (MFA)
- Master of Food Microbiology and Safety (MFMS)
- Master of Landscape Architecture (MLA)
- Master of Mathematics (MMath)
- Master of Natural Resources (MNR)
- Master of Professional Studies in Horticulture (MPSH)
- Master of Rehabilitation Counseling (MRC)
- Master of Science (MS)
- Master of Second Language Teaching (MSLT)
- Master of Social Sciences (MSS)
- Civil Engineer (CE)
- Educational Specialist (EdS)
- Electrical Engineer (EE)
- Doctor of Education (EdD)
- Doctor of Philosophy (PhD)
- Doctorate of Audiology (AuD)

Following is a list of the academic areas, or majors, within which degrees are offered and the degree(s) for each:

- Accounting MAcc
- Agricultural Systems Technology MS
- American Studies MA, MS
- Animal Science MS, PhD
- Applied Economics MS
- Art MA, MFA
- Audiology AuD
- Biochemistry MS, PhD
- Biological Engineering MS, PhD
- Biology MS, PhD
- Biometeorology MS, PhD
- Bioregional Planning MS
- Bioveterinary Science MS, PhD
- Business Administration MBA¹
- Business Information Systems MS
- Chemistry MS, PhD
- Civil and Environmental Engineering ME, MS, CE, PhD
- Communication MA, MS
- Communicative Disorders
and Deaf Education MEd, MA, MS, EdS
- Computer Science MS, MCS, PhD
- Dairy Science MS
- Dietetics Administration MDA
- Disability Disciplines PhD
- Ecology MS², PhD³

- Economics MA, MS, PhD
- Education EdD¹, PhD¹
- Electrical Engineering ME, MS, EE, PhD
- Elementary Education MEd, MA, MS
- English MA, MS
- Family and Human Development MFHD
- Family, Consumer, and Human Development MS, PhD
- Fisheries Biology MS, PhD
- Food Microbiology and Safety MFMS
- Forestry MS, PhD
- Geography MA, MS
- Geology MS
- Health, Physical Education and Recreation MEd, MS
- History MA, MS
- Horticulture, Professional Studies in MPSH
- Human Dimensions of Ecosystem
Science and Management MS, PhD
- Human Resources MS
- Industrial Mathematics MS
- Industrial Technology MS
- Instructional Technology MEd, MS, EdS, PhD
- Irrigation Engineering MS, PhD
- Landscape Architecture MLA
- Mathematical Sciences PhD
- Mathematics MS, MMath
- Mechanical Engineering ME, MS, PhD
- Natural Resources MNR¹
- Nutrition and Food Sciences MS, PhD
- Physics MS, PhD
- Plant Science MS, PhD
- Political Science MA, MS
- Psychology MS, PhD
- Range Science MS, PhD
- Recreation Resource Management MS, PhD
- Rehabilitation Counseling MRC
- Second Language Teaching MSLT
- Secondary Education MEd, MA, MS
- Social Sciences MSS¹
- Sociology MA, MS, PhD
- Soil Science MS, PhD
- Special Education MEd, MS, EdS
- Statistics MS
- Theatre Arts MA, MFA
- Toxicology MS¹, PhD¹
- Watershed Science MS¹, PhD¹
- Wildlife Biology MS, PhD

Certificates:

- National Environmental Policy Act (NEPA)²
- Natural Resource and Environmental Policy²
- Natural Resources and Environmental Education (NREE)²

¹Interdisciplinary degree program.

²Interdisciplinary certificate program.

³The MS and PhD in Ecology are offered within each of the following departments: Aquatic, Watershed, and Earth Resources; Biology; Forest, Range, and Wildlife Sciences; and Plants, Soils, and Biometeorology.

Graduate Financial Assistance

Applications for assistantships, fellowships, and other financial aid should be made through departmental offices.

Along with most graduate schools in the United States, USU is a party to a resolution of the Council of Graduate Schools that establishes April 15 as the deadline for acceptance of offers of financial assistance. If a student accepts an offer before April 15 and then wishes to withdraw, a resignation of the appointment may be submitted in writing at any time through April 15. However, after April 15 a student is not to accept another offer without first obtaining a written release from the institution to which a commitment has been made.

Graduate Assistantships

Teaching, research, and other graduate assistantships are available in most of the departments of the University. A full-time assistantship is 20 hours per week. In the interest of timely degree completion, graduate students are generally employed by the University for *no more than* 20 hours per week. Employment for more than 20 hours per week must be approved by the student's advisor and degree-program department head. Graduate assistants must be full-time, matriculated students. For students employed as graduate assistants, full-time status is based on the full-time equivalent or FTE. A 0.25 to 0.374 FTE requires a student to enroll for 9 graduate-level credits; a 0.375 to 0.50 FTE requires a student to enroll for 6 graduate-level credits (see also *Student Classifications* section, pages 91-92). Graduate assistants must maintain a cumulative grade point average (GPA) of 3.0 or higher for those courses included on their Program of Study. However, if a Program of Study has not been submitted to the School of Graduate Studies, a cumulative GPA is computed using all of the student's coursework at USU since the prior degree. The GPA is checked by the School of Graduate Studies at the end of each semester. The cumulative GPA on the last 60 semester credits will be used to determine eligibility as a graduate assistant if the student has not yet started the graduate program. Graduate assistants may register for a maximum of 12 credits per semester. However, a research assistant whose assistantship involves his or her thesis or dissertation research may register for additional credits, as explained below.

Teaching Assistantships/Graduate Instructors. Graduate students may be teaching assistants or graduate instructors in departments. Teaching loads vary up to a maximum of 20 hours per week, and stipends vary depending on the department and the teaching load.

International students may be considered for teaching assistantships if they demonstrate adequate proficiency in English communication, as determined by Utah State University's Intensive English Language Institute, and have participated in the required workshop.

All teaching assistants and graduate instructors are required to participate in a training workshop sponsored by the School of Graduate Studies prior to beginning their assistantships. The workshops help students gain the techniques and skills to be effective instructors in the university environment. The workshop for international students also aids students in understanding the American university culture and in improving communication. When a teaching assistant workshop has been successfully completed, 1 credit will be added to the student's transcript. However, this credit cannot be applied toward a graduate degree program.

Research Assistantships. Stipends and workloads for research assistants vary, with a maximum workload of 20 hours per week. Students conducting research that will be used for their thesis or dissertation may register for 4 research or thesis credits above the 12-credit limit.

Federal College Work-Study Assistantships. Graduate students may apply for work-study support by completing an online application at <http://www.fafsa.ed.gov>.

Waiver of the Nonresident Portion of the Tuition Fee. A nonresident student who holds a graduate assistantship and is receiving at least \$250 per month may be awarded a waiver of the nonresident portion of tuition for courses in the student's degree program. **Out-of-state, noninternational graduate students who receive nonresident tuition waivers must apply for Utah residency after completing 60 semester credits.** Waivers *cannot* be used to audit classes. Waivers *cannot* be used for coursework below the 5000 level, *unless* the course is on the student's Program of Study or required by the student's supervisory committee, as indicated by a letter from the committee chair.

Resident Tuition Remission for Doctoral Students. A student who is matriculated in a doctoral degree program and is a graduate assistant or graduate fellow receiving at least \$600 per month may be awarded a resident (instate) tuition remission. The student must be registered for at least 9 graduate-level credits. If credits other than those required for the doctoral degree are needed to meet the 9-credit requirement, registration must be for Dept. 7990 (Continuing Graduate Advisement). A doctoral in-state tuition remission *cannot* be used to audit classes or for coursework below the 5000 level.

Waiver/Remission. The department head must submit a waiver/remission request to the graduate dean for approval no later than the first day of classes for the semester. The waiver and/or remission must be used before the last day for registering or adding classes in the semester for which it was awarded (15th day of classes). The waiver and/or remission are available for a maximum of 12 credits per semester, with the number of eligible credits indicated on the Program of Study, which must be submitted by the end of the second semester for a master's student and the end of the third semester for a doctoral student. Audited courses do not qualify for waiver/remission. For more information, refer to the Graduate Student Tuition Waivers and Remission Policy on the School of Graduate Studies website: <http://www.usu.edu/gradsch/TuitionWaiverPolicy.htm>.

Western Regional Graduate Programs (WRGP)

Residents of participating states may enroll in graduate programs approved as Western Regional Graduate Programs (WRGP) by the Western Interstate Commission for Higher Education (WICHE) without paying nonresident tuition. USU's WRGP degrees are the MS and PhD in Biometeorology, Toxicology, and Watershed Science; and the MS in Mechanical Engineering, and in Human Resources. Information is available in the School of Graduate Studies.

Fellowships

Fellowship and scholarship awardees must be full-time, matriculated students enrolled in approved graduate-level course-

work. Application for these, as well as for departmental fellowships and awards, is made through the departments, except for the Martin Luther King Fellowship (see below).

Presidential Fellowships include a \$12,000 stipend for the academic year, a waiver of the nonresident portion of tuition, and for doctoral students, the resident tuition remission. Criteria include a 3.50 GPA and quantitative and verbal GRE scores at the 70th percentile or above.

Vice President for Research Fellowships include a \$15,000 stipend for the academic year, a waiver of the nonresident portion of tuition, and for doctoral students, the resident tuition remission. Criteria are the same as for the Presidential Fellowships. In addition, the student must be in a research degree program that includes a master's thesis or doctoral dissertation.

University Fellowships also include a \$12,000 stipend for the academic year, a waiver of the nonresident portion of tuition, and for doctoral students, the resident tuition remission. Criteria are the same as for Presidential Fellowships.

Martin Luther King Fellowships are available to African-American students. The fellowship is typically for \$2,000 and includes a waiver of the nonresident portion of tuition. The department usually awards an assistantship or other support, the amount of which varies. Application for this fellowship is made through the School of Graduate Studies.

Scholarships

Resident Tuition Scholarships. Scholarships covering the resident portion of tuition are available each semester on a com-

petitive basis through the departments. Awardees must be full-time matriculated students and must maintain a 3.0 or higher GPA.

Seely-Hinckley Scholarships are awarded each year to four graduate students with superior academic records. College deans nominate, for the following school year, outstanding scholars who would not be able to attend or would be delayed in attending USU without financial assistance.

Other Financial Assistance

Many students who do not receive assistantships or fellowships receive financial assistance by working for departments or other campus units. Graduate students are generally not employed by the University for more than 20 hours per week. Employment beyond 20 hours per week must be approved by the student's advisor and degree-program department head.

Graduate students may apply for Federal Stafford Loans, Federal Perkins Loans, Federal Supplemental Loans for Students (SLS), Emergency Loans, and Federal College Work-Study through the Financial Aid Office. More information can be found in the *Financial Aid and Scholarship Information* section of this catalog, page 22, or by contacting: Financial Aid Office, Taggart Student Center 106, Utah State University, 1800 Old Main Hill, Logan UT 84322-1800, tel. (435) 797-0173. Also visit the following website: <http://www.usu.edu/finaid/>.

For information about **GI Bill Benefits**, contact: Office of Veterans Services, Taggart Student Center 246, Utah State University, 1600 Old Main Hill, Logan UT 84322-1600, tel. (435) 797-1102.

Graduate Admission Procedures

School of Graduate Studies
Utah State University
0900 Old Main Hill
Logan UT 84322-0900
tel. (435) 797-1189

Requirements

Application-for-admission forms are obtained from and returned to the School of Graduate Studies. The form must be accompanied by a nonrefundable application fee of \$50 for U.S. citizens and \$60 for international students. **Note: Fees must be paid before applications will be evaluated.**

Dual Degrees. A student may apply for only one degree program at a time. If a student wishes to be considered for two degree programs, an application should be submitted for the first degree program. If admission is granted, the student may then apply for a second degree program after submitting a letter from the head of the department to which the student has been admitted. The letter should indicate that the department has no objection to the student applying for the second degree program. This application process applies to both separate and concurrent degree programs (see *Concurrent Degrees*, page 98).

Bachelor's Degree. A bachelor's degree from an accredited college or university is required for admission to a graduate program. A three-year bachelor's degree is generally not acceptable. A master's degree may be required for admission to a doctoral program.

Grade Point Average. A minimum 3.0 GPA for the last 60 semester credits is required.

Transcripts. Each previously attended college and/or university, including USU, must be listed on the application form, and the applicant must have an official transcript from each institution (except USU) sent directly to the USU School of Graduate Studies. Transcripts accumulated on one record are not acceptable. Transcripts must be submitted for **all** coursework above the high-school level and **all** prior degrees. Transcripts not in English must be accompanied by a notarized translation.

Transcripts submitted as application credentials become the property of the School of Graduate Studies and will not be copied for or returned to the applicant.

Admissions Tests. An admission test is required of all applicants. Scores at or above the 40th percentile are required by the School of Graduate Studies. Departments may set higher criteria. Most applicants must take the Graduate Record Examination (GRE) general test (minimum of 40th percentile on the verbal and quantitative tests). Some departments will accept the Miller Analogies Test (MAT) for master's degree applications. Applicants to the Master of Business Administration, the MS in Business Information Systems, and Master of Accounting programs are required to take the Graduate Management Admission Test (GMAT). Registration forms for the GRE and the GMAT are available at the School of Graduate Studies. Applicants should request that their test report be sent directly to the School of Graduate Studies. The official test report must be received before an application is considered complete.

Recommendation Letters. Three letters of recommendation are required; each must address the applicant's potential for success in the proposed graduate degree program. If the applicant has been enrolled in school during the last five years, at least two of the letters must come from persons from whom the applicant has taken academic coursework. The letters must be sent directly to the School of Graduate Studies by the writers. The forms for letters of recommendation (included in the application packet) should be used.

All materials submitted as part of the application credentials become the property of the School of Graduate Studies and will not be copied or returned to the student.

International Applicants. International applicants from non-English-speaking countries must demonstrate competency in the English language. A minimum score of 550 on the Test of English as a Foreign Language (TOEFL), which is administered throughout the world, satisfies that requirement, unless the student's department requires a higher score. An official TOEFL score is required. The TOEFL score is valid for only two years. If an international applicant has a degree from a university in an English-speaking country, the TOEFL is not required.

An applicant who is admitted with a TOEFL score below 550 or below a departmentally required minimum, and who has not obtained a degree in an English-speaking country, must take the English Language Placement Test given by the Intensive English Language Institute (IELI) at USU. The test must be taken before a student is allowed to register. The results of the exam are used to place students into one of three categories: (1) full-time study of English in the Intensive English Language Institute; (2) a combination of English-language study and academic study, if approved by the IELI director, the student's advisor, and the graduate dean; or (3) full-time academic studies. Students placed in the Intensive English Program must remain in the program until the required English proficiency is attained. Those in category (1) are not allowed to register for non-IELI classes.

International students must also submit an I-20 application form and a financial guarantee. Because of immigration regula-

tions, international students cannot be admitted to provisional matriculation.

Application Target Dates

Completed application forms, transcripts, letters of recommendation, test scores, and the application fee should be submitted on or before the following dates (some departments have different deadlines; see departmental descriptions). It may not be possible to process applications for the following semester when they are submitted after the target date.

March 15 for summer semester
June 15 for fall semester
October 15 for spring semester

As soon as an application is complete, a recommendation is made by the appropriate department to the graduate dean, who must approve all admissions. The official notification of acceptance or rejection is sent by the graduate dean.

Program Continuity

A fee of \$20 is charged if a student begins a graduate program before or after the semester for which he or she was accepted. If a graduate student's attendance is interrupted for more than one semester, the department or the School of Graduate Studies may require the student to reapply for admission.

Multiple Degree Programs

With the approval of the cooperating departments and the graduate dean, students may pursue more than one degree program.

An applicant should apply for admission to the first degree program. If admission is granted, the student may then apply for a second degree program, after submitting a letter from the head of the department to which the student has been admitted. The letter should indicate that the department has no objection to the student applying for the second degree program.

Graduate General Regulations

Each graduate student is responsible to know the policies, regulations, and procedures of the School of Graduate Studies and of his or her department or program, and to see that they are followed and that the timelines are met. The policies and regulations stated in this catalog and in departmental handbooks may be changed between publication dates, and students are responsible to obtain up-to-date information.

Time Limit

A master's degree must be completed within six years of matriculation. A doctorate must be completed within eight years of matriculation.

Coursework that is more than eight years old may not be used for a graduate degree. If permitted by the departmental or interdepartmental degree program policy, a supervisory committee may allow revalidation through testing, following a plan developed by the supervisory committee and approved by the dean of the

School of Graduate Studies. The results must be verified in writing to the graduate dean by the student's major professor or other person(s) responsible for the testing. Work experience cannot be substituted for out-of-date coursework or used for revalidation.

Graduate credits from another institution that exceed the eight-year limit at the time of degree completion may be transferred to a USU graduate degree only if the student's supervisory committee provides a justification acceptable to the graduate dean. Then, the revalidation procedures described above apply.

Student Classifications

A **matriculated graduate student** has been accepted by a department, with the concurrence of the dean of the School of Graduate Studies, to an approved graduate degree program and has enrolled at the University. A student may be accepted on a **provisional** matriculation basis when (1) information, such as GRE scores, is yet to be received by the School of Graduate Studies, or

(2) when a missing prerequisite or academic deficiency must be remedied. The conditions and time limit for remedying these deficiencies must be specified to the student in writing at the time of admission. If the conditions are not met as specified, the student's participation in the degree program will be terminated. International students cannot be admitted on provisional status.

A **full-time matriculated graduate student** must be one of the following:

1. Registered for 9 or more graduate credits; or
2. Registered for 6 or more graduate credits if employed as a graduate assistant for 15 hours per week or more; or
3. Registered for 3 graduate credits with all required coursework completed and only the research component of the degree remaining (the student's Program of Study must have been submitted to the School of Graduate Studies); or
4. Registered for at least 3 graduate credits during the semester of the final thesis/dissertation defense or, in a nonthesis degree program, the last semester of coursework required on the student's Program of Study.
5. Registered for at least 9 graduate credits for each semester in which the doctoral tuition remission is received.

Note: To defer a loan or to receive student loans, graduate students must be registered for at least 6 credits.

A **matriculated-probationary graduate student** has been placed on warned status because of inadequate progress in his or her degree program. The conditions to be met and the time limit for meeting them must be specified to the student in writing at the time he or she is placed on probation. If the conditions are not met as specified, the student's participation in the degree program will be terminated.

Graduate assistants and fellowship recipients must be full-time matriculated students with a GPA of 3.0 or above, and must be registered each semester of the assistantship or fellowship, including summer.

A **nonmatriculated postbaccalaureate student** holds a bachelor's degree, is enrolled for USU coursework, but has not been accepted to a graduate degree program. If an application for graduate studies has been submitted to the School of Graduate Studies, a student may apply through the School of Graduate Studies to enroll as a nonmatriculated student. A letter must be submitted from the graduate department head or graduate program coordinator giving permission for the student to be entered on the computer as a nonmatriculated student. If the student does not intend to pursue a graduate degree, the student should apply to the undergraduate Admissions Office to enroll as a nonmatriculated student. A **maximum of 12 semester credits** earned as a nonmatriculated, postbaccalaureate student may be used in a graduate degree program, but only if approved by the student's supervisory committee.

An international student must be admitted to a degree program and hold a valid F-1 or J-1 visa before enrolling in classes at Utah State University. A student on an F-1 or J-1 visa must maintain full-time student status throughout the degree program. For other information about the University, he or she can contact the International Students and Scholars Office, Utah State University, 0140 Old Main Hill, Logan UT 84322-0140, tel. (435) 797-1124.

Split Form Policy

An undergraduate student doing well in his or her studies and planning a graduate degree at USU may file a Split Form to request that some coursework be reserved (split out) from the undergraduate degree. The instructor's permission is required for an

undergraduate student to register for graduate courses. For a Split Form to be approved, the student must be within 30 semester credits of completing bachelor's degree requirements, have filed an Application for Graduation in the Graduation Office (a copy of which must be attached to the split request), **be currently taking at least one required undergraduate class**, have a cumulative undergraduate GPA of 3.0 or higher at the beginning of the semester listed on the Split Form, and have applied for admission to the School of Graduate Studies. In accordance with School of Graduate Studies admission policy (see page 90), a transitional student will not be matriculated in the School of Graduate Studies until his or her bachelor's degree has been completed. A maximum of 9 semester credits may be split out during a bachelor's program.

A Split Form, which must include one or more required undergraduate courses from the student's Application for Graduation, should be filed in the School of Graduate Studies, along with a copy of the Application for Graduation, before grades are posted for the semester requested to be split. **A Split Form cannot be processed after the bachelor's degree has been closed out and posted on the transcript.** The form must be signed by the undergraduate advisor and the graduate department head or departmental graduate program chair/coordinator before it is submitted to the School of Graduate Studies. If approved by the dean of the School of Graduate Studies, the form will be processed and forwarded to the Graduation Office. Approval of a Split Form does not guarantee acceptance to the School of Graduate Studies.

Course-Level Numbering and Acceptability

7000-7990 are doctorate-level courses. With supervisory committee and instructor approval, they may be used in a master's program.

6000-6990 are master's-level courses. With supervisory committee approval, they may be used in a doctoral program.

5000-5990 are advanced, upper-division courses and may be used in a graduate program if approved by the supervisory committee (see below).

3000-4990 are junior/senior, upper-division undergraduate courses. Up to 3 semester credits of coursework at this level **may be used** (see below).

No more than 15 semester credits of 3000-5990 level coursework may be used for a graduate degree, except for a doctorate without a master's degree, for which a total of 21 semester credits of 3000-5990 level coursework may be used. Up to 3 semester credits of coursework at the 3000-4990 level may be included within the 15 or 21 semester credit limit, upon recommendation by the student's supervisory committee and approval by the graduate dean. To be approved, such courses must be outside the student's graduate-degree field. Courses that students entering the graduate program are expected to have taken as undergraduates and prerequisites for graduate courses are not acceptable.

2990 and below are lower-division courses and are not acceptable for graduate degree programs of study.

6990 and 7990 (continuing graduate advisement) credits, **INST 7920**, and **IELI 7920** cannot be used in a degree program.

Audited courses may not be used for a degree program or toward status as a full-time student. Credits in the following areas are not acceptable in a degree program: foreign languages, continuing graduate advisement, individual home study, military science, and courses numbered below 3000. No more than 12 workshop credits may be applied to a master's degree.

Minimum Grades and Credit Acceptability

Graduate students are required to maintain at least a 3.0 GPA for degree-program courses. Grades below *C* will not be accepted for a graduate degree. Some departments do not accept *C* grades.

P-Grade Policy. *P* (Pass) will be accepted only for seminars, special problems, interdisciplinary workshops, thesis or dissertation research, and continuing graduate advisement. Credits for a course with a *P* grade cannot be transferred from another university.

Correspondence Course Credits. Continuing Education correspondence (independent home study) courses are not accepted for graduate degrees.

Credit by Special Examination. Credit earned by special examination cannot be used to satisfy the course requirements for a graduate degree or to meet the residency requirement.

Transfer Credits

A student's supervisory committee may recommend transfer of **graduate** credits earned at another accredited institution. The credits must not have been used for another degree. Only 12 semester credits earned before matriculation at USU may be transferred. Credits with *P* grades cannot be transferred. Transfer credits cannot replace required residency credit. Transfer credits are subject to approval of the supervisory committee and the dean of the School of Graduate Studies (see *Time Limit*, page 91).

Rights in Inventions

It is the student's responsibility to be aware of University policy in regard to rights in inventions. (Information is available in the Office of the Vice President for Research.)

Research Approval

All University research involving human subjects, animal subjects, radiation materials, recombinant DNA, or biohazardous materials must be reviewed and approved by the appropriate University committee(s) **before the research is started**. Graduate students are, with the assistance of their advisors, responsible for obtaining the necessary approval for their research. Verification of approval must be submitted to the School of Graduate Studies before the student's master's Program of Study or doctoral Application for Candidacy can be approved. For further information, contact the School of Graduate Studies or the Office of the Vice President for Research.

Continuous Graduate Registration

Graduate students using University facilities or faculty time must be registered for a minimum of 3 graduate credits every semester until completion of all degree requirements, except, in some cases, the semester of final thesis or dissertation approval (see below). Students employed as graduate assistants or graduate instructors during all semesters, including summer, must be registered as full-time matriculated students (see pages 91-92). More than 3 credits of continuous registration may be required by a department. An off-campus student in a planned Extension program who is enrolled in a 1- or 2-credit course that is the only course offered locally that semester may be approved by the graduate dean for continuous registration upon written recommendation of the department head. Continuous registration may be for courses, seminars, independent study, research credit, or 6990 or 7990 (Continuing Graduate Advisement). The continuous registration requirement goes into effect the semester a student matriculates in the School of Graduate Studies.

A graduate student who is not using University facilities or faculty time may meet the continuous registration requirement by paying the **Continuous Registration Fee** of \$15 per semester (not necessary for summer semester). This alternative requires a written request from the department head, including verification that the student is not using University facilities and/or faculty time. International students usually do not qualify to pay the Continuous Registration Fee because of immigration regulations.

The semester a student defends (or redefends) a thesis, Plan B paper, or dissertation or takes final oral examinations, he or she must be registered for at least 3 credits. Doctoral and master's Plan A, Plan B, and Plan C students will be given until the last day of the next semester (known as a "grace" semester) following the defense to finish degree requirements, and Plan C students will be given until the last day of the next semester after coursework completion to finish degree requirements. If a student has not completed all degree requirements by the end of the grace semester, the student must pay a \$100 Late Completion Fee for each semester following the grace semester. If working with faculty involves more than routine submission of the thesis or dissertation to the thesis coordinator, registration for 3 or more credits is required.

Because of SEVIS regulations, a student holding an F-1 or J-1 visa is not eligible to pay the \$100 fee to complete the degree, but must be registered as a full-time student through the semester of completion.

Leave of Absence

A leave of absence, during which continuous registration is not required, may be granted under the following conditions:

1. Illness, required military service, and other extenuating circumstances acceptable to the department head and the graduate dean.
2. Lack of availability of courses in a planned Extension program.
3. Participation in a planned program based primarily on summer semester courses.

For either 2 or 3, the student must have an approved Program of Study on file in the School of Graduate Studies before a leave will be granted.

A leave of absence must be approved by the graduate dean, upon written recommendation of the department head. A leave of absence may be the basis for extending the time limit to complete a degree, but not to extend the time limit for course validity.

Notice of Failure to Register and Reactivation Procedures

A student who does not maintain continuous registration will be notified and a copy of the notification will be sent to the department. If, after notice, the student fails to register, the department will be notified and the student's records will be put on inactive status. On the recommendation of the department, the student's file may be reactivated, if the time limit for the degree has not expired. The student will be required to pay the Continuous Registration Fees or register for the semesters missed, as determined by the department and the School of Graduate Studies.

Low-Scholarship Notification

Students whose grade point average (GPA) is below 3.0 for any semester will be notified by letter that their academic performance is unsatisfactory. Students whose cumulative GPA falls below 3.0 will be placed on probationary status. If a student remains

on probationary status for two consecutive semesters, the School of Graduate Studies will ask the student's department to explain why the student's graduate program should not be terminated. If the department cannot provide compelling reasons to explain why the student should continue graduate study, the student's graduate program will be terminated. In the case of termination, reapplication is required to regain matriculation. Should a student holding a University appointment as a teaching or research assistant or fellow be changed to probationary status, the assistantship or fellowship will be terminated. Until a Program of Study is submitted to the School of Graduate Studies, the GPA will be computed using all coursework completed at USU since the prior degree. Once a Program of Study, approved by the student's supervisory committee and department head, is filed in the School of Graduate Studies, the courses listed on it will be used to compute the student's GPA if approved by the student's department head. Departments may have more restrictive scholarship policies.

Monitoring of Progress

The student's department and the School of Graduate Studies monitor the progress of graduate students. For continued participation in a graduate program, a student must complete requirements in a timely manner. In reviewing a student's progress, several factors will be considered, including demonstrated ability to develop a thesis proposal, independence in the conduct of research, performance on comprehensive examinations, GPA, and special program requirements. Satisfactory progress also involves maintaining the standards of professional ethics and integrity expected in the student's discipline.

Academic Nepotism

A faculty member is not to participate in admission or graduate-assistant employment decisions, serve as major professor, or serve on the supervisory committee of a relative, including a person with whom he or she has or has had an amorous relationship. Graduate students may enroll in classes taught by a relative only under special conditions. For information, contact the department head or the School of Graduate Studies.

Matriculation of Faculty

It is the policy of USU not to grant advanced degrees to its own faculty, except under unusual circumstances (see Faculty Policy 404.1.4).

Academic Honesty and Research Misconduct

Maintaining the highest standards of academic honesty and research ethics is especially important at the graduate level, where students are expected to do original, scholarly work in preparation

for future professional and academic roles. Academic dishonesty is defined in *The Code of Policies and Procedures for Students at Utah State University* (April 2002) Article V, Section 3 (see page 38 of this catalog) to include cheating, falsification of information, and plagiarism.

Violations of the above policy will subject the offender to the University disciplinary procedures as outlined in Article VI, Section 1 of the student *Code*, with the penalties or disciplinary measures to include one or more of the following:

1. **Probation.** Continued participation in an academic program is predicated upon the student satisfying certain requirements as specified by the University. Probation is for a designated period of time and includes the probability of more severe disciplinary penalties if the student does not comply with the specified requirements or is found to be violating the Honor System during the probationary period.

2. **Suspension.** Temporary dismissal from the University for a specified time, after which the student is eligible to return. Conditions for readmission may be specified.

3. **Expulsion.** Permanent dismissal from the University.

4. **Honor System violation.** Assigning a designation with a course grade indicating an Honor System violation involving academic dishonesty.

5. **Denial or revocation of a degree.**

6. **Performance of community service.**

Research is a vital part of the education of most graduate students, and appropriate scientific and research conduct is expected. An allegation of scientific misconduct involving funded research is handled through the Office of the Vice President for Research. If the research is nonfunded, the allegation is handled following *The Code of Policies and Procedures for Students at Utah State University*.

Research misconduct may be determined during a student's program or after the program is completed. If a student is found guilty of research fraud, the penalty may include, in addition to any listed above, correction and reanalysis of data and/or rewriting of the thesis or dissertation, with resubmission and redefense of the thesis or dissertation, and/or loss of financial assistance.

Appeals Procedure

Graduate students with grievances relating to academic matters may appeal to the dean of the School of Graduate Studies following the steps and procedures in *The Code of Policies and Procedures for Students at Utah State University*.

Graduate Degree Requirements

Each graduate student must be aware of degree requirements and must work with his or her major professor, supervisory committee, and department head to meet the requirements and specific deadlines.

Master's Degrees

When a student is accepted to a master's degree program, the department head appoints a temporary advisor, who may become the student's major professor. In most master's degree programs, a supervisory committee will be established for each student. During the first semester following matriculation, the student should

meet with the department head to discuss the appointment of a supervisory committee. A completed **Supervisory Committee** form should be submitted by the department head to the dean of the School of Graduate Studies for final approval by the end of the student's first semester. Committee changes are not to be made during the six weeks prior to the final defense.

A master's degree supervisory committee must include at least three faculty members who are approved by the department head and the dean of the School of Graduate Studies. At least one member must represent the student's area of specialization, and at least one must be from outside the specialization area. Adjunct

faculty can be members with the approval of the dean of the School of Graduate Studies. Upon recommendation of the department head, emeritus faculty may serve on supervisory committees, but may not chair new committees.

Within School of Graduate Studies and departmental requirements, the supervisory committee determines the courses for the student's Program of Study; conducts departmental qualifying examinations (if required); supervises the student's thesis research, Plan B paper, or project; and conducts the defense or final examination. The defense or final examination must be scheduled through the School of Graduate Studies. The major professor, who serves as the chairperson of the committee, usually directs the thesis, paper, or other degree project.

Three copies of a **Program of Study** form, one of which must be the original with signatures in ink, should be submitted to the School of Graduate Studies by the student before the end of the second semester following matriculation. The Program of Study must be submitted at least two months prior to the final examination or, for Plan C programs, completion of coursework. Amendments to the Program of Study require the signature of the major professor and written notification to each member of the supervisory committee.

Plan A. The Plan A option for a master's degree requires preparation of a thesis. From 6-15 semester credits of thesis research are required. The semesters during which a student registers for thesis credit should correspond as closely as possible to the semesters in which the thesis work is done and faculty supervision is provided.

The thesis for a Plan A master's degree is to be a contribution to the field of knowledge based on the student's own research or a treatment and presentation of known subject matter from a new point of view. The student and major professor should decide upon a problem or subject for the thesis study by the end of the student's first semester of graduate study.

A **Thesis Proposal**, signed by the entire committee, should be submitted by the student to the School of Graduate Studies along with the **Program of Study** form.

The student and all committee members are required to sign a **Data and Copyright** form and a **Plans for Publication** form. The forms are given to the student with his or her copy of the approved Supervisory Committee form and must be submitted to the School of Graduate Studies **prior to the final defense**.

Plan B. The Plan B option requires the production of a paper or a creative work of art. At least 2 credits of thesis research are required, but no more than 3 credits of thesis credit can be included on the Program of Study.

The Plan B paper is usually a review of literature, with conclusions drawn after conceptualizing an area of inquiry, planning a systematic search, and analyzing and critiquing the acquired information. The summary and conclusions developed should enhance knowledge in the discipline.

Plan B papers and reports should follow the same format specifications as theses and dissertations and are expected to reflect equivalent scholarship standards, even though they may be less intensive and not demand the originality of a Plan A thesis. Plan B papers are defended, but are not reviewed by the School of Graduate Studies thesis coordinator or signed by the graduate dean. Plan B papers must be submitted to the library to be microfiched.

Plan C. A master's degree option with no thesis or Plan B paper is available in some programs. A departmentally approved program that includes a culminating creative or integrative experi-

ence must be filed in the School of Graduate Studies. Generally, a course or seminar on research methods is required, but thesis credits are not accepted. Plan C students should contact the School of Graduate Studies early in their final semester to be certain that all degree requirements, including completion of graduation forms, will be met.

Master of Arts. Requirements for the Master of Arts (MA) degree (except in the Art Department) include two years (approximately 15 semester credits) of an acceptable second language, with grades of C or above (unless a higher minimum grade is required by the department), or the equivalent level of learning as determined by testing approved by the supervisory committee and the graduate dean. One year each of two languages, or the equivalent as determined by approved testing, is acceptable if approved by the student's supervisory committee. Coursework to meet this requirement cannot have been used for another degree and cannot be more than eight years old.

Approved testing procedures include the following:

1. Take and pass (C or above, unless the department requires a higher minimum grade) a language course at the appropriate level (i.e., the final course in a two-year sequence).
2. Take a test given by USU's Languages, Philosophy, and Speech Communication Department or at the BYU Testing Center and be certified for language equivalency for 15 or more semester credits. To obtain information on languages for which tests are available at USU and BYU, as well as to make arrangements for testing, contact the USU Department of Languages, Philosophy, and Speech Communication.
3. Arrange testing at another university center or testing agency approved by the department and the graduate dean.
4. For an international student: (a) certification of English competency through either a TOEFL score of 550 or above, a passing score on the IELI English Proficiency Test, or completion of IELI courses; and (b) certification of a second language through 1, 2, or 3 above.

Credit Requirement. The minimum requirement for a master's degree is 30 semester credits, except for a Plan C degree for which the minimum is 33 semester credits. For the MEd degree, the minimum number of semester credits is 36. The Master of Fine Arts is regarded as a terminal degree and requires a minimum of 60 semester credits.

Residency Requirement. At least 24 semester credits for a master's degree must be from Utah State University.

Post-Master's Professional Degrees

Three degrees—the Civil Engineer (CE), Educational Specialist (EdS), and Electrical Engineer (EE)—are designed for students who seek to improve their professional skills and knowledge beyond the master's degree. The minimum requirement for each of these degrees is 30 semester credits beyond the master's degree (60 credits beyond a bachelor's degree). Each degree requires a project report that is prepared to the same format specifications as a thesis, but is not reviewed by the School of Graduate Studies thesis coordinator or signed by the graduate dean.

Doctoral Degrees

When a doctoral student is admitted, the department head appoints a temporary advisor to work with the student until a supervisory committee is established. A **Supervisory Committee** form must be submitted to the dean of the School of Graduate Studies

for approval by the end of the student's second semester following matriculation. Committee changes are not to be made during the six weeks prior to the final defense.

A doctoral supervisory committee must include at least five faculty members with doctoral degrees who are approved by the department head and the dean of the School of Graduate Studies. Three members must be from within and at least one must be from outside the department or interdepartmental degree-granting program in which the student is matriculated. Adjunct faculty can serve on doctoral committees with the approval of the dean of the School of Graduate Studies. Upon recommendation of the department head, emeritus faculty may serve on supervisory committees, but may not chair new committees.

The supervisory committee specifies the student's Program of Study; supervises the student's qualifying examination (if there is one) and comprehensive examination, unless some other departmental or program procedure is in place; approves the dissertation proposal and supervises the student's research and preparation of the dissertation; and conducts the final oral examination. The major professor is the chairperson of the committee and usually directs the student's research. Continuation in a doctoral program is contingent upon the availability of a major professor.

By the end of the third semester, the student should have submitted a **Program of Study** to the School of Graduate Studies. Amendments to the Program of Study require the signature of the major professor and written notification to the other members of the supervisory committee.

The student and all committee members are required to sign a **Data and Copyright** form and a **Plans for Publication** form. The forms are given to the student with his or her copy of the approved supervisory committee form and must be submitted by the student to the School of Graduate Studies with the **Program of Study**.

Some departments or interdepartmental programs administer qualifying examinations. Each department or program has the responsibility of administering comprehensive examinations.

Following completion of all or most courses, successful completion of comprehensive examinations, and approval of a proposal for dissertation research, and **at least three months** before the final defense, the student must submit an **Application for Candidacy** form to the School of Graduate Studies, along with a copy of the dissertation proposal, signed by all members of the supervisory committee. Submission of the candidacy form is a major step in the student's program, because the committee and department head thereby attest that the student is ready to conduct independent dissertation research, although successful completion of that requirement is not guaranteed.

Credit Requirement. The minimum requirement for a doctoral degree is 60 approved semester credits in addition to a master's degree, or 90 approved graduate semester credits with no master's degree. Coursework cannot be used for more than one degree.

A minimum of 12 dissertation credits is required for a post-master's doctorate and a minimum of 18 for a no-master's doctorate. The semesters during which a student registers for dissertation credit should correspond as closely as possible to the semesters in which the dissertation work is done and faculty supervision is provided.

Residency Requirement. For the PhD, a minimum of 33 USU credits is required. At least three semesters, two of which must be consecutive, of full-time registration in residency at USU are required. For the EdD, a minimum of 39 USU semester credits is required. At least three semesters must be full-time registration in residence at USU; none of the semesters need to be consecutive, but two full-time semesters must be taken on campus prior to dis-

sertation credit. Some departments also have language requirements.

With the approval of the supervisory committee and the graduate dean, graduate credit may be transferred from an accredited graduate school, provided the minimum residency requirements are met and the credit has not been used for any other degree. Transfer credit more than eight years old may not be acceptable (see **Time Limit** section, page 91). Transfer credits will be shown on official USU transcripts upon completion of the degree.

Preparation and Approval of Theses, Plan B Papers, and Dissertations

Before beginning work on a thesis, Plan B paper, or dissertation, a student should obtain the *Publication Guide for Graduate Students*, available online or from the USU Bookstore, and the style manual or journal approved by the supervisory committee and/or department. These documents will guide the student in the proper preparation of his or her manuscript. Theses and dissertations may be prepared in either traditional or multiple-paper format. One article or article-manuscript may **not** be submitted as a thesis or dissertation.

Preparation of a thesis, Plan B paper, or dissertation is the culminating learning experience for a graduate student. The quality of the product, which should represent the student's own best work, is the responsibility of the student. Monitoring the quality of the thesis, Plan B paper, or dissertation and mentoring the student in writing are responsibilities of the major professor, with the assistance of the supervisory committee. Editing by anyone other than the major professor and the supervisory committee should be limited to mechanics, such as spelling and grammar.

Drafts of sections should be submitted periodically to the major professor for critique. Committee members should be consulted, especially on sections that involve their special expertise. Upon request, the School of Graduate Studies thesis coordinator (in Main 164) will review an early draft for format and style.

Oral Examination and Defense. The final defense should be scheduled by the student after all courses and the thesis, Plan B paper, or dissertation are completed. Changes in the membership of a supervisory committee cannot be made during the six weeks prior to the defense without a written request from the department head and approval of the graduate dean.

At least four weeks prior to the defense, the student shall give a copy of the thesis, Plan B paper, or dissertation to each member of the supervisory committee for approval or corrections. An **Appointment for Examination** form must be completed by the student and committee, indicating approval of the proposed time and place for the examination and defense, and submitted by the student to the School of Graduate Studies **a minimum of ten working days** prior to the exam.

The deadline for completing degree requirements is the last day of the semester. When the defense is scheduled during a semester break, the student must enroll for at least 3 credits the following semester.

No committee member should agree to proceed with a defense until he or she has carefully read and approved the thesis, Plan B paper, or dissertation. If any member of a committee believes that the document is not ready to be defended, he or she should notify the student and major professor and not sign the Appointment for Examination form. The defense should then be rescheduled.

The oral examination of the thesis, Plan B paper, or dissertation is a defense of a final document. Only minor changes, usually editorial, should be required following the defense. If major changes are required, a defense of the revised document should be held.

The chairperson of the examination is appointed by the graduate dean. At the examination, the student defends his or her thesis, Plan B paper, or dissertation and answers questions about the area of specialization. The results of the defense and any additional requirements are recorded on the **Record of Examination Completion** form, which is submitted to the School of Graduate Studies.

All members of the supervisory committee must approve and sign the thesis, Plan B paper, or dissertation. In the event of lack of unanimity, the matter is taken to the dean of the School of Graduate Studies.

Any final examination held without following the proper procedures is invalid. Graduate students failing to complete all degree requirements within one year of a successful defense will be required to redefend. Students must register for at least 3 credits the semester of redefense.

The student is responsible for proofreading the thesis/dissertation and having it read and approved by the department before submitting a final committee-approved and signed copy to the thesis coordinator in the School of Graduate Studies. The thesis coordinator will review the paper for proper format and conformity to departmental and School of Graduate Studies standards. The coordinator will attach a checksheet of format, stylistic, and mechanical problems and will mark examples of needed changes on the paper.

Format corrections and required rewriting must be completed before the thesis coordinator will submit the thesis or dissertation to the graduate dean for approval. The graduate dean examines each thesis and dissertation before approving and signing it. Any thesis or dissertation may be selected for further review by members of the faculty not on the student's supervisory committee or by expert reviewers at other institutions before being accepted by the dean.

The student may reserve a processing date for the thesis/dissertation by completing the appropriate form after the thesis/dissertation defense. The final committee-approved and signed thesis/dissertation should be submitted to the thesis coordinator by at least the day before the reserved processing date. If a processing date has not been reserved but the student would like to finish by the end of a semester, he or she must submit the final committee-approved and signed thesis/dissertation to the thesis coordinator at least seven weeks before the last day of the summer or fall semester and at least eleven weeks prior to the spring semester commencement deadline. At other times, the signed thesis/dissertation must be submitted at least four weeks prior to anticipated program completion.

Final Steps

The following forms must be completed and submitted to the School of Graduate Studies, before degree requirements are considered completed.

- 1) **Graduation Fee Payment Form** requires \$15 payment at the Cashiers Office.
- 2) **Commencement Data Card**
- 3) **Survey of Earned Doctorates**, if a doctoral student
- 4) **Questionnaire for Hometown News Release**—optional
- 5) **Alumni Card**

In addition, three copies of the thesis or dissertation and one additional copy of the title page and an abstract for ProQuest (UMI) (150-word maximum for theses and 350-word maximum for dissertations) must be submitted to Current Periodicals in the Library. The following fees must be paid at this time:

Binding fee for two of the three required copies	\$30
Binding and processing fee for personal copies* . . .	\$15 per copy
ProQuest (formerly UMI) Microfilming Fee	\$55 (doctoral)
ProQuest (formerly UMI) Microfilming Fee	\$45 (master's)
ProQuest Copyright Registration Fee	\$45 (<i>optional</i>)

*The student is responsible for verifying that the personal copies are complete and have been copied and/or printed without errors.

The Current Periodicals personnel will provide a paper receipt, which must be submitted to the School of Graduate Studies before the degree is considered completed.

The final committee-approved Plan B paper must be taken to Special Collections in the Merrill Library to be microfiched. Special Collections personnel will provide a paper-receipt that must be submitted to the School of Graduate Studies before the degree is considered completed.

Also, incomplete grades must be removed from the student's record by the major professor using forms provided by the Enrollment Services Office. For nonthesis master's programs, the School of Graduate Studies must receive a letter of completion from the department head or interdepartmental program director. **It is the student's responsibility to ensure that these final steps are taken.**

Delay of Publication Policy

A thesis or dissertation must not contain material that cannot be disclosed publicly. However, occasionally it is in the University's best interest to delay disclosure of the contents of a thesis or dissertation while patenting and/or commercial development possibilities are investigated or for a period of report review by a funding agency. In such cases, publication of a thesis or dissertation through submission to the Merrill Library and to ProQuest (UMI) may be delayed without delaying award of the student's degree. A copy of the publication delay policy, including the procedures for requesting a delay in library submission, may be obtained from the School of Graduate Studies.

Diplomas and Commencement

Diplomas are ordered by the registrar's office at the end of each semester. If a student needs verification of completion of a degree before the diploma arrives, the registrar will provide an official **Certificate of Completion**. The actual date of completion is usually the date the graduate dean approves a thesis/dissertation or the date a departmental letter of completion is received by the School of Graduate Studies.

Only students completing degrees by the published Commencement deadline date for a given year will be included in the official Commencement program for that year, although other students who complete requirements by a later date during spring semester, established by the graduate dean, may participate in the graduate Commencement/Hooding ceremony.

Graduate Interdepartmental Curricula

Interdepartmental

Concurrent Degrees

Students may pursue concurrent master's degrees or concurrent master's and doctoral degrees with the approval of the cooperating departments and the graduate dean.

An application should be submitted for the first degree program. If admission is granted, the student may then apply for a second degree program after submitting a letter from the head of the department to which the student has been admitted. The letter should indicate that the department has no objection to the student applying for the second degree program. To be considered as concurrent degrees, admission to the second degree program must be finalized before the end of the first semester in the first degree.

Guidelines for Concurrent Master's Degree Programs. In special cases, a student may complete concurrently the requirements for two master's degrees in different departments but with fewer than the total credits required by both programs, provided that the following conditions are met:

1. The student must formally apply and be accepted into both programs by the end of the first semester of the student's graduate program.
2. The chairperson of the student's supervisory committee in each department must also be a member of the other committee.
3. The supervisory committee, the two department heads, and the graduate dean must approve the Program of Study for each degree.
4. There can be a maximum of 9 credits of overlap in courses between the two degree programs, and **the overlap must be in the elective or broadening courses**. With the allowance of over-

lapping, a student could thus complete the requirements for both degrees with up to 9 fewer semester credits than the usual minimum total for two degrees.

Guidelines for Concurrent Doctoral-Master's Degree Programs. In special cases, a student may complete concurrently the requirements for a doctorate and a master's degree in different departments with fewer than the total credits required by both programs, provided that the following conditions are met:

1. The student must formally apply and be accepted into both programs by the end of the first semester of the student's graduate program.
2. The student's doctoral supervisory committee must consist of four members from the doctoral department and two members from the master's department if the student is on a thesis plan. The master's committee must consist of two master's departmental members and the chair of the doctoral committee.
3. The student's supervisory committee, the two department heads, and the graduate dean must approve each Program of Study.
4. There may be a maximum of 15 semester credits of overlap in courses between the two degree programs, and **the overlap must be in the elective or broadening courses**. With the allowance of overlapping, a student could thus complete the requirements of both degrees with a minimum of 75 semester credits rather than the usual 90 minimum.

Interdepartmental Degrees and Certificates

Several interdepartmental graduate degrees are offered at Utah State University. These include: the Interdepartmental Doctoral Program in Education (EdD, PhD), the Interdepartmental Program in Ecology (MS, PhD), the Master of Business Administration (MBA), the Interdepartmental Program in Social Sciences (MSS degree), the Interdepartmental Program in Toxicology (MS, PhD), and the Master of Natural Resources (MNR). Also offered are the

following three interdisciplinary certificates: National Environmental Policy Act (NEPA), Natural Resource and Environmental Policy, and Natural Resources and Environmental Education (NREE).

Descriptions of the interdepartmental graduate programs are included alphabetically within the *Instructional Units and Programs* section of this catalog.