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 Art, William J. Quinn  
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 Center for Applied Management Conflict, Jennifer Maxwell  
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 Communication Studies, Keith Ewing, Interim  
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 Geology, Donald F. Palmer  
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 Library and Information Science, Danny P. Wallace  
 Liquid Crystal Institute, John L. West  
 Marketing, Michael A. Mayo  
 Mathematics and Computer Science, Austin C. Melton Jr.  
 Military Science, LTC Roy Jenkins  
 Modern and Classical Language Studies, Rick M. Newton  
 Music, John M. Lee  
 Pan-African Studies, George R. Garrison  
 Philosophy, Gayle L. Ormiston  
 Physics, David W. Allender  
 Political Science, Elaine McCoy  
 Psychology, John R. Graham  
 Sociology, Eugene P. Wenninger  
 Speech Pathology and Audiology, Peter B. Mueller  
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 Theatre and Dance, John R. Crawford

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GEETHA THOMAS, Financial Administrator/Assistant  
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## ACADEMIC AFFAIRS

THE ACADEMIC DIVISION OF THE UNIVERSITY is under the direction of the provost.

The University's commitment to excellence in teaching and scholarship has created a solid faculty. These scholars hold positions in 38 academic administrative areas, teach courses in 95 subject areas, and hold degrees from more than 150 institutions in the United States and many foreign countries.

Kent State University has an active chapter of America's oldest and most prestigious academic honorary society—Phi Beta Kappa. The chapter was authorized when the society celebrated its 200th anniversary in December 1976. Conferral of a chapter is based primarily on the quality of the undergraduate liberal arts programs at a college or university.

## COLLEGES AND SCHOOLS

The academic division includes (a) Honors College; (b) four colleges: Arts and Sciences, Business Administration, Education, and Fine and Professional Arts; (c) School of Nursing; (d) School of Technology; (e) Regional Campuses; (f) Air Force ROTC and Army ROTC; (g) College of Continuing Studies.

UNDERGRADUATE STUDIES exists to enhance students' potential for achieving academic success at Kent State University. This office has primary responsibility for the academic advising of undeclared and undecided students and for the coordination of advising services with each school and college of the University. It also has specific responsibility for accommodating the learning development needs of students and for providing support for the assessment of student academic achievement and programs.

THE HONORS COLLEGE draws upon the pedagogical, research, and logistical support of the entire University in providing academically enriched and flexible programs for bright and motivated University students. The Honors College also administers the Liberal Education Requirements Program, as well as the Early Admission Programs and the Advanced Placement Program for superior high school students. The Experimental and Integrative Studies Division of the college offers nontraditional learning and teaching experiences for students and faculty of the entire University community.

THE COLLEGE OF ARTS AND SCIENCES is composed of seventeen departments of instruction and a wide range of interdisciplinary programs; it offers programs leading to the degrees of Bachelor of Arts, Bachelor of Science, Bachelor of General Studies, Master of Arts, Master of Liberal Studies, Master of Public Administration, Master of Science, and Doctor of Philosophy.

THE COLLEGE OF BUSINESS ADMINISTRATION has five departments and offers eleven separate programs of instruction which lead to the degrees of Bachelor of Business Administration, Master of Arts, Master of Business Administration, Master of Science, Master of Science in Accounting, and Doctor of Philosophy.

THE COLLEGE OF EDUCATION consists of three departments: Teaching, Leadership, and Curriculum Studies (TLCS); Adult, Counseling, Health, and Vocational Education (ACHV); and Educational Foundations and Special Services (EFSS). The college offers various programs in early childhood, middle childhood, adolescence/young adult, vocational, and special education leading to the degrees of Bachelor of Science, Bachelor of Science in Education, Master of Arts, Master of Arts in Teaching, Master of Education, Educational Specialist, and Doctor of Philosophy. Students enrolled in certain programs in the College of Arts and Sciences and the College of Fine and Professional Arts may minor in Education in order to seek teaching licensure. The college recommends state certification of qualified university graduates to teach in Ohio schools.

THE COLLEGE OF FINE AND PROFESSIONAL ARTS comprises ten schools: Architecture and Environmental Design, Art, Communication Studies, Family and Consumer Studies, Fashion Design and Merchandising, Journalism and Mass Communication, Library and Information Science, Music, Speech Pathology and Audiology, and Theatre and Dance, as well as Health and Human Services programs which includes the School of Exercise, Leisure and Sport. Linked by elements of creativity and professionalism within their disciplines, these programs lead to the degrees of Bachelor of Architecture, Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science, Master of Architecture, Master of Arts, Master of Fine Arts, Master of Library Science, Master of Music, Master of Science, and Doctor of Philosophy.

The college also directs the programs of the Blossom Festival School which, through the joint cooperation of the Cleveland Orchestra, the Blossom Festival Society, and Kent State University, combine academic and professional experiences in the visual and performing arts. (For additional information see page 58.)



THE SCHOOL OF NURSING offers the baccalaureate degree and the master's degree programs in nursing. After completion of the required course of study in arts and sciences and professional nursing, the graduate receives the degree of Bachelor of Science in Nursing and is eligible to take the state licensing examination to become a professional registered nurse. The program is accredited by the National League for Nursing and is approved by the Ohio State Board of Nursing Education and Nurse Registration. An additional two years of study leads to the degree of Master of Science in Nursing with clinical focus in Adult Nursing, Psychiatric Mental Health Nursing, or Parent Child Nursing.

THE SCHOOL OF TECHNOLOGY focuses on technical education and training. In support of that premise, the school awards the Bachelor of Science degree in Technology as well as Aeronautics and Industrial Technology with several concentrations in each major. A Master of Arts degree is also available. These programs prepare students for careers in technical and/or industrial fields.

KENT STATE UNIVERSITY'S REGIONAL CAMPUSES are located in seven northeastern Ohio areas: Ashtabula, East Liverpool, Geauga County, Salem, Stark County, Trumbull County, and Tuscarawas County. These campuses offer freshman and sophomore coursework and some selected junior, senior, and graduate courses. In addition they offer continuing education, developmental education, and certificate programs.

The Regional Campuses award the Associate of Arts and the Associate of Science degrees for the completion of 65 specified semester hours. The Associate of Applied Business and Associate of Applied Science degrees are awarded in several programs such as business, computer, engineering, and health technologies for the completion of 65 or more semester hours of specified courses. The Associate of Technical Study degree is an individualized degree awarded for the completion of 65 semester hours of specified courses.

THE COLLEGE OF CONTINUING STUDIES provides administrative, planning, marketing, and student support services for the University's lifelong learning programs. These programs are offered in cooperation with the other academic and service units of the University. The college incorporates the Division of Lifelong Learning, Summer Sessions, and the Evening and Weekend programs.

## DEGREES

The University confers the following degrees:

### *Associate of\**

Applied Business  
Applied Science  
Arts  
Science  
Technical Studies

### *Bachelor of*

Architecture  
Arts  
Business Administration  
Fine Arts  
General Studies  
Music  
Science  
Science/Doctor of Medicine\*\*  
Science in Education  
Science in Nursing

### *Master of*

Architecture  
Arts  
Arts in Teaching  
Business Administration  
Education  
Fine Arts  
Liberal Studies  
Library Science  
Music  
Public Administration  
Science  
Science in Accounting  
Science in Nursing

### *Educational Specialist*

Requires one year beyond the master's degree; it is not a doctorate.

### *Doctor of*

Philosophy

**UNIVERSITY UNDERGRADUATE MAJORS**

Preceding each major, minor, and certificate program listed is a college identifier indicating where the program is offered:

- A College of Arts and Sciences
- B College of Business Administration
- E College of Education
- F College of Fine and Professional Arts
- N School of Nursing
- T School of Technology
- R Regional Campus.

*University Majors*

- B Accounting
- E Adolescence/Young Adult Licensure Program  
*Earth Science, Integrated Language Arts, Integrated Mathematics, Integrated Science, Integrated Social Science, Life Science, Life Science/Chemistry, Physical Science*
- F Advertising
- T Aeronautics  
*Aeronautical Systems Engineering Technology, Aviation Management, Aeronautical Studies, Flight Technology*
- A American Studies
- A Anthropology
- A Applied Conflict Management
- A Applied Mathematics
- F Architecture
- F Art Education
- F Art History
- A Biology
- A Botany
- B Business Management
- A Chemistry
- A Classics
- F Communication Studies
- E Community Health Education
- E Comprehensive Business Education
- B Computer Information Systems
- A Computer Science
- A Conservation
- F Crafts  
*Ceramics, Glass, Jewelry and Metals, Textile Arts*
- F Crafts or Fine Arts
- A Criminal Justice Studies
- F Dance  
*Dance Education*
- E Deaf Education
- E Early Childhood Education Licensure Program
- A Earth Science
- B Economics
- E Educational Studies
- T Electronics (see Industrial Technology)
- A English
- A Ethnic Heritage
- F Family and Consumer Science Education
- F Fashion Design
- F Fashion Merchandising
- B Finance
- F Fine Arts  
*Drawing, Painting, Printmaking, Sculpture*
- F Food Service Management (see Nutrition and Food)
- A French
- A French Translation
- F General Studies
- A Geography
- A Geology
- A German
- A German Translation
- F Gerontology
- E Gifted
- F Graphic Design
- A History
- F Individual/ Family Studies and Gerontology  
*Gerontology, Individual/ Family Studies*
- F Illustration (see Visual Communication Design)
- A Individualized Major
- T Industrial Technology  
*Electronics Technology, Industrial Technology 2+2, Manufacturing Engineering Technology*
- E Integrated Language Arts
- A Integrated Life Sciences (the six-year BS/MD program)
- E Integrated Mathematics
- E Integrated Science  
*Life Science, Earth Science, Chemistry, Physics*
- E Integrated Social Science  
*History, Sociology, Geography, Economics, Political Science*
- F Interior Design
- A International Relations
- E Intervention Specialist Licensure Program  
*Mild/Moderate Educational Needs, Moderate/Intensive Educational Needs, Deaf Education, Gifted Education*
- F Journalism and Mass Communication
- A Latin
- A Latin American Studies
- F Leisure Studies  
*Leisure Services Management, Therapeutic Recreation*
- A Life Science
- A Management and Industrial Studies
- B Marketing
- E Marketing Education

## Academic Affairs

- A Mathematics
- E Middle Childhood Education Licensure Program
- E Middle Childhood  
*Language Arts, Social Studies, Mathematics, Science*
- E Multi-Age Licensure Program  
*Dance Education, Foreign Languages, Music Education, Physical Education, School Health Education, Visual Arts Education*
- F Music  
*Composition, Instrumental, Keyboard—Piano, Theory, Voice*
- F Music Education  
*Choral, Instrumental*
- F News  
*Broadcast Journalism, Magazine, Newspaper*
- N Nursing
- F Nutrition and Food  
*Hospitality Food Service Management, Nutrition and Dietetics*
- B Operations Management
- A Pan-African Studies
- A Philosophy
- F Photo Illustration
- F Physical Education  
*Exercise Sciences, Human Movement Studies, Teacher Certification*
- A Physical Science
- A Physics  
*Applied Physics, Computer Hardware Systems, General Physics*
- A Political Science
- A Pre dentistry
- A Prelaw
- A Premedicine, Osteopathy, Veterinary Medicine
- A Psychology
- F Public Relations
- F Radio-Television  
*Electronic Media Production, Video and Film Programming*
- F Rhetoric and Communication
- A Russian
- A Russian Translation
- E School Health Education
- A Social Studies
- A Social Studies Comprehensive
- A Sociology
- A Soviet and East European Studies
- A Spanish
- A Spanish Translation
- F Speech and Hearing Therapy
- F Speech Education
- F Speech Pathology and Audiology
- T Technology
- E Technology Education
- F Theatre Studies  
*Acting, Design/ Technology, Musical Theatre*
- E Trade and Industrial Education
- F Visual Communication Design  
*2D Graphic Design, 3D Graphic Design, Illustration*
- F Visual Journalism
- E Vocational Education Licensure Program  
*Comprehensive Business Education, Family and Consumer Science, Marketing Education, Technology Education, Trade and Industry Education*
- A Zoology
- University Minors*
- B Accounting
- F Adapted Physical Education
- F Advertising
- T Aero Tech: Aero Flight Technology
- A African Studies
- A American Studies
- A Anthropology
- B Applied Business Statistics
- A Applied Conflict Management
- F Art Education
- F Art History
- A Asian Studies
- F Athletic Coaching
- F Athletic Coaching— Non PE Major
- F Athletic Coaching- PE Major
- F Athletic Training
- F Athletic Training—Non PE Major
- F Athletic Training—PE Major
- A Biological Sciences
- A Botany
- A British Studies
- A Business
- B Business Management
- A Cartography
- A Chemistry
- A Classics
- A Climatology
- E Community Health Education
- A Comparative Literature
- B Computer Information Systems
- A Computer Science
- F Crafts
- A Criminal Justice Studies
- F Dance
- F Design
- A Economics
- E Education



T Electronic  
 F Electronic Media  
 A English  
 F Family and Consumer Studies (Gen)  
 B Finance  
 T Flight Technology  
 A French  
 A Geography  
 A Geology  
 A German  
 A German Studies  
 F Gerontology  
 A Greek  
 A Health Care Ethics  
 A Hellenic Studies  
 A History  
 F Human Sexuality  
 B International Business  
 A Jewish Studies  
 F Journalism and Mass Communications  
 A Latin  
 E Library/Media  
 F Library Science  
 A Lithuanian Studies  
 B Management  
 T Manufacturing Technology  
 B Marketing  
 A Mathematics  
 F Media Literacy  
 B Military Studies  
 F Music  
 F Music Education  
 A North Atlantic Security Studies  
 B Operations Management  
 A Pan-African Studies  
 A Paralegal Studies  
 A Philosophy  
 F Photo Illustration  
 F Physical Education  
 F Physical Education/Exceptional Persons  
 F Physical Education/Exceptional Persons—PE Major  
 A Physics  
 A Political Science  
 A Pre-law  
 A Psychology  
 F Public Relations  
 F Radio-Television  
 F Recreation and Leisure Services  
 A Religion Studies  
 F Rhetoric and Communication

A Romanian Studies  
 A Russian  
 A Russian Studies  
 A Social Psychology  
 A Sociology  
 A Spanish  
 F Speech  
 F Sport Management—LEST Majors  
 F Sport Management— Non Major  
 F Sport Management— PE Majors  
 F Studio Arts  
 T Technology  
 A The Writing Minor  
 F Theatre  
 E Urban Education  
 A Urban Studies and Planning  
 F Visual Journalism  
 A Women's Studies  
 A Zoology

*University Certificate Programs*

R Accounting Technology  
 R Advanced Internet  
 R Banking & Finance Banking Operations  
 R Banking and Finance  
     *Personal Financial Management*  
 R Business Management Technology  
 R Computer Aided Drafting/ Design Technician  
 R Desktop Publishing  
 R Entrepreneurship  
 R Entrepreneurship/ Microcomputer  
 R Environmental Management Technology  
 R Environmental Safety Management Technology  
 R Internet  
 B Leadership  
 R Manufacturing Management Technology  
 R Microcomputer Applications  
 F New Media  
 R Paralegal Studies

*\*Offered only through the Regional Campuses.*

*\*\*Degree granted by the Northeastern Ohio Universities College of Medicine, a consortium of which Kent is a member.*



## ENTERING THE UNIVERSITY

### PREPARING FOR COLLEGE

#### *Recommended College Preparatory Curriculum*

Most students will find that their academic success at Kent State University will be directly related to high school preparation. A carefully chosen college preparatory curriculum should develop the basic knowledge and skills which all students, regardless of major, will need at Kent.

Kent State University recommends the following curriculum to students planning to pursue a bachelor's degree. These courses are also endorsed by the State Board of Education and the admission offices of the other four-year state-supported universities in Ohio.

#### *The Minimum Core for College Preparation in Ohio*

- 4 units of English
- 3 units of mathematics
- 3 units of science
- 3 units of social studies
- 2 units of foreign language
- 1 unit of the arts

#### *Necessary Study Skills*

College presents students with a series of new academic demands, and the development of good study skills is essential in meeting these demands. Because more material is covered during each class and more out-of-class work is required in college than in high school, well-developed reading and organizational skills are imperative.

College students are responsible for much reading material that professors do not discuss in class. Lectures tend to supplement rather than explain the assigned reading. Therefore, students must read at a rapid enough rate to complete lengthy reading assignments and must be able to digest and organize this material. In the classroom, students need to develop note-taking skills so that lectures may be organized according to the most important points. Successful students find that carefully taken notes are essential to the learning process and to high achievement in college. Self-discipline and time management must also be practiced if academic success is to be achieved.

Such study skills are basic, but many students still find it necessary to devote considerable time and energy to improving these skills. Once they are refined, however, these skills are useful in every course in every field and, later, in pursuing a successful career.

## ENTERING THE UNIVERSITY

Students desiring admission to an undergraduate division of the University should submit the appropriate application materials to the Office of Admissions. Students should arrange to have all necessary high school and college transcripts sent directly to the Office

of Admissions from each institution previously attended. All credentials submitted for admission become the property of the University and are not returnable or transferable.

Students desiring admission to one of the University's Regional Campuses should see the Regional Campuses section of this *Catalog*.

The University reserves the right to change, without notice, any admissions procedures described in this *Catalog*.

#### *Freshman Students*

Students who have not attended any other educational institution after graduating from high school should apply to be admitted as freshmen.

#### *Application Procedures*

Prospective freshman students can apply by submitting an application form, application fee, and required academic credentials to the Office of Admissions.

Application forms can be obtained by calling the Office of Admissions at (330) 672-2444 or by writing to Kent State University, Office of Admissions, P.O. Box 5190, Kent, OH 44242-0001.

The Office of Admissions must receive a nonrefundable \$30.00 application fee and a high school transcript before processing the application.

A personal interview is not required for admission; however, applicants are encouraged to arrange both an interview with an admissions counselor and a campus visit by contacting the Office of Admissions.

#### *Required Credentials*

Freshmen entering Kent must submit a high school transcript and ACT or SAT scores. Students are excused from this test score requirement only if they have been graduated from high school for three or more years or if they are twenty-one or older at the time of their first enrollment. These test scores are essential in determining students' admission status and academic aptitudes; assisting in academic advising; and helping to determine scholarship eligibility.

ACT or SAT scores should be reported to Kent directly from the testing agency.

The easiest way to submit ACT or SAT scores is to list Kent as a score recipient at the time of the examination. The ACT code number is 3284; the SAT code number is 1367.

Students who wish to submit an ACT score to a Regional Campus should use the following codes: Ashtabula, 3773; East Liverpool, 3225; Geauga, 3224; Salem, 3354; Stark, 3226; Trumbull, 3343; and Tuscarawas, 3361.

A final high school transcript verifying graduation or a GED certificate/score report is required for both enrollment and financial aid at Kent State University.

Admission Requirements

Kent State University's freshman admission policy differentiates among students with varying degrees of preparation for college studies. The students most likely to be admitted and succeed at the Kent Campus will have graduated with at least 16 units of the recommended college preparatory curriculum in high school, who have achieved a high school grade point average of 2.50 or higher, and whose composite ACT score is 21 or better (combined recentered SAT of 980).

The full college preparatory program recommended by the Ohio State Board of Education consists of:

- 4 units of English (emphasis on composition)
- 3 units of mathematics (Algebra I, II, Geometry)
- 3 units of science
- 3 units of social studies
- 2 units of foreign language
- 1 unit of foreign language or fine arts

Students who do not meet the above criteria but who have graduated with a cumulative grade point average of at least 2.20 (on a scale of 4.00) at a chartered or accredited high school or have passed the General Educational Development Examinations (GED) may be admitted. High school course selection, class rank, recommendations, and ACT/SAT scores will be closely examined for such students in making admissions decisions.

Special consideration for admission will be given to individuals from under-represented groups, those with special talents, and adult students who graduated from high school three or more years ago.

Ohio residents and other applicants not offered admission at the Kent Campus may request that the Admissions Office forward their application for consideration at one of the seven Regional Campuses of Kent State University.

Special Admission Areas

Freshmen must meet specific requirements to enter several academic programs and academic units at Kent. Such selective policies exist for students desiring admission to Aerospace Technology, School of Architecture and Environmental Design, Dance, School of Fashion Design and Merchandising, Interior Design, School of Music, Nursing, the College of Education, the School of Journalism and Mass Communication, and the Northeastern Ohio Universities College of Medicine (Six-Year Medical Program). Individual requirements for these programs are listed under the respective departments in this *Catalog*.

Students interested in these special admission areas should apply one year prior to the date of anticipated enrollment. Even though some of these programs do not have an early application deadline for fall semester, students who apply early will receive priority consideration. Specific questions about these areas can be directed to the Office of Admissions or the individual departments.

Application Deadlines

Prospective freshman students should apply well in advance of the following deadlines. All application materials must be submitted by these deadlines, which are subject to change without notice.

Fall Semester,	March 15
Spring Semester,	December 15
Summer Sessions,	June 1
Architecture Program (Fall),	January 31
Six-Year Medical Program,	December 15

Although there is no early deadline for application to the fashion programs, students applying by January 31 will receive priority consideration.

*Note: An admission to Kent State University is valid only for the specific term to which students are first admitted. Students who do not enroll in the term to which they were admitted must notify the Office of Admissions in writing of the subsequent term for which admission is now desired. The Office of Admissions will then determine the students' admissibility for that term. The deadlines for this "updating" of the application are the same as the regular application deadlines listed above.*

### *Postsecondary Option Program*

This program, offered through the Honors College, is designed for high school students wanting to take University courses prior to graduating from high school. For information about this program, see "Honors College" in this catalog.

### *Placement, Advising, and Scheduling System*

Beginning in February, admitted freshmen for the fall semester and their parents are invited to campus for a one-day orientation to Kent. The primary goals of PASS are to acquaint students and parents with the campus; provide an individual advising session for each student; and register students for fall classes.

New fall semester freshmen are invited to campus on a continuous basis to participate in this day-long program. New spring semester freshmen are invited for academic advising and registration for spring classes in January.

### *Transfer Students*

Students who have attended any other educational institution after graduating from high school must apply as transfer students.

### *Application Procedures*

Prospective transfer students are encouraged to apply before their junior year in college. Students applying just prior to, or after, the junior year must declare a major and a minor (if required) and should consult with the appropriate academic division concerning the suitability of their preparation for their major.

### *Required Credentials*

To complete their application, transfer students must submit the following to the Office of Admissions:

1. A transfer application form and a nonrefundable \$30.00 application fee.
2. An official transcript from each postsecondary institution attended. These transcripts should be sent directly from the previous institutions to the Office of Admissions.
3. A final high school transcript from the following students:
  - applicants with 24 or fewer semester hours of nonremedial credit earned at other colleges or universities;
  - applicants who, for special reasons, are asked by the Office of Admissions to submit a high school transcript;
  - applicants to the School of Nursing;
  - applicants wishing to receive need-based financial aid.
4. Official results of the American College Test (ACT) or the Scholastic Assessment Test (SAT). Test results are not required of applicants who are twenty-one or older at the time

of their first enrollment, who have successfully completed more than 24 semester hours of credit of nonremedial college coursework, or who have been graduated from high school for three or more years.

5. Verification of high school graduation is required for financial aid purposes.

An interview may, in some cases, also be required by the Office of Admissions.

*Note: It is required that applicants list on the application each institution attended after high school, whether or not credit was earned, and forward separate transcripts from **each** of these institutions. Questions regarding these requirements should be directed to the Office of Admissions prior to application. Failure to comply with these requirements represents falsification of the application and will result in appropriate disciplinary action.*

### *Admission Requirements*

Generally, transfer applicants who have taken more than 12 semester hours with a cumulative grade point average of at least 2.00 as computed by Kent State University (on a scale of 4.00) may be admitted to Kent.

Applicants who have taken fewer than 12 semester hours will be evaluated on **both** their collegiate and high school records.

Applicants who have been dismissed from another college or university will not be considered for admission unless the students are eligible to return to that previous institution, have been out of college at least twelve consecutive months since the dismissal, or have completed at least 12 semester hours of credit at another institution with a cumulative grade point average of 2.00 or better (on a scale of 4.00).

### *Selective Admissions*

Transfer students will not be directly admitted into the following programs unless they meet specific requirements beyond those for acceptance to Kent.

Aerospace Technology  
 Architecture and Environmental Design  
 Art  
 Bachelor of General Studies program  
 Dance  
 Education  
 Fashion Design and Merchandising  
 Individualized Major program  
 Interior Design



Journalism and Mass Communication  
Music  
Nursing  
Speech Pathology and Audiology  
Theatre

Individual requirements for these programs are listed under the respective departments in this *Catalog*.

Students interested in these selective admissions areas should apply one year prior to the date of anticipated enrollment. Specific questions about these areas can be directed to the Office of Admissions or the individual departments.

#### *Transfer Credit Evaluation*

An official evaluation of transfer credit will not be completed until students have been admitted to the University and have submitted official transcripts from all postsecondary institutions previously attended.

Generally, only those nonremedial courses in which students have earned a "C" or better at a properly accredited school (determined by the Office of Admissions) will be considered for transfer. Students who have earned an Associate of Arts or Associate of Science degree from a regionally accredited college/university in Ohio will be awarded credit for all nonremedial courses in which they have earned a grade of "D" or better. Once the Office of Admissions has determined which courses are transferable, the college office which houses the students' major will determine the applicability of these courses toward the desired degree.

Students who have attended schools which are not regionally accredited or which are not candidates for such accreditation will not be granted credit by the Office of Admissions for work completed there. The students' college office, however, can grant such credit at its discretion. Although the evaluation of a students' performance at a nonaccredited school will be considered in the admissions decision, any work completed at an accredited institution will take precedence.

Kent will accept a maximum of 10.5 semester hours or 16 quarter hours of correspondence work from an accredited institution. This work does not count toward the final year of required work in residence.

#### *Application Deadlines*

Transfer students should begin the application process no later than one full semester prior to the term they wish to enter. All application materials must be submitted by the following deadlines, which are subject to change without notice:

Fall Semester, July 1  
Spring Semester, December 15  
Summer Sessions, June 1  
Architecture program (Summer Session or Fall Semester), May 15

*Note: An admission to Kent State University is valid only for the specific term to which the students were first admitted. Students who do not enroll in the term to which they were admitted must notify the Office of Admissions in writing of the subsequent term for which admission is now desired. The Office of Admissions will then determine the students' admissibility for that term. The deadlines for this "updating" of the application are the same as the regular application deadlines listed above.*

#### *International Students*

Citizens of foreign countries who wish to enter the University (as undergraduate or graduate students) need to allow six (6) months from the date of initial correspondence to the beginning date of classes to complete the application process.

All international applicants (both undergraduate and graduate) must submit the following application materials:

- a special international application form and a \$30.00 nonrefundable fee;
- all transcripts and/or certificates of educational training, which must be official (either issued or attested to by the institution attended). Translations may be required for records in a language other than English;
- evidence of English language proficiency as described in the application for admission;
- an affidavit of support accompanied by a financial statement.

Information about other criteria for admission will be forwarded with the application forms.

All international students wishing to attend one of the Regional Campuses must apply and be admitted through the Office of Admissions on the Kent Campus.

All enrolled international students must apply and pay for the student group accident and health insurance policy provided by the University.

The Office of International Student Affairs provides prearrival information, an orientation program, and assistance with Immigration and Naturalization Service requirements for all international students admitted to Kent State University.



### *Adult Students*

Adult students are those whose primary life roles and responsibilities exist independent of the University and, in times of crises or stress, take precedence over the role of student. Prospective and admitted students who meet this criteria should contact the Office of Adult Services for counseling and help with procedures. This will include those students who wish to take a majority of their classes after 5:00 P.M. and/or on weekends. Applicants needing preadmission counseling should contact the Office of Adult Services, (330) 672-7933.

Students who are at least 21 years old and will have been graduated from high school for three or more years at the time of their first college enrollment are considered freshmen adult students. Students fitting this age description who have earned a GED with a comprehensive score of at least 265 and whose high school class will have been graduated for three years or more at the time of the applicant's first enrollment are also classified as adult students.

Adult students who have earned previous credits at any postsecondary institution are considered transfer students. Official transcripts from each school attended must be provided for admission consideration. For adult students who have completed 24 or more semester hours of transferable college credit elsewhere, a high school transcript is not required.

Access Program is a service that provides an opportunity for people in the Kent community to enroll in a regularly scheduled undergraduate course on a noncredit, space-available basis. Because no grades are issued, no credit is awarded, and no formal record is kept of ACCESS enrollments, the cost is less than paying full tuition. Deadlines for submitting paperwork generally are three-to-four weeks before the beginning of each semester. Some courses are not available through the ACCESS Program due to lack of space, sufficient equipment, method of teaching, etc. Call (330) 672-7933 for information. (This program is not to be confused with the Senior Guest Program for citizens 50 years old or older. Information on this program is available through the Gerontology Center (330) 672-2002.)

### *Evening and Weekend Students*

Students having professional or personal obligations which preclude attending Kent during traditional weekday hours can attend classes during evenings, weekends, or a combination of both. It is possible to earn a degree in the following areas by attending during the evening hours: accounting, advertising, business management, computer information systems, computer science (math), criminal justice studies, economics, finance, general studies, gerontology, history, hospitality/food service management, individual/family studies, interior design, marketing, operations management, psy-

chology, public relations, rhetoric and communications, industrial or management technology (2 + 2) and visual communication design. Evening courses are offered in other disciplines, but entire degree programs are not guaranteed in any other majors. Students intending to enroll in evening/weekend classes should complete the special application form provided by the Office of Adult Services and submit an official high school transcript (if they are new freshmen or transfer students with fewer than 24 hours of transfer credit) and official transcripts from all postsecondary schools previously attended. A nonrefundable application fee of \$30.00 is also required.

### *Regional Campus Students*

Admission to the Regional Campuses is handled through the Office of Admissions at any of the seven Regional Campuses. Citizens of foreign countries should apply through the Office of Admissions on the Kent Campus.

Regional Campus students planning to attend the Kent Campus should contact the appropriate college office for academic advising prior to registering for classes. For assistance with changing campuses, contact the Kent Campus Admissions Office.

### *Former Kent Students*

Former Kent State University students who withdrew from the University in good standing and have not attended another postsecondary institution may return to the University by filling out an updated information form. They should contact the Office of the Registrar at the campus they wish to attend for current enrollment and registration procedures. If they have attended another postsecondary institution, they will be required to apply for admission as transfer students, submit an official transcript from that institution, and pay the \$30.00 application fee.

### *Veterans*

Ohio veterans of the Armed Services who did not graduate from an accredited high school and who are twenty-one years of age or older will be considered by the University if they have passed the General Education Development (GED) Test earning sufficient scores to qualify for an Ohio High School Equivalence Certificate issued by the State Department of Education.

Certain training courses provided in the Armed Services may be acceptable for college credit. Certificates of completion for such courses should be submitted to the Office of Admissions for consideration.

*Graduate Students*

Application for admission to the University for graduate study is made through the Division of Research and Graduate Studies, the Graduate School of Education, or Graduate School of Management, Kent State University, P.O. Box 5190, Kent, OH 44242-0001.

*Former Students*

Persons who withdrew from the University in good standing or on probation and in the interim have not attended another postsecondary institution need not apply for readmission. Those students should contact the Office of the Registrar for current enrollment and registration procedures. Former students who have since attended another college or university must apply as transfer students and must again pay the \$30.00 application fee.

For information concerning former students who have been dismissed from the University, see "Reinstatement" in this Catalog.

*Transient Students*

Students pursuing a degree at another institution may apply as transient students to Kent. The students must be in good standing and possess a cumulative grade point average of at least 2.00 (on a scale of 4.00) to be eligible for admission. The transient application supplied by the Office of Admissions must be certified in writing by the registrar or collegial dean of the institution where the students are enrolled.

After the transient students have been admitted to Kent, but prior to registration, an ID card must be obtained from the Office of the Registrar, at which time a \$10.00 matriculation fee will be assessed.

Transient status is for one semester only. Students wishing to remain beyond that time must apply again through the Office of Admissions.

*Special Nondegree Students*

Admission as a special nondegree student enables students to take undergraduate courses for credit (either full or part-time). Students in this category are generally those not seeking a degree, but those wishing to take courses for job achievement, personal enrichment, or other personal reasons.

Special nondegree students may apply to the University for any semester through the Office of Admissions. Adult students may apply through the Office of Adult Services. A nonrefundable \$30.00 application fee is required. Admission is based on the same criteria detailed in "Freshman Students" or "Transfer Students," whichever is appropriate.

Special nondegree students may remain in this special status for one academic year or until a maximum of 30 semester hours of credit are earned.

Should special nondegree students wish to pursue a degree program, the students may, prior to or upon earning 30 semester hours, apply to any undergraduate division of the University. Admission to a degree program, however, is based upon the admissions requirements established by each college or school.

*Postundergraduate Students*

Persons who have received a baccalaureate degree from an accredited college or university other than Kent State University and who wish to take undergraduate courses at Kent can apply as postundergraduate students. Graduates of Kent State University need not reapply to the University, but do need to declare their intent at the appropriate college office. Typically, postundergraduate students take undergraduate courses to pursue an additional baccalaureate degree, to prepare for graduate school, or to enrich themselves.

A postundergraduate application form can be obtained through the Office of Admissions. A nonrefundable \$30 application fee and an official transcript from the college or university where they earned the baccalaureate degree are required. Students seeking a second undergraduate degree must also submit official transcripts from all colleges and universities attended.

*Advanced Placement and Credit through Testing*

Kent State University students may, through various forms of testing, be placed into advanced courses or earn college credit. Opportunities for students to earn credit through testing at Kent are coordinated through the Office of Academic Testing Services, 261 Michael Schwartz Center. Responsibility for determining eligibility for such testing rests with the students' college or school.

**KENT ADVANCED PLACEMENT TESTING: NO CREDIT**

Students may be placed into advanced coursework in several disciplines based on placement testing. This form of advanced placement does not award college credit; it waives a requirement or prerequisite, but not the credit hours required for the degree. The taking of placement tests in no way affects students' eligibility to take credit-granting tests later. Students must begin coursework at the level of proficiency determined by placement testing in English composition, foreign languages, and mathematics. Students may not receive credit for a course earlier in a sequence than the one into which they have been placed, except by special permission of the dean of the students' college or school.

### *English Composition*

All programs require successful completion of the basic College English sequence, which consists of ENG 10000, 10001, and 10002. Placement into the appropriate starting course in the sequence is determined by proficiency as established by ACT English or SAT verbal scores.

### *Foreign Languages*

Students with high school coursework in a foreign language who wish to continue the study of that language must begin coursework at the appropriate level of proficiency. Proficiency level may be determined by CLEP (described below), Kent State University's Credit-by-Examination program (described below), or proficiency examination. Proficiency examinations, which do not award college credit, are regularly offered in French, Spanish, German, and Russian. Where placement tests are not available, placement will be made, based on high school coursework, after consultation with the appropriate department.

Students whose native language is not English may not register for or receive credit in coursework on the elementary or intermediate level in that native language or a closely related one. Proficiency satisfying program requirements (but not awarding credit) may be established through testing.

### *Mathematics*

Mathematics placement for all new freshmen is normally made during the PASS Program. Questions concerning mathematics placement should be directed to the Office of Admissions.

## **KENT CREDIT-BY-EXAMINATION**

Credit for selected Kent State University courses is granted under the Credit-by-Examination Program (CBE) administered by Academic Testing Service (ATS). Students with demonstrable ability and knowledge in a particular subject area may earn credit in certain courses by taking special examinations, completing special assignments, or both. Academic departments designate courses as "available for CBE without departmental permission," "available for CBE with departmental permission," and "not available for CBE." Most 10000-level courses, and selected introductory 20000-level courses, are available for Credit-by-Examination. Other courses are normally not available for Credit-by-Examination. Students who wish to be examined in a course must petition the appropriate department and their college for permission. Such permission will be granted only if the students present documented evidence of substantial prior preparation in the subject area.

The minimum passing standard for CBE is the equivalent of a grade of "C." However, no letter grades, only credit hours, are given for CBE. An examination fee of \$15.00 per hour is assessed by Academic Testing Services.

### *Testing for Credit: External Sources*

CLEP — Kent State University awards advanced standing credit through both the General and Subject Examinations of the College Level Examination Program (CLEP). A maximum of 24 semester hours may be earned through successful completion of the General Examinations. Additional credit may be earned by achieving above-average scores in the individual subject examinations.

The Academic Testing Services for Kent State University is authorized to administer CLEP tests. Information concerning test dates and procedures can be obtained by contacting Kent State University, Academic Testing Services, 261 Michael Schwartz Center, P.O. Box 5190, Kent, OH 44242-0001. Additional information is available by writing to: CLEP, Box 1821, Princeton, New Jersey 08540.

GED — Advanced standing credit is awarded for the College Level General Educational Development Examinations (GED). A maximum of 24 semester hours may be earned through successful completion of the examinations. Credit will not be given for both the CLEP and GED General Examinations.

APP — The awarding of credit through the CEEB Advanced Placement Program (APP) is coordinated by the Honors College; this credit is based on college-level high school courses and tests administered through the high schools.

### *Credit: No Testing*

DEFENSE ACTIVITY FOR NONTRADITIONAL EDUCATIONAL SUPPORT (DANTES) and SERVICE EXAMINATIONS — Advanced standing credit is awarded for DANTES courses and for some armed forces service experiences on the basis of recommendations provided by the Commission on Accreditation of Services of the American Council of Education.

BASIC TRAINING — Advanced standing credit is awarded for some experiences in Basic Training which are equivalent to some beginning physical education courses at Kent State University. Credit is awarded on the basis of recommendations from the School of Exercise, Leisure and Sport.

In order for credit to be granted in any of the above areas, a transcript or certificate of completion or a veteran's DD 214 form will be required. In addition, the University reserves the right to set the percentile score that is necessary for satisfactory performance in a course and for granting of credit. Credit will not be given for dupli-

cate work taken through any of these agencies. Information regarding the standards for satisfactory performance may be obtained upon request from Kent State University, Office of Admissions, P.O. Box 5190, Kent, OH 44242-0001.

#### *Credit Testing Eligibility*

The following regulations govern students' eligibility to earn credit through testing:

1. Students may be tested for CBE only once for any given course. Students may not attempt a course CBE which they have previously attempted through CLEP.
2. New students may take CLEP and CBE before beginning work at Kent State University. Students who have begun college work are allowed to take CBE only if they are in good standing (not on probation).
3. Students may not take any course CLEP or CBE which they have audited or in which they have previously received a grade (A-F, S/U, Y/Z, I, IP, or W).
4. CBE is normally given only during the third through eighth week of each semester. It is recommended that CLEP be taken in the same period. Students approaching graduation must complete all CBE and CLEP credit by at least the semester preceding the semester in which they plan to graduate.
5. Students pursuing a baccalaureate degree may attempt up to 30 hours CLEP, APP, and CBE combined. Students who wish to take more than 30 hours may petition their college dean for a waiver of this limitation. Students who have earned more than 30 hours of APP and/or CLEP credit before attending Kent State University will be granted that credit, provided such credit meets normal Kent standards.
6. In subject fields in which knowledge is sequential or accumulative, students may receive academic credit through CBE only for the single course commensurate with their level of proficiency as established by the examination. Students who already have received credit for, or established proficiency at, one level in such a sequence of courses may not receive applicable academic credit CBE for a prior course in the sequence or for a course in a lower sequence. Students whose native language is not English may, with special permission from their dean, earn up to (but not more than) three semester hours by examination in that language.
7. Students who sign up for CLEP or CBE must take the exam within one calendar year of the date of application. If they do not, they forfeit any fees paid and must reapply to take the exam.

## FEES AND EXPENSES

UNIVERSITY REGISTRATION FEES supplement legislative appropriations. These fees, and any related special course fees, are assessed before classes start each semester. The date by which payment must be made is published in the *Schedule of Classes* booklet.

The Board of Trustees reserves the right to change fees at any time. The following fee information, therefore, is provided for your financial planning purposes only.

### REGISTRATION FEES

#### *Full-Time Students*

Students carrying a program of 11 to 18 semester hours in one semester will be charged the following registration fee.

Instructional Fee	\$1,909.60
General Fee	420.40
Total Fees	<u>\$2,330.00</u>

#### *Part-Time Students*

Students with a total program of less than 11 semester hours in one semester will be charged part-time fees of \$212.00 per semester hour.

#### *Overload Fees*

Students with a total program of more than 18 semester hours in one semester will be charged an overload fee of \$61.00 per semester hour for each semester hour over 18 hours. The overload fee is an additional fee charged to full-time students.

### REGIONAL CAMPUSES REGISTRATION FEES

#### *Full-Time Students*

Students attending a Regional Campus who take 11 to 18 semester hours in one semester will be charged the following registration fee:

Instructional Fee	\$1,474.00
General Fee	\$108.00
Total Fees	<u>\$1,582.00</u>

#### *Part-Time Students*

Students attending a Regional Campus with a total of less than 11 hours in one semester will be charged part-time fees of \$144.00 per semester hour.

#### *Overload Fees*

Students attending a Regional Campus with a total program of 18 or more semester hours in one semester will be charged an overload fee of \$61.00 per semester hour. The overload fee is an additional fee charged to full-time students.

The University's admission fee of \$30.00, a matriculation fee of \$10.00, and various special course and miscellaneous fees also apply to the Regional Campuses. The campus in which students are interested should be consulted for a list of these fees.

### TUITION SURCHARGE FOR NONRESIDENTS OF OHIO

TUITION SURCHARGE FEE — Nonresident students enrolled for 11 or more semester hours pay, in addition to other required fees, a Tuition Surcharge Fee of \$2,330.00 per semester. Nonresident students enrolled for less than 11 semester hours pay a Tuition Surcharge Fee of \$212.00 per hour plus the regular part-time semester fee of \$212.00 for a total of \$424.00 per semester hour.

### POLICY REGARDING OHIO STUDENT RESIDENCY

#### A. Intent and Authority

1. It is the intent of the Ohio Board of Regents in promulgating this rule to exclude from treatment as residents, as that term is applied here, those persons who are present in the state of Ohio primarily for the purpose of receiving the benefit of a state-supported education.
2. This rule is adopted pursuant to Chapter 119 of the Revised Code, and under the authority conferred upon the Ohio Board of Regents by Section 3333.31 of the Revised Code.

#### B. Definitions

For the purposes of this Rule:

1. A resident of Ohio "for all other legal purposes" shall mean any person who maintains a twelve-month place or places of residence in Ohio, who is qualified as a resident to vote in Ohio and receive state welfare benefits, and who may be subjected to tax liability under Section 5747.02 of the Ohio Revised Code; provided such person has not, within the time prescribed by this Policy, declared himself/herself to be or allowed himself/ herself to remain a resident of any other state or nation for any of these or other purposes.
2. "Financial support" as used in this rule shall not include grants, scholarships, and awards from persons or entities which are not related to the recipient.
3. For the purpose of determining residency for tuition surcharge purposes at Kent State University, "domicile" is a person's permanent place of abode; there must exist a demonstrated intent to live permanently in Ohio and a legal ability under federal and state law to reside permanently in the state. For the purposes of this policy, only one (1) domicile may be maintained at a given time.

4. For the purpose of determining residency for tuition surcharge purposes at Kent State University, an individual's immigration status will not preclude an individual from obtaining resident status if that individual has the current legal status to remain permanently in the United States.

C. Residency for Subsidy and Tuition Surcharge Purposes

The following persons shall be classified as residents of the state of Ohio for subsidy and tuition surcharge purposes:

1. A dependent student, at least one of whose parents or legal guardian has been a resident of the state of Ohio for all other legal purposes for twelve consecutive months or more immediately preceding the enrollment of such student at Kent State University.
2. A person who has been a resident of Ohio for the purpose of this rule for at least twelve consecutive months immediately preceding his or her enrollment in Kent State University and who is not receiving, and has not directly or indirectly received in the preceding twelve consecutive months, financial support from persons or entities who are not residents of Ohio for all other legal purposes.
3. A dependent child of a parent or legal guardian, or the spouse of a person who, as of the first day of a term of enrollment, has accepted full-time employment and established domicile in the state of Ohio for reasons other than gaining the benefit of favorable tuition rates. Documentation of full-time employment and domicile shall include both of the following documents:
  - a. A sworn statement from the employer or the employer's representative on the letterhead of the employer or the employer's representative certifying that the parent or spouse of the student is employed full-time in Ohio.
  - b. A copy of the lease under which the parent or spouse is the lessee and occupant of rented residential property in the state; a copy of the closing statement on residential real property located in Ohio of which the parent or spouse is the owner and the occupant; or if the parent or spouse is not the lessee or owner of the residence in which he or she has established domicile, a letter from the owner of the residence certifying that the parent or spouse resides at that residence.

- D. Additional criteria which may be considered in determining residency for subsidy and tuition surcharge purposes may include but are not limited to the following:

1. Criteria evidencing residency:

- a. if a person is subject to tax liability under Section 5747.02 of the Revised Code;
- b. if a person qualifies to vote in Ohio;
- c. if a person is eligible to receive state welfare benefits;
- d. if a person has an Ohio driver license and/or car registration.

2. Criteria evidencing lack of residency:

- a. if a person is a resident of or intends to be a resident of another state or nation for the purposes of tax liability, voting, receipt of welfare benefits, or student loan benefits (if the student qualified for that loan program by being a resident of that state or nation);
- b. if a person is a resident or intends to be a resident of another state or nation for any purpose *other* than tax liability, voting, or receipt of welfare benefits (see paragraph (D) (2) (a) of this rule).

E. Exceptions to the General Rule of Residency for Subsidy and Tuition Purposes

1. A person who is living and is gainfully employed on a full-time or part-time and self-sustaining basis in Ohio and who is pursuing a part-time program of instruction at Kent State University shall be considered a resident of Ohio for these purposes.
2. A person who enters and currently remains upon active duty status in the United States military service while a resident of Ohio for all other legal purposes and his or her dependents shall be considered residents of Ohio for these purposes as long as Ohio remains the state of such person's domicile.
3. A person on active duty status in the United States military service who is stationed and resides in Ohio and his or her dependents shall be considered residents of Ohio for these purposes.
4. A person who is transferred by his employer beyond the territorial limits of the fifty states of the United States and the District of Columbia while a resident of Ohio for all other legal purposes and his or her dependents shall be considered residents of Ohio for these purposes as long as Ohio remains the state of such person's domicile and as long as such person has fulfilled his or her tax liability to the state of Ohio for at least the tax year preceding enrollment.



5. A person who has been employed as a migrant worker in the state of Ohio and his or her dependents shall be considered a resident for these purposes provided such person has worked in Ohio at least four months during each of the three years preceding the proposed enrollment.

F. Residency Procedures and Changes

1. A dependent person classified as a resident of Ohio for these purposes and who is enrolled at Kent State University when his or her parents or legal guardian removes their residency from the state of Ohio shall continue to be considered a resident during continuous full-time enrollment and until his or her completion of any one academic degree program.
2. In considering residency, removal of the student or the student's parents or legal guardian from Ohio shall not, during a period of twelve months following such removal, constitute relinquishment of Ohio residency status otherwise established under paragraphs C. 1, or C. 2, of this Rule.
3. For students who qualify for residency status under C.3, residency status is lost immediately if the employed person upon whom resident student status was based accepts employment and establishes domicile outside Ohio less than twelve months after accepting employment and establishing domicile in Ohio.
4. Any person once classified as a nonresident, upon the completion of twelve consecutive months of residency, must apply to Kent State University for reclassification as a resident of Ohio for these purposes if such person in fact wants to be reclassified as a resident. Should such person present clear and convincing proof that no part of his or her financial support is or in the preceding twelve consecutive months has been provided directly or indirectly by persons or entities who are not residents of Ohio for all other legal purposes, such person shall be reclassified as a resident. Evidentiary determinations under this Policy shall be made by the registrar who may require, among other things, the submission of documentation regarding the sources of a student's actual financial support.
5. Any reclassification of a person who was once classified as a nonresident for these purposes shall have prospective application only from the date of such reclassification.
6. A currently enrolled student wishing to appeal or change his or her classification as a nonresident must complete and file an "Application for Resident Tuition Status" available from the Office of the Registrar. Please plan to submit applications at least two weeks prior to the beginning of the term for which the reclassification is to be effective.
7. A student classified as a nonresident student at the time of admission to the University and who qualifies as a resident may appeal the classification to the director of admissions or appropriate admitting officer.
8. A matriculated student classified as a nonresident and who qualifies as a resident may appeal the classification to the registrar.
9. Any student denied classification or reclassification by either of the above administrative officers may appeal the denial to the Residency Appeals Committee.

**RESIDENCE HALLS ROOM AND FOOD PLAN RATE SCHEDULE**  
(1998-99 Academic Year)

The following rates for room and food plan are those presently in effect. These rates may be adjusted by the Board of Trustees.

<u>*Room &amp; Food Plan</u>			<u>*Room Only</u>	
Room Type	Semester	Year	Semester	Year
Single	\$2,253.00	\$4,506.00	\$1,369.00	\$2,738.00
Double	2,157.00	4,314.00	1,273.00	2,546.00
Triple	1,918.00	3,836.00	1,034.00	2,068.00
Quad	2,105.00	4,210.00	1,221.00	2,442.00
Deluxe Single	2,531.00	5,062.00	1,647.00	3,294.00
Deluxe Double	2,341.00	4,682.00	1,457.00	2,914.00
Deluxe Triple	2,169.00	4,338.00	1,285.00	2,570.00
Beall-McDowell				
2-Person Suite	2,531.00	5,062.00	1,647.00	3,294.00
Food Plan	884.00	1,768.00		

Allerton Family Apartments

Apt. Type	**Monthly Rate
1 Bedroom	\$432.00
2 Bedrooms	458.00

(A \$100 commitment deposit is required with the contract. The deposit does not apply to room and/or food plan charges.)

\*Room and board rates are effective Fall Semester 1998.

\*\*Monthly rates are effective September 1, 1998.

### FEE PAYMENT OPTIONS

The Kent State University Bursar's Office manages all credits and charges to student accounts. The Bursar's Office offers various payment options. **This is only a summary of options available, meant to give a brief overview of the payment options offered to Kent State University students.**

#### *Single Payment*

Pay semester charges in full by established deadlines. See the *Schedule of Classes* booklet for detailed information.

#### *Single Payment Financed (in part) by a University Loan*

Pay semester charges in full in conjunction with a loan. The amount of the loan (up to \$750.00) depends on the number of credit hours taken. Continuing University students with at least a cumulative 2.00 GPA are eligible. See the *Schedule of Classes* booklet for detailed information.

#### *Installment Payment Plan*

Pay semester charges over a three-month period (For fall semester: August/September/October. For spring semester: December/February/March). See the *Schedule of Classes* booklet for detailed information.

#### *Monthly Payment Option*

Allows payment of all or part of the academic year's expenses in ten equal monthly payments, from June 1 to March 1. For detailed information, contact a Tuition Management Systems representative at 1-800-722-4867.

#### *Kent First Plan*

Available to incoming freshmen or second-year undergraduate students with less than 65 credit hours entering Fall Semester 1997.

##### Incoming Freshmen

Pay for a baccalaureate degree (up to 144 credit hours) with a down payment and 36 monthly payments. This plan is designed to maintain tuition at one price through the duration of the students' undergraduate program.

##### Second-Year Undergraduate Students with less than 65 credit hours entering Fall Semester 1997

Pay for the remainder of a baccalaureate degree (up to 144 credit hours) with a down payment and 24 monthly payments. Designed to maintain tuition at one price through the duration of the students' undergraduate program. Enrollment limited to fall semester only.

#### *Kent Plus Payment Plan*

Pay for three years of residence hall accommodations (fall and spring semesters only) in a standard double room and standard food plan with 24 monthly payments. Designed to maintain room and board at one price for the three-year period.

### SPECIAL FEES

#### *Admissions Service Charge*

A nonrefundable admission service fee of \$30.00 will be charged to all applicants. Payment of the fee must accompany the application for admission.

#### *Matriculation Fee*

A nonrefundable matriculation fee of \$10.00 will be charged to transient students enrolling for one semester. Transient students planning to enroll for classwork in the subsequent semester in succession must be admitted as transfer students and pay the admission service fee of \$30.00.

#### *Special Course Fees*

An additional course fee will be charged to students enrolled in certain courses. The University Fee Register should be consulted for a complete listing of these courses.

#### *Miscellaneous Fees*

There are other fees charged by the University for services rendered, e.g., credit by exam, late registration, late payment. *The University Fee Register* should be consulted for a complete listing of these charges.

**PARKING SERVICES**

The vehicles of all students and employees of Kent State University must display parking permits obtained through Parking Services while parked on campus, unless otherwise posted. All freshmen students with less than 30 credit hours are required by policy to park at the Dix Stadium.

*Student Parking Permit Prices (per vehicle)*

Commuter Students "C" or "R" Permits:

Two Semesters, \$54.00

One Semester, \$27.00

Summer, \$18.00

Commuter "Flash" Stadium/Evening Permits:

Two Semesters, \$30.00

One Semester, \$15.00

Residence Hall "S" Permits:

Two Semesters, \$54.00

One Semester, \$27.00

Summer, \$18.00

Residence Hall "Stadium" Permits:

Two Semesters, \$30.00

One Semester, \$15.00

(A limited number of faculty/staff parking permits are available to graduate commuter students at the rate of \$27.00 per semester.)

*Information Needed to Obtain a Parking Permit*

The application for purchasing a parking permit is printed on the back of the tuition bill. An instruction sheet is included in the tuition packet to use as a guide for completing the application.

*Temporary Permits*

For the convenience of students who need to use a motor vehicle on a short-term basis, temporary permits are available for purchase from Parking Services.

*Additional Information*

For additional information or assistance concerning parking on campus, students are encouraged to refer to the University Policy on Parking Regulations (Section 3342-4-18), the *Schedule of Classes* booklet, or contact Parking Services (330-672-4432) during business hours, or the Police Department (330-672-3070) during non-business hours.



## STUDENT FINANCIAL AID

KENT STATE UNIVERSITY offers a financial aid program which assists students in locating funding to assist with paying for a college education. The program, consisting of scholarships, grants, part-time employment opportunities, and loans, is administered by the Student Financial Aid Office.

Eligibility for many federal, state, and institutional financial aid programs is based on financial need. Financial need is the difference between the Cost of Attendance (tuition, fees, room, board, books, personal and transportation expenses) and the Expected Family Contribution. The Expected Family Contribution is derived from a need analysis statement or the Student Aid Report, which analyzes the family's financial strength, using student and family income, tax payments, assets, savings, and other items. Therefore, eligibility can be determined only after the application process has been completed.

### THE APPLICATION PROCESS

Students must apply for financial aid *each* academic year. Students are encouraged to explore the possibilities for financial aid from all appropriate sources.

The financial aid application process at Kent State University is as follows:

1. Incoming freshmen and transfer students must apply for admission to the University through the Office of Admissions.
2. Transfer students must make arrangements for the financial aid office(s) at their previous school(s) to send a Financial Aid Transcript to the Kent Student Financial Aid Office. This applies to all schools attended, whether or not financial aid was received.
3. Complete a Free Application for Federal Student Aid (FAFSA) as soon after January 1 as possible. Include a Kent State University campus as one of the schools eligible to access application information. The FAFSA is the preferred need analysis form at Kent State University. FAFSAs are available at the Student Financial Aid Office and at high schools. The FAFSA is the application for all federal student aid programs. It is also the application for some state aid programs. Non-Ohio resident students should check with their state aid agency or high school guidance counselor for information about state programs.
4. Once the results of the FAFSA are received, the Student Financial Aid Office will send a financial aid award letter which will indicate the type and amount of aid awarded. Parents and/or students should compare the total aid awarded for each semester with their total University bill and be prepared to pay any difference.

### Deadlines

Students are advised to pay attention to deadlines and apply early. Waiting until the last minute is not advisable because the rush at registration time can be great, lines might be long, and funds are limited.

1. Kent State University Aid and Campus-Based Programs:

February 16: Mail or electronically transmit the FAFSA to the federal processor in order for it to be processed and the results sent to Kent by March 13.

March 13: Priority Processing Deadline. Kent established the Priority Processing Deadline in order to encourage applicants to apply early. Applying early provides applicants with plenty of time to respond to correspondence from the federal processor and/or the Student Financial Aid Office.

Applicants whose FAFSA's are processed after March 13, if eligible, may still receive financial aid, and are processed on a date received basis. However, funds to meet financial need may no longer be available.

2. Others: Check dates on applications or with agency involved.

### Academic Progress

In addition to the eligibility requirements established for each program, federal guidelines require that students receiving Title IV federal financial aid make satisfactory progress toward their degree. The Standards of Satisfactory Academic Progress Policy is available in the Student Financial Aid Office. Briefly, the policy requires that students maintain a 2.00 grade point average and complete at least 75 percent (60 percent for freshmen) of attempted credit hours each year (summer, fall, spring) or part thereof. The policy also stipulates the maximum number of attempted and completed credit hours allowed for continued consideration for federal aid.

Kent State University financial aid applicants who fail to meet the required standards will be notified by the Student Financial Aid Office. Each student is given the opportunity to appeal the denial of federal aid.



*Draft Registration Compliance*

Federal law mandates that any students who are required to register with the Selective Service and who fail to do so are ineligible for student financial aid under Title IV of the Higher Education Act of 1965. Some state programs have a similar requirement.

*Independent Students*

In order to qualify as an independent student for 1998-99 financial aid, a student must meet the stipulations of the law listed below:

1. is born before January 1, 1975, or
2. is a veteran of the U. S. Armed Forces, or
3. is a graduate or professional student, or
4. is married, or
5. is an orphan or a ward of the court, or was a ward of the court until age 18, or
6. has legal dependents other than a spouse, or
- 7.\* is a student with other unusual circumstances.

*\* A student with unusual circumstances must meet with a Financial Aid officer to complete a dependency appeal. The student should be aware that documentation is required to support a claim of independency.*

*Verification*

The federal government requires a comprehensive verification of the information that students and parents report on federal financial aid applications. Among the items verified are income, household size, number of family members in college, and independent student status. It is very important that students and parents respond to any requests for documents such as parent or student income tax returns. Verification must be completed before any federal funds can be applied to students' accounts. The verification process will delay the awarding and processing of financial aid.

**SCHOLARSHIPS**

Kent State University offers a variety of scholarship opportunities for students enrolled at the Kent Campus and the Regional Campuses. Scholarship awards are based upon a variety of criteria. Selection of winners will be made based upon academic merit, demonstrated financial need, field of study, participation in a specific program, organization or activity, and/or any combination of the above. The Founders Scholars Program and the Oscar Ritchie Memorial Scholarship program are academic competitions that offer early awards to incoming freshmen. See *Endowed Scholarships and Awards* immediately following this section for more scholarship opportunities.

There are 17 programs administered by the Student Financial Aid office. The President's Scholarship is awarded to out-of-state freshmen entering college for the first time who have an outstanding academic record in high school. The children of Kent alumni are eligible for the President's Grant if they are not Ohio residents. The Trustee Scholarship recognizes academic and leadership ability of incoming freshman students. Additional information and applications for these 17 programs are available through the Student Financial Aid Office.

*University Departmental Scholarships*

There are approximately 300 scholarships offered by University academic departments for students pursuing a major in the respective department. The Kent State University Departmental Scholarship Data Base describes these scholarships. This data base is available in print in the Kent State University Scholarship guide as well as electronically via the World Wide Web at <http://www.sfa.kent.edu>. Students must contact the specific departmental offices for application procedures.

The Scholarship for Excellence is given to the valedictorian or covaldictorian of Ohio high schools who, immediately after graduation, will attend the Kent Campus. Art and music scholarships are available to talented students who are selected by the School of Art and the School of Music. The Honors College awards academic merit scholarships to Honors College students.



### FINANCIAL AID PROGRAMS ADMINISTERED BY THE UNIVERSITY

The University administers the financial aid programs listed below. Eligible financial aid applicants may be considered for one or more of these programs. The University is not obligated to meet the financial need of students. Awards are based on eligibility requirements, date of application, and availability of funds for each program.

Students attending a Regional Campus are eligible for similar financial aid packages as those attending the Kent Campus. In addition, other scholarships and/or financial aid may be available locally. For more complete information about financial aid opportunities, students should check with the particular campus.

#### *Federal Pell Grant*

The Federal Pell Grant is a federal grant available to eligible undergraduates who have not completed the requirements for a baccalaureate degree and are in compliance with the Student Financial Aid Office Standards of Satisfactory Academic Progress. Eligibility is based on the federal formula for determining financial need and is available to full-time and, in most cases, part-time students.

#### *Federal Supplemental Educational Opportunity Grant (FSEOG)*

The FSEOG is a federal grant available to undergraduates who demonstrate exceptional financial need (must be Pell Grant eligible) and are in compliance with the Student Financial Aid Office Standards of Satisfactory Academic Progress. At Kent State University exceptional need students are those with low expected family contributions (as calculated using the federal formula). This award is available to students who are enrolled in at least 6 credit hours per semester and is limited by the availability of funds. Consideration is first given to those students who demonstrate financial need and who meet the priority deadline.

#### *Ohio Instructional Grant (OIG)*

The OIG is funded by the state of Ohio. This award is available to undergraduate Ohio residents who have not completed the requirements for a baccalaureate degree. Eligibility is based on financial criteria established by the state. The award is available to full-time (12 credit hours per semester) students only.

#### *Part-Time Student Instructional Grant*

The Part-time Student Instructional Grant is funded by the state of Ohio. This award is available to undergraduate Ohio residents who have not completed the requirements for a baccalaureate degree. Eligibility is based on financial criteria established by the state. The award is limited by the availability of funding and is awarded to students attending on a part-time basis only (some restrictions apply).

#### *Pennsylvania Higher Education Assistance Agency (PHEAA) Grant*

The Pennsylvania State Grant is awarded to undergraduate Pennsylvania residents who have not completed the requirements for a baccalaureate degree. Eligibility is based on financial criteria established by PHEAA. Kent State University monitors the academic progress criteria established by PHEAA for continued grant eligibility.

#### *Federal Work-Study*

The Federal Work-Study program is financial aid funded by the federal government. Work-study is available to students who attend the University at least half-time (6 credit hours per semester for undergraduates and 4 credit hours per semester for graduates) and who have financial need as determined by the federal formula. Consideration is first given to those students who demonstrate financial need and who meet the priority deadline. Students secure work-study positions by interviewing with on-campus and off-campus employers. A list of available positions can be found on Kent State University's mainframe "gopher" system and at various computer terminals throughout the campus. For further information contact the Career Services Center at (330) 672-2360.

#### *University-Funded Employment Program*

This program is available to students attending the University at least half-time (6 credit hours per semester for undergraduates and 4 credit hours per semester for graduates). Most departmental policies allow students to work up to thirty hours per week while enrolled in at least 11 credit hours per semester (graduate assistants are excluded). THIS PROGRAM IS NOT FINANCIAL AID. For further information contact the Career Services Center at (330) 672-2360.

#### *Federal Perkins Loan*

The Federal Perkins Loan is available to students enrolled at least half-time (6 credit hours per semester for undergraduates and 4 credit hours per semester for graduate students) **and** who demonstrate financial need. Consideration is first given to those students who demonstrate financial need and who meet the priority deadline. This loan features a maximum repayment period of up to ten years. The current interest rate is 5 percent, and repayment begins nine months after students graduate or drop below half-time enrollment. Award amounts vary.

#### *Nursing Student Loan*

The Nursing Student Loan is available to undergraduate students majoring in nursing. Students must be enrolled at least half-time (6 credit hours per semester) **and** demonstrate financial need. The current interest rate is 5 percent and repayment begins nine months after students graduate or drop below half-time enrollment. This loan is awarded to students majoring in nursing at the Ashtabula, East Liverpool, Kent, and Tuscarawas Campuses.

*Subsidized Loan William D. Ford Direct Loan*

Kent State University participates in the William D. Ford Direct loan program. The Direct Loan is awarded by the University and serviced by the federal government.

Students must be enrolled half-time (6 credit hours per semester for undergraduates and 4 credit hours per semester for graduates) **and** demonstrate financial need. The interest is subsidized (paid) by the federal government as long as the students remain enrolled at least half-time. To receive funds from the Direct Loan Program, the students must complete the FAFSA form.

*Unsubsidized Loan William D. Ford Direct Loan*

Unsubsidized William D. Ford Direct Loans require the same enrollment criteria and feature the same interest rates as their subsidized counterparts. However, borrowers are responsible for paying the interest while in school and during deferment periods. Borrowers may choose to make periodic interest payments to the Direct Loan Servicing Center, or opt to have the accrued interest capitalized (added on to) the principle loan amount. Borrowers who do not qualify for the maximum amount under a subsidized loan may borrow an unsubsidized loan up to the maximum allowable loan amount. Students must complete the FAFSA form available from the Student Financial Aid office.

*Direct Parent Loan for Undergraduate Students*

The Direct Parent Loan for Undergraduate Students is a program offered to parents of dependent students to assist with meeting educational expenses. Students must be enrolled at least half-time (6 credit hours per semester). Parents must begin to repay this loan within thirty to sixty days of receiving the loan proceeds. The Kent Campus Bursar's Office will notify parents regarding disbursement of funds. Students must complete the FAFSA form, available from the Student Financial Aid Office.

*Alternative Loans*

Several lenders have alternative loan programs available to students and parents. The decision to use these forms of assistance is solely that of the parents or students. Application processes vary depending on the lending institution. For more information, contact your personal financial aid officer or individual lending institutions. Eligibility will be based on cost of attendance minus financial aid.

**OTHER SERVICES***Quality Assurance Program*

Participation in this program, which is sponsored by the U.S. Department of Education, provides the opportunity for the Student Financial Aid Office to focus on improvements in monitoring federal compliance while enhancing service delivery. The program is an implementation of the Total Quality Management philosophy which, in part, emphasizes service delivery and consumer satisfaction. A random sample of financial aid recipients will be required to submit indepth income/asset verification documents which will be compared with reported need analysis information to determine levels of difficulty applicants experience in applying for federal aid. The goal of the project is to improve the equality and fairness in awarding federal aid.

*Short-Term Loans*

Short-term loans administered by the Student Financial Aid Office provide enrolled students with loans up to a maximum of \$200.00. Short-term loans must be repaid (usually within 30 days). Specific enrollment, grade point average, and student account status criteria are required in order to qualify for a short-term loan.

*Veterans*

Veterans/reservists enrolling at the Kent Campus and planning to apply for Veterans Administration (VA) educational benefits must submit a copy of their DD214 Form, "Certificate of Release or Discharge From Active Duty," or DD2384 Form, "Notice of Basic Eligibility," to the Veterans Certifying Official in the Student Financial Aid Office. All veterans/reservists are required to complete the necessary Veterans Administration forms to obtain educational benefits and must complete an enrollment certification at the beginning of each semester.

The administrative marks NA, AU, NR, and Z are not accepted by the VA for educational benefits. Veterans are required by the VA to make satisfactory progress toward the completion of degree requirements. Veterans must be enrolled in a degree program in order to receive benefits, unless a nondegree program has been approved by the VA.

*Further Information*

The Student Financial Aid Office produces an annual publication containing detailed information about the application process, programs, and requirements.

Questions on financial aid not covered in the *Catalog* may be answered by writing, calling, or visiting:

Student Financial Aid Office  
103 Michael Schwartz Center  
P.O. Box 5190  
Kent, OH 44242-0001

*Office Hours:*

8:00 A.M. to 5:00 P.M.  
Monday, Thursday, Friday

8:00 A.M. to 6:30 P.M.  
Tuesday, Wednesday

Telephone: (330) 672-2972

World Wide Web address: [www.sfa.kent.edu](http://www.sfa.kent.edu)

Kent State University's Student Financial Aid Office believes the information contained herein is accurate and factual. This publication has not been reviewed or approved by the U.S. Department of Education. Federal Title IV financial aid programs and other institutional requirements are subject to change.



**ENDOWED SCHOLARSHIPS AND AWARDS\***

A SCHOLARSHIP is one of the most significant and meaningful gifts alumni, friends, corporations, and foundations can provide to benefit Kent State University. Kent is fortunate to have hundreds of scholarships established by thoughtful and generous benefactors. The following is a list of scholarships and awards that have been endowed at a level of \$35,000 or more.

*Accounting*

Boyd Conway Memorial Scholarship  
 Peat, Marwick, Mitchell Endowment  
 Deloitte & Touche Scholarship  
 Harold R. Jenkins Founders Scholarship

*Athletic Department*

Athletic Scholarship  
 Golf Endowment Scholarship  
 Dennis E. Rango Men's Golf Scholarship  
 Richard C. Rango Men's Golf Scholarship  
 Louis L. Holtz Endowment  
 Louis A. Telerico Golf Endowment  
 Read Athletic Scholarship  
 Robert C. Dix Athletic Scholarship

*Business Administration*

BSA Partnership Fund  
 Oak Rubber Scholarship  
 Kenneth E. and Nancy A. Wertz Founders Scholarship  
 Victor E. Buehrle Jr. Founders Scholarship

*Chemistry*

Waldo L. Semon Vinyl Scholarship  
 Chemistry Scholarship Fund  
 Coatings Technology Scholarship  
 Victor E. Buehrle Jr. Founders Scholarship

*Education*

Dr. Rosemary Amos Memorial Scholarship  
 Loretta M. Antl Scholarship  
 Bowman Fellowship  
 Elizabeth L. Mancuso Elementary Education Scholarship  
 Harry V. and Lucille K. Workman Scholarship  
 Betty H. Fairfax Founders Medallion Scholarship  
 Margaret E. Ratcliff Memorial Scholarship  
 Victor E. Buehrle Jr. Founders Scholarship  
 Kathryn L. Doubrava Founders Medallion Scholarship  
 Grace Kearns Baker Scholarship  
 Burton D. Gorman Founders Medallion Scholarship

*English*

Stan and Tom Wick Poetry Scholarship Award

*Ethnic Studies*

Lithuanian Fellowship  
 Samuel Mendel Melton Scholarship

*Family and Consumer Studies*

Mary Elizabeth Keller Fund  
 Dorothy M. and Mildred G. Lucke Nutrition Scholarship

*Fashion Design and Merchandising*

Robert R. Broadbent Scholarship  
 Margaret Clark Morgan Scholarship  
 Lindsay J. Morgenthaler Scholarship

*General Scholarships*

Beneficial Management Corporation/ David J. Farris Founders Medallion Scholarship  
 Founders Scholarship Endowment  
 Richard R. and Susan M. Goebel Founders Scholarship  
 William B. Risman Founders Medallion Scholarship  
 Linda M. Allard/Ellen Tracy Founders Medallion Scholarship  
 J. A. Pizzuti Memorial Endowment  
 Dennis Eckart Student Leadership Endowment  
 Dorothy Garret Martin Founders Medallion Scholarship  
 Roger K. and Donna J. Derr Founders Medallion Scholarship  
 KeyBank/Kenneth Calhoun Trust Scholarship  
 President Carol A. Cartwright and Dr. G. Phillip Cartwright Founders Scholarship

*Geology*

Glenn W. Frank Geology Scholarship

*History*

History Department Fund

*Honors College*

Herb Kamm Honors Scholarship in Journalism  
 Alice Bierce Thomas Scholarship

*Journalism and Mass Communication*

School of Journalism Scholarship

*Kent State University Alumni Association*

Black Alumni Association Scholarship  
 KARE/BSA Scholarship  
 KARE/General Scholarships

*Mathematics*

Frances Harshbarger Scholarship

*Music*

Civic Theatre/Music Scholarship

C.F.W. Ludwig Music Fund

Helen Z. Schlosser Scholarship

*Political Science*

Governor Martin L. Davey Sr. Scholarship

*Regional Campuses Scholarships*

Salem Campus Scholarship

Rank Charitable Trust Scholarship

Stark Campus Scholarship

HHH Foundation Scholarship

Nelson and Claudia G. Reel Endowment

Ruth E. Linamen Memorial Scholarship

Trumbull Campus General Scholarship

Paul E. Martin Scholarship

Milton I. Wick Journalism Scholarship

Luise Finney Young Scholarship

*School of Nursing*

Victoria C. T. Read Founders Medallion Nursing Scholarship

*Speech Pathology and Audiology*

Edward J. and Mary I. Zink Scholarship

*Student Affairs*

Bowman Scholarship

*Student Financial Aid*

Loretta M. Antl Scholarship

George and Edith Duncan Bowman Scholarship

Filmco Scholarship

Elaine Schwebel Winick Memorial Scholarship

Spinneweber-Sheats Scholarship

Edward and Margaret Bauer Study Abroad Grant

*Technology*

Leland C. Keller Endowment

*\*Students are considered for these scholarships and awards through the normal procedures involved in requesting University financial aid or through selection by department committees.*



## ENROLLMENT MANAGEMENT AND STUDENT AFFAIRS

THE DIVISION OF ENROLLMENT MANAGEMENT AND STUDENT AFFAIRS augments and provides direct support to the University's educational goals and its academic programs. While most of its functions are performed outside of the formal classroom setting, the division exists to complement the students' academic studies through a wide variety of services and programs that enrich student life on the campus and promote the students' personal, social, educational, and career development.

Each Regional Campus offers as many services and programs as feasible to support students' personal, social, educational, and career development. Many of the services at the Kent Campus are also available to Regional Campus students.

The basic purposes of the Division of Enrollment Management and Student Affairs include (a) student enrollment; (b) student well-being; (c) student development.

The division is directed by the vice president and dean for Enrollment Management and Student Affairs. The various Kent Campus services and programs are described below.

*The University reserves the right to change, reduce or discontinue any student services, programs or activities and to change any rules, regulations, policies, or procedures that relate to such services, programs, or activities.*

### STUDENT OMBUDSMAN

The student ombudsman assists all students by providing an individualized information and referral system. As such, the ombudsman establishes procedures for processing and expediting student requests, complaints, and grievances and acts as a facilitator for students who may view the University as a complex and impersonal place. The ombudsman is located in the Office of the Vice President for Enrollment Management and Student Affairs, Kent Student Center, (330) 672-9494.

### UNIVERSITY HEALTH SERVICES

University Health Services is available to deal with students' problems and concerns relating to both their physical and mental well-being while here at Kent State University. University Health Services is comprised of Medical Services, Ambulance Services, Psychological Services, and the Office of Student Health Promotion. All offices are located in the DeWeese Health Center on Eastway Drive. All services are available to registered Kent State University students. Any and all records are strictly confidential, and no information is released without the students' consent.

UNIVERSITY HEALTH SERVICES, hours of operation:

Fall and Spring Semester:

8:00 A.M. to 5:00 P.M. Monday through Friday

10:00 A.M. to 2:00 P.M. Saturday

Summer Semester:

8:00 A.M. to 5:00 P.M. Monday through Friday

Closed on Saturday

Medical Services is staffed by primary care physicians and other medical professionals to provide a full range of medical services including x-ray, lab, physical therapy, pharmacy, and a women's clinic. Call (330) 672-2322 for questions or appointments.

Ambulance Services provides emergency transportation 24 hours a day during fall and spring semesters (when classes are in session). The Ambulance is staffed by licensed EMTs. Call 911 on campus or (330) 672-2212 off campus.

Psychological Services provides a variety of services to students who are having difficulty adjusting to the University environment, either academically or socially, or who have concerns about personal issues. Call (330) 672-2487 for questions or appointments.

Office of Student Health Promotion provides consultations and educational programs in the areas of substance abuse, STD, HIV/AIDS, sexual violence, and other health issues. Call (330) 672-2320 for questions or appointments.

### OFFICE OF ADMISSIONS

The Office of Admissions provides information about the University's academic programs and student services, sends its representatives to high schools and college fairs, arranges campus tours for prospective students, receives and processes applications, and admits undergraduate students (including transfer and international students). Other responsibilities of this office include the preliminary evaluation of transfer credits, the creation of students' permanent record, and the compilation and distribution of admissions data for appropriate departments and agencies of the University. The Office of Admissions is located in 161 Michael Schwartz Center, (330) 672-2444.

### ADULT SERVICES

The Office of Adult Services provides pre-admission counseling, help with procedures, clarification of policies, a special orientation program, a Returning Adult Student class, and other student services for nontraditional students planning to or already enrolled in undergraduate classes during day, evening, or weekend hours. Adults attending college for the first time at age 21 or older, or those at 25 or older returning to their undergraduate education after an absence, are provided information, counseling, and help with University procedures. Special workshops, programs and services, such as "Adult Study Skills," are designed to help adult students make a successful transition to the academic environment and to support them throughout their academic tenure at Kent. Services are available to new adult freshmen students, adult transfer students, re-entry or regional campus relocating adult students.

In addition to serving adult students taking courses for credit, Adult Services also administers the ACCESS Program. This is a service that provides an opportunity for people in the Kent community to enroll in a regularly scheduled undergraduate course on a noncredit, space-available basis. Because no grades are issued, no credit is awarded, and no formal record is kept of ACCESS enrollments, the cost is less than paying full tuition. Deadlines for submitting paperwork generally are three-to-four weeks before the beginning of each semester. Some courses are not available through the ACCESS Program due to factors such as lack of space, sufficient equipment, or method of teaching. Call (330) 672-7933 for information. (This program is not to be confused with the Senior Guest Program for citizens fifty years old or older. Information on this program is available through the Gerontology Center (330) 672-2002.)

### STUDENT DISABILITY SERVICES

Student Disability Services exists to ensure that students with disabilities have the technical, academic, and emotional support necessary to achieve academic and personal success at Kent State University. Services provided by this office include test proctoring, notetaking, personal counseling, personal care attendant training and coordination, transportation coordination, and advocacy. The Student Disability Services Office is located in 181 Michael Schwartz Center, (330) 672-3391.

### THE CAREER SERVICES CENTER

The Career Services Center provides comprehensive services in career education, employment opportunities, experiential education, and academic testing for students, alumni, staff, and faculty. This office is also responsible for student employment, including work study and University-funded positions.

Career education consists of services that provide users with information and knowledge about career choice, employment, and experience. Career education is provided through career advising sessions, a career exploration course, career employment workshops, career outreach presentations, a career research library, and vocational assessment.

Career employment opportunities for full-time employment are provided through on-campus recruiting, networking, a computerized Web registration and referral system, and vacancy listings.

Experiential education is defined as an internship, co-op, or any on-the-job, career-related work experience—whether or not for credit, with or without pay. The center works with students, alumni, faculty, and employers to develop and provide career experiences in a variety of fields. Specific programs are individualized in conjunction with various academic units and employers. The center offers workshops and resources to assist students in gaining experience to improve their marketability for full-time professional employment. Practical experience permits students to demonstrate their abilities for possible future employers and affords students the opportunity to test career choices. Departmental and federal programs related to experiential education include college work study, departmental employment, job location and development, and internship and co-op experiences.

Academic Testing Services administers to current and prospective students such tests as the ACT, ACT Residual, CLEP, FAA, GRE, MAT, MCAT, LSAT, NTE, PPST, as well as Credit-by-Exam, Reinstatement and Transfer, professional standards tests, and foreign language placement tests.

The Career Services Center is located in 261 Michael Schwartz Center, (330) 672-2360.

### OFFICE OF THE UNIVERSITY REGISTRAR

The Office of the University Registrar maintains the registration record of the students' class schedule and the official cumulative record. Preregistration and registration periods and instructions are announced in the *Schedule of Classes* booklet which is available prior to each term. Only formally admitted students who have paid appropriate fees and whose schedules are maintained online in the University's student information system are officially registered.

The University reserves the right to change the time of a course, if it is deemed necessary, and the right to drop any course from the *Schedule of Classes* if there is insufficient student demand or if resources are unavailable to offer the course.

### OFFICE OF STUDENT RESEARCH AND ANALYSIS

Student Research and Analysis collects, analyzes, and disseminates information for enrollment management, decision making, grant proposals, program review, and accreditation processes. The office concentrates on University issues such as marketing, recruitment, retention, admissions standards, student satisfaction and utilization, graduation rates, alumni opinions, and job placement. Information is supplied to various University offices for decision making and for release to the media and a variety of external agencies.

### STUDENT FINANCIAL AID

The Student Financial Aid Office assists students in obtaining funds to pursue their educational goals. Financial aid programs, consisting of scholarships, grants, loans, and Federal Work Study are administered by this office. Veterans applying for Veterans Administration educational benefits are also served by this office.

For a detailed description of financial aid programs, see the section on Student Financial Aid in this *Catalog*.

### OFFICE OF CAMPUS LIFE

The mission of the Office of Campus Life is to provide meaningful involvement opportunities for all students and to foster a campus environment that will contribute to the development of students' full potential. Participation in activities outside the classroom is highly encouraged to help students meet other students; develop leadership and interpersonal skills; and become more connected to the University.

A full range of opportunities exists for students, including but not limited to: participation in approximately 200 student organizations, volunteer/community service opportunities, involvement in leadership development activities, and participation in student governance activities. Social, cultural, and educational programs are also offered to students yearly, ranging from movies to lectures to concerts. All of these activities contribute to the development of a rich and dynamic environment outside the classroom and contribute to student growth and development.

Special services and involvement opportunities are also provided for various subpopulations of Kent's student body through the Office of Campus Life. These include underrepresented and international students, commuter students, and members of Greek organizations.

All students can contribute to and benefit from involvement outside the classroom. To discuss how to get involved, visit the Office of Campus Life at 226 Kent Student Center, or call (330) 672-2480.

Each Regional Campus offers a number of co-curricular activities as well. Information is available at each campus.

#### *Orientation*

The Office of Campus Life coordinates pre-semester Orientation programs for all new students. These programs are designed to welcome new students to the Kent community and to assist them with their transition to college life. Opportunities exist for upper-class students to serve as Orientation Leaders for these programs.

#### *Leadership Development*

The Office of Campus Life provides a variety of opportunities for students to increase their leadership skills. A certificate program in leadership is offered through the College of Business Administration and supported by the Office of Campus Life. Small monetary awards are offered to support leadership development opportunities at off-campus sites. Workshops, seminars, classes, and service-learning programs are just a few of the ways for students to develop their leadership potential and critical life skills.

#### *Fraternities/Sororities*

Greek Life at the University has a rich tradition. Each organization focuses on increasing scholastic achievement and membership development. They provide students with the opportunity for leadership development, community service, and social interaction. Most Greek organizations are nationally affiliated and are members of one of three major governing bodies: Black Greek Council, Inter-Fraternity Council, and Panhellenic Council. There are seventeen fraternities and ten sororities registered through the Office of Campus Life. In addition, Kent welcomed Alpha Psi Lambda as its first co-educational fraternity and saw Alpha Tau Omega and Phi Delta Theta become the first two substance-free chapters.

#### *Fraternities*

Alpha Epsilon Pi  
Alpha Phi Alpha  
Alpha Tau Omega  
Delta Chi  
Delta Tau Delta  
Delta Upsilon  
Kappa Alpha Psi  
Phi Beta Sigma  
Phi Delta Theta

Phi Kappa Tau  
Phi Sigma Kappa  
Sigma Chi  
Sigma Nu  
Sigma Phi Epsilon  
Sigma Tau Gamma  
Tau Kappa Epsilon  
Theta Chi

#### *Sororities*

Alpha Phi  
Alpha Xi Delta  
Chi Omega  
Delta Gamma  
Delta Sigma Theta

Delta Zeta  
Phi Gamma Pi  
Sigma Gamma Rho  
Sigma Sigma Sigma  
Zeta Phi Beta

The Greek Boards and many chapters hold membership drives (Rush) in both fall and spring semesters. The Greek System also offers a number of events to increase student knowledge about fraternity/sorority life. More information is available in the Office of Campus Life, 226 Kent Student Center.

#### *Religious Activities*

Campus Ministries, staffed by ordained and/or trained religious leaders, is a consortium dedicated to the spiritual, moral, and theological development of the University community. Nearly all major religious organizations are represented through the Campus Ministries Organization. A variety of services, including scheduled worship, Bible studies, fellowship groups and retreats, as well as individual counseling and support are offered.

The opportunity to participate in religious student organizations is available through the Office of Campus Life, 226 Kent Student Center. These organizations represent a variety of viewpoints and activities.

For a complete listing of churches, offices, student organizations, and contact persons, refer to the blue section of the Kent State University *Telephone Directory* under Campus Ministries.

#### **OFFICE OF CULTURAL DIVERSITY**

The Office of Cultural Diversity is a University and community resource designed to assist the University to achieve an appropriate role for diversity in its academic, cultural, social, and professional environments. Responsibilities of this office include serving as an advocate to ensure the success of underrepresented students, supporting holistic retention programs, advising underrepresented students, developing workshops and training literature to assist the University in understanding differences, and encouraging sensitivity to the University's many constituents through educational, cultural, and social programming. This office administers the Academic STARS and Kupita/Transiciones programs.

Academic STARS (Students Achieving and Reaching for Success) is a year-long transition and retention program beginning in the summer that is designed to help incoming African American freshmen through the transition from high school to college. It enables first-year class members to enrich their college careers by focusing on college and life management skills, strategies for success in time management, note-taking, studying for tests, textbook reading, listening, goal setting, and decision making. Participants also are introduced to the wide range of support services and learning resources available at Kent State University.

Kupita/Transiciones (Transitions Program for African American, Latino, and American Indian Students) is a fall orientation program that provides a unique opportunity for the incoming African American, Latino, and American Indian freshman students and their families to be introduced and oriented to Kent State University. The freshman students meet African American and Latino students and student leaders from the Black United Students and SALSA organizations, as well as faculty, staff, and administrators. In addition, the incoming African American, Latino, and American Indian freshman students are matched with an upperclass African American or Latino student and faculty mentoring team, who will assist students with their transition to the University. Students who have participated in the program have become active and contributing student leaders, volunteers, and members of various campus and community organizations. They have discovered that Kent is a nurturing and supportive academic, cultural, and social environment, where they can successfully persist and graduate.

#### **STUDENT JUDICIAL PROGRAM**

The University attempts to provide for all students an environment that is conducive to scholarship, social growth, and individual self-discipline. Students are expected to abide by local, state, and federal laws and University rules and regulations on the campus and in the community. The coordinator of Judicial Affairs administers student behavior policy, advises the All-University Hearing Board, hearing officers, and University police, and provides educational support programs for student behavior.

Regional Campus students are subject to University student behavior policy; however, each Regional Campus has two resident hearing officers and a conduct coordinator.

#### **OFF-CAMPUS HOUSING**

Arrangements for off-campus housing are made by the individual students. The Commuter and Off-campus Student Organization (COSO) provides resources to assist the students in locating housing and/or roommates. COSO also provides educational and social programs for those students who commute or live off-campus. Requests for assistance and additional information can be directed to COSO. Call (330) 672-3105 or visit the office, 236 Kent Student Center. (Please refer to the University Housing Policy before inquiring about off-campus housing.)

## RECREATIONAL SERVICES

Recreational Services offers an extensive program of competitive, instructional, and fitness activities for all students, faculty, and staff at Kent State University.

### *Aerobics*

The aerobics area offers many opportunities for students, faculty, and staff to get involved in a conditioning program. Numerous aerobic sessions are offered each week in the Memorial Athletic and Convocation Center Annex. The aerobics program is composed of both high-impact and low-impact aerobics as well as step, aqua, and toning aerobic sessions which are scheduled at various times during the week.

### *Aquatics*

The aquatics area provides a safe environment for programs that encourage participation at all skill levels. The twenty-five yard by twenty-five meter indoor swimming pool has one-meter and three-meter diving boards, aqua par course, and other aquatic equipment to enhance the swimmer's experience.

### *Extramural Programs and Funding*

This area offers various noncredit instruction sessions for both youth and adults, and summer and fall softball leagues and tournaments. Noncredit instruction sessions currently available include karate, swimming, and tennis. Community members are welcome to participate in these sessions, as well as the softball leagues and tournaments.

### *Fitness Centers*

There are two fitness centers on campus that operate as Universal Super-Circuits, one in the Michael Schwartz Center and the other in the Tri-Towers rotunda. Each center contains computerized rowing machines, Universal Aerobicycles, stair climbers, and other exercise machines. A fitness assessment is completed at the beginning of each semester for Fitness Center members.

### *Informal Recreation*

Many hours of informal recreation are available in the gymnasium, pool, weight rooms, and racquetball courts. A large supply of equipment including balls, racquets, bicycles, volleyball nets, and softball gloves can be checked out by students from the Recreational Services Equipment Room in Room 191-A M.A.C.C. Annex.

### *Intramurals*

Intramural tournaments are offered in more than thirty different sports including individual, dual, and team competition. Leagues are offered for all skill levels from the highly competitive to the recreational participant. Races and one-day tournaments are also offered throughout the year.

### *Outdoor Recreation*

Kent State University has many outdoor fields for tournament, sport clubs, and informal use. The Allerton Sports Complex is a lighted softball/football complex which hosts the softball and football intramural tournaments, as well as ASA softball leagues in the summer. There are also numerous outdoor basketball courts, three sand volleyball courts, and a lighted, eight-court tennis complex on campus.

Other outdoor recreation opportunities include eleven fitness trails varying in length from .5 miles to nearly 3 miles and two par courses. One is eighteen stations and 2.2 miles in length and winds through campus. The other is a nine-station course, accessible to persons with disabilities, located around the edge of the all-weather track behind the health center. Brochures detailing the course routes are available in the Recreational Services Office, 191 M.A.C.C. Annex.

### *Sport Clubs*

There are more than thirty-five sport clubs sponsored by Recreational Services. These clubs vary in their purpose from one club to another. The four main categories of clubs are: competitive, special event, fitness/martial arts, and recreational. Sport clubs are managed and organized by a manager who is elected by the members of the club. Each club has the freedom to develop a program that is of interest to the members. Sport clubs can be started at any time throughout the year by meeting with the sport clubs coordinator.

### *Weight Rooms*

The Cardio-strength area in the Memorial Athletic and Convocation Center Annex includes a circuit of Nautilus machines, Monarch and Airdyne stationary bicycles, rowing ergometers, stair climbers, and abdominal machines. Supervisors are available to train students how to properly use machines and equipment.

A second weight room, located in Lake Hall, includes two complete Universal machines, several bench presses, and individual weight stations, plus a large supply of free weights. Supervisors are also available for assistance.

### *Employment Opportunities*

Recreational Services employs approximately 300 undergraduate students to serve in various positions throughout the department, such as facility supervisors, lifeguards, sports officials, sport club managers, aerobic leaders, and office assistants. Some employees are required to be trained in first aid and CPR. Pay ranges from minimum wage to various increments for training and longevity. Interested students should complete an application in the Recreational Services Office. Graduate assistantships are also available.

### *Student Recreation and Wellness Center*

We're building EXCITEMENT! The state-of-the-art recreation facility, currently under construction and scheduled to open in spring 1999, will feature 153,000 square feet of nonstop recreation and fitness activity and include many exciting activity areas such as: a wooden-floored sports arena that can be used for basketball or volleyball; an elevated running-walking track; a 35-foot climbing wall; a natatorium featuring a fitness pool and a recreational pool with a cold-water spa and an adjacent whirlpool; aerobics studios, racquetball courts, and a combination floor hockey and indoor soccer gym; a free weight and cardiovascular fitness area; a pro shop; deli/juice bar and game room, and much more!

### **RESIDENCE SERVICES**

Kent State University is strongly committed to providing a total educational experience which effectively blends classroom learning with residence hall living. A positive living experience and an effective residence hall operation significantly influence the educational development of students. A sound residential life program provides on-campus students with unique opportunities for personal growth and development outside the classroom.

### *Nondiscrimination Policy*

Consistent with the University's policy of non-discrimination, the Department of Residence Services provides equal access to its programs, facilities, and employment to all persons without regard to race, color, religion, gender, age, sexual orientation, national origin, disability, or identification as a disabled veteran, or veteran of the Vietnam era, although buildings are predesignated for male and female residency and on the basis of accessibility.

### *University Student Housing Policy*

Kent State University requires all students enrolled for 9 or more credit hours to reside in the University's residence halls and participate in the Food Plan. This requirement excludes summer sessions and is applicable until the completion of two academic years, attainment of junior academic standing (60 semester credit hours/90 quarter credit hours), *or the receipt of an exemption from the Department of Residence Services.*

Exemptions to this requirement must be requested in writing and submitted to the Department of Residence Services. Students not specifically granted an exemption prior to the first day of classes for the applicable semester will be considered in violation.

#### **1. Exemptions may be granted to students who:**

- a. Live and travel to class from the principal residence of their parent(s) or legal guardian(s) which is within a fifty (50) mile driving distance from the Kent Campus;

- b. Are active members of and live in a University-recognized fraternity or sorority house, as well as maintain the established standards set forth by the Office of Campus Life; or
- c. Can demonstrate other acceptable extenuating circumstances.

#### **2. Permanent exemptions may be granted to students who:**

- a. Are twenty-one years of age or older, having reached age twenty-one no later than the first day of classes for the applicable semester;
- b. Are married;
- c. Are single parents with primary child-rearing responsibilities;
- d. Are military personnel with one or more years of full-time active duty;
- e. Have completed two full-time academic years (excluding summer) of college enrollment;
- f. Have lived in college or university on-campus housing for four semesters or the equivalent; or
- g. Can demonstrate other acceptable extenuating circumstances.

Upon receipt, all exemption applications will be reviewed by the designated official of the Department of Residence Services. A written approval or denial will be mailed to the students. If the students' request for exemption is denied, they will have fourteen (14) days in which to submit a written appeal to the Exemption Appeals Board and may request a personal appearance before the board.

Nonexempted freshman and sophomore students not residing on-campus will be considered in violation of this policy and may have their records placed on "Ineligible Hold" with the University, thus preventing future registration. Students in violation of or denied an exemption from this policy may be required to make up any part of a semester with a minimum of a full semester in residence, beyond the above-stated residency requirement. Students determined to be in violation are no longer eligible for exemption based on the criteria listed above and the on-campus requirement must still be fulfilled.

Presentation of falsified information may be referred to the appropriate department or Judicial Affairs for further action.

From time to time, specific policies relating to the safety, security, and good order of student residential life shall be promulgated by proper authorities, and these policies shall be binding on those affected.

### *Residence Halls*

The residence hall staff members have developed a carefully planned program which includes multicultural, social, educational, and community service opportunities and awareness, and a special



program for first year, honors, upperclass, wellness-oriented, and fine arts students. In addition, numerous opportunities for involvement and leadership exist within the residence halls.

The residence hall program provides a variety of living options, including different room types, social and academic opportunities, quiet floors, cable television, nonsmoking halls, and personalization of individual living areas. The twenty-nine residence halls vary in occupancy from 60 to more than 500 students. Individuals with many different interests, values, traditions, backgrounds, heritages, and ideas live in our residence halls including students from more than fifty countries.

Professional and student staff members are available twenty-four hours a day to provide support and assistance. These staff members are involved in programming, counseling, policy interpretation and enforcement, and administrative duties. An area desk operates around the clock to provide services related to residence hall living. Additionally, our security program is recognized for its success in ensuring a safe and secure residence hall environment.

Students planning to live on-campus will be asked to sign a contract for an **entire academic year** and pay a commitment deposit to secure a residence hall assignment. Students who participate in special programs or who withdraw from the University will be granted a contract suspension for the period of time during which such conditions occur.

Residence hall information is automatically mailed to all newly admitted students. Others desiring residence hall information may contact the Department of Residence Services in Korb Hall, (330) 672-7000.

#### *Student Family Housing: The Allerton Apartments*

Kent State University provides one and two-bedroom apartments for married students with or without children and single parent students with children. Space limitations permit a maximum of two children in an apartment. Each apartment consists of a living room/dining area, kitchenette, bath, and bedroom(s). Rental rates include the cost of utilities and cable television, excluding telephone service. The Allerton Apartments are in operation year round, including summer and vacation periods. Additional information is available by writing the Department of Residence Services.

#### *University Food Services*

University Food Services provides students with a variety of dining facilities, menus, and hours of operation. Students on the food plan will use their campus ID (FLASHCard) to access their food account. This card can be used as cash to purchase food at any residence hall dining facility, Student Center cafeteria, Eastway Snack Bar and

Deli, and the Rathskeller. The "FLASHcard" works as a debit card; each time students make a purchase the amount of that purchase will be deducted from their account. Students may use this card to purchase almost any kind of meal—from sandwiches and snacks at the Deli to a pizza at the Rathskeller to a full-course dinner at Mario's restaurant in the Tri-Towers.

The basic food plan requires an initial payment each semester. The food plan at Kent operates on a pay-as-you-eat basis. Students pay for meals on a depleting balance account. Students may eat in any of the campus dining facilities that are designated at the University's discretion to accept the food plan and are subject to change without prior notice. Questions concerning the food service operation may be directed to University Food Services (330) 672-2592.

#### **KENT STUDENT CENTER**

The Kent Student Center is the "Community Center" for the University and exists to serve the cultural, social, and recreational needs of Kent State University students, faculty, staff, alumni, and the general public of northeastern Ohio. It is a unifying force within the University and vital to the University's total educational process, developing social responsibility and leadership skills through formal and informal associations.

The Student Center covers six and one-half acres of floor space and provides an abundance of facilities including thirty-two air-conditioned, carpeted meeting/dining/conference rooms in various sizes, decors and set-ups; the University Bookstore; a music listening center/gallery; copy center and design studio; TV lounge; commuter lounge with lockers; Food Court; Student Credit Union; merchandise stand; and the Student Center Plaza. Larger facilities include the Kiva, a multipurpose theatre; the Governance Chambers; the Hub, a favorite, informal gathering place; the spacious Ballroom, which accommodates 1,200 persons (1,000 for banquets), and features a railed balcony and a grand stage area; and the Kent Student Center Gameroom, which offers video games, billiards, table tennis, and various board games.

Complementing these facilities is the Kent Student Center Food Service, which consists of several operations. The large A la Carte Cafeteria on the second floor commands a scenic view of the Kent State University campus. The Schwebel Garden Room, a plush, full-service dining room, is located on the top floor of the center. The Rathskeller, located on the basement level, offers a bar, beverages, and food. The Kent Student Center Food Service also provides complete food and beverage services for banquets, weddings, breakfasts, lunches, dinners, parties, and caterings.



## SUPPORTIVE ACTIVITIES AND PROGRAMS

IN ADDITION TO THE MAJOR instructional units within the academic division of the University, there are a number of instructional and noninstructional programs which directly support the academic activities and relate to the development of the University. There are also a number of supportive activities and programs at the various Regional Campuses which are mentioned in more detail in the Regional Campuses section of this *Catalog*.

The University reserves the right to change, reduce, or discontinue any special programs or activities and to change any rules, regulations, policies, or procedures which relate to such programs or activities.

### ACADEMIC TESTING SERVICES

Academic Testing Services is part of the Career Services Center which is located at 261 Michael Schwartz Center. Test administration includes the following national and University tests: American College Testing Program (ACT), College Level Examination Program (CLEP), Federal Aviation Administration (FAA), Graduate Record Examination (GRE), Law School Admission Test (LSAT), Miller Analogies Test (MAT), Medical College Admission Test (MCAT), National Teachers Examination (NTE), Pre-Professional Skills Tests (PPST), Kent Credit by Examination Program (CBE), Foreign Language Placement Tests, Professional Standards Tests and Reinstatement and Transfer Test (R&T). For additional information, contact the Academic Testing Services at (330) 672-2867.

### APPLIED PSYCHOLOGY CENTER

Applied psychology attempts to identify, understand, and solve psychological problems of social significance. The primary purpose of the Applied Psychology Center is to coordinate and facilitate applied psychosocial research efforts at regional, state, and national levels. A major goal of the Applied Psychology Center is to promote scholarly psychological research and practice concerning applied problems by improving student training and enhancing faculty expertise in these areas. Another goal is to assist community organizations in dealing with their problems.

### BOTANICAL GARDENS

The Judith Beyer Murin Memorial Gardens, adjacent to the Student Center and the Library, are a cluster of display gardens with many ornamental plant species and cultivars.

The Riley Alumni Gardens are located immediately north of Cunningham Hall. They contain an assortment of flowering perennials and specimen shrubs for class use and for display. The Herrick Gardens, an adjacent area of primitive, woody flowering plants, including magnolias and their relatives, is located north of Henderson Hall. All gardens are open to the public.

### CAMPUS BUS SERVICE

Campus Bus Service (CBS) provides eight local routes that service the University. The routes travel through Kent, Ravenna, and Stow bringing passengers to and from campus. These routes help students, faculty and staff, and area residents get around the community easily and safely. Additional routes stretch to Cleveland and Akron. Campus Bus Service is a reliable transportation service for the entire University and the surrounding communities with the ability to provide specialized service to fit many different needs.

A new service this year is FlashRIDE. FlashRIDE is an innovative, interactive web site for ridesharing and carpooling. To connect to FlashRide use <http://darla.ts.kent.edu/flashride> or e-mail us at [flashride@ts.kent.edu](mailto:flashride@ts.kent.edu).

Student Disability Transportation Service (SDTS), provides students with disabilities with door-to-door transportation. This service is available within the boundaries of the campus and can be used for academic and social activities. SDTS is run by specially trained drivers and attendants who see that their passengers get to destinations safely and on time.

For information and schedules, call 672-RIDE or visit the CBS website at <http://www.kent.edu.ksuts>.

### CENTER FOR APPLIED CONFLICT MANAGEMENT

The Center for Applied Conflict Management (CACM) is one of the first departments of its kind in the country and has contributed to the development of a dynamic and emerging field. Formerly the Center for Peaceful Change, the center was established in 1971 as a living memorial to the events of May 4, 1970. The mission of the center is to conduct research, develop theory, and offer education, training, and public service in the field of conflict studies.

Education in the theory and methods of conflict management—negotiation, mediation, aggression control, violence prevention, strategic planning, and community empowerment—form the core of the center's academic and training programs. In addition to offering an undergraduate major and minor in Applied Conflict Management, the center serves as a community resource—providing research, training, consultation, and direct assistance in conflict intervention. Working with community and state agencies, the center's Juvenile Justice Project provides experientially-based, culturally-sensitive training in conflict management, violence prevention, and aggression control. The center offers year-round continuing education and continuing legal education seminars for professionals in law, education, and human services.

Further information may be obtained from the Center for Applied Conflict Management in the Political Science Department, 302 Bowman Hall, (330) 672-3143.

### CENTER FOR INTERNATIONAL AND COMPARATIVE PROGRAMS

The Center for International and Comparative Programs (CICP) coordinates University activities involving international education. These activities include international student affairs, overseas undergraduate programs, faculty and student exchanges with Kent partner universities abroad, and research programs. The CICP assists in strengthening the international aspects of courses in various disciplines; in addition, it sponsors and provides assistance, as appropriate, for seminars, workshops, and conferences dealing with topics in the international field. It also promotes University research of an international and comparative nature, coordinates exchange programs and seminars with foreign institutions for faculty and students, and facilitates applications and selection of candidates for international fellowships. Additionally, the CICP administers the Bachelor of Arts program in International Relations as well as the Lyman L. Lemnitzer Center for NATO and European Union Studies (see separate description).

The University takes pride in the diversity of its educational environment. That is especially visible in the broad international representation of the student body and of visiting scholars. The University recognizes that nonimmigrant foreign students have special concerns in adjusting to a new academic system and to a different cul-

tural environment; thus, the International Student Affairs office (ISA) exists within the CICP to provide a nurturing setting for academic success, intercultural development, and mutual understanding. ISA has three primary missions. First, it serves as a central resource for those international students seeking assistance with academic advising, cultural adjustment, and emergency support. Second, the office has central responsibility in all matters relating to immigration and to the maintenance of legal status. Finally, ISA works closely with the Office of Campus Life in facilitating the continued international enrichment of the curriculum and the overall academic environment. Special programs sponsored by ISA include the International Awards Program, airport pickup and orientations for new international students and immigration briefings. ISA also coordinates the activities of the local chapter of Phi Beta Delta, the Honor Society for International Scholars.

Kent offers several academic study-abroad programs through the CICP. Those programs provide the student participant with a balance of academic, linguistic, and cross-cultural experiences and learning opportunities. Each of them is operated on the same basis as study on campus, and credits earned through these programs apply toward Kent State University degrees. Additionally, credits earned through participation in University-sponsored exchange programs are applicable as transfer credit toward Kent degrees. Detailed and up-to-date information about the programs currently offered, and those being developed for the future, as well as about other CICP and ISA services may be obtained from the CICP, 124 Bowman Hall, by calling (330) 672-7980, or by e-mailing to [mru-bin@kentvm.kent.edu](mailto:mru-bin@kentvm.kent.edu).

### CENTER FOR LITERATURE AND PSYCHOANALYSIS

The Center for Literature and Psychoanalysis, located in the Department of English, facilitates the psychoanalytic study of language, literature, and culture, with a particular emphasis on the role of psychoanalytic research and methodology in higher education. The center coordinates faculty and student contact and collaboration across disciplines and colleges in the University; it facilitates contacts of Kent faculty and students with psychoanalytic projects at other universities and other institutions, such as the Cleveland Psychoanalytic Institute, the International Federation for Psychoanalytic Education, and the Association for the Psychoanalysis of Culture and Society; it marshals resources for graduate and undergraduate education; it promotes and disseminates faculty and student scholarship and research; and it serves as a focal point for securing external funding in support of its other missions.



### CENTER FOR NURSING RESEARCH

The Center for Nursing Research serves as a focal point for research with regard to resource development, collaboration, and information exchange for faculty of the School of Nursing. The center facilitates and sustains research development and programs within the School of Nursing, seeks extramural funding to support research, and encourages and enables interdisciplinary and/or intra-agency research efforts.

#### *Instructional and service activities include:*

- Providing consultation and support for proposal development, grant writing, programming, and data management for faculty and graduate students.
- Providing faculty development programs and continuing education offerings to enhance research skills and knowledge.
- Facilitating efficient dissemination and effective use of scientific findings in nursing for the good of all members of society.
- Establishing a materials collection available to faculty or others to facilitate research, knowledge acquisition, and/or proposal/program development.
- Maintaining a directory of faculty research activities and submitted proposals.
- Serving as a resource center regarding federal and/or private funding sources suitable for nursing faculty acquisition.

### CENTER OF PAN-AFRICAN CULTURE

The Center of Pan-African Culture (CPAC) was founded in 1970 by the Black United Students (BUS) for the purpose of promoting the cultural traditions of African people. Its original location was the Ward House which stood on the site now occupied by the Business Administration Building. In 1971 the center moved to the second floor of Rockwell Hall. In 1972 it moved to its present location in Oscar W. Ritchie Hall. The African Community Theatre's Mbari Mbayo Theatres I and II were established in 1980 on the first floor of Franklin Hall, forming the CPAC Annex.

Specifically, the center provides the opportunity and the facilities for the exposition of the art forms—painting, sculpture, oral and written literature, music, dance, theatre—and other cultural modes of expression that define people of African descent. The center's facilities in Ritchie Hall and in its annex in Franklin Hall include:

The el-Hajj Malik el-Shabazz (Malcolm X) Informal Lounge, seven classrooms, faculty and student organization offices, the James Van DerZee Photo Lab and Art Studio, the Henry Dumas Memorial Library, the Marcus Garvey and the Ella Baker and Fanny Lou Hamer Conference Rooms, the 300-seat Mbari Mbayo Lecture Hall, the Uumbaji Gallery and Formal Lounge, the Mwalimu Julius Nyerere Duka La Ujamaa ("the

Cooperative Economics Store"), the Garrett A. Morgan Computer Lab, and the Mbari Mbayo Theatres I (proscenium) and II (in the round).

Further information may be obtained from the Center of Pan-African Culture, in Oscar Ritchie Hall (330) 672-7937.

### CENTER FOR THE STUDY OF WORLD MUSICS

The Center for the Study of World Musics is a unit of the Hugh A. Glauser School of Music designed to initiate and coordinate activities related to the discipline of ethnomusicology and its study at Kent State University. The center emphasizes four principal areas: (1) basic scholarly research in the many musical systems of the world, (2) the study of various world musics through performance taught by master musicians, (3) the preparation of skilled teachers of world musics and ethnomusicology, and (4) the dissemination of information on world musics through books, articles, professional papers, public lectures, and performances.

The Center for the Study of World Musics office is in Music and Speech, D-107 and can be reached by telephone at (330) 672-2172.

### COUNSELING AND HUMAN DEVELOPMENT CENTER

The Counseling and Human Development Center provides personal and career counseling for students and others. Concerns about relationships, family, adjustment to college, choosing a major or career, roommates, lifestyle, self-esteem, sexual orientation, substance use, abuse, depression, and adjustment to disability may be discussed with a graduate student trained in counseling. Students may choose to work with a counselor for a few or many sessions.

The Counseling and Human Development Center supports the specific philosophy of the counseling professions, emphasizing egalitarianism, empowerment, and holism. Individual counseling, couples counseling, family counseling, children's counseling, rehabilitation counseling, and group counseling are available at the Counseling and Human Development Center and are free to students.

The Counseling and Human Development Center is in 325 White Hall and can be reached by calling (330) 672-2208.

### GLENN H. BROWN LIQUID CRYSTAL INSTITUTE

The Liquid Crystal Institute is dedicated to the science of liquid crystal materials and the technology of liquid crystal devices, such as flat-panel displays. The LCI is the headquarters of the National Science Foundation Science and Technology Center for Advanced Liquid Crystalline Optical Materials (ALCOM), a consortium of Kent, Case Western Reserve University, and The University of Akron. With research as its principal mission, the LCI provides materials, facilities, funds, and administrative support for the projects of faculty and students, both graduate and undergraduate, from the Chemical Physics Interdisciplinary Program and departments such as physics and chemistry. The LCI facilitates technology transfer and partnerships with industry and maintains effective K-12 education activities. Technology and personnel from the LCI are found in virtually every liquid crystal company in Northeast Ohio and across the nation.

### INSTITUTE FOR AFRICAN AMERICAN AFFAIRS

The Institute for African American Affairs is the research and publication division of the Pan-African Studies Department. It complements the academic activities of this unit by providing practical support for the development of innovative teaching methods, research, publication, and scholarship opportunities. Furthermore, it facilitates interaction through diverse cooperative endeavors with the Kent State University community, its colleges, departments, and the community of Northeast Ohio.

The institute sponsors conferences, colloquia, and speakers reflecting the global African experience and topical issues. It also plans and hosts conferences that focus on the intellectual and pedagogical issues of African people globally. The institute also has as part of its goals the procurement of grants to fund its activities.

The Institute for African American Affairs supports the Communication Skills and Arts Program and the African American Affairs Practicum as part of its operation. The practicum places students in community-based institutions and projects, which may be academic or service oriented. The institute further assists in teacher preparation and professional development by providing workshops, in-service programs, lectures, consultations, etc., both to units on campus and to the public school systems in the area.

The institute provides opportunities for those students who wish to become Pan-African studies teachers and/or scholars to gain valuable experience and training. Additionally, the institute facilitates teacher and student exchanges with cooperating institutions throughout the diaspora and the African continent. It also organizes academic field trips to important historical and archaeological sites that are pertinent to the mission of the department.

Further information may be obtained from the Institute for African American Affairs, Department of Pan-African Studies, Oscar Ritchie Hall, Kent State University, PO Box 5190, Kent, Ohio 44242-0001, (330) 672-2300, FAX 672-4837.

### INSTITUTE FOR APPLIED LINGUISTICS

Applied linguistics is a broad discipline which includes foreign language teaching, translation, interpreting, teaching of English as a second language, terminology studies, and lexicography. The Institute for Applied Linguistics coordinates graduate training in foreign language translation, interpreting, and the teaching of English as a second language for the Department of Modern and Classical Language Studies, and the Department of English. The institute also coordinates Bachelor of Science degree programs in translation for the Department of Modern and Classical Language Studies. The institute supports faculty research in applied linguistics, translation theory, TESL, terminology studies, and translation practice. It has a strong research focus on the role of computers in translation and language teaching.

The Modern and Classical Language Studies and English departments, with the institute's assistance, prepare students for international careers as translators, interpreters, terminologists, international communications specialists, and teachers of English as a second language. The training of these language specialists is enhanced by the institute's Electronic Language Learning Classroom, Applied Linguistics Laboratory, and its special exchange program with Europe's most renowned schools of translation in Leipzig, Germany, and Geneva, Switzerland.

Housed in Satterfield Hall, the institute also serves as a language services clearing-house for the University and the community by helping to provide foreign language services such as interpreting and translation.

### INSTITUTE FOR BIBLIOGRAPHY AND EDITING

The Institute for Bibliography and Editing is located on the eleventh floor of the main Library and is immediately adjacent to the Library's Department of Special Collections and Archives, whose programs and services are supportive and closely related. A Hinman Collator, a Lindstrand Comparator, and a Kurzweil Optical Scanner, located in the institute, are available to properly qualified students and scholars from this and other institutions.

Currently, definitive editions of Joseph Conrad, the Taft Papers, and Robert Browning are underway. Each is using advanced computer technology for text collation, processing, and production. The training of students in the methods of bibliography and textual criticism is a fundamental concern of the faculty who participate in the program of the institute.



### INSTITUTE FOR COMPUTATIONAL MATHEMATICS

The Institute for Computational Mathematics (ICM) provides funding and computational support for research in computational mathematics. Thus far, the bulk of available financial support has gone to international visitors brought to the Kent Campus for interdisciplinary research activities. Current areas of research activity in ICM include computational linear algebra, approximation theory, and computations related to the Riemann Hypothesis; numerical solution of partial differential equations and problems in liquid crystals; symbolic and algebraic computing; integration and interface of symbolic, numeric, and graphics techniques; high-performance and network-based computing; parallel (SIMD/MIMD) computing and algorithms; and expert systems and artificial intelligence.

The ICM computational support facilities include a two processor HP/Apollo J200, two HP/Apollo 730s, a Hewlett-Packard 735/125, a Wavetracer DTC SIMD machine, with 16384 processors and 512 Mbytes of memory, and three HP/Apollo 715s, and two HP/Apollo 705s, a four processor Sun 4/670, and twenty-four Pentium 200s, with 32 Mbytes memory running both Linux and Windows 95. Additional research related equipment available for ICM projects include a two processor HP/Apollo J200 with a Visualize 24 high performance graphics card, two Hewlett-Packard C180XPs with Visualize 48XP graphics cards, three HP/Apollo C180s, and four HP/Apollo C110s. The support workstations are connected via Ethernet and the Pentium via a 100 mbps Ethernet. The research machines are connected via both a 155 mbps ATM network and 25 Mbytes/sec Fibre Channel Network. Each of these networks is connected to a T-1 line running ATM to the OCARNet backbone at Ohio Supercomputer and also by a 155 mbps link to the campus ATM network which, in turn, is connected via multiple T-1s to the Internet.

### INTERDISCIPLINARY COUNCIL ON GERONTOLOGY

Gerontology, the study of aging, examines from an interdisciplinary perspective the complex changes and varied processes of individual aging. The biological, psychological, behavioral, and sociological aspects of aging are studied, as well as the roles of institutions, organizations, and governments in the lives and well-being of older persons. The broad-based curriculum is designed to give students a foundation of knowledge that will enable them to pursue graduate study, to assume professional roles in aging or human services, or to apply to diverse professional fields that relate to older adults in society.

The Interdisciplinary Council on Gerontology developed a curriculum leading to the Bachelor of Arts degree. The Gerontology major and Long-term Care Administration option are in the School of Family and Consumer Studies. The Long-term Care Administration option is a degree program that meets all the educational and experiential preexamination requirements for nursing home administra-

tors in the state of Ohio. Program graduates are eligible for direct admission to the licensure examination for nursing home administrators. A minor in Gerontology may be taken as part of a student's program in any related discipline. A certificate is available from the Gerontology Center upon completion of the minor. Gerontology majors may take a minor in Business Management.

The following units are presently involved in the Interdisciplinary Council on Gerontology: Adult, Counseling, Health, and Vocational Education; Architecture and Environmental Design; Biological Sciences; Communication Studies; Community Education; Health Education; Economics; Educational Administration; Educational Foundations; Family and Consumer Studies; NEOUCOM; Nursing; Physical Education; Political Science; Psychology; Recreation; Rehabilitation Counseling; Sociology; and Speech Pathology and Audiology. In addition, the Gerontology Center supports gerontology programs by providing referrals, information, and resources and designs and implements professional development for individuals in the field of aging.

The Gerontology major will be found on page 253, the minor in Gerontology on page 224, and the minor in Business on page 172.

### KENT ALUMNI ASSOCIATION

The Kent State University Alumni Association (KSUAA) was founded in 1911 by Kent Normal School's first president, John McGilvrey. Now with more than 140,000 graduates, the Kent Alumni Association continues to support McGilvrey's vision of a lifelong relationship between alumni and their *alma mater*.

Governed by a national board of directors, the association strives to promote the goals of the University and to encourage interaction between the institution and its alumni through Homecoming, the Washington Program in National Issues, networking, continuing education seminars, and other such programs. While all graduates are alumni of the University, the Kent Alumni Association is a membership organization which depends on alumni dues for its programming.

Members of the Kent Alumni Association stay in touch with the University—and with each other—via the *Kent Alumni* quarterly magazine. First published in 1991, the full-color magazine has already received numerous national honors for excellence.

Many alumni services and activities are available to new Kent graduates. Among them are career networking, relocation assistance, special rate discounts, and opportunities for social involvement. Currently, ten constituent councils including: the Black Alumni Council, the Stark Campus Alumni Council, the Nursing Alumni Council, the Arts and Sciences Alumni Council, the Business

Alumni Council, the Education Alumni Council, the Family and Consumer Studies Alumni Council, Fashion Design and Merchandising Alumni Council, the Honors College Alumni Council, and the Journalism and Mass communication Alumni Council plus eleven geographic chapters exist nationwide to encourage alumni interaction.

Kent alumni have done exceedingly well in their professional endeavors. In their ranks are several university presidents, corporate executives, top fashion designers, pioneering women in business and finance, Pulitzer Prize-winning writers and photographers, athletes and coaches, and internationally recognized artists, performers, and musicians. To honor notable alumni, the Kent Alumni Association annually presents a number of awards including the Association's top honor — the Distinguished Alumnus Award.

The Kent Alumni Association also presents three \$1,500 Distinguished Teaching Awards each year to recognize faculty members for superior classroom teaching and to provide encouragement and incentive for classroom teaching achievement.

The Kent Alumni Association is housed in the beautiful Williamson Alumni Center at the intersection of Midway Drive and East Main Street and is open from 8:00 A.M. to 5:00 P.M. each business day. For information on alumni membership or programming, phone (330) 672-KENT, 1-888-320-KENT toll-free or e-mail at [kentalum@kent.edu](mailto:kentalum@kent.edu).

#### KENT/BLOSSOM ARTS FESTIVALS

The Kent/Blossom Arts Festivals offer advanced summer study in art, music, and theatre. Organized within the College of Fine and Professional Arts, these programs complement the annual performance season of Blossom Music Center, summer home of the Cleveland Orchestra. The University owns and operates Porthouse Theatre and Eells Art Gallery, located at Blossom Music Center, twenty minutes from the Kent Campus.

These professionally-oriented programs emphasize intensive, individualized study with prominent visiting master artists and resident faculty, including principal members of the Cleveland Orchestra. Students are selected through nationwide competitive auditions, interviews, and portfolio reviews. Significant scholarships are provided to many participants. Undergraduate and graduate credit is available in all areas of study.

##### *Kent/Blossom Art*

The exchange of creative concepts and techniques drawn from diverse visual media is emphasized in Kent/Blossom Art. Students are encouraged to explore these interrelationships through lectures and studio demonstrations by visiting professionals, concentrated personal creative effort, and criticism of that work by visiting and

resident faculty. Exhibitions of faculty and student work and informal interactions among students and faculty emphasize the exploration of creative ideas and values beyond each student's primary medium. Areas of emphasis include painting, sculpture, visual communication design, ceramics, glass, and printmaking.

##### *Kent/Blossom Music*

String, woodwind, horn, and piano students develop professional skills through intensive study with visiting master artists, members of the Cleveland Orchestra, and University faculty. Experiences focus on major works of the chamber music repertoire augmented by studies in orchestral repertoire and techniques and solo master classes. Rigorous daily coaching and rehearsal schedules culminate in performances on the campus and at Blossom Music Center where participants also attend open rehearsals and concerts of the Cleveland Orchestra.

##### *Kent/Blossom Theatre*

Performance and production training in the context of a professional summer company are offered through the Kent/Blossom Theatre program. Students work within a ten-week period with the Porthouse Theatre Company to create a production season alongside Equity actors and professional guest directors, designers, and technologists. Those artists lead a range of studio and workshop experiences with participating students beyond the public production activity of the professional company.

#### KENT STATE UNIVERSITY ATHLETICS

The intercollegiate athletic program at Kent State University is a student-centered program that complements the academic mission of Kent State University, allowing our student-athletes to reach their full potential as students and athletes, always in the good name of Kent. The program competes in seventeen sports at the NCAA Division 1-A and MAC levels.

Men's sports include—football, basketball, cross-country, indoor and outdoor track, wrestling, golf, and baseball. Women's sports include—field hockey, volleyball, indoor and outdoor track, basketball, gymnastics, softball, cross-country, soccer, and golf.

Athletics at Kent are designed to be a meaningful and relevant part of student and community life. Under the sponsorship of the Intercollegiate Athletics Department, Kent varsity athletes are encouraged to strive for the highest levels of academic and athletic achievement, both as individuals and as members of Kent teams.

### KENT STATE UNIVERSITY MUSEUM

The Kent State University Museum, housed in Rockwell Hall, contains important collections of costume and decorative arts. Its nine galleries feature changing exhibitions of work by many of the world's great artists and designers. Closely linked to the Shannon Rodgers and Jerry Silverman School of Fashion Design and Merchandising, the museum provides students with first-hand experience with historic and contemporary fashions, as well as costumes representing many of the world's cultures. An extensive collection of American glass, fine furniture, textiles, paintings, and other decorative arts combine to give context to the study of design. The museum serves both the University and the community through exhibitions and public programs, and, by appointment, research in the collections.

Opened to the public in October 1985, the Kent State University Museum was founded with an initial gift from Jerry Silverman and Shannon Rodgers, New York dress manufacturers, of 4,000 costumes and accessories, nearly 1,000 pieces of decorative art, and a 5,000 volume reference library. In the 1960s Shannon Rodgers began collecting what is now considered one of the finest period costume collections in the United States. Today the collection totals almost 19,000 objects. The Tarter Miller collection of some 200,000 pieces of collectible glass formed the second major gift to the museum. The museum holds one of the most comprehensive teaching collections of fashion design from the eighteenth century to the present.

### THE KENT STATE UNIVERSITY PRESS

"To advance knowledge through publication" is the mission of a university press, and as such the Kent State University Press plays a vital role in the total program of Kent State University. It fulfills this role through the selection, production, and sale worldwide of scholarly books and journals in a variety of disciplines, especially history, literary criticism, and regional studies.

The press imprint is controlled by an Editorial Board composed of Kent faculty scholars. The bulk of its financial support is from its own sales income.

As a member of the Association of American University Presses, the Kent State University Press is included in the select group of more than one hundred university-sponsored scholarly presses in the country whose outstanding programs make them an important segment of the publishing and academic world today.

### THE LYMAN L. LEMNITZER CENTER FOR NATO AND EUROPEAN UNION STUDIES

The Lemnitzer Center was originally established to provide an institutional setting for the scholarly examination of the historical, political, economic, and military experiences of the North Atlantic Treaty Organization (NATO). In 1991 a decision was made to broaden the mission of the center to include an emphasis on the European Community.

The activities of the Lemnitzer Center are devoted to the expansion and dissemination of scholarly knowledge about NATO, the European Union (EU), and associated European-American issues. As part of the Center for International and Comparative Programs, the Lemnitzer Center is able to coordinate programs and to facilitate scholarship through various means. The center is a repository for literature related to NATO and EU subjects and is in the process of increasing its holdings. It also serves as a public information source, presenting a series of forums and academic seminars in which the general public participates. Within the University, the center encourages the development of specialized undergraduate and graduate courses to supplement the established curricula.

### NEW MEDIA SERVICES

Three units make up the new media efforts of Libraries and Media Services: AudioVisual Services, Teleproductions, and Software Development. These three units are partners in providing technological and pedagogical support for teaching and research, as well as supporting the presentation of institutional information. They are collectively responsible for instruction, production, instructional systems design, and engineering for new media efforts.

New Media Services provides climate and support through which faculty, staff, and teaching assistants can become independent developers and/or consumers of new media to support teaching and research. Staff provide expert technical support, mentoring, and collaboration opportunities, as well as access to technology, software, and media resources for courseware creation and content delivery for teaching and learning.

Audio Visual Services (AVS) is located in the Library; Teleproductions (TP) is located in the Music and Speech building; and Software Development (SD) is located in Moulton Hall Learning Technologies Center. Please see the telephone directory for telephone numbers and specific locations.

## Supportive Activities and Programs

New Media Services includes the following services:

### *Production Services:*

- Multimedia production (Internet and CD-ROM) (SD)
- Instructional design (SD)
- Video production (TP)
- Video and audio duplication (TP and AVS)
- Graphics design and production (AVS)
- Limited CD duplication (AVS)
- Copying service (AVS)

### *Support Services:*

- Faculty professional development (SD)
- Teleconferencing via satellite (TP)
- Computer program support (SD)
- Public address sound systems for special events (AVS)
- Equipment and systems maintenance (AVS)
- Instructional technology system and room design (AVS and TP)
- Classroom equipment and instructional video circulation (AVS)
- Camcorder circulation (TP)

New Media Services is a member of New Media Centers, Inc., a collaborative national network of higher education institutions and corporations serving as a catalyst to integrate new media into the higher education environment.

### **THE OHIO EMPLOYEE OWNERSHIP CENTER**

The Ohio Employee Ownership Center (OEOC), a program housed within the Political Science Department, originated from research on the effectiveness of employee buy-outs to avert job loss in Ohio. Since 1987 the OEOC has been funded, in part by grants from the state of Ohio, to provide information, technical assistance, and training on using employee ownership as a strategy for economic revitalization.

The OEOC combines practical service to the community with research on employee ownership, making the program unique among similar state-sponsored programs in the nation. The center produces a nationally recognized publication series, develops practical training materials and techniques, coordinates workshops and conferences for the public, and facilitates joint projects among employee-owned firms. Several of the OEOCs most innovative projects have served as models for national and international practitioners. Foundation grants and U.S. government contracts have also permitted the OEOC to provide technical assistance to firms and organizations seeking to use employee ownership in the process of privatization and economic reform in Russia.

### **UNIVERSITY HERBARIUM**

The University Herbarium houses the Biological Sciences Department's collection of dried plant specimens. It is located in Cunningham Hall and is a continually growing resource, currently with approximately 55,000 specimens. The collection is open for consultation by qualified users, and is unexcelled in its area of specialization—contemporary records of Ohio plants. These records figure prominently in the Ohio Department of Natural Resources' efforts to identify natural areas in need of conservation, including those with endangered species. The herbarium also has a good general representation of vascular plant families and is a valuable resource for plant identification, research, and teaching.

### **UNIVERSITY INFORMATION SYSTEMS**

The Office of University Information Systems supports several major computing systems including an IBM ES 2003-227, various IBM RS6000s including the Phoenix Internet server and the Usenet news server, a DEC Alpha 4000 running the OhioLINK System, and a DEC VAX 4000-105A which is used for undergraduate computing. Access is available from any terminal or PC connected to the University backbone or the Internet. In addition, 100 dialup lines are provided for additional access and remote computing.

The IBM ES 2003-227 is available for faculty and graduate work in addition to being the computing resource provided for most of the University's administrative functions. This includes the Student Information System which was recently installed. Additional administrative systems operating in an advanced client/server environment are currently housed at the University Supply Center. An NCS scanner is used for optical mark reading applications such as test scoring and survey tabulations. A network of nine IBM RS6000s is supported in the LCI area for scientific computing and administrative support.

E-mail and access to the Internet including the World Wide Web and Gopher are available to any faculty, staff, or student with a valid Kent ID (FLASHcard). All users of the computing resources supported by University Information Systems must have an authorized user code. User codes are issued for a specific time period, for a stated purpose, and for the use of specific facilities. Applications for user codes are available from University Information Systems, 120 Library, as is information on short courses to acquaint new users with the system, documentation for available software, technical memos, newsletters, and manuals.

### UNIVERSITY LIBRARIES AND MEDIA SERVICES

A strong and responsive library system is at the center of Kent State University's academic environment. Probably no single feature of Kent shows more clearly the University's real achievement and its commitment to excellence in teaching and research.

The Kent Campus library system comprises the main library and five specialized branch libraries. Collections total more than 2,000,000 volumes and almost all bookstack areas are open to students and other users. Kent students also have quick access to the collections of more than fifty Ohio academic libraries through Kent's membership in OhioLINK. The combined collections offered through OhioLINK total over 15 million volumes.

In the main library, study seating for 2,000 is available at small tables and carrels adjacent to or amid the bookstacks. Study facilities also include six small "group study" rooms and seventy-five private studies for faculty and doctoral students. The library is open approximately 100 hours per week.

The Libraries' online public catalog, KentLINK, offers author, title, subject, and keyword searching of the Libraries' extensive holdings. It also serves as a gateway to the OhioLINK Central Catalog and a large number of reference data bases. Among the special features offered is the capability to request an item from another Kent or OhioLINK library during an online session. Remote dial-access to KentLINK is also available.

To guide students in the use of the extensive collections, reference librarians and assistants are available on a schedule exceeding 70 hours per week, seven days a week. Other professional librarians and trained assistants guide users in the five branch libraries on the Kent Campus.

Each of the seven Regional Campuses also has its own library, directed by a professional librarian and other staff, with a collection selected to meet the individual needs of the campus. In addition, all Regional Campus students have full user privileges at the Kent Campus libraries.

Both Kent and Regional Campus libraries offer special orientation programs intended to help students learn effective use of the library as an informational and intellectual resource. Most new students will be involved in such a program shortly after admission, usually during the first term. In addition, the libraries offer specialized workshops to teach information seeking skills for specific disciplines and for electronic resources such as the World Wide Web.

Also within the main University Library are:

*Institute for Bibliography and Editing* (see page 56).

*New Media Services* (see page 59).

### WASHINGTON PROGRAM IN NATIONAL ISSUES

The Washington Program in National Issues was established in 1973 through the initiative of Washington-based alumni who sought to provide Kent State University undergraduates with a unique living and learning experience in the nation's capital. Open to junior and senior students from all academic disciplines, the full fifteen-week spring semester program is administered through the Political Science Department. The Kent State University Alumni Association is enthusiastically involved in supporting this program. The purpose of the program is to facilitate learning about the U.S. political system and its policy issues, to develop an understanding of the relationship between public issues and structure of government, and to encourage individual initiative and provide experience in individual research. Students serve an internship either on Capitol Hill, a governmental agency, or with an interest group, as well as attending seminars. Such a program requires a semester's residence in the Washington, D.C., area. Washington alumni continue to support the program by introducing students to the Washington culture and serving as consultants and mentors.

### WATER RESOURCES RESEARCH INSTITUTE

The Water Resources Research Institute facilitates and coordinates collaborative research in aquatic sciences across departmental boundaries. Faculty from the Departments of Biological Sciences, Chemistry, Geography, and Geology conduct research focused on local, regional, and national topics of surface and groundwater quality and abundance. The institute fosters a broad-based approach to evaluation and analysis of environmental problems related to water use. It is a resource for citizens, governmental agencies, and policy makers, providing scientific information on which to base decisions related to the wise use and management of water and land resources. Institute members also prepare undergraduate, master's, and doctoral students to deal as professionals with complex issues in water and land management, water policy decisions, and environmental conservation.







## GENERAL REQUIREMENTS AND REGULATIONS

### DEGREE REQUIREMENTS

#### *Catalog Rights and Exclusions*

The University has established the following catalog rights and exclusions relating to degree requirements. While these catalog rights establish specific degree requirements for undergraduate students, the exclusions noted ensure that the knowledge and skills acquired by students will be current with the state of knowledge in their fields of study.

#### Rights

1. Students' academic requirements are based on the catalog which is in force during their first semester of enrollment at Kent State University.
2. Students may elect to complete a degree program under the most recent catalog. When changing catalog year, students must comply with all of the requirements relevant to their program in the newer catalog.
3. Catalog rights may be granted through inter-institutional curricular agreements. Such rights are subject to the same exclusions noted below.

#### Exclusions

1. Students who transfer to another university and return to Kent are readmitted under the catalog-in-force at the time of readmission.
2. Students who do not satisfactorily complete 12 semester hours at Kent in two calendar years must satisfy the requirements of the most recent catalog. Transient work, credit by exam, and coursework receiving grades of AU, F, IN, NA, NR, W, U, or Z will not count toward completing the 12 hours.
3. Students who do not complete degree requirements within ten years are required to update to the current catalog.
4. Dismissed students are reinstated under the catalog-in-force at the time of reinstatement.
5. Changes in degree requirements will be made to keep programs in compliance with accreditation, certification, or licensure standards. Implementation of these standards may require that students update to the current catalog.
6. Program changes may be required by financial exigency, unavailability of faculty, or unavailability of other instructional resources. In these instances, the dean of the students' college will identify available alternatives for the completion of degree requirements.

In rare instances an exception to the above policy may be granted by the college dean.

### REQUIREMENT SHEETS

The academic requirements for students become binding when the students' requirement sheets have been prepared by their adviser. If the *Catalog* in force is changed, a new requirement sheet must be filed.

### KENT ACADEMIC PROGRESS SYSTEM (KAPS)

Kent State University utilizes an automated degree audit system, KAPS, to monitor students' progress toward completion of degree requirements. The system compares all coursework (including transfer and/or transient courses and in-progress work) with program requirements and provides a current summary of students' progress toward meeting degree requirements.

A KAPS report is prepared to assist students in planning their academic program. Students should refer to the *Schedule of Classes* booklet regarding availability of the KAPS report.

Final certification of the completion of your degree requirements rests with your college or school. Please contact your college, school, or Regional Campus office with any questions or concerns.

### UNIVERSITY REQUIREMENTS

#### *University Orientation (US 10001)*

The University Orientation course is required of all students who attend Kent State University campuses with the following exceptions:

1. Students attending the Kent Campus who are twenty-one years of age or older at the time of their initial college-level enrollment are not required to take University Orientation. However, these students are encouraged to contact the Office of Adult Services for information about special orientation programs for adult students.
2. Students who transfer 25 or more semester hours of credit from another institution are not required to take University Orientation.

University Orientation begins during Orientation Week prior to fall semester and during Winter Orientation Week prior to the spring semester. Full-time students are expected to complete the University Orientation course during their first semester enrollment. Part-time students are expected to complete the University Orientation course before they attain sophomore standing (30 semester hours).

*Minimum Cumulative Grade Point Average*

All students graduating from Kent State University must attain a minimum cumulative grade point average (GPA) of 2.00 for all Kent State University coursework. Additionally, some degree programs have higher minimum GPA requirements.

*Minimum Hour Requirement*

All students must satisfactorily earn (with passing grades) a minimum of 121 hours applicable toward a degree in order to graduate. Some degree programs require more hours. As part of this requirement, all students must complete at least 39 semester hours of Liberal Education Requirements (see pages 76-78 of this Catalog).

*Residence Requirements*

Residence refers to completion of the minimum of 30 credit hours required for the awarding of an academic degree by Kent State University. In this context, residence requirements do not refer to whether or not students live on campus.

Kent State University residence requirements for an undergraduate degree may be met at the Kent and/or Regional Campus. For specific degree requirements, including special circumstances affecting residence, see the General Academic Requirements by college.

Study abroad may be taken as part of the residence requirement.

Correspondence study will not count toward the hours of residence, but will not invalidate residence requirements in progress.

*Liberal Education Requirements*

All students must complete the 39 semester hours of Liberal Education Requirements as described on pages 76-78 of this *Catalog*. The summary of Liberal Education Requirements courses on pages 76-78 provides an overview of the major Liberal Education Requirements categories and the **minimum hours** required in each area. Individual programs and colleges/schools may have modified these requirements and it is therefore necessary to review the specific Liberal Education Requirements hour and course expectations described in the college/school and major requirements sections of this *Catalog*.

*Writing-Intensive Course Requirement*

Kent State University has established a writing-intensive graduation requirement for all undergraduate students who enroll fall 1992 or later as new freshmen. At least one upper-division course designated as "writing-intensive" must be completed with a grade of "C" or better. All students must fulfill this requirement beginning with the 1994-95 *Undergraduate Catalog*.

Courses that are writing intensive will have a memo note in the *Schedule of Classes* stating, "This course is writing intensive." While the intent is that the requirement be fulfilled within the major, students *may* use a writing-intensive course in another discipline to fulfill the requirement if permitted by the department/school of their major.

*Upper Division Requirement*

Most undergraduate specialization is pursued through upper-division coursework. Upper division courses are numbered 30000-49999 and expect both greater familiarity with the subject matter and greater intellectual sophistication. Students must complete the appropriate prerequisites in specified lower-division courses before entering upper division courses. Normally baccalaureate degree programs require the successful completion of at least 39 upper division semester hours of coursework.

**DUAL DEGREE/DOUBLE MAJOR REQUIREMENTS**

In certain cases students may be able to complete the requirements for more than one academic major through either a double major or a dual degree program of study.

A double major program of study combines two major fields of study within the same degree program. Students completing a double major program of study are awarded a single degree with two majors. Completion of a double major program requires that students complete a minimum of 121 semester hours.

A dual degree program of study combines two majors from distinct degree programs. Any combination of major fields of study involving degree programs in more than one college is a dual degree program even if both degrees bear the same title. Students completing a dual degree program are awarded two distinct degrees. Completion of a dual degree program requires that the students complete a minimum of 140 total semester hours.

Certain major combinations are not appropriate and are not permitted by the colleges. Students interested in a double major or dual degree program of study must consult the offices of the appropriate colleges and/or independent school to determine whether the desired combination of majors is permitted. If the combination is permitted, the college offices will assist the students in formally declaring the degrees/majors and will provide the students with major sheets for both of the degrees/majors showing the course requirements to be satisfied for both majors. The students must complete all requirements for both degrees/majors.

Students are required to file a graduation application for each degree/major program of study. Students must officially declare any degree/major in time to meet the graduation application deadline for the semester in which they expect to complete the program of study.

### CLASSIFICATION OF STUDENTS

An undergraduate student is classified as follows:

FRESHMAN, 0 to 29 hours of earned credit  
 SOPHOMORE, 30 to 59 hours of earned credit  
 JUNIOR, 60 to 89 hours of earned credit  
 SENIOR, 90 hours to graduation

### DISCLOSURE OF SOCIAL SECURITY NUMBER

University Rule 3342-5-091 requires that all students having a social security number provide it to the University. This becomes the student ID number which is the primary identifier of students on all University records concerning the students. The student ID number is used within the University in verifying and recording admission, registration, residency, class schedule, grades, class status, financial aid, financial accounts, return checks, employment records, driver license, income, veterans records, library card, collection and disbursement of funds, student loan accounts, health records, academic records, and all other records about students kept by the University.

### STUDENT ID CARDS THE FLASHCARD

All admitted students should come to the FLASHcard Office to be issued an ID (the FLASHcard) prior to their initial registration for classes. Students must possess a valid Approval of Admission from the University and two valid forms of identification to receive a FLASHcard.

FLASHcards are required to verify university enrollment as well as for admittance to athletic, cultural, social events, borrowing of library material, and purchasing goods and services on the Golden Flash debit plan or the Food Services board plan.

Students will have their FLASHcards validated electronically before the beginning of each semester following registration and full or partial payment.

Loss or theft of a FLASHcard should be reported within twenty-four hours to the FLASHcard Office by calling (330) 672-2273, or in person at the FLASHcard office in the Kent Student Center or any Food Services location that accepts the Gold Plan. A \$10.00 charge is assessed for a replacement ID.

Transfer of your FLASHcard or use by anyone other than the person to whom it was issued is sufficient reason for disciplinary action.

### PERSONAL DATA CHANGES

Any of the following constitute personal data changes and may be completed at the Office of the University Registrar.

- Change of address.
- Change of name.
- Change of residency status.\*

Change of college, major, minor, or degree program require approval of your college office. Forms may be obtained at the college office or from the Office of the University Registrar.

*\*Requires the approval of the registrar in accordance with the policy mandated by the state of Ohio. See "Policy Regarding Ohio Student Residency" beginning on page 31.*

### SELECTIVE SERVICE REQUIREMENT

Pursuant to Ohio Law, all Ohio resident male students between the ages of eighteen and twenty-six not registered with Selective Service must file a statement of Selective Service registration with the Office of the University Registrar. If you have not already registered with Selective Service, you will be contacted regarding your non-compliant status. Failure to comply will result in the assessment of nonresident tuition fees to your account and the cancellation of all state based financial aid. Further questions may be directed to the Office of the University Registrar at (330) 672-3131.

### ENROLLMENT CERTIFICATION

The enrollment certification definition by credit hour is determined by the Office of the University Registrar for loan deferments, insurance coverage, or any other official certification of enrollment. An audited course is not counted for enrollment certification purposes.

#### Undergraduate Students

Full-Time, 12  
 Three-Quarter, 9-11  
 Time Half-Time, 6-8

*Please Note: For summer this definition may be fulfilled by enrollment in one or more sessions within the summer semester.*

**CLASS ATTENDANCE**

Classes are conducted on the premise that regular attendance is expected. The individual instructor has both the responsibility and the prerogative for managing student attendance.

If students anticipate an absence, they should consult with the instructor individually. The University Health Service will verify treatment due to illness or injury only when the Health Center has rendered a service to the students.

**REGISTRATION***Student Course Load*

A minimum of 121 semester hours of approved coursework must be satisfactorily completed to receive a baccalaureate degree. Students expecting to complete this minimum in four years and attending two semesters (usually fall and spring semesters) should average 15 credit hours per semester and a yearly total of 30 hours.

Approval by the students' academic dean is required for students to register for an overload. An overload is considered as:

1. More than 18 hours in fall or spring semester.
2. More than 6 hours in a single five-week summer session; more than 10 hours in an eight-week summer session; more than 10 hours in overlapping summer sessions; more than 12 hours for all summer sessions combined.

Students on academic probation may not register for more than 15 hours and may receive a prescription from the dean of the college that they further reduce the hours carried until removed from probation. Exceptions to this rule must be approved by the appropriate college/school dean.

Students with questions on specific standards or definitions to qualify for benefits such as Social Security, Veterans Administration, loans, and scholarships should consult the University approving and/or reporting office for details.

*Registration*

Registration is processed through the Touchtone Telephone Registration System. (New freshmen may register only through the PASS program.) Consult the *Schedule of Classes* booklet, published each semester for specific registration dates and procedures, or access the Office of the University Registrar home page at the following address: [www.registrars.kent.edu/home](http://www.registrars.kent.edu/home).

*Late Registration*

Students who are not officially enrolled for any coursework (registered and have paid fees) as of the first day of classes for the semester will have to process a Late Registration to attend classes. All late registrations must be completed prior to the beginning of the third week of classes for fall and spring semesters.\*

Instructor/department and dean's office approvals are required for Late Registration during the second week of the semester for fall and spring semesters.\*

A late registration fee of \$50.00 will be assessed for any registration submitted to the registrar after the first week of classes for fall and spring semesters.\*

The Office of the University Registrar will not accept a Late Registration after the second week of classes for fall and spring semesters.\* Any questions regarding this policy should be referred to the students' college office.

Additional information about Late Registration is available in the *Schedule of Classes* booklet, published each semester or access the Office of the University Registrar home page at: [www.registrars.kent.edu/home](http://www.registrars.kent.edu/home).

*\*Please refer to the Summer Schedule of Classes booklet for summer deadlines.*

*Schedule Adjustments*

In addition to the schedule adjustments during the Registration periods the following schedule adjustments may be permitted during the first two weeks of the semester.\*

1. Adding a course/section.
2. Dropping a course/section.
3. Changing a section (same course, different time or credit hours).
4. Changing from graded to pass/fail or audit status.
5. Changing from pass/fail or audit to graded status.

Schedule adjustments are permitted as outlined in the *Schedule of Classes* booklet, published each semester. There are no processing fees required for schedule adjustments.

1. Adding is permitted during the first week of the semester, on a space available basis. During the second week of the semester students must obtain approval of the instructor of the course and/or the department.\*

2. Course withdrawal is permitted through the tenth week of the semester. After that time, students are considered to be committed to the course and must complete it. Any course withdrawal(s) processed after the second week of the semester will appear on the students' academic record with a grade of "W." Beginning the second week, students must obtain required approvals when processing a course withdrawal.\*
3. Any applicable refund (as published in the *Schedule of Classes* booklet) is determined by the date the form is presented to the Office of the University Registrar.

\*Please refer to the *Summer Schedule of Classes* booklet for summer deadlines.

#### *Registration Cancellation/Exiting the University*

To receive a full refund of tuition, students who register and decide not to attend the University must cancel their registration as early as possible and no later than the end of the first week of classes.\* This may be accomplished by dropping all your courses via the Touchtone Telephone Registration System during registration periods, or notifying the Office of the University Registrar in writing prior to the first day of classes. Any paid registration not canceled by the end of the first week of classes will be subject to the refund schedule published in the Fee Payment section of the *Schedule of Classes* booklet. Any applicable refund is determined by the date the form is presented to the appropriate office.

Once classes have begun, students who are reducing their semester course load to zero hours must process an Exit Application at the college/school office. All exits are subject to the refund schedule published in the Fee Payment section of the *Schedule of Classes* booklet. The last date to process an exit is the Friday of the last week of classes (prior to the beginning of exam week). Students who exit from their classes after the second week of the semester will receive marks of "W."

\*Please refer to the *Summer Schedule of Classes* booklet for summer deadlines.

#### **ASSOCIATE DEGREE REQUIREMENTS**

Students interested in associate's degree requirements, requirements for multiple associate's degrees, residency requirements for associate's degrees, and graduation with distinction should refer to the Regional Campuses section beginning on page 311 of this *Catalog*.

#### **GRADUATION**

Each of the four undergraduate colleges and the two independent schools of the University award one or more baccalaureate degrees. The graduation requirements for these degrees are outlined in the various college and school sections of this *Catalog*.

Application forms and information may be obtained from the Registration Services Counter of the Office of the University Registrar as well as from the various college/school offices. Refer to the *Schedule of Classes* for specific information. If the students fail to carry out the proper application procedures by the deadlines indicated, the degree will not be granted until the next graduation date.

#### **APPLICATION FOR GRADUATION**

Prospective graduates must return the application for graduation by the following deadlines to the appropriate college office.

##### *December Graduation*

The application for graduation must be submitted by the fifteenth day of the preceding March. Should the fifteenth day fall on a weekend, the deadline will be the next business day.

##### *May Graduation*

The application for graduation must be submitted by the fifteenth day of the preceding September. Should the fifteenth day fall on a weekend, the deadline will be the next business day.

##### *August Graduation*

The application for graduation must be submitted by the fifteenth day of the preceding December. Should the fifteenth day fall on a weekend, the deadline will be the next business day.

Exceptions shall only be made by the respective collegial deans or their appointed representative, based upon unusual circumstances.

Students applying for an associate's degree should refer to page 318 of the *Catalog* for graduation application information.

##### *Graduation with Institutional Honors*

Candidates for baccalaureate degrees who demonstrate high levels of scholarship throughout their undergraduate years are graduated with institutional honors.

Honor citations are inscribed on diplomas as follows: cum laude, for a grade point average of 3.30; magna cum laude, for 3.60; summa cum laude, for 3.80.

Graduation with Institutional Honors is conferred on students who earn baccalaureate degrees with a GPA above 3.30 cum laude, 3.60 magna cum laude, or 3.80 summa cum laude. Institutional Honors is based solely on the GPA earned in all coursework taken at Kent State University, including original grades forgiven under other policies. A minimum of 60 semester hours must be earned at Kent to qualify. For the purposes of computing the final grade point average and determining honors awards, the GPA is extended to two decimal places and not rounded up.

Honors candidates will be distinguished at the commencement ceremony based on all their institutional academic work completed prior to those courses taken during their final term of enrollment.

#### *Posting of Degrees*

Degrees are posted to students' permanent academic records approximately thirty days following the effective date of graduation. The integrity of academic transcripts is fundamental to the validity of coursework and degrees certified by the University. Therefore, all student transcript entries (grade and other notations) are finalized when the degree is officially posted to the permanent academic record.

#### **ACADEMIC ADVISING**

Academic advising is one of the most important services available to help students maximize the educational benefits available to them at Kent State University. To help students better understand and use the resources of the University and meet special aspirations and needs, Kent State University offers a unique and individualized form of academic advising.

Upon admission to the University, students are assigned to one of the following colleges or schools based upon their stated interest, academic record, and selection procedures for some programs. Academic advisers in each college/school office are available to help students reach their academic goals and achieve the greatest benefit from their academic programs. Appropriate academic advice can make a major contribution to students' academic success. The following is a listing of college/school advising locations:

*College of Arts and Sciences,*  
105 Bowman Hall, (330) 672-2062

*College of Business Administration,*  
107 Business Administration Building, (330) 672-2872

*College of Education,*  
306 White Hall, (330) 672-2862

*College of Fine and Professional Arts,*  
202-C Taylor Hall, (330) 672-2780

*School of Nursing,*  
113 Henderson Hall, (330) 672-7930

*School of Technology*  
123 Van Deusen Hall, (330) 672-2892

*Student Advising Center*  
Lake Hall, (330) 672-3676

*Please Note: Students admitted to the Honors College also maintain a primary membership in one of the preceding degree granting colleges/schools.*

Upon admission to the University, new freshmen are assigned to a peer/faculty advising team. This team teaches the one credit hour University Orientation (US 10001) that the students will attend during the first semester, and the team provides the students' academic advising for the first year. All advisees are encouraged to learn about educational and social resources, plan an academic program, discuss alternatives and options, and establish a relationship with knowledgeable and concerned advisers.

The following information shows how advising assignments are determined at Kent State University:

*New Freshmen*  
Placement, Advising and Scheduling System\*  
or College/School Office

*New Transfer Students*  
College/School Office or Special Program

*Regional Campus Students*  
College/School Office or Special Program

*Prospective Graduates*  
College/School Office

*Evening/Weekend/Adult Students*  
Placement, Advising and Scheduling System\*  
College/School Office and/or Adult Services

\*(PASS, JASS, JAD, etc.)



**ENROLLMENT SERVICES AND REGISTRATION INFORMATION**

Only students who have been formally admitted to Kent State University may register for coursework and pay the appropriate fees. An official registration is a record of the students' approved schedule of classes maintained on line in the University's student information system.

Students should either preregister or late register on the days of registration at the time as announced in the current *Schedule of Classes*. Full instructions are included in the Schedule of Classes available prior to the registration period, or may be accessed at [www.registrars.kent.edu/home](http://www.registrars.kent.edu/home).

**IMPORTANT NOTE:**

*Corrections involving registration transactions (initial registrations, schedule adjustments, exits, etc.) must be completed by the deadlines published in the Schedule of Classes booklet.*

The University reserves the right to change the time of a course if it is deemed necessary, and it reserves the right to drop any course from the *Schedule of Classes* if there is insufficient student demand or if resources are unavailable to offer the course.

Students interested in registering at a Regional Campus should check with the campus in which they are interested for specific dates, times, and procedures.

**THE SEMESTER SYSTEM**

The academic year at Kent State University consists of two semesters—fall and spring—each approximately fifteen weeks in length. The normal undergraduate program is designed to be completed in four academic years, or eight semesters. In addition, during the summer term the University conducts four sessions: one three-week intersession, two five-week sessions, and one eight-week session.

Each hour of coursework is called a "semester hour" as distinguished from the quarter system used at some other universities and colleges. An academic year under that system consists of three quarters of ten weeks each and an hour of coursework is called a "quarter-hour."

A quarter-hour of work equals two-thirds of a semester hour; a semester hour equals one and one-half quarter-hours. A transfer student with a number of quarter-hour credits would multiply that number by two-thirds to determine the equivalent semester hour

credits at Kent State University. For example, a student with 48 quarter-hours would receive 32 semester hours of transfer credit, providing the previous work meets University academic standards.

**GRADING SYSTEM POLICIES AND PROCEDURES**

The transcript is an accurate and complete historical record of work attempted at the University. Changes to transcript entries which alter the enrollment history of students are not to be made.

*Academic Grades and Administrative Marks*

Student proficiency in coursework is recorded by letter grades.

- A The grade "A" denotes excellent scholarship.
- B The grade "B" denotes good performance.
- C The grade "C" denotes fair or average performance.
- D The grade "D" denotes poor (unsatisfactory but passing) performance.
- F The grade "F" denotes failure.
- AU The mark "AU" denotes that students have registered to audit a course. Students may audit without credit any course subject to space availability and departmental approval. An audited course is not counted as part of the course load, but students must go through registration procedures and pay the normal registration fees. An instructor may impose whatever attendance requirements deemed necessary. The students must be informed of these requirements at the beginning of the semester. Failure to meet such attendance requirements subjects the students to being withdrawn from the course by the instructor. This will be accomplished by the instructor's insertion of the mark "W" for the students on the final grade roster. Audit registrations can be made only during the late registration period.
- IN The administrative mark of "IN" (Incomplete) may be given only to students who are unable to complete *the last three weeks* of a semester because of factors beyond their control, e.g., illness, death in the family, etc. Appropriate documentation is generally required to support the extenuating circumstance. Normally, the Incomplete mark will be given only to those students who are doing passing work or who may be able to pass the course upon completion of the course requirements. The incomplete course must be made up by the end of the semester following the one in which the mark was given (excluding summer sessions). Instructors are required to complete and submit an Incomplete Mark Form to their

departmental chairperson at the time grades are submitted. This form must include justification for awarding an Incomplete mark and requirements and deadline for completion of the course. A change of grade from Incomplete to "F" may be made only if (1) in the completion of the coursework the students earn a failing grade, or (2) the students fail to honor any written schedule included on the Incomplete Mark Form. Such a schedule must be mutually agreed to and signed by the students and instructor. Upon completion of the coursework, the letter grade earned will be posted to the academic record. The original mark of "IN" will also remain on the record.

- IP

The grade "IP" (In Progress) is given to students to indicate that research, individual investigation, or similar efforts are in progress and that a final grade will be given when the work is completed. The "IP" grade can be utilized only in designated courses and is not used in computing grade point averages.
- NA

The mark "NA" denotes that students never appeared or attended the class for which they registered. This mark is not used in computing grade point averages.
- NR

A mark of "NR" indicates the instructor did not submit a grade.
- S

The grade "S" denotes satisfactory completion of a course in which a regular letter grade is inappropriate. The credit hours are awarded but are not considered in computing grade point averages.
- U

The grade "U" denotes unsatisfactory performance in a course for which a regular grade is inappropriate. Credit hours are recorded as credit hours attempted, and the grade will be counted as an "F" in computing grade point averages.
- W

The mark "W" is given for University or course withdrawals. This mark is not used in computing grade point averages.
- Y

The grade "Y" denotes a passing grade in a Pass-Fail course. The credit hours are not considered in computing grade point averages.
- Z

The grade "Z" denotes unsatisfactory performance in a Pass-Fail course. The credit hours are not considered in computing grade point averages.

*Grade-to-grade Change Policy*  
Once grades are submitted, they are final and will not be changed except in cases of administrative error. Grades will not be changed by allowing the students to do additional work (e.g., retaking exams; redoing papers; submitting extra credit papers, reports, etc.) or by using criteria other than those applied to all students in the class. In the event of a possible administrative error, the students must contact the instructor as soon as possible following the awarding of the grade. If the instructor is not available, the department/school chair should be contacted. Grade appeals for reasons other than administrative error must follow established procedures for student academic complaints. See the Student Academic Complaints (Kent Campus) procedure in Digest of Rules and Regulations published annually in the Kent State University phone directory.

*Grade Point Average*  
Quality points are awarded on the following scale:  
Each hour of "A" equals 4 points  
Each hour of "B" equals 3 points  
Each hour of "C" equals 2 points  
Each hour of "D" equals 1 point  
Each hour of "F" equals 0 points  
Each hour of "U" equals 0 points

A grade point average is determined by dividing the total number of points earned by the number of quality hours taken. Totals are extended to two decimal points and are not rounded up. As an example, assume a student has completed 30 hours with a grade distribution of 3 hours of "A," 6 hours of "B," 15 hours of "C," 4 hours of "D," and 2 hours of "F."

	POINTS
3 hours of "A" at 4 points per hour	12
6 hours of "B" at 3 points per hour	18
15 hours of "C" at 2 points per hour	30
4 hours of "D" at 1 point per hour	4
2 hours of "F" at 0 points per hour	0
<b>TOTAL</b>	<b>64</b>

Dividing 64 by 30, a grade point average of 2.13 is obtained, which is slightly above a "C" average.

Cumulative averages are computed by dividing the total quality points by the total quality hours. Grades of "S", "Y", and "Z" are not included in grade point average.

*Pass-Fail*

Undergraduate students may elect to take certain courses on a pass-fail basis. The purpose of this option is to provide an opportunity for the exploration of a broader range of coursework than is normally included in specific and distributive degree requirements. Students considering this option should be aware that some institutions of higher education do not accept transfer credit taken on a pass-fail basis. In addition, most graduate and professional schools prefer that pass-fail credit be kept to a minimum.

Students electing to take courses under the pass-fail option should consult their advisers for specific instructions and registration procedures. Conditions governing the acceptability of coursework which pertain to all students are:

1. The students must be in good standing. Conditionally admitted students (until their conditions are removed), transfer students admitted on probation, and students on academic probation with less than a 2.00 GPA may not elect the pass-fail option.
2. Only one course per semester may be taken under the pass-fail option.
3. The pass-fail option may be used only for nonspecified electives; this option is designed to allow students to explore coursework outside their required courses.
4. Courses listed as available to meet the Liberal Education Requirements may not be taken pass-fail.
5. Prescribed developmental courses (A&S 10004, SP&A 10001, US 10003 and US 10006), ENG 10000, and MATH 10005 may not be taken on a pass-fail basis.
6. Excluded from the pass-fail option are all courses in students' major department or school; all courses used to meet requirements in students' major, minor, field of concentration, supporting area, or certification program; and all courses used to meet college or school general requirements.
7. A maximum of 12 hours of pass-fail credit (combined Y and Z grades) may be attempted. Courses regularly graded S/U are not counted in this 12-hour maximum; Experimental courses that are Y/Z graded are included in the 12-hour limit.
8. Instructors will not be informed of students' election of the pass-fail option. Regular letter grades of A,B,C, and D which are reported by the instructor will be converted to a Pass (Y), and a regular letter grade of F will be converted to a Fail (Z) grade.
9. Pass-fail grades will not be used in computing grade point averages.
10. Students changing majors will not have "Pass" grades changed to regular grades if they have pass-fail credit in that area. The "Pass" grades will stand, but all further courses in the program must be for regular grading.
11. No change of pass-fail enrollment status is permitted after the final day of formal registration.

Students should contact their college, school, or regional campus office for clarification of the pass-fail option and for application of that option to their particular programs.

*Grade Reports*

Final grades are reported at the close of each academic term and become a part of the students' permanent record. These grades are mailed directly to the students' permanent address on file in the Office of the University Registrar.

A midterm (seventh week) evaluation is completed for all freshmen who have earned less than 30 credit hours. This evaluation will be mailed directly to the students' permanent address on file in the Office of the University Registrar with copies to their adviser and college or school dean. This information will be used for counseling purposes when achievement is considered unsatisfactory ("D" or "F" quality). This evaluation will not be included as part of the students' academic transcript.

*Scholastic Standing*

Since students must earn a minimum cumulative (counting all work) grade point average of 2.00 to graduate from the University, they must maintain that average throughout the undergraduate years. Students whose grade point average falls below 2.00 should make a positive effort to improve their academic performance. Such students should devote their entire attention and energies to their studies by improving study habits and concentrating on such basic skills as composition, reading, and mathematics.

*President's List*

In recognition of an extremely high level of academic achievement, a President's List is compiled each academic semester. To qualify, students must have an average in the semester of 4.00 and must have completed 15 or more credit hours (all of which must have regular letter grades) by the end of that semester.

*Dean's List for Full-time Students*

In recognition of academic excellence, a Dean's List for Full-time Students is compiled each academic semester. To qualify, students must have an average in the semester of 3.40 or greater and must have completed 12 or more regular letter-graded credit hours by the end of that semester.

*Dean's List for Part-time Students*

A Dean's List for Part-time Students is compiled after spring semester grades are issued. To qualify, students must have an average of 3.40 or greater in 12 or more regular letter-graded hours taken during the previous summer, fall, and spring semesters. Such students must have registered for fewer than 12 hours in each of the semesters under consideration.

*In Good Academic Standing*

Students with a cumulative 2.00 grade point average or above are in good academic standing. Students with a cumulative grade point average below 2.00 are placed on academic probation. Different areas of the institution may also establish criteria for good standing as appropriate for each area.

*Semester Warning*

Students who receive a grade point average of less than 2.00 in any given semester will have the notation "SEMESTER WARNING" printed on their grade report.

*Midterm Warning*

Students who receive a midterm grade point average of less than 2.00 will have the notation "Midterm Warning" printed on their midterm grade report.

*Academic Probation*

Students who fail to maintain a cumulative grade point average of 2.00 will be placed on "ACADEMIC PROBATION." This probation signifies that the cumulative performance is below the minimum University requirement for graduation. This notation will be placed on their grade report and academic transcript. In addition, the following students will be placed on probation:

1. Students readmitted to the University after being dismissed because of poor scholarship.
2. Transfer students whose record at all previous institutions does not meet the minimum grade point average requirements of Kent State University.

Probation is not a penalty but an emphatic warning to the students that the quality of work must improve if they are to obtain the minimum grades required for graduation. Students placed on probation must show considerable improvement in classwork, or they will be dismissed from the University. Students must reduce the course load as prescribed by the academic dean, in no case exceeding 15 hours. The students also should reduce participation in social and extracurricular activities.

Students are removed from probation only when the work meets the grade point average and other requirements stated above.

*Dismissal*

Students whose academic performance indicates little chance of obtaining the minimum grades required for graduation will be dismissed from the University.

Specifically, the academic dean may dismiss:

1. Students on probation if the work is not improving sufficiently to indicate good likelihood of obtaining minimum grades required for graduation.
2. Freshmen or first semester transfer students with less than .50 average at the end of the first semester.
3. Freshmen at the end of the second semester with less than a 2.00 cumulative grade point average unless the students have maintained a 2.00 average for the prescribed course load during the second semester.
4. Sophomores and above with less than a 2.00 cumulative grade point average who are not meeting probationary expectations or who are not making prescribed progress in their major program.
5. Failure to make adequate progress toward completion of program of study (including but not limited to excessive exits, withdrawals, or NAs; failure to meet conditions of admission, major requirements, or degree requirements).

*Please Note: For further information concerning the conditions of probation and dismissal, consult your college office.*

Students not meeting the above conditions will be subject to academic dismissal and should expect to be away from the University for a minimum of twelve (12) consecutive months. Dismissed students may not register for any coursework at Kent State University, including its Regional Campuses.

*Reinstatement*

**Reinstatement** after dismissal from Kent State University is neither automatic nor guaranteed. Students may be reinstated only if they provide convincing evidence of probable academic success if permitted to return to the University. Students who have previously accumulated a substantial number of credit hours or an excessive quality point deficiency should expect that reinstatement is not likely to be approved. For programs with selective admission requirements, specified certification standards, or additional program and graduation requirements, reinstatement may be impossible.

Application for reinstatement may be made either through the academic dean of the college, school, or Regional Campus from which the students were dismissed or through the academic dean of the new college, school, or Regional Campus to which the students wish to transfer. Such application should include convincing evidence of the students' motivation to continue and of their specific

efforts during the period of dismissal to eliminate previous weaknesses. The dean's office will provide authorization for required testing. After evaluating the test results, the Application for Reinstatement, and all supporting materials, the dean will inform the students whether or not they have been reinstated.

Students who are reinstated are automatically placed on probation until good academic standing (2.00 or greater overall) is attained. Academic requirements will be determined by the *Catalog* in force at the time the students re-enroll at the University.

If students under dismissal intend to enroll in coursework elsewhere before applying for reinstatement to Kent State University, advising should first be obtained from the office of their academic dean. Coursework taken elsewhere may not be applicable to specified Kent State University degree programs, and enrollment may affect the students' potential use of the Freshman Rule for Recalculation of the GPA or the Academic Forgiveness Policy.

*Please Note: For further information concerning reinstatement, consult your college office.*

#### *Repeating a Course*

Students may repeat for credit any course they have failed. Both grades are counted in the cumulative grade point average.

Students may repeat a course already passed for additional credit if it is so identified in the *Catalog* course description.

Students also may repeat other courses already passed with the approval of the academic dean in order to meet specific graduation requirements, but the hours earned the second time do not, under any circumstances, count toward graduation.

### **ACADEMIC FORGIVENESS POLICY**

#### *PURPOSE*

The Academic Forgiveness Policy pertains only to former Kent students returning to the University as undergraduate students after a significant absence. It provides them an opportunity to have their academic standing reflect the increased maturity and improved level of academic performance gained since the interruption of studies at Kent. Specifically, once the returning students have demonstrated the ability to sustain a satisfactory level of academic performance following their return, all grades of "D," "F," "M," and "U" earned during the previous Kent enrollment will be disregarded in the cumulative calculations of hours attempted, quality points earned, and grade point average (GPA).

#### *ELIGIBILITY*

The Academic Forgiveness Policy is available to returning students who meet one or more of the following criteria:

1. Former students who have not been enrolled at Kent State University for a period of at least two calendar years during which time the students have been enlisted in the U.S. Armed Services, as documented by a copy of DD 214 (available to students returning fall 1974 or later).
2. Former students who have not been enrolled at Kent State University or any other accredited institution of higher education for a period of at least three calendar years (available to students returning spring 1975 or later).
3. Former students who have not been enrolled at Kent State University for more than three calendar years who may have taken credit coursework at another institution of higher education, but for whom there are at least three consecutive calendar years during which the students were not engaged in study at an institution of higher education (available to students returning fall 1979 or later).

#### *PROCEDURE*

The established University and collegiate procedures and criteria for readmission or reinstatement apply to all students, including those who may be eligible for the application of the Academic Forgiveness Policy.

Prior to the completion of fifteen (15) hours of graded academic coursework since their return to Kent, former students who meet one of the three ELIGIBILITY criteria indicated above may request the application of the Academic Forgiveness Policy to their academic record by submitting a written petition to the dean of the college or independent school in which the students enrolled upon returning to Kent. The records of the students will then be reviewed by the appropriate dean at the conclusion of each term following the students' return.

If the students maintain a GPA of at least 2.00 through the term which encompasses the fifteenth hour of graded coursework after returning to the University, the Academic Forgiveness Policy shall be implemented and the following steps taken with regard to the students' academic record: (1) all courses in which grades of "D," "F," "M," or "U" were received in the previous period of Kent enrollment will be retained on the academic transcript, with the notation "Academic Forgiveness Policy in effect"; and (2) all cumulative calculations of hours attempted, quality points earned, and cumulative GPA will also be adjusted.

If the students fail to maintain a 2.00 average for the first 15 semester hours of graded coursework following return to the University, the eligibility period shall be extended to the term which

encompasses the thirtieth semester hour of graded academic coursework after the students' resumption of study at Kent. If, at this point, the students' GPA since their return has attained the 2.00 level, the Forgiveness Policy will be implemented; if not, eligibility for the Academic Forgiveness Policy shall have expired.

#### EXCEPTIONS/EXPLANATIONS

The Academic Forgiveness Policy is nonselective. It applies to all grades below "C" (except courses taken on a pass-fail basis) earned in the previous period of Kent State University enrollment, or to none.

In the event that a course for which the students previously had received a "passing" grade of "D" is required for the degree program the students are pursuing, the students must retake this course unless the dean of the college in which the students are enrolled approves a suitable substitution.

The original GPA (unadjusted by the application of the Forgiveness Policy) will be used in determining eligibility for University, collegial, departmental, or professional honors or other recognition based upon the entirety of students' undergraduate academic career and record of academic performance.

Former students returning to the University may request the application of the Academic Forgiveness Policy to their record only once in their career at Kent and within only one of the criteria of ELIGIBILITY.

The Academic Forgiveness Policy applies only to coursework formerly taken at Kent State University and only to the students' Kent transcript. It is available only to undergraduate students and applies only to a student's standing toward an undergraduate degree program of the University.

The dean of the college, independent school, or Regional Campus in which the students are enrolled at the time of initial eligibility for application of the Academic Forgiveness Policy (the term which encompasses the fifteenth hour of graded coursework since returning to Kent) shall determine all questions as to eligibility for, and application of, the Academic Forgiveness Policy.

#### FRESHMAN RULE FOR RECALCULATION OF GRADE POINT AVERAGE

Students may repeat any course or courses taken during the freshman year in which the letter grade of "D" or "F" was earned and use only the second grade in the calculation of the cumulative grade point average. Each course may be repeated only once under this policy. The application of this regulation is subject to the following provisions:

- For the purpose of this rule, the freshman year shall be considered to be the first 30 hours completed at any college or university.
- The students must begin to repeat the course within twelve months of the completion of the prior attempt. In the event that the course is not offered within the next twelve months of the students' enrollment at Kent State University, the students must retake the course the first time it is offered thereafter in order to benefit from this provision.
- The course must be repeated at Kent State University.
- The course must be repeated for a letter grade.
- All grades will appear on the students' official academic record.
- Only the grade for the second attempt will be used in the calculation of the cumulative grade point average.
- All grades will be counted in determining grade point average for graduation with institutional honors and may also be counted for admission to specific programs, for admission to graduate programs, or for admission to other institutions. These computations are independent of the cumulative grade point average as it appears on the transcript or student grade report.
- Credit for a repeated course will apply only once toward meeting degree requirements.
- The students must initiate the petition for application of this regulation at their academic dean's office or Regional Campus dean's office. The petition must be initiated and approved by the Friday of the second week of the semester in which the students are making the second attempt. (See each term's *Schedule of Classes* for specific application date.)
- This regulation became effective for students admitted and first enrolled for the 1981 Fall Semester.

#### Student Records

Kent State University has a policy for administering and maintaining student education records which is in compliance with the Family Educational Rights and Privacy Act of 1974. The general principles of Kent State University's policy, subject to some exceptions, are as follows:

1. Educational records are defined as those records, files, documents, and other materials which contain information directly related to the students and are maintained by a college, school, department, office, or other University organizational subdivision or by a person acting for the University or any of its subdivisions. Other "educational record" includes the official academic record (Office of the University Registrar), advisement records (college or school office), discipline records (Judicial Affairs), and placement bureau records (Career Services Center).



2. Students have certain rights of access to this information.
3. After reviewing their individual file, students may challenge a perceived inaccuracy, misleading statement, or other perceived violation of their privacy or other rights.
4. The University has certain responsibilities to protect this information with the exception of directory information. Directory information includes the students' name, local and permanent address, telephone listing, email address, major field of study, participation in officially recognized activities and sports, weight and height (if a member of an athletic team), dates of attendance, degrees and awards received, high school graduated from, and most recent previous educational agency or institution attended.
5. Students may restrict the publication and release of directory information by filing a written request with the Office of the University Registrar.
6. The complete policy regarding the collection, retention, and dissemination of information about students is available in the Office of the University Registrar.

#### *Transcripts*

Copies of a transcript of your academic record are available at no charge by requesting them in person or by mailing a request to Kent State University, Office of the University Registrar, P.O. Box 5190, Kent OH 44242-0001. Allow two working days for processing, except during peak times which may take longer. For additional information on ordering transcripts by mail, please call (330) 672-3692 for a recorded message. All financial obligations with Kent State University must be satisfied before a transcript is released.

#### **ALTERNATIVE ACADEMIC CREDIT**

##### *Transient Work at Another University*

Kent State University students who wish to take coursework at another accredited institution of higher education must receive the prior approval of the academic dean of the appropriate unit if the student intends to apply this coursework toward the Kent State University degree program.

Transient work by students who are on probation, dismissed, or in the last 30 hours of a degree program may be restricted by the students' college or school. All credits granted for transient work will be translated into semester hours. Grades received for transient work are not transferred; only credit hours are transferred. Credit is transferred only for grades of "C" or higher.

Students are reminded that no more than 18 semester hours of transient work may be approved. Approvals for transient attendance are valid for one term only (quarter, semester, etc.) at other institutions and are subject to all restrictions of the dean of their college.

#### *Credit By Examination*

Students who can demonstrate ability and knowledge in a particular subject area may establish credit in certain courses without enrolling in them. This is done by taking a special examination or performing a special assignment, or both, through the appropriate department. The course offerings of the University have been divided into three categories pertaining to credit by examination:

CBE-A. Available

CBE-D. Departmental approval required

CBE-N. Not approved

Information on courses available for credit by examination may be obtained from the students' academic dean or Regional Campus dean.

An Examination Fee of \$15.00 per credit hour is assessed by Academic Testing Services.

Credit hours but not letter grades are awarded for credit by examination.

#### *Advanced Placement and CLEP*

Students may also qualify for academic credit by other methods of examination, such as the Advanced Placement Program (APP) and the College Level Examination Program (CLEP). Further information on APP may be obtained from the dean of the Honors College; CLEP information may be obtained from the Admissions Office, Academic Testing Services, or the students' collegial dean.

#### *Correspondence Courses*

Kent State University does not offer correspondence courses. However, the University will accept up to 11 semester hours of correspondence work from an accredited institution, provided each course is completed with a grade of at least "C" and it is applicable to the students' degree program. Correspondence credit does not count toward the final year of required work in residence.

## LIBERAL EDUCATION REQUIREMENTS

## OBJECTIVES

Liberal Education Requirements have been instituted at Kent State University because the faculty recognizes that students graduating with baccalaureate degrees should be educated not only in a specific field but also to live intelligently in a civil, complex society. Since there is a need for educated persons to learn and adapt throughout their lives, these requirements aim at developing in students an intellectual flexibility which will promote and enrich additional learning.

The courses included in the Liberal Education Requirements will make known to students certain facts, skills, ideas, and values. The courses are also intended, moreover, to encourage students to think independently; to heighten their ethical and aesthetic as well as intellectual awareness; and to expose them to the special values, assumptions, and methods of the basic scholarly disciplines.

## GUIDELINES

1. As part of the requirements for any baccalaureate degree, all students must complete at least 39 semester hours of Liberal Education Requirements distributed as indicated below.
2. Colleges or degree programs may augment the University's minimum Liberal Education Requirements, and they may specify for their students certain courses in fulfillment of the requirements. It is *essential*, therefore, that students consult the *Catalog* descriptions for their college and degree program.
3. Liberal Education Requirements should normally be completed within the 60 semester hours which immediately follow the first date of the enrollment in a baccalaureate degree program.
4. Courses in the students' major field will not count toward the completion of any Liberal Education Requirements.
5. Honors equivalents shall satisfy Liberal Education Requirements.
6. None of the courses on the Liberal Education Requirements list may be taken pass-fail.

## Liberal Education Requirements Areas and Courses

<b>I. COMPOSITION</b>	<b>.6</b>
English 10001, 10002, College English I, II	(each) 3
<b>II. MATHEMATICS, LOGIC, AND FOREIGN LANGUAGES</b>	<b>.6</b>
<i>In order to receive credit toward foreign languages, at least two semesters must be taken in the same language.</i>	
<b>Mathematics</b>	
11011, College Algebra	.4
11012, Intuitive Calculus	.3
12001, Algebra and Trigonometry	.4
12002, Analytic Geometry and Calculus I	.5
14001, Basic Mathematical Concepts I	.4
14002, Basic Mathematical Concepts II	.3

**Classics**

21201, English Words from Classical Elements . . . . .3

**Philosophy**

11009, Principles of Thinking . . . . .3

21002, Introduction to Formal Logic . . . . .3

**Critical Languages**

All Critical Languages

**French**

13201, 13202, Elementary French I, II . . . . .(each) 4

**German**

11201, 11202, Elementary German I, II . . . . .(each) 4

**Greek**

14201, 14202, Elementary Classical Greek I, II . . . . .(each) 4

14205, 14206, Elementary Modern Greek I, II . . . . .(each) 4

**Hebrew**

12101, 12102, Elementary Hebrew I, II . . . . .(each) 4

**Italian**

15201, 15202, Elementary Italian I, II . . . . .(each) 4

**Latin**

16201, 16202, Elementary Latin I, II . . . . .(each) 4

**Pan-African Studies**

10101, 10102, Elementary Kiswahili I, II . . . . .(each) 4

**Portuguese**

17201, 17202, Elementary Portuguese I, II . . . . .(each) 4

**Russian**

12201, 12202, Elementary Russian I, II . . . . .(each) 4

**Spanish**

18201, 18202, Elementary Spanish I, II . . . . .(each) 4

**III. HUMANITIES AND FINE ARTS . . . . .12**

*At least one course must be selected from the Humanities in Arts and Sciences section and, at least one course must be selected from the Fine Arts in Fine and Professional Arts section.*

**Humanities in Arts and Sciences****Classics**

21404, The Greek Achievement . . . . .3

21405, The Roman Achievement . . . . .3

**English**

21054, Introduction to Shakespeare . . . . .3

22071, 22072, Great Books I, II . . . . .(each) 3

22073, Major Modern Writers: British and United States . . . . .3

**History**

11050, 11051, History of Civilization I, II . . . . .(each)	3
12070, History of the United States: The Formative Period . . . .	3
12071, History of the United States: The Modern Period . . . . .	3

**Pan-African Studies**

23101, Interpreting the Black Experience: Towards a New Community— Beginnings to 1865 . . . . .	3
23102, Interpreting the Black Experience: Towards a New Community—1865 to Present . . . . .	3

**Philosophy**

11001, Introduction to Philosophy . . . . .	3
21001, Introduction to Ethics . . . . .	3
21020, 21021, Comparative Religious Thought I, II . . . . .(each)	3

**Humanities in Fine and Professional Arts**

**Communication Studies**

15000, Theory and Practice of Oral Discourse . . . . .	3
26000, Criticism of Public Discourse . . . . .	3

**Journalism and Mass Comm.**

20001, Media, Power and Culture . . . . .	3
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**Fine Arts in Fine and Professional Arts**

**Architecture**

11013, Understanding Architecture . . . . .	3
20001, 20002, Survey of Architectural History I, II . . . . .(each)	3

**Art**

12001, Art Survey . . . . .	3
22006, Art History I: Ancient and Medieval Art . . . . .	3
22007, Art History II: Renaissance to Modern Art . . . . .	3

**Dance**

27076, Dance as an Art Form . . . . .	3
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**Music**

22111, The Understanding of Music . . . . .	3
22121, Music as a World Phenomenon . . . . .	3

**Theatre**

11000, The Art of the Theatre . . . . .	3
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**IV. SOCIAL SCIENCES . . . . . 9**

**Anthropology**

18210, Introduction to Cultural Anthropology . . . . .	3
18420, Introduction to Archaeology . . . . .	3

**Economics**

22060, Principles of Microeconomics . . . . .	3
22061, Principles of Macroeconomics . . . . .	3

**Geography**

10160, Introduction to Geography . . . . .	3
27063, World Geography . . . . .	3
27064, Geography of the United States and Canada . . . . .	3

**Political Science**

10110, American National Government . . . . .	3
10410, Introduction to World Politics . . . . .	3
10510, Introduction to Politics . . . . .	3

**Psychology**

11762, General Psychology . . . . .	3
20651, Child Psychology . . . . .	3
21211, Psychology of Adjustment . . . . .	3

**Sociology**

12050, Introduction to Sociology . . . . .	3
22400, Individual and Society . . . . .	3
22570, Inequality in Societies . . . . .	3

**V. BASIC SCIENCES . . . . . 6**

*Beginning "major sequence" courses in Biological Sciences [BSCI 10181 (4), 10182 (4)], Chemistry [CHEM 10060 (4), 10061 (4), 10062 (1), 10063 (1), 10960 (5), 10961 (5)], and Physics [PHY 23101 (5), 23102 (5)] may be substituted for those courses listed below. (Science majors, however, must use a science other than their major to meet this requirement.)*

**Anthropology**

18630, Human Evolution . . . . .	3
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**Biological Sciences**

10001, Human Biology . . . . .	3
10002, Ecology, Evolution and Society . . . . .	3
20020, Biological Structure and Function . . . . .	5

**Chemistry**

10030, Chemistry in Our World . . . . .	3
10050, Fundamentals of Chemistry . . . . .	3
10052, Introduction to Organic Chemistry . . . . .	2
10053, Inorganic and Organic Laboratory (Corequisite 10052) . . . . .	1
10054, General and Elementary Organic Chemistry . . . . .	5

**Geology**

11040, Earth Dynamics . . . . .	3
11041, Earth Dynamics Lab (Pre or Corequisite 11040) . . . . .	1
11042, Earth History . . . . .	3
11043, Earth History Lab (Pre or Corequisite 11042) . . . . .	1
21062, Environmental Geology . . . . .	3
21080, Oceanography . . . . .	3

**Physics**

11030, Seven Ideas that Shook the Universe . . . . .	3
13001, 13002, General College Physics I, II . . . . .(each)	5
21430, Frontiers in Astronomy . . . . .	3

**Physical Sciences**

11660, 11661, Physical Science . . . . .(each)	3
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<b>TOTAL</b>	<b>39</b>
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### TRANSFER CREDIT, PROFICIENCY TESTING, AND OTHER OPTIONS IN MEETING THE LIBERAL EDUCATION REQUIREMENTS

Certain alternatives to formal Kent coursework may be recognized in the fulfilling of the 39-hour Liberal Education Requirements.

1. Credits earned for specified courses within the Liberal Education Requirements course list through external credit conferring testing programs, such as the CEEB Advanced Placement and CLEP subject examinations, will be applied toward the fulfillment of the Liberal Education Requirements as appropriate for the specific courses for which credit is received.
2. Courses transferred from accredited postsecondary institutions will be applied toward fulfillment of the Liberal Education Requirements as appropriate for the specific courses for which credit is awarded.
3. The University's Credit by Examination (CBE) program may be utilized in fulfillment of Liberal Education Requirements within the conditions, guidelines, and policies established for that program and for the course(s) for which credit is sought.
4. Proficiency, as established by placement examinations or other recognized procedures and mechanisms for this purpose, can be used to fulfill Category I and II of the Liberal Education Requirements. For example, students who are placed into ENG 10002 and complete it with a passing grade will have met the Category I Liberal Education Requirements. Similarly, students who are placed at or higher than MATH 11012, or MATH 12002 and complete that course with a passing grade will have successfully completed the mathematics Liberal Education Requirements. It is assumed that students who are placed at and pass the higher level of one of these sequenced courses have also mastered the content of the prerequisite course. While students may meet the requirements of Category I and II through proficiency, minimum hours must be met in Categories III, IV, and V. Students meeting Category I and II requirements through proficiency must substitute other courses, which shall be elective, to earn a minimum of 121 hours of appropriate coursework toward a baccalaureate degree.

To fulfill the purposes of general education, any of the above alternatives to the fulfillment of the Liberal Education Requirements by 39 hours of formal coursework at Kent State University must be exercised by the students within the first 60 hours of academic credits earned at and/or transferred to Kent State University.

Students who transfer to the University with more than 45 semester hours of applicable credits (including students with associate's degrees in technology from the Kent State University Regional Campuses or those who transfer to bachelor-level programs from associate-level technology programs) must exercise such option(s) within the first calendar year of their Kent State University enrollment.

Questions concerning, and requests for application of, these alternatives to formal Kent State University coursework as a means of fulfilling the Liberal Education Requirements shall be addressed to, and will be determined by, the dean of the college or independent school in which the degree program that the students are pursuing is located.

## APPROVED WRITING INTENSIVE COURSES

The purpose of the writing-intensive course requirement is to assist undergraduates in becoming effective writers within their majors. This graduation requirement became effective for all undergraduate students who enrolled as new freshmen in Fall 1992 or later; all students with an effective catalog year of 1994 or later must fulfill this requirement. At least one upper-division course designated from the following list must be completed with a grade of "C" or better. Program exceptions and substitutions must be recommended by the department/school and approved by the Educational Policies Council Subcommittee on Writing. Exceptions for individual students must be approved by the department and college advising office.

### *Accounting*

43010, Principles of Auditing and Control . . . . . 3

### *Administrative Sciences*

34185, Individual and Group Behavior in Organizations . . . . . 3

44042, Telecommunications and Networking . . . . . 3

44065, Strategies in Production and Operations Management . . 3

44150, Total Quality Management . . . . . 3

### *Anthropology*

48212, Kinship and Social Organization . . . . . 3

### *Architecture*

44035, Architectural Design III . . . . . 5

### *Art*

41003, Art Education: Field Experience . . . . . 3

42000, Research and Writing in Art History . . . . . 2

43399, Senior Project: Industrial Design . . . . . 4

43998, Senior Project Paper/Graphic Design and Illustration . . 2

44099, Senior Project: Fine Arts . . . . . 3

45008, Professional Practices . . . . . 3

45099, Senior Project: Crafts . . . . . 4

### *Biological Sciences*

40275, Systematic Botany . . . . . 4

40364, Limnology . . . . . 4

40444, Mammalian Physiology Lab I . . . . . 1

40445, Mammalian Physiology Lab II . . . . . 1

### *Center for Applied Conflict Management*

49091, Seminar in Conflict Management . . . . . 3

### *Chemistry*

30112, Quantitative Analysis I Lab . . . . . 2

### *Classics*

41503, Greek Literature in Translation . . . . . 3

### *Communication Studies*

45007, Speech in a Free Society . . . . . 4

45154, Rhetorical Speaking and Criticism . . . . . 3

45957, Language and Meaning . . . . . 3

### *Computer Science*

33006, Social and Ethical Issues in Computing . . . . . 3

42202, Introduction to Numerical Computing II . . . . . 3

### *Criminal Justice Studies*

32400, Criminal Justice Research Methods . . . . . 3

36703, Juvenile Delinquency . . . . . 3

### *Dance Education*

47063, Dance History . . . . . 4

### *Early Childhood*

40126, Developmental Reading and Writing: Early Years . . . . . 3

### *Economics*

42073, Comparative Economic Systems . . . . . 3

42075, International Economic Relations . . . . . 3

42085, Public Finance . . . . . 3

42191, Senior Seminar in Economics . . . . . 3

### *Elementary Education*

31120, Introduction to Teaching the Language Arts . . . . . 3

31121, Developmental Reading in the Elementary School . . . . . 3

41120, Meeting Individual Needs in Reading . . . . . 3

### *English*

30001, English Studies . . . . . 3

49091, Senior Seminar . . . . . 3

### *Family and Consumer Studies*

34030, Adult Development and Aging . . . . . 3

43013, Experimental Foods . . . . . 3

43027, Management Operations in the Hospitality Industry . . . 5

44534, History of Interiors to 1600s . . . . . 4

### *Fashion Design Merchandising*

30083, Professional Seminar . . . . . 3

45035, Historic Textiles . . . . . 3

### *Finance*

36058, The Financial System . . . . . 3

### *French*

33335, Introduction to the French Theatre . . . . . 3

33336, Introduction to French Poetry . . . . . 3

33337, Introduction to the French Novel . . . . . 3

### *Geography*

40191, Seminar in Geography . . . . . 3

### *Geology*

34061, Invertebrate Paleontology . . . . . 4

### *German*

31303, Modern Writers . . . . . 3

31334, Nineteenth-Century German Prose . . . . . 3

31335, Nineteenth-Century German Drama and Lyric . . . . . 3

31337, Twentieth-Century German Prose . . . . . 3

31338, Twentieth-Century German Drama and Lyric . . . . . 3

31421, German Civilization . . . . . 4

41365, Classical German Literature . . . . . 3

**Health Education**

32542, Methods and Applications of Health Education . . . . .5

**History**

42297, Colloquium: China and Japan . . . . .3

43697, Colloquium in Tudor and Stuart England . . . . .3

43797, Colloquium on Victorian England . . . . .3

45597, Colloquium in Russian History . . . . .3

45697, Colloquium: Social History of Latin America . . . . .3

45797, Colloquium: Comparative Latin American Revolutions . .3

46597, Colloquium in Twentieth-Century European Diplomacy .3

47697, Colloquium on Post - 1945 Europe . . . . .3

48097, Colloquium in Twentieth Century U.S. Foreign Relations .3

48697, Colloquium: U.S. Middle Period, 1820-1900 . . . . .3

48997, Colloquium on the Immigrant in American History . . .3

**Italian**

35331, Early Italian Literature . . . . .3

35332, Recent Italian Literature . . . . .3

**Journalism and Mass Communication Studies**

40010, Ethics and Issues in Mass Communication . . . . .3

**Leisure**

46030, Dynamics of Leisure Behavior . . . . .3

**Marketing**

45084, Marketing Policies and Strategies . . . . .3

**Math**

41001, Introduction to Modern Algebra I . . . . .3

41002, Introduction to Modern Algebra II . . . . .3

42001, Introduction to Analysis I . . . . .3

42002, Introduction to Analysis II . . . . .3

42202, Introduction to Numerical Computing II . . . . .3

**Music**

31121, Western Music Since 1900 . . . . .3

**Nursing**

30000, Professional Nursing Concepts . . . . .2

30870, Nursing Concepts . . . . .2

40000, Professional Nursing Development . . . . .2

40870, Nursing as a Profession . . . . .2

**Pan-African Studies**

49197, Senior Colloquium . . . . .3

**Philosophy**

31001, Ancient Greek Philosophy . . . . .3

31003, Continental Rationalism . . . . .3

31004, British Empiricism . . . . .3

31005, German Critical Philosophy . . . . .3

31006, Nineteenth-Century Philosophy . . . . .3

31010, Twentieth-Century Philosophy . . . . .3

31020, American Philosophy . . . . .3

**Physical Education Professional**

35010, Psychological Dimensions of Motor Behavior . . . . .3

35065, History and Philosophy of Sport and Physical Activity . .3

**Physics**

30020, Intermediate Physics Lab . . . . .2

40020, Advanced Physics Lab . . . . .2

42020, Applied Physics Laboratory . . . . .2

**Political Science**

40891, Seminar in Political Science . . . . .3

**Portuguese**

37330, Early Brazilian Literature . . . . .3

37331, Recent Brazilian Literature . . . . .3

**Psychology**

41990, Writing in Psychology . . . . .1

**Russian**

32303, Modern Writers . . . . .3

32325, Russian Poetry and Folklore . . . . .3

32350, Russian Prose . . . . .3

32354, Russian Drama . . . . .3

32421, Russian Civilization . . . . .4

**Secondary Education**

32142, Principles of Teaching . . . . .3

32147, Issues in English Education . . . . .3

**Sociology**

42126, Sociological Theories . . . . .3

**Speech Pathology and Audiology**

43492, Clinical Preparation in Audiology . . . . .3

44492, Clinical Preparation in Speech Language Pathology . . .3

**Spanish**

38330, Early Spanish Literature . . . . .3

38331, Recent Spanish Literature . . . . .3

38334, Early Spanish-American Literature . . . . .3

38335, Recent Spanish-American Literature . . . . .3

**Special Education**

43960, Assessment of Exceptional Individuals . . . . .3

43963, Language/Reading in SPED . . . . .3

**Technology**

31000, Technology and Man . . . . .2

31001, Methods in Technology Education . . . . .3

33056, Cooperative Education-Professional Development . . . .1

45030, Advanced Aerospace Systems . . . . .3

**Theatre**

41026, Playwriting . . . . .3

41110, Theatre Criticism . . . . .3



## TRANSFER MODULE REQUIREMENTS

### *Institutional Transfer*

The Ohio Board of Regents, following the directive of the Ohio General Assembly, has developed a new statewide policy to facilitate movement of students and transfer credits from one Ohio public college or university to another. The purpose of the State Policy is to avoid duplication of course requirements and to enhance student mobility throughout Ohio's higher education system. Since independent colleges and universities in Ohio may or may not be participating in the transfer policy, students interested in transferring to an independent institution are encouraged to check with the college or university of their choice regarding transfer agreements.

### *Transfer Module*

The new Ohio Board of Regents' Transfer and Articulation Policy established the Transfer Module, which is a specific subset or the entire set of a college or university's general education requirements. The Transfer Module contains 54-60 quarter hours or 36-40 semester hours of specified course credits in English composition, mathematics, fine arts, humanities, social science, behavioral science, natural science, physical science, and interdisciplinary coursework.

A transfer module completed at one college or university will automatically meet the requirements of the transfer module at the receiving institution, once students are accepted. Students may be required, however, to meet additional general education requirements that are not included in the Transfer Module.

### *Conditions for Transfer Admission*

Students meeting the requirements of the Transfer Module are subject to the following conditions:

1. The policy encourages receiving institutions to give preferential consideration for admission to students who complete the Associate of Arts or the Associate of Science degrees. These students will be able to transfer all courses in which they received a passing grade of D or better.
2. The policy also encourages receiving institutions to give preferential consideration for admission to students who complete the Transfer Module with a grade of C or better in each course and 90 quarter hours or 60 semester hours. Students must have an overall grade point average of 2.0 to be given credit for the Transfer Module and all courses in which a C or better has been earned will transfer.
3. The policy encourages receiving institutions to admit on a nonpreferential consideration basis students who complete the Transfer Module with a grade of C or better in each course and less than 90 quarter hours or 60 semester hours. These students will be able to transfer all courses in which they received a grade of C or better.

Admission to a given institution, however, does not guarantee that transfer students will be automatically admitted to all majors, minors, or fields of concentration at that institution. Once admitted, transfer students shall be subject to the same regulations governing applicability of catalog requirements as all other students. Furthermore, transfer students shall be accorded the same class standing and other privileges as all other students on the basis of the number of credits earned. All residency requirements must be successfully completed at the receiving institution prior to the granting of a degree.

### *Responsibilities of Students*

In order to facilitate transfer with maximum applicability of transfer credit, prospective transfer students should plan a course of study that will meet the requirements of a degree program at the receiving institution. Specifically, students should identify early in their collegiate studies an institution and major to which they desire to transfer. Furthermore, students should determine if there are language requirements or any special course requirements that can be met during the freshman or sophomore year. This will enable students to plan and pursue a course of study that will articulate with the receiving institution's major. Students are encouraged to seek further information regarding transfer from both their adviser and the college or university to which they plan to transfer.

### *Appeals Process*

A multilevel, broad-based appeal process is required to be in place at each institution. Students disagreeing with the application of transfer credit by the receiving institution shall be informed of the right to appeal the decision and the process for filing the appeal. Each institution shall make available to students the appeal process for that specific college or university.

If transfer students' appeals are denied by the institution after all appeal levels within the institution have been exhausted, the institution shall advise the student in writing of the availability and process of appeal to the state level Articulation and Transfer Appeal Review Committee.

The Appeals Review Committee shall review and recommend to institutions the resolution of individual cases of appeal from transfer students who have exhausted all local appeal mechanisms concerning applicability of transfer credits at receiving institutions.

## Transfer Module Areas and Courses

## I. COMPOSITION .....6

*English*

10001, 10002, College English I, II .....(each) 3

## II. MATHEMATICS .....3

*Mathematics*

11011, College Algebra .....4

11012, Intuitive Calculus .....3

12001, Algebra and Trigonometry .....4

12002, Analytic Geometry and Calculus I .....5

*Philosophy*

21002, Introduction to Formal Logic .....3

## III. HUMANITIES AND FINE ARTS .....12

*At least one course must be selected from the Humanities in Arts and Sciences section, at least one course must be selected from the Fine Arts in Fine and Professional Arts section, and at least two courses must be taken in one curricular area (e.g. CLAS, ENG, etc.).*

*Humanities in Arts and Sciences**Classics*

21404, The Greek Achievement .....3

21405, The Roman Achievement .....3

*English*

21054, Introduction to Shakespeare .....3

22071, 22072, Great Books I, II .....(each) 3

22073, Major Modern Writers: British and United States .....3

*History*

11050, 11051, History of Civilization I, II .....(each) 3

12070, History of the United States: The Formative Period .....3

12071, History of the United States: The Modern Period .....3

*Pan-African Studies*

23101, Interpreting the Black Experience:

Towards a New Community— Beginnings to 1865 .....3

23102, Interpreting the Black Experience:

Towards a New Community—1865 to Present .....3

*Philosophy*

11001, Introduction to Philosophy .....3

21001, Introduction to Ethics .....3

21020, 21021, Comparative Religious Thought I, II .....(each) 3

*Fine Arts in Fine and Professional Arts**Architecture*

11013, Understanding Architecture .....3

20001, 20002, Survey of Architectural History I, II .....(each) 3

*Art*

12001, Art Survey .....3

22006, Art History I: Ancient and Medieval Art .....3

22007, Art History II: Renaissance to Modern Art .....3

*Dance*

27076, Dance as an Art Form .....3

*Music*

22111, The Understanding of Music .....3

22121, Music as a World Phenomenon .....3

*Theatre*

11000, The Art of the Theatre .....3

## IV. SOCIAL SCIENCES .....9

*Six semester hours from two curricular areas and an additional 3 hours in one of the two chosen curricular areas must be taken.*

*Anthropology*

18210, Introduction to Cultural Anthropology .....3

18420, Introduction to Archaeology .....3

*Economics*

22060, Principles of Microeconomics .....3

22061, Principles of Macroeconomics .....3

*Geography*

10160, Introduction to Geography .....3

27063, World Geography .....3

27064, Geography of the United States and Canada .....3

*Political Science*

10110, American National Government .....3

10410, Introduction to World Politics .....3

10510, Introduction to Politics .....3

*Psychology*

11762, General Psychology .....3

20651, Child Psychology .....3

21211, Psychology of Adjustment .....3

*Sociology*

12050, Introduction to Sociology .....3

22400, Individual and Society .....3

22570, Inequality in Societies .....3

## V. BASIC SCIENCES .....6

*Students must complete at least one of the Basic Sciences Laboratory courses plus any specified prerequisite or corequisite course. Beginning "major sequence" courses in Biological Sciences [BSCI 10181 (4), 10182 (4)], Chemistry [CHEM 10060 (4), 10061 (4), 10062 (1), 10063 (1), 10960 (5), 10961 (5)], and Physics [PHY 23101 (5), 23102 (5)] may be substituted for those courses listed below.*

*Basic Sciences Laboratory Courses**Biological Sciences*

20020, Biological Structure and Function .....5

*Chemistry*

10053, Inorganic and Organic Laboratory .....1

*Corequisite CHEM 10052**Geology*

11041, Earth Dynamics Lab (Pre or Corequisite GEOL 11040) ..1

11043, Earth History Lab (Pre or Corequisite GEOL 11042) ....1

**Physics**

13001, 13002, General College Physics I, II .....(each) 5

**Basic Sciences Non-Laboratory Courses****Anthropology**

18630, Human Evolution ..... 3

**Biological Sciences**

10001, Human Biology ..... 3

10002, Ecology, Evolution and Society ..... 3

**Chemistry**

10030, Chemistry in Our World ..... 3

10050, Fundamentals of Chemistry ..... 3

10052, Introduction to Organic Chemistry ..... 2

*Corequisite CHEM 10053*

10054, General and Elementary Organic Chemistry ..... 5

**Geology**

11040, Earth Dynamics ..... 3

11042, Earth History ..... 3

21062, Environmental Geology ..... 3

21080, Oceanography ..... 3

**Physics**

11030, Seven Ideas that Shook the Universe ..... 3

21430, Frontiers in Astronomy ..... 3

**Physical Sciences**

11660, 11661, Physical Science .....(each) 3

**TOTAL 36****Transfer Credit, Proficiency Testing, and Other Options in Meeting the Transfer Module**

Certain alternatives to formal Kent coursework may be recognized in the fulfilling of the 36-hour Transfer Module requirements.

1. Credits earned for specified courses within the Transfer Module course list through external credit conferring testing programs, such as the CEEB Advanced Placement and CLEP subject examinations, will be applied toward the fulfillment of the Transfer Module requirements as appropriate for the specific courses for which credit is received.
2. Courses transferred from accredited postsecondary institutions will be applied toward fulfillment of the Transfer Module requirements as appropriate for the specific courses for which credit is awarded.
3. The University's Credit by Examination (CBE) program may be utilized in fulfillment of Transfer Module requirements within the conditions, guidelines, and policies established for that program and for the course(s) for which credit is sought.
4. Proficiency, as established by placement examinations or other recognized procedures and mechanisms for this purpose, can be used to fulfill Category I and II of the Transfer Module requirements. For example, students who are placed into ENG

10002 and complete it with a passing grade will have met the Category I Transfer Module requirement. Similarly, students who are placed at or higher than MATH 11012, or MATH 12002 and complete that course with a passing grade will have successfully completed the mathematics Transfer Module Requirement. It is assumed that students who are placed at and pass the higher level of one of these sequenced courses have also mastered the content of the prerequisite course. While students may meet the requirements of Category I and II through proficiency, minimum hours must be met in Categories III, IV, and V. Students meeting Category I and II requirements through proficiency must substitute other courses, which shall be elective, to earn a minimum of 121 hours of appropriate coursework toward a baccalaureate degree.

To fulfill the purposes of general education, any of the above alternatives to the fulfillment of the Transfer Module requirements by 36 hours of formal coursework at Kent State University must be exercised by the students within the first 60 hours of academic credits earned at and/or transferred to Kent State University.

Students who transfer to the University with more than 45 semester hours of applicable credits (including students with associate's degrees in technology from the Kent State University Regional Campuses or those who transfer to bachelor-level programs from associate-level technology programs) must exercise such option(s) within the first calendar year of their Kent State University enrollment.

Questions concerning, and requests for application of, these alternatives to formal Kent State University coursework as a means of fulfilling the Transfer Module requirements shall be addressed to, and will be determined by, the dean of the college or independent school in which the degree program that the students are pursuing is located.