



## UNIVERSITY ADMINISTRATION

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Justice Studies, To Be Named

Library and Information Science, Richard E. Rubin

Liquid Crystal Institute, John L. West

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Mathematics, Andrew M. Tonge, Interim

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Music, John M. Lee

Pan-African Studies, Diedre L. Badejo

Philosophy, Gayle L. Ormiston

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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 the scholarships of teaching, discovery, application and integration, and university citizenship is fulfilled by a vigorous and first-rate faculty. These scholars hold positions in 38 academic administrative areas, teach courses in 95 subject areas, and hold degrees from more than 300 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) five colleges: Arts and Sciences, Business Administration, Education, Fine and Professional Arts, Nursing; (c) School of Technology; (d) Regional Campuses; (e) Air Force ROTC and Army ROTC; (f) 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 16 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 11 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 licensure of qualified university graduates to teach in Ohio schools.

The College of Fine and Professional Arts comprises 10 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 College 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. A Ph.D. in Nursing is also available as part of a joint program between Kent State University and The University of Akron.

The School of Technology offers associate, baccalaureate and master's degrees across the Kent State eight-campus network. Focusing on high-technology applications, the curriculum leads to a Bachelor of Science degree in the following areas: Aeronautics, Industrial Technology and Technology (including 2+2 articulation). The school also offers a Master's Degree in Technology. The school's programs are designed to prepare students for careers in emerging technologies involving business, industry, information technology, government and education sections.

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 61 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 Air Force ROTC program provides professional preparation for students considering service as officers in the U.S. Air Force. Army ROTC offers a two- to four-year course of study that adds practical management training and leadership experience to students' chosen academic degrees.

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—A.A.B.  
Applied Science—A.A.S.  
Arts—A.A.  
Science—A.S.  
Technical Studies—A.T.S.

### *Bachelor of*

Architecture—B.Arch.  
Arts—B.A.  
Business Administration—B.B.A.  
Fine Arts—B.F.A.  
General Studies—B.G.S.  
Music—B.M.  
Science—B.S.  
Science/Doctor of Medicine\*\*—B.S./M.D.  
Science in Education—B.S.E.  
Science in Nursing—B.S.N.

### *Master of*

Architecture—M.Arch.  
Arts—M.A.  
Arts in Economics—M.A.E.  
Arts in Teaching—M.A.T.  
Business Administration—M.B.A.  
Education—M.Ed.  
Fine Arts—M.F.A.  
Liberal Studies—L.S.M.  
Library and Information Science—M.L.I.S.  
Music—M.M.  
Public Administration—M.P.A.  
Public Health—M.P.H.  
Science—M.S.  
Science in Accounting—M.S.A.  
Science in Nursing—M.S.N.  
Technology—M.T.

### *Educational Specialist—Ed.S.*

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

### *Doctor of*

Philosophy—Ph.D.

*\*Offered only through the Regional Campuses.*

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

**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 College 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 Studies, Life Science, Life Science/Chemistry, Physical Science*
- F Advertising
- T Aeronautics  
*Aeronautical Studies, Aeronautical Systems Engineering Technology, Aviation Management, 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
- F Dance  
*Dance Education*
- E Deaf Education
- E Early Childhood Education Licensure Program
- A Earth Science
- E Earth Science
- A Economics
- B Economics
- E Educational Interpreter
- E Educational Studies
- F Electronic Media  
*Electronic Media Production, Video and Film Programming*
- T Electronics (see Industrial Technology)
- A English
- A Ethnic Heritage
- E Family and Consumer Science Education
- F Fashion Design
- F Fashion Merchandising
- B Finance
- F Fine Arts  
*Drawing, Painting, Printmaking, Sculpture*
- A French
- A French Translation
- A Geography
- A Geology
- A German
- A German Translation
- F Gerontology (see Human Development and Family Studies)
- E Gifted Education
- F Graphic Design (see Visual Communication Design)
- A History
- F Hospitality Management (see Nutrition and Food)
- F Human Development and Family Studies  
*Gerontology, Human Development and Family Studies*
- F Illustration (see Visual Communication Design)
- A Individualized Major
- T Industrial Technology  
*Electronics, Industrial Technology 2+2, Management Technology 2+2, Manufacturing Engineering Technology*
- F Integrated Health Studies
- E Integrated Language Arts
- A Integrated Life Sciences (the six-year BS/MD program)
- E Integrated Mathematics
- E Integrated Science  
*Chemistry, Earth Science, Life Science, Physics*
- E Integrated Social Studies  
*Economics, Geography, History, Political Science, Sociology*
- F Interior Design
- A International Relations
- E Intervention Specialist Licensure Program  
*Deaf Education, Gifted Education, Mild/Moderate Educational Needs, Moderate/Intensive Educational Needs*
- A Justice Studies
- A Latin
- A Latin American Studies



- F Leisure Studies  
*Recreation and Sport Management, Therapeutic Recreation*
- E Life Science
- E Life Science/Chemistry
- A Management and Industrial Studies
- T Manufacturing (see Industrial Technology)
- B Marketing
- E Marketing Education
- A Mathematics
- A Medical Technology
- E Middle Childhood Education Licensure Program  
*Mathematics, Reading/Language Arts, Science, Social Studies*
- E Multi-Age Licensure Program  
*Art Education, Dance Education, Foreign Languages, Music Education, Physical Education, School Health Education*
- F Music  
*Composition, Instrumental, Keyboard—Piano, Theory, Voice*
- F Music Education  
*Choral, Instrumental*
- F Musical Theatre (see Theatre Studies)
- F News  
*Broadcast Journalism, Magazine, Newspaper*
- N Nursing
- F Nutrition and Food  
*Hospitality Management, Nutrition and Dietetics*
- B Operations Management
- A Pan-African Studies
- A Philosophy
- F Photo Illustration
- F Physical Education  
*Athletic Training, Exercise Sciences, Human Movement Studies, Teacher Licensure*
- E Physical Science
- A Physics  
*Applied Physics, Computer Hardware Systems, General Physics*
- A Political Science
- A Pre dentistry
- A Prelaw
- A Premedicine, Preosteopathy, Preveterinary Medicine
- A Psychology
- F Public Relations
- A Russian
- A Russian Translation
- E School Health Education
- A Sociology
- A Soviet and East European Studies
- A Spanish
- A Spanish Translation
- F Speech Pathology and Audiology
- T Technology  
*Technology 2+2*
- 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  
*Information Design, Photojournalism*
- E Vocational Education Licensure Program  
*Comprehensive Business Education, Family and Consumer Science, Marketing Education, Technology Education, Trade and Industrial Education*
- A Zoology
- University Minors*
- B Accounting
- F Advertising
- A African Studies
- A American Studies
- A Anthropology
- A Applied Conflict Management
- A Applied Mathematics
- F Art History
- A Asian Studies
- F Athletic Coaching—Non PE Major
- F Athletic Coaching—PE Major
- A Biological Sciences
- A British Studies
- B Business
- A Cartography
- A Chemistry
- A Classics
- A Climatology
- F Communication Studies
- E Community Health Education
- A Comparative Literature
- B Computer Information Systems
- A Computer Science
- F Crafts
- F Dance
- F Design
- A Economics
- B Economics
- E Education
- T Electronic Technology
- 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 Hospitality Food Service Management  
 E Human Sexuality  
 B International Business  
 A Jewish Studies  
 A Justice Studies  
 A Latin  
 F Leisure Studies  
 A Lesbian, Gay, Bisexual and Transgendered Studies  
 A Lithuanian Studies  
 B Management  
 B Marketing  
 A Mathematics  
 F Media Literacy  
 B Military Studies  
 F Music  
 A North Atlantic Security Studies  
 A Pan-African Studies  
 A Paralegal Studies  
 A Philosophy  
 F Photo Illustration  
 A Physics  
 A Political Science  
 A Pre-law  
 A Psychology  
 F Public Relations  
 A Religion Studies  
 A Romanian Studies  
 A Russian  
 A Russian Studies  
 A Sociology  
 A Spanish  
 F Sport Management—LEST Majors  
 F Sport Management—Non Major  
 F Sport Management—PE Majors  
 F Sports Medicine  
 F Studio Art  
 T Technology  
 T Technology Education Licensure  
 F Theatre

A Urban Studies and Planning  
 F Visual Journalism  
 A Women's Studies  
 A Writing Minor, The

#### *Associate's Degrees*

For a complete listing of Associate's Degrees, please see Pages 333-334 of the Regional Campuses section.

#### *University Certificate Programs*

R Accounting Technology  
 R Advanced Internet  
 R Business Management Technology  
 R Child and Family Advocacy  
 R College Prep/Bridge  
 R Computer Aided Drafting/Design Technician  
 R Desktop Publishing  
 R Entrepreneurship  
 R Environmental Management Technology  
 R Environmental Safety Management Technology  
 R Hospitality and Food Service  
 R Internet  
 B Leadership  
 R Legal Nurse Consulting/Nurse Paralegal  
 R Manufacturing Management Technology  
 R Medical Billing  
 R Microcomputer Applications  
 F New Media  
 R Paralegal Studies  
 R Plastics Manufacturing Engineering  
 R Professional Flight Crew Development and Air Transport Operations  
 R Quality Assurance  
 R Radiation Polymer Engineering Technology  
 R Robotics Systems



## 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 State.

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 rate rapid enough 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 Admissions Office. Students should arrange to have all necessary high school and college transcripts sent directly to the Admissions Office 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 Admissions Office.

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

The Admissions Office must receive a nonrefundable \$30 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 Admissions Office.

#### *Required Credentials*

Freshmen entering Kent must submit a high school transcript and American College Test (ACT) or Scholastic Assessment Test (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 21 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 State directly from the testing agency.

The easiest way to submit ACT or SAT scores is to list Kent State 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 are those who 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 SAT score 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 the 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 State. Such selective policies exist for students desiring admission to Aeronautics, School of Architecture and Environmental Design, School of Fashion

Design and Merchandising, Interior Design, School of Music, College of Nursing, College of Education, School of Journalism and Mass Communication, School of Theatre and Dance and the North-eastern 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 Admissions Office or the individual departments.

#### *Application Deadlines*

Freshman applications are reviewed on a rolling basis. Early application helps ensure early consideration for course registration, residence hall preference and financial aid. Therefore, the best time to apply is about one year prior to anticipated enrollment.

The following deadlines exist for some special admission areas:

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 Admissions Office in writing of the subsequent term for which admission is now desired. The Admissions Office will then determine the students' admissibility for that term.*

#### *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.

Postsecondary Option students are eligible for admission into Kent State University degree programs when they submit and meet all admission criteria; e.g. proof of high school graduation, admission test scores, high school rank, grade point average, etc. Kent State University degrees earned by Postsecondary Option students will not be posted to the Kent State University academic transcript until the term subsequent to high school graduation.

For more information about this program, see "Honors College" in this *Catalog*.

*Placement, Advising and Scheduling System (PASS)*

Beginning in February, admitted freshmen for the fall semester and their parents are invited to campus for a one-day orientation to Kent State. 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 Admissions Office:

1. A transfer application form and a nonrefundable \$30 application fee.
2. An official transcript from each postsecondary institution attended. These transcripts should be sent directly from the previous institutions to the Admissions Office.
3. A final high school transcript from the following students:
  - applicants with fewer than 12 semester hours of nonremedial credit earned at other colleges or universities;
  - applicants who, for special reasons, are asked by the Admissions Office to submit a high school transcript;
  - applicants to the College of Nursing;
  - applicants wishing to receive need-based financial aid.
4. Official results of the ACT or the SAT. Test results are not required of applicants who are 21 or older at the time of their first enrollment, who have successfully completed 12 or more 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 Admissions Office.

*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 Admissions Office 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 at least 12 semester hours with a cumulative GPA of at least 2.00 as computed by Kent State University (on a scale of 4.00) may be admitted to the university.

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 12 consecutive months since the dismissal, or have completed at least 12 semester hours of credit at another institution with a cumulative GPA 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 State:

- Aeronautics
- Architecture and Environmental Design
- Art
- Bachelor of General Studies program
- Business
- 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 Admissions Office 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 Admissions Office) 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 Admissions Office 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 Admissions Office for work completed there. The students' college office, however, can grant such credit at its discretion. Although the evaluation of a student's performance at a nonaccredited school will be considered in the admissions decision, any work completed at an accredited institution will take precedence.

Kent State 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 applications are reviewed on a rolling basis. Early application helps ensure early consideration for course registration, residence hall preference and financial aid. Therefore, the best time to apply is at least six months prior to anticipated enrollment.

The application deadline for Architecture and Environmental Design (for both summer and fall) is May 15. Although there is no early deadline for application to the fashion programs, students applying by March 15 for fall semester will receive priority consideration.

*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 Admissions Office in writing of the subsequent term for which admission is now desired. The Admissions Office will then determine the students' admissibility for that term.*

#### **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 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 Admissions Office 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.

#### **HOME-SCHOOLED STUDENTS**

Kent State welcomes applications from home-schooled students. Such students should obtain either a high school diploma or an equivalent diploma through a successful General Educational Development (GED) test. In the latter case, the student must supply evidence of the GED along with ACT or SAT scores to the Admissions Office. Home-schooled students should complete a program of study that covers the material in the full college preparatory program recommended by the Ohio State Board of Education.

#### **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 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 freshman adult students. Students fitting these criteria and 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 12 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 State 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 science (math), justice studies, economics, English, finance, general studies, gerontology, history, hospitality/food service management, individual/family studies, information systems, interior design, marketing, news, operations management, psychology, public relations, rhetoric and communications, technology 2+2 for those with an associate's degree (industrial technology, management technology) 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 is also required.

#### **REGIONAL CAMPUS STUDENTS**

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

#### **VETERANS**

Ohio veterans of the Armed Services who did not graduate from an accredited high school and who are 21 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 Admissions Office 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 KENT STATE STUDENTS**

Former Kent State University students who withdrew from or left the university in good standing or on academic probation and in the interim have not attended another postsecondary institution do not need to apply for readmission. These students should contact the Office of the University Registrar for current enrollment and registration procedures.

Students who have attended another institution since leaving Kent State will be required to apply for admission as transfer students, submit official transcripts and pay the \$30 nonrefundable application fee.

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



The Office of Adult Services can provide general advising/counseling, information, referrals and assistance for all these groups of students if they meet the "adult student" criteria.

### TRANSIENT STUDENTS

Students pursuing a degree at another institution may apply as transient students to Kent State. Such 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 Admissions Office must be certified in writing by the registrar or collegial dean of the institution where the students are enrolled.

Transient status is for one semester only. Students wishing to attend more than one semester must apply again through the Admissions Office. A nonrefundable \$10 matriculation fee will be assessed for each transient admission. An ID card may be obtained through the FLASHcard Office.

### 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 Admissions Office. Adult students may apply through the Office of Adult Services. A nonrefundable \$30 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 State can apply as postundergraduate students. Baccalaureate graduates of Kent State University who have not attempted subsequent college work need not reapply to the university but do need to declare their intent at

the Office of the University Registrar. Those Kent State graduates who have taken coursework elsewhere since leaving Kent State need to complete the postundergraduate application but will not be assessed the \$30 nonrefundable application fee. 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 Admissions Office. 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.

Postundergraduate applicants who have questions or concerns are encouraged to seek assistance in the Office of Adult Services.

### GUEST STUDENT

Admission as a "Guest Student" enables a student to take a limited number of undergraduate courses for credit. To be admitted in this category, students must have graduated from high school, obtained GED certificate or achieved the equivalent. Guest students typically take courses for job achievement, personal enrichment or other reasons.

Guest students may remain in this status until a maximum of 12 semester hours of Kent State University credit have been attempted. Students cannot earn a degree in this admission status. Guest students who wish to pursue a degree program or continue after 12 semester hours have been attempted must apply for regular admission. Credit hours taken in this status may apply to a degree program with the approval of the dean. Guest students must meet all prerequisites for courses (or obtain permission of the instructor).

Anyone who has been denied admission to, or is under dismissal from, the university is not eligible for guest student status. Guest students are not eligible for financial aid.

### 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 State are coordinated through Academic Testing Services in the Career Services Center, 261 Michael Schwartz Center, (330) 672-2360.

Advanced Placement is coordinated through the Honors College. 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 should 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.

*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 arrive at Kent State with varying types of foreign language experience: some come from other countries fluent in their native language, others have grown up in America with a first language other than English, but most have learned a second language in a formal classroom setting. Accordingly, the term "native language" refers to the language of students who have been born, raised *and educated* in another culture and who can be expected to use that language not only easily but accurately as well. Similarly, "first language" refers to the language of students who may have been born and spent their early years abroad or who have been raised in a particular ethnic community in this country; while they may speak the language with some ease, a lack of consistent formal training limits the accuracy of their usage.

A student with a native language other than English may not register for or receive credit in coursework on the elementary or intermediate level in that language or a closely related one as determined by the chairperson of the appropriate department. Such students may, however, receive credit for coursework successfully completed above the Intermediate II level.

Students with a first (not native) language other than English may be permitted to enroll in, and receive credit for, coursework on the elementary and/or intermediate level. Permission will be granted on a case-by-case basis by the chairperson of the appropriate department after evaluation of the student's skills in that language.

All students should begin foreign language study at the appropriate level of proficiency, which may be established in one of several ways: CLEP examination (described below), Kent State University's Credit-

By-Examination program (described below), proficiency examination or a placement test. In cases of languages for which no examiner or examination is available, proficiency can be established (no credit awarded) through appropriate documentation of school coursework in the native land and language. Credit hours exempted by any of these means are still required for graduation but may be applied toward coursework in the student's major or minor or as electives.

Proficiency tests administered by the Center for International and Comparative Programs provide no credit and are part of the requirements for the international relations major.

Placement tests are regularly available in French, German, Russian and Spanish. Administered by Academic Testing Services, these tests do not award credit but merely establish the level at which a student should begin study. By achieving an appropriate score, however, a student may fulfill the university Liberal Education Requirement Category II and degree program requirements. Students should see the section of their degree-granting college for details.

*Mathematics*

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

**KENT STATE CREDIT-BY-EXAMINATION**

Credit for selected Kent State University courses is granted under the Credit-By-Examination Program (CBE) administered by Academic Testing Services (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 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 the required scores in the individual subject examinations.

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, (330) 672-2360. Additional information is available by writing to: CLEP, Box 1821, Princeton, NJ 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 veterans 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 duplicate work taken through any of these agencies. Information regarding the standards for satisfactory performance may be obtained upon request from Kent State University, Admissions Office, 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, IN, 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 State 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 academic credit by means of CBE or CLEP for a prior course in that sequence or for a course in a lower sequence.
7. Students who sign up for CBE or CLEP 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	\$2,244.80
General Fee	499.20
Student Recreation and Wellness Center Fee	<u>55.00</u>
<b>Total Fees</b>	<b>\$2,799.00</b>

### Part-Time Students

Students with a total program of less than 11 semester hours in one semester will be charged part-time fees of \$250.00 per semester hour. Part-time students enrolled in five or more hours will also be charged a Student Recreation and Wellness Center Fee of \$55. Students enrolled in less than five hours will only be assessed the fee if they choose to join the Student Recreation and Wellness Center.

### Overload Fees

Students with a total program of more than 18 semester hours in one semester will be charged an overload fee of \$61 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 fees:

	Lower Division <u>Courses</u>	Upper Division <u>Courses</u>
Instructional Fee	\$1484.00	\$1677.50
General Fee	<u>108.00</u>	<u>108.00</u>
<b>Total Fees</b>	<b>\$1592.00</b>	<b>\$1785.50</b>

### Part-Time Students

Students attending a Regional Campus with a total of less than 11 hours in one semester will be charged part-time hourly fees of \$144.75 for lower-level courses and \$162.50 for upper-level courses.

### 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 per semester hour. The overload fee is an additional fee charged to full-time students.

The university's nonrefundable admission fee of \$30, nonrefundable matriculation fee of \$10, 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.

Please note: For Student Financial Aid purposes, full-time student status is defined as carrying a program of at least 12 credit hours in one semester.

## TUITION SURCHARGE FOR NONRESIDENTS OF OHIO

Nonresident students enrolled for 11 or more semester hours pay, in addition to other required fees, a Tuition Surcharge Fee of \$2,744 per semester. Nonresident students enrolled for less than 11 semester hours pay a Tuition Surcharge Fee of \$250.00 per hour plus the regular part-time hourly fee.

## 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 12-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. An "institution of higher education" as used in this rule shall mean any university, community college, technical institute or college, general and technical college, medical college or private medical or dental college, which receives a direct subsidy from the State of Ohio.
  4. 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.
  5. 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 12 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 12 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 12 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 self-sustaining 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 all 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.
    - c. In addition to the above, a letter from the parent verifying the dependent status of the student.
- 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's 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 50 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 12 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 12 months after accepting employment and establishing domicile in Ohio.
4. Any person once classified as a nonresident, upon the completion of 12 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 12 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. Any institution of higher education charged with reporting student enrollment to the Ohio Board of Regents for state subsidy purposes and assessing the tuition surcharge shall provide individual students with a fair and adequate opportunity to present proof of his or her Ohio residency for purposes of this rule. Such an institution may require the

submission of affidavits and other documentary evidence, which it may deem necessary to a full and complete determination under this rule.

7. A currently enrolled student wishing to appeal or change his or her classification as a nonresident must complete and file a "Request for Resident Classification for Tuition Purposes" available from the Office of the University Registrar. Please plan to submit applications by the posted deadlines for the semester which the reclassification is to be effective.
8. 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.
9. A matriculated student classified as a nonresident and who qualifies as a resident may appeal the classification to the registrar.
10. 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**  
(2001-2002 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.

*\*Residence Hall Room Rates*

<b>Basic Rooms</b>	<b>Semester</b>	<b>Year</b>
3-Person Double Room	\$1,245	\$2,490
4-Person Lounge Quad	1,475	2,950
2-Person Double Room	1,540	3,080
Single Room	1,700	3,400
1-Person Double Room	2,035	4,070
2-Person Room w/Bath	2,035	4,070
1-Person Room w/Bath	2,400	4,800
<b>Air Conditioned Rooms</b>	<b>Semester</b>	<b>Year</b>
3-Person Double Room	\$1,300	\$2,600
4-Person Lounge Quad	1,530	3,060
4-Person Suite	1,570	3,140
2-Person Double Room	1,595	3,190
3-Person Quad Room	1,635	3,270
Single Room	1,755	3,510
2-Person Quad Room	1,865	3,730
2-Person Suite	2,090	4,180
1-Person Double Room	2,090	4,180
1-Person Suite	2,455	4,910

*\*Room rates are effective Fall Semester 2001.*

**Special Amenities**

(Lofts or Micro-Fridge)	Semester	Year
3-Person Double Room-Eastway	\$1,300	\$2,600
2-Person Double Room-Eastway	1,595	3,190
Single Room-Eastway	1,755	3,510
1-Person Double Room-Eastway	2,090	4,180

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

**Engleman\*\*\***

Room Type	**Monthly Rate
4-Person Suite	\$ 450
Single Studio	5 65
Single	6 65
Deluxe Single	6 95

**Allerton Family Apartments\*\*\***

Apartment Type	**Monthly Rate
1 Bedroom	\$525
1 & 1/2 Bedroom	5 40
2 Bedrooms	5 50

\*\*Monthly rates are effective September 1, 2001.

\*\*\*\$300 security deposit is required.

**Food Plan\***

	Semester	Year
Lite	\$ 957	\$1,914
Basic	1,035	2,070
Premier	1,235	2,470
Premier Plus	1,435	2,870

\*Food rates are effective Fall Semester 2001.

**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) 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: January/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 10 equal monthly payments, from June 1 to March 1. For detailed information, contact a Tuition Management Systems representative at (800) 722-4867.

***Kent First Plan***

Available to incoming freshmen or second-year undergraduate students with less than 65 credit hours entering Fall Semester 2001.

**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 2001**

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 will be charged to all applicants. Payment of the fee must accompany the application for admission.

***Matriculation Fee***

A nonrefundable matriculation fee of \$10 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 non-refundable admission service fee of \$30.

*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:

Only available to students with 30 or more credit hours.

Two Semesters, \$72

One Semester, \$40

Summer, \$24

Commuter Ice Arena/Commuter Rec Center:

Only available to students with 30 or more credit hours.

Two Semesters, \$54

One Semester, \$27

Commuter "Flash" Stadium/Evening Permits:

Required for commuter students with less than 30 credit hours and available to other commuter students who either have evening classes (classes after 4 p.m.), choose this option or are unable to obtain a "C" permit.

Two Semesters, \$30

One Semester, \$15

Residence Hall "S" Permits:

Only available to residence hall students with 30 or more credit hours.

Two Semesters, \$72

One Semester, \$40

Summer, \$24

Residence Hall "Stadium" Permits:

Required for residence hall students with less than 30 credit hours and available to all other residence hall students who either choose this option or are unable to obtain an "S" permit.

Two Semesters, \$20

One Semester, \$10

(A limited number of faculty/staff parking permits are available to graduate commuter students at the rate of \$40 per semester/\$72 per academic year.)

*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 at (330) 672-4432 during business hours, or the Police Department at (330) 672-3070 during nonbusiness hours.





## STUDENT FINANCIAL AID

Kent State University offers a financial aid program which helps students locate 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 Admissions Office.
2. 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.
3. 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 1: Mail or electronically transmit the FAFSA to the federal processor in order for it to be processed and the results sent to Kent State by March 1.

March 1: Priority Processing Deadline. Kent State 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 FAFSAs are processed after March 1, if eligible, may still receive financial aid. FAFSAs 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 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 2001-2002 financial aid, a student must meet the stipulations of the law listed below:

1. is born before January 1, 1978, or
2. is a veteran of the U.S. Armed Forces, or

3. is a graduate 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 independence.*

#### 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 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 based on 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. Note: See *Endowed Scholarships and Awards* immediately following this section for more scholarship opportunities.

There are 30 scholarship programs administered by the offices of Student Financial Aid and Admissions. 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 State 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 30 programs are available through the Student Financial Aid Office.

#### *Scholarship for Excellence*

The Scholarship for Excellence is given to the valedictorian or co-valedictorian 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.

#### *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 Database describes these scholarships. This database 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.

#### **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.

#### *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 for hourly employment with on-campus and off-campus employers. Job opportunities are listed online by the Career Services Center at [www.kent.edu/career](http://www.kent.edu/career) or in the Career Services Center in Room 261, Michael Schwartz Center. 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 30 hours per week while enrolled. THIS PROGRAM IS NOT FINANCIAL AID. A list of available positions can be found at the Career Services Center's Web site at <http://www.kent.edu/career>. 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 10 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 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 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 (PLUS)*

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 30 to 60 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 the Student Financial Aid Office 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 in-depth 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 Bursar's Office, provide enrolled students with loans up to a maximum of \$200. 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 DD 214 Form, "Certificate of Release or Discharge From Active Duty," or DD 2384 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.

#### *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

Telephone: (330) 672-2972  
Fax: (330) 672-4014  
e-mail: [finaid@sfa.kent.edu](mailto:finaid@sfa.kent.edu)  
World Wide Web address: [www.sfa.kent.edu](http://www.sfa.kent.edu)

#### *Office Hours*

8 a.m. to 5 p.m. Monday, Thursday, Friday  
8 a.m. to 6:30 p.m. Tuesday, Wednesday

Appointments are encouraged. Walk-in services are available Monday, Thursday and Friday from 9 a.m. to 4:30 p.m., Tuesdays from 9 a.m. to 6 p.m. and Wednesdays from 1:30 p.m. to 6 p.m.

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 State 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  
Steven and Patricia Cress Men's Golf Scholarship  
Dennis E. Rango Men's Golf Scholarship  
Richard C. Rango Men's Golf Scholarship  
Doyle K. Shumaker Varsity "K" Scholarship  
Louis L. Holtz Endowment  
Chuck and Judy Messina Men's Golf Scholarship  
Louis A. Telerico Men's Golf Scholarship  
Read Athletic Scholarship  
Trevor J. Rees Football Endowment  
Robert C. Dix Athletic Scholarship

### *Business Administration*

BSA Partnership Fund  
Daniel R. and Katherine S. Lee Scholarship  
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  
Leppo Family Founders Medallion Scholarship

### *Education*

Dr. Rosemary Amos Memorial 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

### *Fine and Professional Arts*

John Gus and Ara Lou Panutsos Scholarship  
Susan M. Murphy Medallion Scholarship

### *General Scholarships*

Beneficial Management Corporation/ David J. Farris Founders  
Medallion Scholarship  
Ted Boyd 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  
Joseph A. and Helen M. Pizzuti Memorial Founders  
Medallion Scholarship  
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  
D. Max and Cecile M. Draime Founders Medallion Scholarship  
Judith Inman Fiedler Scholarship  
Mel Mellis Founders Medallion Scholarship  
Merlin G. Pope Founders Medallion Scholarship

### *Geology*

Glenn W. Frank Geology Scholarship

### *History*

History Department Fund

## Endowed Scholarships and Awards

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### *Honors College*

Herb Kamm Honors Scholarship in Journalism  
Alice Bierce Thomas Scholarship

### *Journalism and Mass Communication*

School of Journalism Scholarship  
Dr. Richard M. Uray Broadcasting Scholarship

### *Kent State University Alumni Association*

Alumni Legacy Founders Medallion Scholarship  
Alumni Legacy Scholarship  
Black Alumni Association Scholarship  
KARE/BSA Scholarship  
KARE/General Scholarships

### *Mathematics*

Kenneth B. Cummins Mathematics Scholarship  
Frances Harshbarger Scholarship

### *Music*

Civic Theatre/Music Scholarship  
C.F.W. Ludwig Music Fund  
Helen Z. Schlosser Scholarship

### *Nursing*

Richard F. and Dorothy B. Marsh Nursing Scholarship  
Victoria C. T. Read Founders Medallion Nursing Scholarship  
Vincent A. and Corine S. Chiarucci Founders Medallion  
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 Scholarship  
Ruth E. Linamen Memorial Scholarship  
Trumbull Campus General Scholarship  
Paul E. Martin Scholarship  
Milton I. Wick Journalism Scholarship  
Louise Finney Young 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; and (c) student development.

The division is directed by the vice president 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 OMBUDS

The student ombuds assists all students by providing an individualized information and referral system. As such, the student ombuds 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 ombuds is located in the Office of the Vice President for Enrollment Management and Student Affairs, 250 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 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 a.m. to 7 p.m. Monday and Thursday

9:30 a.m. to 5 p.m. Tuesday and Wednesday

8 a.m. to 5 p.m. Friday

10 a.m. to 2 p.m. Saturday

Summer Semester:

8 a.m. to 5 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.

### ADMISSIONS OFFICE

The Admissions Office 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 records, and the compilation and distribution of admissions data for appropriate departments and agencies of the university. The Admissions Office 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 enroll 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 State. Services are available to new adult freshmen students, adult transfer students, re-entry or Regional Campus relocating adult students or postundergraduate students, and to those undergraduate students enrolled primarily in evening/weekend classes.

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. Enrollees are expected to have completed any prerequisites required for all students. 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 50 years old or older. Information on this program is available through the Gerontology Center, [330] 672-2002.)

### STUDENT DISABILITY SERVICES

The Office of Student Disability Services provides technical, academic, and emotional support to students with disabilities at Kent State University. Services are determined on the basis of appropriate medical or psychological documentation, and include such things as examination accommodations, notetaker services, adaptive technology, personal care attendant referral and printed material in alternative formats. The Office of Student Disability Services is located in 181 Michael Schwartz Center, (330) 672-3391 (V/TTY).

### 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 Federal Work Study and university-funded positions.

Career education consists of services that provide users with information and knowledge about career choice, employment and career experiences. Career education is provided through career counseling/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 interviews, career and job fairs, networking, a computerized Web registration and resume referral system and online job vacancy listings. Over 550 employers visit campus annually and over 40,000 resumes were sent to employers with open positions last year. The center annually receives more than 60,000 position vacancies by mail or electronic transfer.

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 career-related 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, the Undergraduate Assistantship Program, and internship and co-op experiences.

The Academic Testing Services component of the Career Services Center administers to current and prospective students such tests as the ACT, ACT Residual, CLEP, FAA, MAT, MCAT, LSAT, Praxis I & II Examinations as well as Credit-By-Exam, Reinstatement, professional standards tests and foreign language placement tests.

The Career Services Center is located in 261 Michael Schwartz Center, (330) 672-2360, and the Web site address is: [www.kent.edu/career](http://www.kent.edu/career).

**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 or on the University Registrar Web site at [www.registrars.kent.edu](http://www.registrars.kent.edu), 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.

**STUDENT FINANCIAL AID OFFICE**

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 State'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 cocurricular activities as well. Information is available at each campus.

*Orientation*

The Office of Campus Life coordinates pre-semester orientation programs for all new students and parents of new students. These programs are designed to welcome new students to the Kent State community and to assist them and their parents with their transition to college life. Opportunities exist for upper-division 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. 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. A certificate program in leadership is offered through the College of Business Administration and supported by the Office of Campus Life. Monetary awards are offered to support leadership development opportunities at off-campus sites.

*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 16 fraternities and nine sororities registered through the Office of Campus Life. In addition, Kent State has one co-educational fraternity, Alpha Psi Lambda. All of Kent State's women's groups and several men's organizations have committed their chapters to substance-free living environments. Currently, four fraternities, Alpha Tau Omega, Delta Tau Delta, Delta Upsilon and Phi Delta Theta, are substance free, with one other men's group to follow over the next year.

*Fraternities*

- |                  |                     |
|------------------|---------------------|
| Alpha Epsilon Pi | Phi Sigma Kappa     |
| Alpha Tau Omega  | Sigma Alpha Epsilon |
| Delta Chi        | Sigma Chi           |
| Delta Tau Delta  | Sigma Nu            |
| Delta Upsilon    | Sigma Phi Epsilon   |
| Kappa Alpha Psi  | Sigma Tau Gamma     |
| Phi Delta Theta  | Tau Kappa Epsilon   |
| Phi Kappa Tau    | Theta Chi           |

*Sororities*

Alpha Phi	Phi Gamma Pi
Alpha Xi Delta	Sigma Gamma Rho
Chi Omega	Sigma Sigma Sigma
Delta Gamma	Zeta Phi Beta
Delta Zeta	

The Greek boards and many chapters hold membership drives 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 Kent State University *Directory of Departments and Services* under Campus Ministries.

**STUDENT MULTICULTURAL CENTER**

The Student Multicultural Center 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, and encouraging sensitivity to the university's many constituents through educational, cultural and social programming. This office administers the Academic STARS, Kupita/Transiciones, University Mentoring, Karamu Ya Wahitimu programs and Soup and Substance 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, notetaking, 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 week-long 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 a peer mentoring team that consists of upper-division African-American and Latino students, 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.

The University Mentoring program is a new endeavor that seeks to build a community of support around the freshmen students in the form of a "Mentoring Team." The Mentoring Team consists of a faculty/staff mentor, peer mentor and two mentees. Using a holistic approach to support enrollment, transition and retention, the program addresses and impacts the academic, cultural, social and personal issues that traditionally impact underrepresented students.

The Karamu Ya Wahitimu, Swahili for "Celebration of the Graduates," is coordinated by the Student Multicultural Center in collaboration with the Department of Pan-African Studies. It is a precommencement celebration and the final "Rites of Passage" graduation ceremony at Kent State University for African-American and African students throughout the diaspora. The Karamu Ya Wahitimu is held twice a year (fall and spring).

Soup and Substance is a dialogue series aimed at engaging the university in discussions that foster understanding and appreciation for diversity. The goal of the series is to invite campus faculty and staff to present programs of interest to the university community related to diversity, mutual respect and campus community. A light lunch will be provided to "feed the body" and presenters will provide substance that "feeds the mind."

**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 director 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 COSO office in the Kent Student Center. (Please refer to the University Housing Policy before inquiring about off-campus housing.)

#### **RECREATIONAL SERVICES**

The mission of the Department of Recreational Services is to provide outstanding recreational and wellness opportunities through facilities, programs and quality customer service that meet the diverse and continually changing needs of students, faculty/staff, community members and guests. The Department of Recreational Services is located in the new Student Recreation and Wellness Center (SRWC) at Ted Boyd Drive on the Kent Campus. All undergraduate students enrolled in 5 credit hours or more for the current semester have full access to the SRWC.

##### *The Student Recreation and Wellness Center*

In the spring of 1999, Kent State University and the Department of Recreational Services were proud to open the SRWC. The SRWC is one of the most state-of-the-art facilities of its kind in the nation. From the open modern design and architecture to the student-oriented features and benefits, the SRWC is the final piece of the puzzle in providing for the recreational, wellness and fitness needs of the students of Kent State University.

Some of the more notable features include: a mall area that allows for an exciting view of nearly the entire facility all the while exuding a relaxed atmosphere, a 35-foot indoor rock climbing wall, a sports arena inviting guests to participate in basketball, volleyball, badminton or fencing, a suspended .14 mile indoor jogging/walking track, a modern fitness floor with cardiovascular and free-weight equipment, an indoor natatorium, four glass-enclosed racquetball courts and a multipurpose gymnasium catering to indoor soccer or floor hockey. For further information concerning the SRWC, or to

see more of the fabulous features of the SRWC, please visit the Department of Recreational Services online at [www.recservices.kent.edu](http://www.recservices.kent.edu) or phone the department at (330) 672-4REC.

##### *Outdoor Facilities*

In addition to the SRWC, Kent State has a number of outdoor recreational facilities. The Allerton Sports Complex is a lighted, four-field complex that hosts softball and flag-football intramural and community leagues. There are also numerous outdoor basketball courts, four sand volleyball courts and a lighted, four-court tennis complex on campus. Complementing these fine outdoor facilities are 11 fitness trails varying in length from .5 miles to nearly three miles and two par courses with various fitness stations scattered along their winding paths throughout the campus.

##### *Trend-Setting Programs*

Kent State's Department of Recreational Services boasts one of the more comprehensive and diverse programs in the nation. With over 170 programs available for participation, there is sure to be something for just about everyone.

##### *Sport Clubs*

There are more than 35 sport clubs that offer organized team play and activity. These clubs compete at varying levels - from intercollegiate to recreational special events. Some of the more popular clubs competing include rugby, lacrosse, ice hockey, rock climbing and backpacking.

##### *Intramurals*

Individuals and teams can also compete in the recreational intramural leagues. More than 30 different sports are offered for all skill and competition levels.

##### *The Adventure Center*

The Adventure Center provides a variety of outdoor adventure trips as well as outdoor equipment rental. Some of the more popular trips include camping, boating, cave spelunking, mountain climbing, white water rafting and backpacking. For those who want to explore on their own, the Adventure Center has a wide array of outdoor equipment students can rent for a nominal fee.

##### *Teambuilding and Leadership Challenges*

The Teambuilding and Leadership Challenges (TLC) program offers organizations a unique tool for building team trust, cooperation and group productivity. Some of the tools used in the TLC program include: games and initiatives, trust exercises and low ropes challenge course elements. The TLC program is custom-designed to meet a group's specific goals.

*Fitness and Wellness*

From the individualized fitness training programs developed by an expert fitness staff member to the freedom to work out at one's own pace, the fitness and wellness program is developed to provide the safest, most encouraging environment for the fitness and wellness pursuits of the students of Kent State. Group instruction classes are also available and include the latest in aerobic exercise techniques. And for relaxing the aching muscles after a hard workout, the students of Kent State can enjoy a session of massotherapy.

*Noncredit Instruction*

The noncredit instructional program is designed to provide learning experiences that develop lifelong skills. Instructional programs vary in type, size and length, but all hold a genuine uniqueness about them. Some types of noncredit instruction programs include yoga, swimming lessons, CPR/first aid training, line and swing dancing, self-defense and spinning.

*Employment Opportunities*

Recreational Services employs approximately 200 undergraduate students to serve in various positions throughout the department, such as facility supervisors, lifeguards, sports officials, sport club managers, aerobic leaders, marketing, special events and office assistants. All 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 Department of Recreational Services office in the SRWC. Graduate assistantships are also available.

**RESIDENCE SERVICES**

Kent State University is strongly committed to providing a total educational experience that 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 nondiscrimination, 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 single 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 by the start of the school year (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 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 21 years of age or older, having reached age 21 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 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, upper-division, 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 29 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 50 countries.

The residence halls are staffed with professional and student staff who are available 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 residential security program provides additional security measures in student housing with the escort program and presence in the halls.

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 from the Department of Residence Services, (800) 706-8941 or (330) 672-7000 or [www.res.kent.edu](http://www.res.kent.edu).

#### **MEAL PLAN INFORMATION**

Kent State University Dining Services offers several dining options to better match the varied dining needs of our students. While most campus food services charge a flat rate to all residents regardless of their personal eating habits, Kent State offers the opportunity to purchase a food plan that provides the amount of food to fit their lifestyle. All food items are individually priced. The university offers four à la Carte Dining meal plans. Students should evaluate their dining needs carefully to determine the plan that will meet their needs.

Each semester, first- and second-year students living in the residence halls must purchase at minimum a nonrefundable Lite Plan. All of the meal plans offered during the first and second year are nonrefundable. Unused meal dollars for the Lite and Basic plans will not carry over past the spring semester. Unused meal dollars for the Premier and Premier Plus plans will carry over as long as students remain contracted on a board plan. Additional dining dollars may be added to any plan at the rates identified for each plan. Any additional dining dollars, which may be purchased, are fully refundable or they can be carried over to the next academic year.

The following meal plan amounts have been approved by the Board of Trustees for the 2001-2002 academic year. Meal plan rates are adjusted each year based on anticipated expenses.

#### *Basic Plan Contract*

*(Cost \$1,035 per semester, \$1,035 dining dollars; \$9.24 per day for 112 days)*

This is the plan recommended for college students who eat an average amount of food each day. It will require some supplemental food from other sources if students spend most weekends on campus and eat in the dining centers or snack bars on a regular basis. The dining dollars purchased through the Basic Plan are not refundable and cannot be carried over to the next academic year. Students will receive a 10 percent premium on any additional dining dollars they may elect to purchase during the year (\$10.00 = 11.00 dining dollars).

*Premier Plan Contract**(Cost \$1,235 per semester, \$1,285 dining dollars; \$11.47 per day for 112 days)*

This plan allows for adequate nutritional meals and snacks. It should meet fully the food needs of the majority of college students who intend to spend most of their time on campus and expect to eat regularly in the dining centers on weekends as well as during the week. The dining dollars purchased through the Premier Plan are nonrefundable, but any unused dollars can be carried over to the next academic year. Students will receive a 20 percent premium on any additional dining dollars they may elect to purchase during the year (\$10.00 = 12.00 dining dollars).

*Premier Plus Plan Contract**(Cost \$1,435 per semester, \$1,535 dining dollars; \$13.70 per day for 112 days)*

This plan is designed for students who are active athletes or big eaters, who enjoy big meals and regularly dine in our dining centers, restaurants or snack bars. The dining dollars purchased through the Premier Plan Plus are nonrefundable, but any unused dollars can be carried over to the next academic year. Students will receive a 20 percent premium on any additional dining dollars they may elect to purchase during the year (\$10.00 = 12.00 dining dollars).

*Lite Plan Contract**(Cost \$957 per semester, \$900 dining dollars; \$8.04 per day for 112 days)*

If students choose this plan, they should expect to supplement it with food from other sources. The dining dollars purchased through the Lite Plan are not refundable and cannot be carried over to the next academic year. Students will receive a 10 percent premium on any additional dining dollars they may elect to purchase during the year (\$10.00 = 11.00 dining dollars).

**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 providing an abundance of facilities and services, including 32 air-conditioned, carpeted meeting/dining/conference rooms in various sizes, decors and set-ups; the University Bookstore; a music listening center/gallery; TV lounge; commuter lounge with lockers; the Hub Food Court featuring Arabica, Bagels, Frossen Flo's, Mamma Ilardo's, Mark Pi's, McDonald's, Salsa Rico and Subway; Student Credit Union; Huntington Bank office; The Kent Market, which offers freshly made sandwiches and salads to go; and the Student

Center Plaza for large outdoor events. Larger indoor facilities include the Kiva, a multipurpose theatre; the Governance Chamber; the spacious Ballroom, which accommodates 1,200 guests (1,000 for banquets) and features a railed balcony and a grand stage area; and the newly remodeled lower level featuring the Rathskeller and the Cyber Café. The Rathskeller features a bar, snacks and multiple sports and trivia televisions, as well as a multipurpose stage used to showcase bands, comedians and other talent throughout the year. Pete's Arena, located in the Rathskeller, offers a lunch and dinner menu featuring pizza, salads and pasta dishes available for dine-in or take-out. The Cyber Café is home to 12 recreational surfing computers; a large screen television; postal services; a balloon shop; design studio; billiards tables; and Jazzman's Café, an upscale coffee shop that offers specialty coffees and teas, as well as an assortment of freshly baked treats. A roaring fireplace surrounded by plush couches and chairs makes the Cyber Café the perfect place for relaxing and socializing.

Complementing these facilities is the University Dining Services. The large A la Carte Dining Room is a cafeteria-style eatery that serves a variety-filled menu, including hot entrees, deli sandwiches made-to-order, soups, salads and cold treats. The elegant setting of the full-service Schwebel Garden Room is ideal for a relaxing brunch, lunch or dinner. Complete food and beverage services for banquets, weddings, breakfasts, lunches, dinners, parties and caterings are also available through University Dining Services.

## 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 that 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 that 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 that 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), Law School Admission Test (LSAT), Miller Analogies Test (MAT), Medical College Admission Test (MCAT), Praxis I & II Examinations, Kent Credit-By-Examination Program (CBE), Foreign Language Placement Tests, Professional Standards Tests and Reinstatement Test. For additional information, contact the Academic Testing Services at (330) 672-2360.

### 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 and Stow, conveniently bringing passengers to and from campus. These routes help students, faculty, 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.

The late-night shuttle van service has been expanded this year. The service now includes access to downtown Kent and door-to-door on campus, as well as service to the stadium. To have a van shuttle pick you up, call (330) 672-2877. Campus Bus Service also provides Airport Shuttle service to Cleveland Hopkins and the Akron/Canton Airport.

FlashRide is an 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.

In all of our services, we stress safety and convenience. Campus Bus Service is a large student employment center. If you are looking for a challenging, resume-building, technical job, call us at (330) 672-RIDE.

For information and schedules, call (330) 672-RIDE or visit the CBS Web site at <http://www.kent.edu.ksuts>.

### CENTER FOR APPLIED CONFLICT MANAGEMENT

The Center for Applied Conflict Management (CACM) was 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 (see Page 13). Within the field of conflict management, the CACM specializes in addressing conflict in situations that involve a disparity of power. The unequal exercise of power often results in violence—whether the violence is overt and obvious, or covert and disguised (as in structural violence and dissociated coercion, where the disempowered party often does not clearly recognize the situation as violent). The conflict management field is concerned with the process of identifying, naming and analyzing conflict dynamics (the research component) and the applied processes of resolving or managing conflict (the service provision component). As an applied center, the CACM's mission is to engage in research and theory development; to design effective intervention and prevention strategies



that work to empower individuals and groups by providing the knowledge and skills necessary to do social, political and cultural analysis of conflict settings; and to develop and implement intervention strategies.

Education in the theory and methods of conflict management—negotiation, mediation, aggression control, violence prevention, strategic planning and community empowerment—forms 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 CACM's Juvenile Justice Project provides planning and systems design, staff training, early intervention and prevention, and educational programs in violence and aggression control for the juvenile justice system. The CACM's Dissociated Coercion Project addresses the manifestations of dissociated coercion (the juxtaposition of trust and violation in interpersonal relationships), the effect of trauma on victims of violence, post-traumatic stress disorder, intervention and prevention strategies, and the ramifications for the field of conflict management and mediation. The center offers continuing education seminars for professionals in law, education and human services.

Further information may be obtained from the Center for Applied Conflict Management, located in the Department of Political Science, 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 cultural environment; thus, the International Student and Scholar Services office (ISSS) exists within the CICP to provide a nurturing setting for acade-

mic success, intercultural development and mutual understanding. ISSS 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, ISSS 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 ISSS include the International Awards Program, airport pickup and orientations for new international students and immigration briefings. ISSS 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 ISSS services, may be obtained from the CICP, 124 Bowman Hall, by calling (330) 672-7980, or by sending an e-mail to [mrubin@kent.edu](mailto:mrubin@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 College of Nursing. The center facilitates and sustains research development and programs within the College 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. In 1998, The African Community Theatre moved into its new home on the second floor of Oscar Ritchie Hall.

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 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 176 seat Mbari Mbayo Theatre.

Further information may be obtained from the Center of Pan-African Culture, Department of Pan-African Studies, Oscar Ritchie Hall, (330) 672-2330.

**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, Room D-107 and can be reached by telephone at (330) 672-2172.

**COLUMBUS PROGRAM IN INTERGOVERNMENTAL ISSUES**

Effective Fall 2002, the Columbus Program in Intergovernmental Issues (CPII) will provide students the opportunity to experience first-hand the workings of the state-level policy-making process while they also earn a full semester's credit toward graduation. CPII is open to students from all academic disciplines who have completed at least 45 hours of college coursework with at least a 2.5 GPA. The program requires full-time residence in Columbus during the fall semester. Students receive 15 hours of academic credit, broken down as follows: six hours of credit for attending regular briefings, including an initial week on the Kent Campus; six hours for completing an internship in Columbus; three hours for POL 30140-State Government, taken while in residence in Columbus. In addition, Political Science majors who complete the program are required to register for a special section of the senior-level seminar (capstone) course during the spring semester immediately following participation in CPII. The program is offered, in part, with the cooperation of KSU alumni living and working in the Columbus area and thus offers students excellent networking opportunities.

**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 State University, 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.

**INFORMATION SERVICES**

([http://www.kent.edu/ksulInformation\\_Services/](http://www.kent.edu/ksulInformation_Services/))

The Division of Information Services supports the university with the development, initiation and management of the university's technology resources. The division includes the departments of Academic Technology Services (a merger of Learning Technology Services, New Media Services, Academic Computing and the Helpdesk); Administrative Computing; Networking and Telecommunications, and Institutional Research and Decision Support.

Academic Technology Services (ATS) provides technological and pedagogical support for teaching and research, as well as supporting the presentation of institutional information. It is responsible for desktop computing support, multimedia production and consultation as well as academic technology efforts. ATS is also responsible for the coordination of distributed learning efforts for the university's eight-campus network.

Administrative Computing Services (ACS) provides the support for the university's administrative systems including the Student Information System, Financial Reporting System, Human Resource System and the Alumni Development System.

Telecommunications and Networking Services (TN) is responsible for the university's communications infrastructure. This includes support for the areas of networking, telecommunications and digital video. TN has responsibility for all backbone and wide-area-network services and support, including voice, video and data services.

Institutional Research and Decision Support (IRDS) provides data, information, benchmarking and analysis in support of decision making at all levels of the university, facilitating the easy, efficient and timely flow of information. IRDS collects, stores, manipulates, analyzes and disseminates information about the market position of

the university. IRDS also coordinates the university's reporting to external agencies, such as the federal and state governments, accrediting agencies, professional associations, other higher education institutions and publishers.

**INSTITUTE FOR AFRICAN AMERICAN AFFAIRS**

The Institute for African American Affairs is the research and publication division of the Department of Pan-African Studies. 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, Jacqueline Rowser, Director, Department of Pan-African Studies, Oscar Ritchie Hall, Kent State University, P.O. Box 5190, Kent, Ohio 44242-0001, (330) 672-2300, fax (330) 672-4837.

**INSTITUTE FOR APPLIED LINGUISTICS**

Applied linguistics is a broad discipline that 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, software localization 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, language project managers, 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.

#### **INSTITUTE FOR BIBLIOGRAPHY AND EDITING**

The Institute for Bibliography and Editing is located on the 11th 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 under way. 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 programs of the institute.

#### **INSTITUTE FOR COMPUTATIONAL MATHEMATICS**

The Institute for Computational Mathematics (ICM) provides funding, computational and administrative 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; Internet-accessible mathematical computation; high-performance and network-based computing; parallel (SIMD/MIMD) computing and algorithms; and expert systems and artificial intelligence.

The ICM has advanced UNIX and PC workstations, parallel computers, laser printers and fast Local Area Networks connected to the Internet.

#### **INSTITUTE FOR CYBERINFORMATION**

The Institute for CyberInformation at Kent State University is an interdisciplinary research center whose mission includes conducting collaborative research and supporting university-industry partnerships as they relate to the application and integration of digital information technologies for knowledge management. The institute operates under the auspices of the Vice Provost for Research and Graduate Studies. Research projects involve faculty and students from schools and departments throughout Kent State's eight-campus network in Northeast Ohio. The institute also relies on a professional board of advisers comprised of representatives from public and private organizations as well as from within Kent State to provide guidance and to help shape its research agenda.

#### **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 pre-examination requirements for nursing home administrators 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.

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 271, the minor in Gerontology on Page 238.

#### KENT STATE 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 150,000 graduates, the Kent State University Alumni Association continues to support McGilvrey's vision of a life-long 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.

Alumni 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 State graduates. Among them are career networking, relocation assistance, special rate discounts, and opportunities for social involvement. Currently, 13 constituent councils include: the Arts and Sciences Alumni Council, the Black Alumni Council, the Business Alumni Council, the Education Alumni Council, the Family and Consumer Studies Alumni Council, Fashion Design and Merchandising Alumni Council, the Greek Alumni Council, the Honors College Alumni Council, the Journalism and Mass Communication Alumni Council, Library and Information Sciences Alumni Council, the Nursing Alumni Council, the Stark Campus Alumni Council, Technology Alumni Council and Varsity "K" Alumni Council. In addition, 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 Alumni Association annually presents a number of awards including the Association's top honor — the Distinguished Alumnus Award.

The Alumni Association awards several student scholarships, including the recently established Medallion Scholarships and Legacy Scholarships. These scholarships are awarded to students who are relatives of Kent State alumni.

The 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.

While all graduates are alumni of the university, the Alumni Association is a membership organization which depends on alumni dues for its programming.

The 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 a.m. to 5 p.m. each business day. For information on alumni membership or programming, phone (330) 672-KENT, (888) 320-KENT toll-free, e-mail at [alumni@kent.edu](mailto:alumni@kent.edu) or visit the Web site at <http://www.alumni.kent.edu/alumni>.

#### 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, 20 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 Kent/Blossom Theatre. Students work within a 10-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 Athletics program at Kent State University competes at the highest National Collegiate Athletic Association (NCAA) Division I level (I-A for football) and provides select men and women with the opportunity, challenge and support to achieve their full potential as students and athletes, while operating as an integral part of the university's educational mission.

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 and field, basketball, gymnastics, softball, cross-country, soccer and golf.

**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. The Tarter/Miller collection of American glass, the Paige Palmer collection of Ohio art pottery, examples of 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 20,000 objects. The museum holds one of the most comprehensive teaching collections of fashion design from the 18th 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 100 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.

**THE OHIO EMPLOYEE OWNERSHIP CENTER**

The Ohio Employee Ownership Center (OEOC), a program housed within the Department of Political Science, 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 OEOC's 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 Department of Biological Sciences' 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 LIBRARIES AND MEDIA SERVICES

##### *Libraries*

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 six specialized branch libraries. Collections total more than 2.4 million volumes and almost all bookstack areas are open to students and other users. Kent students also have quick access to the collections of 76 Ohio academic libraries through Kent's membership in OhioLINK. The combined collections offered through OhioLINK total more than 31 million library items.

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 90 private studies for faculty and doctoral students. The library is open approximately 100 hours per week.

The Libraries' online public catalog, KentLINK (<http://www.library.kent.edu/>), offers author, title, subject and keyword searching of the Kent and seven Regional Campus holdings. It also serves as a gateway to the OhioLINK Central Catalog and a large number of reference databases. Among the special features offered is the capability to request an item from another Kent State 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 are available on a schedule exceeding 70 hours per week, seven days a week. Professional assistance is available in the six branch libraries on the Kent Campus as well.

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.

##### *Media Services*

Media Services is composed of Audio Visual Services and Teleproductions. The mission of Audio Visual Services and Teleproductions is to facilitate communication in the learning, research and business activities of the university through the effective use of various media formats and technologies.

Audio Visual Services is located on the 3rd floor of the Library, phone number (330) 672-3456. The following areas are included within Audio Visual Services:

- Classroom Services
- Copy Center
- Copyright Clearance Service
- Equipment and Public Address Sound Systems
- Instructional Systems Design
- Instructional Graphics
- Photocopy Service
- Special Event Support\*
- Student Multimedia Studio

Teleproductions is located on the 1st floor of the Music and Speech Center, phone number (330) 672-2810, Web site: <http://media.kent.edu> or via the Libraries and Media Services home page at <http://library.kent.edu>. The following areas are included within Teleproductions:

- Operations/Engineering
- Special Event Support\*
- Video Production

\*Both Audio Visual Services and Teleproductions provide Special Event Support.

#### **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 15-week Spring Semester program is administered through the Department of Political Science. 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, in a governmental agency, or with an interest group, as well as attending seminars. Such a program requires a semester-long 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* that 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 interinstitutional curricular agreements. Such rights are subject to the same exclusions noted below.

#### Exclusions

1. Students who transfer to another university and return to Kent State are readmitted under the *Catalog*-in-force at the time of readmission.
2. Students who do not satisfactorily complete 12 semester hours at Kent State in two calendar years must satisfy the requirements of the most recent *Catalog*. Transient work, Credit-By-Examination, 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 10 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 urgency, 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 or the University Registrar home page at [www.registrars.kent.edu/home](http://www.registrars.kent.edu/home) 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 21 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.

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 36 semester hours of Liberal Education Requirements (see Pages 77-80 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 students live on campus.

Kent State University residence requirements for an undergraduate degree may be met at the Kent and/or Regional Campuses. 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 it will not invalidate residence requirements in progress.

*Liberal Education Requirements*

All students must complete the 36 semester hours of Liberal Education Requirements as described on Pages 77-80 of this *Catalog*. The summary of Liberal Education Requirements courses on Pages 77-80 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, so it is necessary to review the specific Liberal Education Requirements hour and course expectations described in the college/school and major requirements sections of this *Catalog*.

*Diversity Requirement*

All students must complete a two-course Diversity Requirement as described on Pages 81-83 of this *Catalog*. Normally a student must complete two courses from the list of approved diversity courses, including one from the diversity list within the LER program on Page 79.

*Writing-Intensive Course Requirement*

All students must complete at least one upper-division course designated as "writing-intensive" with a grade of C or better. 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. In general, 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's 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.

**FLASHcard (STUDENT ID)**

All admitted students should come to the FLASHcard Office located in the Kent Student Center 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 FLASH-cash debit plan or the Dining 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 24 hours to the FLASHcard Office by calling (330) 672-2273, reporting it in person at the FLASHcard office located in the Kent Student Center or any Dining Services location that accepts the Gold Plan, or by visiting our Web site at [www.Flashcard.kent.edu](http://www.Flashcard.kent.edu). A \$10 charge is assessed for a replacement ID.

Transfer of students' 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.

- a. Change of address—all students must maintain a permanent address on the Student Information System. Residence halls may not be used as a permanent address. Change of address may also be done using Web for Students at [www.wfs.kent.edu](http://www.wfs.kent.edu).
- b. Change of name for currently enrolled students requires legal documentation.
- c. Change of residency status.\*

*\*New students appealing their nonresident status at the time of their admission should apply for residency at their admitting office. Current and former students should apply for residency at the Office of the University Registrar or their Regional Campus office. Approval is in accordance with the policy mandated by the state of Ohio. See "Policy Regarding Ohio Student Residency" beginning on Page 33.*

Change of college, major, minor or degree program requires approval of the students' college office. Forms may be obtained at the college office or Regional Campus office.

**SELECTIVE SERVICE REQUIREMENT**

Pursuant to Ohio Law, House Bill 845, all Ohio resident male students between the ages of 18 and 26 not registered with Selective Service must file a statement of Selective Service registration with the Office of the University Registrar. If students have not already registered with Selective Service, they will be contacted regarding their noncompliant status. Failure to comply will result in the assessment of nonresident tuition fees to their 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 for loan deferments, insurance coverage or any other official certification of enrollment is processed by the Office of the University Registrar. An audited course is not counted for enrollment certification purposes.

**Undergraduate Students**

- Full-Time, 12+ credit hours
- Three-Quarter Time, 9-11 credit hours
- Half-Time, 6-8 credit hours
- Less than Half-Time, 1-5 credit hours

*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.

**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 online 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).

**REGISTRATION**

Refer to the *Schedule of Classes* or the Office of the University Registrar Web site for information, deadlines and procedures for processing the following transactions:

*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 by 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 six 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; or 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 Web for Students at [www.wfs.kent.edu](http://www.wfs.kent.edu) or the Voice Response Information 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 using Web for Students or the Voice Response Information System in order to attend classes. All late registrations must be completed prior to the beginning of the third week of classes for fall and spring semesters.\*

A late registration fee of \$100 will be assessed for any registration processed after the first week of classes for fall and spring semesters.\*

Late Registrations will not be accepted 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).

*Schedule Adjustments*

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

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

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, or access the Office of the University Registrar home page at [www.registrars.kent.edu/home](http://www.registrars.kent.edu/home). There are no processing fees required for schedule adjustments.

1. Course adding is permitted through the second week of the semester, on a space available basis, using Web for Students or the Voice Response Information System.\*
2. Course withdrawal is permitted through the 10th 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.\*
3. Any applicable refund (as published in the *Schedule of Classes* booklet) is determined by the date the transaction is processed on the Student Information System (SIS).

#### *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 Voice Response Information System or Web for Students during registration periods, or by 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 transaction is processed on the Voice Response Information System or Web for Students.

Beginning the second week of classes,\* 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'S 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 327 of this *Catalog*.

#### **GRADUATION**

Each of the five undergraduate colleges and one independent school 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 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 15th day of the preceding March. Should the 15th day fall on a weekend, the deadline will be the next business day.

##### *May Graduation*

The application for graduation must be submitted by the 15th day of the preceding September. Should the 15th day fall on a weekend, the deadline will be the next business day.

##### *August Graduation*

The application for graduation must be submitted by the 15th day of the preceding December. Should the 15th 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 333 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.

Graduation with Institutional Honors is conferred on students who earn baccalaureate degrees with a GPA of at least:

- 3.30 cum laude
- 3.60 magna cum laude
- 3.80 summa cum laude

Institutional Honors are 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 State University to qualify. For the purposes of computing the final GPA and determining honors awards, the GPA is extended to two decimal places and not rounded up.

Honor citations are inscribed on diplomas as follows: cum laude, magna cum laude and summa cum laude.

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 30 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

*College 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 1-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

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#### **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 15 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 10 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 that 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 at the time of final grades.
- IN The administrative mark of IN (Incomplete) may be given to students who have completed at least 12 weeks of the semester (if they are currently passing) and are unable to complete the work due to extenuating circumstances. The time line shall be adjusted appropriately for summer sessions and flexibly scheduled courses. Appropriate documentation is generally required to support the extenuating circumstance. The student must initiate the request for the Incomplete mark from the instructor and it is the responsibility of the student to make arrangements to make up the incomplete work. Incompletes must be made up within one semester (not including summer sessions). Instructors are required to complete and submit an Incomplete Mark Form to the department chair at the time grades are assigned which includes justification for awarding the Incomplete, describes the work to be completed for the course and specifies the grade to be assigned if the work is not completed. A copy of the Incomplete Mark Form is also provided to the student. In the event the instructor assigns an IN grade without a default grade, the default grade will be F. Incompletes will not be counted in the computation of grade point averages until the work is completed, at which time an appropriate grade will be assigned based on the instructor’s evaluation of the work submitted and a new grade point average computed. Unless the course is completed or an extension is granted, Incompletes will automatically lapse to the grade designated on the Incomplete Mark Form at the end of one semester.
- 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 or in a course in which students have elected the pass-fail grading option. The credit hours are not considered in computing grade point averages.
- Z The grade Z denotes failing performance in a pass-fail course or in a course in which students have elected the pass-fail grading option. 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 three 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 2.133 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 that pertains to all students are:

1. The students must be in good standing. 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 (MATH 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 that 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. Grades are also available on Web for Students or the Voice Response Information System.

A midterm (seventh week) evaluation is completed for all freshmen. 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*

Because 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 excellence, a President's List is compiled each academic semester. To qualify, students must have a grade point 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 a grade point 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 a grade point 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.

- 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:

- Students on probation if the work is not improving sufficiently to indicate good likelihood of obtaining minimum grades required for graduation.
- Freshmen or first semester transfer students with less than .50 average at the end of the first semester.
- 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.
- 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.
- Failure to make adequate progress toward completion of program of study (including but not limited to excessive exits, withdrawals or marks of NA; 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 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 identified as repeatable 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 State. 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 State enrollment will be disregarded in the cumulative calculations of hours attempted, quality points earned and grade point average.

*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 State, 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 State. 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 that encompasses the 15th 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' acade-

mic record: (1) all courses in which grades of D, F, M or U were received in the previous period of Kent State enrollment will be retained on the academic transcript, with the notation "Forgiveness Adjustment"; 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 30th semester hour of graded academic coursework after the students' resumption of study at Kent State. If, at this point, the students' GPA since their return has attained the 2.00 level, the Academic 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 Academic 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 State 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 State 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 15th hour of graded coursework since returning to Kent State) 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 at Kent State University during the freshman year in which the grade of D, F or U 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 prior to attaining junior status.
  - The course must be repeated at Kent State University.
  - The course must be repeated for a letter grade, including S/U, (not pass-fail).
  - 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 last day 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.
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, e-mail 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 or by completing the online form on Web for Students.
  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, by mailing a request to Kent State University, Office of the University Registrar, P.O. Box 5190, Kent, OH 44242-0001 or by accessing Web for Students for the online transcript request form. Allow five working days for processing, except during peak times that may take longer. For additional information on ordering transcripts by mail, please refer to the *Schedule of Classes* or the Office of the University Registrar Web site: [www.registrars.kent.edu/home](http://www.registrars.kent.edu/home). 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.

### STUDENT RECORDS

Kent State University has a policy for administering and maintaining student education records that 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 that 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 records" include 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).

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 per credit hour is assessed by Academic Testing Services in the Career Services Center.

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 Academic Testing Services in the Career Services Center 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.

#### **DISTRIBUTED LEARNING**

Kent State University offers more than 75 distributed learning courses. By incorporating technologies such as videoconferencing and the Internet, Kent has expanded learning opportunities for students throughout the eight-campus network. Courses offered via the Internet are available anytime, anywhere, throughout the world.

Distributed learning courses are available in many departments. Complete degrees are available via Kent State's association with the Ohio Learning Network. For additional information and an up-to-date listing of courses, check the Registrar's *Schedule of Classes*.

#### **SECURITY AND PRIVACY OF E-MAIL**

Kent State University employs various measures to protect the security of its computing resources and its users' accounts. Users should be aware, however, that the university cannot guarantee the absolute security and privacy of data stored on university computing facilities. Users should therefore engage in "safe computing" practices by establishing appropriate access restrictions for their accounts, guarding their passwords, changing them regularly, and by backing up critical files when appropriate. Do not keep confidential mail files on your account. Delete them or download them to a PC.

Users should also be aware that their use of university computing resources is not completely private. While the university does not routinely monitor individual usage of its computing resources, the normal operation and maintenance of the university's computing resources require the backup and caching of data and communications, the logging of activity, the monitoring of general usage patterns and other such activities that are necessary for the normal operation of service. The university may also specifically monitor the activity and accounts of individual users of university computing resources, including individual login sessions and communications without notice when (a) the user has voluntarily made them accessible to the public, as by posting to Usenet or a Web page; (b) it reasonably appears necessary to do so to protect the university from liability; (c) there is reasonable cause to believe that the user has violated, or is violating, university policy; (d) an account appears to be engaged in unusual or unusually excessive activity, as indicated by the monitoring of general activity and usage patterns; or (e) it is otherwise required or permitted by law. Any such individual monitoring, other than that specified in "(a)", required by law, or necessary to respond to perceived emergency situations, must be authorized in advance by the vice president for Information Services/chief information officer or his/her designees. Communications made by means of university computing resources are generally subject to Ohio's Public Records Statute to the same extent as they would be if made on paper.

#### **RESPONSIBLE USE OF TECHNOLOGY RESOURCES**

Access to technology is essential to the university's mission. However, access to technology is a privilege that requires faculty, staff, students and all users of university computing resources to use technology resources responsibly. See [www.kent.edu/policyreg/](http://www.kent.edu/policyreg/) for the university's responsible use and e-mail privacy policies. These policies provide general standards and may be supplemented with additional policies from units that operate their own computers or networks, provided such policies are consistent with this policy.



# LIBERAL EDUCATION REQUIREMENTS

## OBJECTIVES

The Liberal Education Requirements prepare students to live in today's complex, global society. Increasingly, students will find themselves joining a multicultural world in which they will learn and adapt to changes and challenges throughout their lives. The Liberal Education Requirements (LERs) are designed to foster that kind of intellectual flexibility. Even more, however, the LERs exist to convey to students the excitement arising out of the scope and breadth of learning experiences available to them, a respect for the explosive rate at which knowledge continues to be created, and an appreciation for the tremendous diversity underlying contributions to knowledge and learning.

The general areas of academic inquiry within the LERs encompass the essence of a liberal arts education and serve as a *foundation for the further acquisition of knowledge*. LER coursework encourages students to:

- engage in critical thinking,
- consider the duties of citizenship in a democratic society,
- practice personal responsibility for their own intellectual growth and maturity,
- develop skills for clear communication,
- acquire a keen aesthetic awareness and appreciation, and
- understand key concepts within various disciplines.

In the most basic sense, then, learning within the LERs enables students to acquire the tools for living rich and meaningful lives in a diverse society. The LERs can be thought of as a *guided pathway around the planet*. Rather than viewing them as a set of obligations, students should approach the Liberal Education Requirements as an opportunity that they may never again encounter once they graduate.

## GUIDELINES

1. As part of the requirements for any baccalaureate degree, all students must complete at least 36 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 that 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.</b>	<b>COMPOSITION</b> . . . . .	<b>6</b>
	<i>English</i>	
	10001, 10002, College English I, II . . . . .	(each) 3
	<i>Honors</i>	
	10197, 10297, Freshman Honors Colloquium I, II . . . . .	(each) 4
<b>II.</b>	<b>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>	
	<i>Mathematics</i>	
	11008, Explorations in Modern Mathematics . . . . .	3
	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
	<i>Classics</i>	
	21201, English Words from Classical Elements . . . . .	3
	<i>Philosophy</i>	
	11009, Principles of Thinking . . . . .	3
	21002, Introduction to Formal Logic . . . . .	3
	<i>American Sign Language</i>	
	19201, Elementary American Sign Language I . . . . .	4
	19202, Elementary American Sign Language II . . . . .	4
	<i>Chinese</i>	
	15101, 15102, Elementary Chinese I, II . . . . .	(each) 4
	<i>Critical Languages</i>	
	All Elementary Critical Languages	
	<i>French</i>	
	13201, 13202, Elementary French I, II . . . . .	(each) 4
	<i>German</i>	
	11201, 11202, Elementary German I, II . . . . .	(each) 4
	<i>Greek</i>	
	14201, 14202, Elementary Classical Greek I, II . . . . .	(each) 4
	14205, 14206, Elementary Modern Greek I, II . . . . .	(each) 4
	<i>Hebrew</i>	
	12101, 12102, Elementary Hebrew I, II . . . . .	(each) 4
	<i>Heritage Languages</i>	
	10101, 10102, Elementary I, II (Variable Language) . . . . .	(each) 4



<b>Italian</b>	
15201, 15202, Elementary Italian I, II	(each) 4
<b>Japanese</b>	
15101, 15102, Elementary Japanese I, II	(each) 4
<b>Latin</b>	
16201, 16202, Elementary Latin I, II	(each) 4
<b>Pan-African Studies</b>	
10101, 10102, Elementary Kiswahili I, II	(each) 4
<b>Portuguese</b>	
17201, 17202, Elementary Portuguese I, II	(each) 4
<b>Russian</b>	
12201, 12202, Elementary Russian I, II	(each) 4
<b>Spanish</b>	
18201, 18202, Elementary Spanish I, II	(each) 4
<b>Special Education</b>	
19201, 19202, American Sign Language I, II	(each) 4
<b>III. HUMANITIES AND FINE ARTS</b>	<b>9</b>
<i>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. Diversity courses are marked "D." An asterisk (*) indicates primarily domestic or U.S. content.</i>	
<b>Humanities in Arts and Sciences</b>	
<b>Classics</b>	
D 21404, The Greek Achievement	3
D 21405, The Roman Achievement	3
<b>English</b>	
21054, Introduction to Shakespeare	3
22071, 22072, Great Books I, II	(each) 3
22073, Major Modern Writers: British and United States	3
<b>History</b>	
D 11050, History of Civilization I	3
D 11051, History of Civilization II	3
D* 12070, History of the United States: The Formative Period	3
D* 12071, History of the United States: The Modern Period	3
<b>Honors</b>	
D 13197, Colloquium: History of Civilization I	3
D 13297, Colloquium: History of Civilization II	3
D* 13397, Colloquium: U.S. History I	3
D* 13497, Colloquium: U.S. History II	3
<b>Pan-African Studies</b>	
D 23001, Black Experience I: Beginnings to 1865	3
D* 23002, Black Experience II: 1865 to Present	3
<b>Philosophy</b>	
D 11001, Introduction to Philosophy	3
D 21001, Introduction to Ethics	3
D 21020, Comparative Religious Thought I	3
D 21021, Comparative Religious Thought II	3
<b>Humanities in Fine and Professional Arts</b>	
<b>Communication Studies</b>	
15000, Theory and Practice of Oral Discourse	3
D* 26000, Criticism of Public Discourse	3
<b>Journalism and Mass Communication</b>	
D* 20001, Media, Power and Culture	3
<b>Fine Arts in Fine and Professional Arts</b>	
<b>Architecture</b>	
10001, Understanding Architecture	3
10011, 10012, Survey of Architectural History I, II	(each) 3
<b>Art</b>	
12001, Art Survey	3
22006, Art History I: Ancient and Medieval Art	3
22007, Art History II: Renaissance to Modern Art	3
D 22020, Art of Africa, Oceania, and the Americas	3
<b>Dance</b>	
D 27076, Dance as an Art Form	3
<b>Music</b>	
22111, The Understanding of Music	3
D 22121, Music as a World Phenomenon	3
<b>Theatre</b>	
D 11000, The Art of the Theatre	3
<b>IV. SOCIAL SCIENCES</b>	<b>9</b>
<i>Diversity courses are marked "D." An asterisk (*) indicates primarily domestic or U.S. content.</i>	
<b>Anthropology</b>	
D 18210, Introduction to Cultural Anthropology	3
18420, Introduction to Archaeology	3
<b>Economics</b>	
22060, Principles of Microeconomics	3
22061, Principles of Macroeconomics	3
<b>Geography</b>	
10160, Introduction to Geography	3
D 17063, World Geography	3
17064, Geography of the United States and Canada	3
<b>Honors</b>	
D* 15297, Colloquium: American Politics	3
D 15397, Colloquium: World Politics	3
D 15497, Colloquium: Political Institutions	3
21197, Colloquium: Principles of Microeconomics	3
21297, Colloquium: Principles of Macroeconomics	3
<b>Justice Studies</b>	
26704, Law and Society	3
<b>Political Science</b>	
D 10004, Political Institutions	3
D* 10100, American Politics	3
D* 10301, Diversity in American Public Policy	3
D 10500, World Politics	3

**Psychology**

11762, General Psychology . . . . . 3

20651, Child Psychology . . . . . 3

21211, Psychology of Adjustment . . . . . 3

D\* 22221, Multicultural Psychology . . . . . 3

**Sociology**

D\* 12050, Introduction to Sociology . . . . . 3

D 22778, Social Problems . . . . . 3

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

*Beginning "major sequence" courses in Biological Sciences (BSCI 10110 [4], 10120 [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

**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

**Computer Science**

10051, Introduction to Computer Science . . . . . 4

**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

13011, 13012, College Physics I, II . . . . . (each) 3

21430, Frontiers in Astronomy . . . . . 3

**Physical Sciences**

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

**VI. DIVERSITY**

*At least one course must be taken from the list below. This course may count both for this diversity category and for the category above in which it is also listed, provided that the course is not in a student's major department. Courses marked with an asterisk (\*) address primarily domestic (U.S.) diversity issues.*

**Anthropology**

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

**Art**

D 22020, Art of Africa, Oceania, and the Americas . . . . . 3

**Classics**

D 21404, The Greek Achievement . . . . . 3

D 21405, The Roman Achievement . . . . . 3

**Communication Studies**

D\* 26000, Criticism of Public Discourse . . . . . 3

**Dance**

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

**Geography**

D 17063, World Geography . . . . . 3

**History**

D 11050, History of Civilization I . . . . . 3

D 11051, History of Civilization II . . . . . 3

D\* 12070, History of the United States: the Formative Period . . . . . 3

D\* 12071, History of the United States: the Modern Period . . . . . 3

**Honors**

D 13197, Colloquium: History of Civilization I . . . . . 3

D 13297, Colloquium: History of Civilization II . . . . . 3

D\* 13397, Colloquium: U.S. History I . . . . . 3

D\* 13497, Colloquium: U.S. History II . . . . . 3

D\* 15297, Colloquium: American Politics . . . . . 3

D 15397, Colloquium: World Politics . . . . . 3

D 15497, Colloquium: Political Institutions . . . . . 3

**Journalism and Mass Communication**

D\* 20001, Media, Power and Culture . . . . . 3

**Music**

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

**Pan-African Studies**

D 23001, Black Experience I: Beginnings to 1865 . . . . . 3

D\* 23002, Black Experience II: 1865 to Present . . . . . 3

**Philosophy**

D 11001, Introduction to Philosophy . . . . . 3

D 21001, Introduction to Ethics . . . . . 3

D 21020, Comparative Religious Thought I . . . . . 3

D 21021, Comparative Religious Thought II . . . . . 3

**Political Science**

D 10004, Political Institutions . . . . . 3

D\* 10100, American Politics . . . . . 3

D\* 10301, Diversity in American Public Policy . . . . . 3

D 10500, World Politics . . . . . 3

**Sociology**

D\* 12050, Introduction to Sociology . . . . . 3

D 22778, Social Problems . . . . . 3

**Theatre**

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

### TRANSFER CREDIT, PROFICIENCY TESTING AND OTHER OPTIONS IN MEETING THE LIBERAL EDUCATION REQUIREMENTS

Certain alternatives to formal Kent State coursework may be recognized in the fulfilling of the 36-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 Categories 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 Categories I and II through proficiency, minimum hours must be met in Categories III, IV and V. Students meeting Categories 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 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 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.

## DIVERSITY REQUIREMENT

### OBJECTIVES

The purpose of Kent State's Diversity Requirement is to help educate students to live in a world of diverse communities, many of which are becoming increasingly permeated with cultural and ideological differences. The study of diversity is intended to promote awareness of local and global differences, to identify shared values, to improve understanding of one's own culture, and to encourage people to explore and respect differences.

The Diversity Requirement is part of the university's broader efforts to encourage, both at the university and beyond, the development of communities in which all members and their contributions are recognized and valued. Diversity courses provide opportunities for students to learn about such matters as the history, culture, values and notable achievements of people other than those of their own national origin, ethnicity, religion, sexual orientation, age, gender, physical and mental ability, and social class. Diversity courses also provide opportunities to examine problems and issues that may arise from differences, and opportunities to learn how to deal constructively with them.

### CRITERIA

Courses that satisfy the Diversity Requirement aim to give students significant opportunities to:

- Address diversity issues, particularly those involving unequal and/or discriminatory treatment,
- Compare positive and negative implications of various parochial or "...centric" perspectives,
- Encourage global awareness and sensitivity,
- Engage issues of racial or ethnic perceptions, attitudes and stereotypes,
- Examine patterns and trends of diversity in the United States,
- Explore ways to communicate and participate constructively in a diverse community,
- Foster appreciation of aesthetic dimensions of other traditions and cultures,
- Learn systematic approaches to understanding cultural differences and commonalities,
- Learn systematic techniques for dealing constructively with problems arising out of cultural differences,
- Participate in special programs that promote understanding other peoples,
- Study Western and non-Western cultures in a world context or from a comparative perspective, and
- Understand how one's own culture shapes one's perceptions, ideology and values.

It is understood that not every course will address all of these criteria.

### GUIDELINES

1. As part of the requirements for any baccalaureate degree, all students must satisfy the Diversity Requirement. Normally a student must complete two courses chosen from the diversity courses listed below.
2. At least one course must be taken as part of the Liberal Education Requirements (LER) and thus cannot be in the student's major field.
3. Students may satisfy the second diversity course requirement in one of three ways:
  - a. They may complete a second diversity course from the LER list. This course may also count toward the LER but in that case cannot be in the student's major field.
  - b. They may complete any non-LER diversity course. This course may also count toward major or minor program requirements or may be used as an elective.
  - c. They may, with approval from their dean, satisfy the second diversity course requirement by completing one semester of study in another country.
4. Students are required to take one course addressing domestic (U.S.) issues and one course addressing global issues.

### Diversity Courses

Courses with a domestic focus are marked on the diversity course list with an asterisk (\*).

#### **Anthropology**

18210, Introduction to Cultural Anthropology (LER)  
 38240, Culture and Personality  
 48212, Kinship and Social Organization  
 48250, Culture and Curing  
 48260, Culture Conflict  
 48630, Pacific Island Cultures  
 48830, Human Behavioral Ecology and Evolution

#### **Architecture**

45610, (Re)constructing Architecture

#### **Art**

22020, Art of Africa, Oceania, and the Americas (LER)  
 42025, Art of West Africa  
 42026, Art of Nigeria  
 42027, Art of Central Africa

#### **Arts & Sciences**

- \* 30000, Colloquium in Women's Studies

**Center for Applied Conflict Management**

- \* 11001, Introduction to Conflict Management

**Classical Studies**

21404, The Greek Achievement (LER)

21405, The Roman Achievement (LER)

**Communication Studies**

- \* 26000, Criticism of Public Discourse (LER)

35852, Intercultural Communication

- \* 35912, Gender and Communication

**Dance**

27076, Dance as an Art Form (LER)

**Economics**

- \* 32083, Economics of Poverty

**English**

- \* 21001, Introduction to Ethnic Literature of the U.S.

- \* 21002, Introduction to Women's Literature

- \* 33011, African-American Literature

- \* 34021, Women's Literature

**Family and Consumer Studies**

- \* 24011, The Family

**Geography**

17063, World Geography (LER)

32061, Cultural Geography

32080, Politics and Place

36065, Cities and Urbanization

37040, Geography of Africa

37050, Geography of Russia & the Commonwealth of Independent States

37066, Geography of Europe

37070, Geography of East and Southeast Asia

37079, Geography of South Asia

37084, Geography of South America

37085, Geography of Central America & Mexico

**History**

11050, History of Civilization I (LER)

11051, History of Civilization II (LER)

- \* 12070, History of the United States: the Formative Period (LER)

- \* 12071, History of the United States: the Modern Period (LER)

31140, Modern Latin America

31143, The African-Brazilian Experience in Culture and Literature

- \* 41056, History of Colonial America, 1492-1714

- \* 41057, Eighteenth-Century America, 1714-1789

- \* 41070, American Social and Intellectual History, 1790-1876

- \* 41071, American Social and Intellectual History, 1876-Present

42397, Colloquium: Women in Europe from Antiquity to Renaissance

42497, Colloquium: Women in Modern Europe

**Honors**

13197, Colloquium: History of Civilization I (LER)

13297, Colloquium: History of Civilization II (LER)

- \* 13397, Colloquium: U.S. History I (LER)

- \* 13497, Colloquium: U.S. History II (LER)

- \* 15297, Colloquium: American Politics (LER)

15397, Colloquium: World Politics (LER)

15497, Colloquium: Political Institutions (LER)

**Journalism and Mass Communication**

- \* 20001, Media, Power and Culture (LER)

**Justice Studies**

- \* 37311, Minorities in Crime and Justice

- \* 37411, Women in Crime and Justice

**Leisure Studies**

- \* 36040, Inclusion of People with Disabilities in Leisure Services

**Modern and Classical Language Studies**

21417, Multiculturalism in Today's Germany

22217, Diversity in Today's Russia

23217, The Francophone Experience

28404, The Latin American Experience

28405, The Spanish Experience

30376, Novels of Pierre Loti

37143, The African-Brazilian Experience in Culture and Literature

**Music**

22121, Music as a World Phenomenon (LER)

**Pan-African Studies**

23001, Black Experience I: Beginnings to 1865 (LER)

- \* 23002, Black Experience II: 1865 to Present (LER)

- \* 23171, The African American Community

24407, Caribbean Studies

- \* 30010, African and African-American Philosophies

- \* 33100, African American Family in Historical Perspectives

- \* 33110, The Black Woman: Historical Perspectives

34000, Introduction to African World View

37143, The African-Brazilian Experience in Culture and Literature

**Philosophy**

11001, Introduction to Philosophy (LER)

21001, Introduction to Ethics (LER)

21020, Comparative Religious Thought I (LER)

21021, Comparative Religious Thought II (LER)

- \* 31035, Philosophy and Justice

- \* 31040, Women and Philosophy

- \* 31070, African and African-American Philosophies

31075, Philosophy and Multiculturalism

**Physical Education Professional**

- \* 25059, Sport in Society

**Political Science**

10004, Political Institutions (LER)

- \* 10100, American Politics (LER)

- \* 10301, Diversity in American Public Policy (LER)

10500, World Politics (LER)

30530, Asian Politics

30540, African Politics

30550, Latin American Politics

- \* 40170, Women and Politics
- \* 40183, Constitutional Law: Civil Rights and Liberties
- 40350, Cultural Diversity in Public Policy
- 40540, Politics of Development
- 40560, Human Rights and Social Justice
- Psychology**
- \* 22221, Multicultural Psychology
- \* 40625, Development of Gender Role and Identity
- Sociology**
- \* 12050, Introduction to Sociology (LER)
- 22778, Social Problems (LER)
- \* 32560, Family and Other Intimate Lifestyles

- \* 32570, Inequality in Societies (LER)
- \* 32565, Sociology of Gays/Lesbians
- \* 42315, Sociology of Changing Gender Roles
- \* 42568, Race and Ethnic Studies
- 42575, Family Patterns: A World Perspective
- \* 42879, Aging in Society
- Theatre**
- 11000, The Art of the Theatre (LER)
- \* 41113, Theatre in a Multi-Cultural America
- \* 41114, Gay and Lesbian Theatre



## WRITING-INTENSIVE COURSE REQUIREMENT

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 Semester 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. 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.

The following are the approved writing-intensive courses.

### **Accounting**

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

### **Adolescent/Adult Education**

32142, Principles of Teaching . . . . . 3

32147, Language, Literacy and Learning . . . . . 3

### **Anthropology**

38480, Archaeological Analysis . . . . . 3

48214, Politics of Culture . . . . . 3

48830, Human Behavioral Ecology and Evolution . . . . . 3

### **Architecture**

40101, Fourth Year Design Studio I . . . . . 6

### **Art**

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

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

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

43998, Senior Research Paper Graphic Design/Illustration . . . . . 2

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

45008, Professional Practices . . . . . 3

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

### **Biological Sciences**

40600, Writing in the Biological Sciences . . . . . 1

### **Center for Applied Conflict Management**

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

### **Chemistry**

30112, Solution Chemistry Lab . . . . . 2

### **Classics**

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

### **Communication Studies**

45007, Speech in a Free Society . . . . . 3

45154, Rhetorical Criticism . . . . . 3

45957, Language and Meaning . . . . . 3

### **Computer Science**

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

42086, Economics of Health Care . . . . . 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

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

### **Fashion Design and 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

43230, Advanced Translation Practice: French . . . . . 3

### **Geography**

40191, Seminar in Geography . . . . . 3

### **Geology**

34061, Invertebrate Paleontology . . . . . 4

### **German**

31335, 19th-Century German Drama and Lyric . . . . . 3

31337, 20th-Century German Prose . . . . . 3

31338, 20th-Century German Drama and Lyric . . . . . 3

41216, Contemporary German Culture . . . . . 3

41230, Advanced Translation Practice: German . . . . . 3

41365, Classical German Literature . . . . . 3

### **Health Education**

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

### **History**

40085, Writing in History . . . . . 1

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

42397, Colloquium: Women in Europe from Antiquity  
to Renaissance . . . . . 3

42497, Colloquium: Women in Modern Europe . . . . . 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	31004, British Empiricism . . . . .	3
46597, Colloquium in 20th-Century European Diplomacy . . . . .	3	31005, German Critical Philosophy . . . . .	3
47697, Colloquium on Post-1945 Europe . . . . .	3	31006, 19th-Century Philosophy . . . . .	3
48097, Colloquium in 20th Century U.S. Foreign Relations . . . . .	3	31010, 20th-Century Philosophy . . . . .	3
48697, Colloquium: U.S. Middle Period, 1820-1900 . . . . .	3	31020, American Philosophy . . . . .	3
48997, Colloquium on the Immigrant in American History . . . . .	3	<b>Physical Education Professional</b>	
<b>Hospitality Food Service Management</b>		35010, Psychological Dimensions of Motor Behavior . . . . .	3
43027, Management Operations in the Hospitality Industry . . . . .	5	35065, History and Philosophy of Sport and Physical Activity . . . . .	3
<b>Integrated Health Studies</b>		<b>Physics</b>	
44091, Professional Seminar in Integrated Health Studies . . . . .	3	30020, Intermediate Physics Lab . . . . .	2
<b>Italian</b>		40020, Advanced Physics Lab . . . . .	2
35331, Early Italian Literature . . . . .	3	42020, Applied Physics Laboratory . . . . .	2
35332, Recent Italian Literature . . . . .	3	<b>Political Science</b>	
<b>Journalism and Mass Communication</b>		40191, Seminar in American Politics . . . . .	3
40010, Ethics and Issues in Mass Communication . . . . .	3	40391, Seminar in Public Policy . . . . .	3
<b>Justice Studies</b>		40591, Seminar in IR-Comparative Politics . . . . .	3
32400, Research Methods in Justice Studies . . . . .	3	<b>Portuguese</b>	
36703, Juvenile Delinquency . . . . .	3	37330, Early Brazilian Literature . . . . .	3
<b>Leisure</b>		37331, Recent Brazilian Literature . . . . .	3
46030, Dynamics of Leisure Behavior . . . . .	3	<b>Psychology</b>	
<b>Management and Information Systems</b>		41990, Writing in Psychology . . . . .	1
44045, Information Systems Management . . . . .	3	<b>Russian</b>	
44065, Strategies in Production and Operations Management . . . . .	3	32303, Modern Writers . . . . .	3
44150, Total Quality Management . . . . .	3	32325, Russian Poetry and Folklore . . . . .	3
<b>Marketing</b>		32350, Russian Prose . . . . .	3
45084, Marketing Policies and Strategies . . . . .	3	32354, Russian Drama . . . . .	3
<b>Math</b>		32421, Russian Civilization . . . . .	4
41001, Introduction to Modern Algebra I . . . . .	3	42230, Advanced Translation Practice: Russian . . . . .	3
41002, Introduction to Modern Algebra II . . . . .	3	<b>Sociology</b>	
42001, Introduction to Analysis I . . . . .	3	42126, Sociological Theories . . . . .	3
42002, Introduction to Analysis II . . . . .	3	<b>Spanish</b>	
42091, Seminar: Modeling Projects . . . . .	3	38330, Early Spanish Literature . . . . .	3
<b>Middle Childhood Education</b>		38331, Recent Spanish Literature . . . . .	3
40006, Reading and Writing in Middle Childhood . . . . .	6	38334, Early Spanish-American Literature . . . . .	3
<b>Music</b>		38335, Recent Spanish-American Literature . . . . .	3
31121, Western Music Since 1900 . . . . .	3	48230, Advanced Translation Practice: Spanish . . . . .	3
<b>Nursing</b>		<b>Special Education</b>	
30000, Professional Nursing Concepts . . . . .	2	43020, Assessment in Special Education . . . . .	3
40000, Professional Nursing Development . . . . .	2	<b>Speech Pathology and Audiology</b>	
40085, Introduction to Nursing Inquiry and Research . . . . .	3	44492, Clinical Preparation in Speech Language Pathology . . . . .	2
<b>Nutrition and Dietetics</b>		<b>Technology</b>	
43013, Experimental Foods . . . . .	3	31000, Cultural Dynamics of Technology . . . . .	3
<b>Pan-African Studies</b>		33056, Cooperative Education-Professional Development . . . . .	1
32010, The Pan-African Essay . . . . .	3	41001, Methods in Technology Education . . . . .	3
37000, Oral and Written Discourses in Pan-African Studies . . . . .	3	45030, Aircraft Systems II . . . . .	3
47091, Senior Seminar in Pan-African Studies . . . . .	3	<b>Theatre</b>	
<b>Philosophy</b>		41026, Playwriting . . . . .	3
31001, Ancient Greek Philosophy . . . . .	3	41110, Theatre Criticism . . . . .	3
31002, Medieval Philosophy . . . . .	3		
31003, Continental Rationalism . . . . .	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 govern-

ing 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.*

*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*

23001, Black Experience I: Beginnings to 1865 ..... 3

23002, Black Experience II: 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*

10001, Understanding Architecture ..... 3

10011, 10012, 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

22020, Art of Africa, Oceania and the Americas ..... 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

17063, World Geography ..... 3

17064, Geography of the United States and Canada ..... 3

*Justice Studies*

26704, Law and Society ..... 3

*Political Science*

10004, Political Institutions ..... 3

10100, American Politics ..... 3

10301, Diversity in American Public Policy ..... 3

10500, World Politics ..... 3

*Psychology*

11762, General Psychology ..... 3

20651, Child Psychology ..... 3

21211, Psychology of Adjustment ..... 3

22221, Multicultural Psychology ..... 3

*Sociology*

12050, Introduction to Sociology ..... 3

22778, Social Problems ..... 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 10110 [4], 10120 [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

## Transfer Module Requirements

13011, 13012, College Physics I, II . . . . . (each)	3
<b>Basic Sciences Nonlaboratory Courses</b>	
<b>Anthropology</b>	
18630, Human Evolution . . . . .	3
<b>Biological Sciences</b>	
10001, Human Biology . . . . .	3
10002, Ecology, Evolution and Society . . . . .	3
<b>Chemistry</b>	
10030, Chemistry in Our World . . . . .	3
10050, Fundamentals of Chemistry . . . . .	3
10052, Introduction to Organic Chemistry . . . . .	2
<i>Corequisite CHEM 10053</i>	
10054, General and Elementary Organic Chemistry . . . . .	5
<b>Geology</b>	
11040, Earth Dynamics . . . . .	3
11042, Earth History . . . . .	3
21062, Environmental Geology . . . . .	3
21080, Oceanography . . . . .	3
<b>Physics</b>	
11030, Seven Ideas that Shook the Universe . . . . .	3
21430, Frontiers in Astronomy . . . . .	3
<b>Physical Sciences</b>	
11660, 11661, Physical Science . . . . . (each)	3
<b>TOTAL</b>	<b>36</b>

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

Certain alternatives to formal Kent State 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.

