University of South Florida

Accent on Learning
Undergraduate Catalog 1985-86

Vol. 27 No. 3
Undergraduate students enrolled in the University are entitled to one copy of each issue of the USF Undergraduate Catalog. Students wanting additional copies may purchase them at the University Bookstore.

Prospective students may obtain general University information concerning admissions, fees and degree programs by requesting either the Undergraduate Viewbook or Graduate Catalog from the Admissions Office.

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<tr>
<td>Bachelor of Engineering Technology</td>
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<tr>
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<tr>
<td>Bachelor of Independent Studies</td>
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<tr>
<td>Bachelor of Science</td>
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<tr>
<td>Bachelor of Science in Chemical Engineering</td>
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<tr>
<td>Bachelor of Science in Civil Engineering</td>
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<tr>
<td>Bachelor of Science in Computer Engineering</td>
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<td>Bachelor of Science in Computer Science</td>
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<td>Bachelor of Science in Electrical Engineering</td>
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<td>Bachelor of Science in Engineering</td>
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<td>Bachelor of Science in Engineering Science</td>
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<tr>
<td>Bachelor of Science in Industrial Engineering</td>
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<td>Bachelor of Science in Information Systems</td>
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<tr>
<td>Bachelor of Science in Mechanical Engineering</td>
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<td>B.F.A.</td>
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<td>B.I.S.</td>
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<td>B.S.Ch.E.</td>
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<td>B.S.M.E.</td>
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<table>
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<tr>
<th>Graduate Degrees</th>
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<tr>
<td>Master of Accountancy</td>
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<td>Master of Public Administration</td>
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<th>Advanced Graduate Degrees</th>
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<tr>
<td>Education Specialist</td>
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DEGREES OFFERED AT THE UNIVERSITY OF SOUTH FLORIDA*

* See index for individual degree programs

The University of South Florida and all colleges, departments and programs therein establish certain academic requirements which must be met before a degree is granted. These requirements concern such things as curricula and courses, majors and minors, and academic residence. Advisers, directors, department chairs and deans are available to help the student understand and arrange to meet these requirements, but the student is responsible for fulfilling them. At the end of a student's course of study, if requirements for graduation have not been satisfied, the degree will not be granted. For this reason it is important for all students to acquaint themselves with all regulations and to remain currently informed throughout their college careers and to be responsible for completing requirements. Courses, programs, and requirements described in the Catalog may be suspended, deleted, restricted, supplemented or changed in any other manner at any time at the sole discretion of the University and the Florida Board of Regents.

Equal Opportunity Complaint Procedure

A student or employee who thinks or feels that a condition, University policy or procedure, or act by someone connected with the University is unfair, unjust or a hindrance to his/her participation in University activities and programs primarily because of his/her race, color, creed, sex, age, national origin, handicap or Vietnam veteran status, may file an Equal Opportunity Complaint. This includes sexual harassment. The complaint may be filed with the Minority Student Advocate, the College Equal Opportunity Coordinator, or the Director of Equal Opportunity Affairs. Additional information about this procedure may be obtained from the Office of Equal Opportunity Affairs, ADM 281, by calling 974-4373 or the 24 hour EO Hotline 974-3159.

It shall be prohibited for any University employee to discriminate or to take any other retaliatory action against an individual who, in good faith, has opposed an alleged unlawful practice or has made a charge, testified, assisted, or participated in any manner in an investigation, proceeding or hearing.
ACCENT ON LEARNING
UNDERGRADUATE CATALOG
OF THE
UNIVERSITY OF
SOUTH FLORIDA
1985-86

Vol. 27, No. 3
USF
June, 1985

The University of South Florida is committed to the principles of equal education and employment opportunities without regard to race, color, sex, religion, creed, national origin, political opinions or affiliations, Vietnam or disabled veteran status, handicap, or age as provided by law and in accordance with the University's respect for personal dignity. These principles are applied in the conduct of University programs and activities and the provision of facilities and services.

This public document was promulgated at an annual cost of $30,933, or $.77 per copy, including preparation, printing, and distribution, to provide comprehensive information on the University of South Florida.

The announcements, information, policies, rules, regulations, and procedures set forth in this Catalog are for information only and are subject to continual review and change without notice.
Visiting the University

Prospective students and other interested persons are invited to visit the University campuses. Most University offices receive visitors from 9:00 a.m. - 5:00 p.m., Monday through Friday.

Self-guided cassette tours of the Tampa campus are available at the University Center Information Desk.

Prospective freshmen are encouraged to attend USF PREVIEW. This program, held on the Tampa Campus, is designed to acquaint participants with USF admission, financial aid, housing, annual costs, academics and student life. USF PREVIEW information is available from the Office of Admissions in Tampa.

The Tampa Campus of the University is located on Fowler Avenue (State Road 582) approximately two miles east of Interstate 275 and Nebraska Avenue (U.S. Route 41) and seven miles north of Interstate 4.

The other campuses of the University are located in the places noted below.

Communicating With The University

Communications regarding the services and programs listed below should be directed by letter or by phone to the appropriate office on the Tampa, St. Petersburg, Fort Myers, or Sarasota campuses. Mailing addresses and general telephone numbers for the campuses are given at the bottom of this page. The offices listed below (on the Tampa Campus unless otherwise indicated) may be dialed direct at the telephone numbers shown.

Academic Advising (for Undeclared and Undecided Students)
Academic Services, SVC 255 974-2645
Academic Advising (for upperclassmen and graduate students)
Office of the Dean of the appropriate college
Applications and Admissions
Office of Admissions, SVC 126 974-3350
College of Medicine:
Associate Dean for Admissions, MDC Box 3
New College
Office of Admissions (Sarasota) 355-7671
Athletics (Intercollegiate)
Director of Athletics, PED 214 974-2125
Bachelor of Independent Studies Program
External Degree Program, HMS 443 974-4058
Career Development
Counseling Center for Human Development, SVC 207 974-2831 or 974-2866
Career Resource Center
Alumni Placement Services, SVC 243 974-2171
Career Planning and Advising, SVC 243 974-2171
Cooperative Education Program, SVC 243 974-2171
Senior Placement Services, SVC 243 974-2171
College Level Examination Program (CLEP tests)
Office of Evaluation and Testing Services, FAO 201 974-2741
Community College Relations (transfer students)
Office of Community College Relations, SVC 123 974-2506
Continuing Education Courses and Conferences
School of Continuing Education, CEB 012 974-2403
Counseling
Counseling Center for Human Development, SVC 207 974-2831 or 974-2866
Disabled Student Academic Services
Coordinator of Disabled Student Services, LIB 620 974-4309
Disabled Student Social Services
University Center Program Office, CTR 124 974-3180
Financial Assistance (scholarships, loans, employment)
Office of Financial Aids, SVC 262 974-2621
Office of Student Employment, SVC 262 974-2297
Graduate Studies
Graduate School, FAO 126 974-2846
Handicapped Student Services
Coordinator of Handicapped Services, LIB 620 974-4309
Health Services (Student)
Health Center, CTR 312 974-2331
Housing: Campus Residence Halls
Office of Housing and Food Service, RAR 223 974-4310
Housing: Off-Campus
Student Government Office, CTR 156A 974-2401
International Students
Office of Student Organizations, CTR 217 974-3180
Library Resources
Tampa Campus: Office of the Director of Libraries, LIB 207 974-2721
Fort Myers Campus: ECC/USF Learning Resources Center 489-9220
St. Petersburg Campus: Office of the University Librarian 893-9125
Sarasota Campus: Office of the Librarian 355-7671
Mature Student Advising
School of Continuing Education, CEB 012 974-2403
Minority Student Advising
Academic Services, SVC 255 974-2645
Orientation ("FOCUS")
Office of Admissions, SVC 126 974-3350
Parking and Traffic Services
University Police Department, UPB 002 974-2540
Pre-Admission Advising for Prospective Freshman,
Transfer, International, Mature and Minority Students
Office of Admissions, SVC 126 974-3350
Reading Study Skills
Counseling Center for Human Development, SVC 207 974-2831 or 974-2866
Records, Registration
Office of the Registrar, SVC 136 974-4029
Speakers Service
Office of Media Relations and Publications, ADM 264 974-2181
Student Affairs
Office of Student Affairs, ADM 151 974-2151
Transcripts USF
Office of the Registrar, SVC 136 974-4080
Transfer (Undergraduate) Student Problems
Office of Community College Relations, SVC 123 974-2506
Undergraduate Studies
Dean of Undergraduate Studies, SVC 251 974-4051
Veterans Affairs
Office of Veterans Affairs, SVC 209 974-2291

UNIVERSITY OF SOUTH FLORIDA
Tampa Campus
4202 Fowler Avenue
Tampa, Florida 33620
Telephone: (813) 974-2011

St. Petersburg Campus
140 Seventh Avenue South
St. Petersburg, Florida 33701
Telephone: (813) 893-9536

Fort Myers Campus
College Parkway
Fort Myers, Florida 33907
Telephone: (813) 489-9501

Sarasota Campus
5700 N. Tamiami Trail
Sarasota, Florida 33580
Telephone: (813) 355-7671
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ACADEMIC CALENDAR

Fall Semester, 1985

May 1, Wednesday
July 1, Monday*
August 5, Monday
August 21, Wednesday
August 26, Monday
August 30, Friday
August 30, Friday
August 30, Friday
August 30, Friday
September 2, Monday
September 6, Friday
September 20, Friday
October 18, Friday**
October 5, Saturday
October 25, Friday
November 11, Monday
November 28-29, Thursday-Friday
December 6, Friday
December 9-14, Monday-Saturday
December 15, Sunday

Last day for international applicants to apply for admission and submit all required credentials and supporting documents
Last day to apply for admission (except international applicants)
Former Student Application Deadline
Registration by appointment
Classes begin
Last day to withdraw/drop and receive full refund of registration fees
Last day to add courses
Last day for registration
Last day to pay fees without $25.00 late fee
Labor Day Holiday
CLAST Registration Deadline
Graduation Application Deadline
Honors Convocation
CLAST/Test Administration Day
Last day to drop or withdraw from courses without Academic Penalty
Veterans' Holiday
Thanksgiving Holidays
Classes end
Final Examination Week
Commencement

Spring Semester, 1986

September 1, Sunday
November 12, Tuesday*
December 4, Wednesday
January 3, Friday
January 8, Wednesday
January 14, Tuesday
January 14, Tuesday
January 14, Tuesday
February 5, Wednesday
February 7, Friday
March 7, Friday
March 8, Saturday
March 17-21, Monday-Friday
April 22, Tuesday
April 24-May 1, Thursday-Thurs.
May 4, Sunday

Last day for international applicants to apply for admission and submit all required credentials and supporting documents
Last day to apply for admission (except international applicants)
Former Student Application Deadline
Registration by appointment
Classes begin
Last day to withdraw/drop and receive full refund of registration fees
Last day to add courses
Last day for late registration
Last day to pay fees without $25.00 late fee
Graduation Application Deadline
CLAST Registration Deadline
Last day to drop or withdraw from courses without Academic Penalty
CLAST Test Administration Day
Spring Semester Break
Classes end
Final Examinations
Commencement
### SUMMER TERM, 1985
#### Session A
(First Seven Week Session)

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>January 1, Wednesday</td>
<td>Last day for international applicants to apply for admission and submit all required credentials and supporting documents</td>
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<tr>
<td>March 17, Monday</td>
<td>Last day to apply for admission (except international applicants)</td>
</tr>
<tr>
<td>April 7, Monday</td>
<td>Former Student Application Deadline — last date to make application for readmission to avoid extended delay at registration</td>
</tr>
<tr>
<td>May 5, Monday</td>
<td>Registration by appointment</td>
</tr>
<tr>
<td>May 8, Thursday</td>
<td>Classes begin</td>
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<tr>
<td>May 9, Friday</td>
<td>CLAST Registration Deadline</td>
</tr>
<tr>
<td>May 14, Wednesday</td>
<td>Last day to withdraw/drop and receive full refund of registration fees</td>
</tr>
<tr>
<td>May 14, Wednesday</td>
<td>Last day to add courses</td>
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<tr>
<td>May 14, Wednesday</td>
<td>Last day for late registration</td>
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<tr>
<td>May 14, Wednesday</td>
<td>Last day to pay fees without $25.00 late fee</td>
</tr>
<tr>
<td>May 26, Monday</td>
<td>Memorial Day Holiday</td>
</tr>
<tr>
<td>May 30, Friday</td>
<td>Last day to drop or withdraw from courses without Academic Penalty</td>
</tr>
<tr>
<td>May 30, Friday</td>
<td>Graduation Application Deadline</td>
</tr>
<tr>
<td>June 7, Saturday</td>
<td>CLAST Administration Day</td>
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<tr>
<td>June 25, Wednesday</td>
<td>Last day of classes</td>
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#### Session B
(Second Seven Week Session)

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>February 1, Saturday</td>
<td>Last day for international applicants to apply for admission and submit all required credentials and supporting documents</td>
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<tr>
<td>April 7, Monday</td>
<td>Former Student Application Deadline — last date to make application for readmission to avoid extended delay at registration</td>
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<tr>
<td>April 28, Monday</td>
<td>Last day to apply for admission (except international applicants)</td>
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<tr>
<td>May 5, Monday, and</td>
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<tr>
<td>June 18, Wednesday</td>
<td>Graduation Application Deadline</td>
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<tr>
<td>May 30, Friday</td>
<td>Classes begin</td>
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<tr>
<td>June 26, Thursday</td>
<td>Last day to withdraw/drop and receive full refund of registration fees</td>
</tr>
<tr>
<td>July 2, Wednesday</td>
<td>Last day to add courses</td>
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<tr>
<td>July 2, Wednesday</td>
<td>Last day for late registration</td>
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<tr>
<td>July 2, Wednesday</td>
<td>Last day to pay fees without $25.00 late fee</td>
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<tr>
<td>July 4, Friday</td>
<td>Independence Day Holiday</td>
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<tr>
<td>July 18, Friday</td>
<td>Last day to drop courses without Academic Penalty</td>
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<tr>
<td>August 13, Wednesday</td>
<td>Classes end</td>
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#### Session C
(Ten Week Session)

<table>
<thead>
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<td>March 17, Monday</td>
<td>Last day to apply for admission (except international applicants)</td>
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<tr>
<td>April 7, Monday</td>
<td>Former Student Application Deadline — last date to make application for readmission to avoid extended delay at registration</td>
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<td>May 5, Monday</td>
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<td>May 8, Thursday</td>
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<td>Last day to withdraw/drop and receive full refund of registration fees</td>
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<td>June 7, Saturday</td>
<td>CLAST Administration Day</td>
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<td>June 20, Friday</td>
<td>Last day to drop courses without Academic Penalty</td>
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<td>July 4, Friday</td>
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<td>July 16, Wednesday</td>
<td>Classes end</td>
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*Earlier deadlines may be required by some Graduate Programs and by some limited access Undergraduate Programs. See appropriate sections of the Catalog for further information. For Graduate and international applicants the credentials deadline is the same as the application deadline. For Undergraduate applicants, the deadline for receipt of credentials is two weeks after the application deadline.

**No classes today between 2:00 p.m. and 3:00 p.m.
USF—A COMPREHENSIVE METROPOLITAN UNIVERSITY

The University of South Florida broke with tradition when it was founded 29 years ago. USF was not located in a small quiet town; USF was placed in one of Florida's—and the nation's—most dynamic metropolitan areas and assigned responsibility for providing higher education services to people of all ages within its 15-county service area. USF was the first State university in Florida located purposely within convenient commuting distance of a large segment of the State's growing population. The University of South Florida broke with tradition because it came to the people. USF—the metropolitan university—an idea whose time had come.

WHAT IS USF?

The University of South Florida is many things—many people and programs—a major force in the communities it serves.

USF is primarily people. Within its boundaries, it is a community of more than 31,000 teacher-scholars and students and staff. Its principal purpose is teaching—teaching grounded in research and related to the needs of its students and society.

USF is also places—spacious, palm and oak shaded campuses—with libraries containing a measurable portion of human knowledge—with laboratories where scientists and students seek and test old and new knowledge—with theatres and recreational facilities and residence halls and other facilities that make USF more than just another state university.

And USF is an important social and cultural service force flowing through the communities surrounding and supporting it—a major economic force on Florida's West Coast—and an intellectual and information center where people can find practical solutions to perplexing problems and share their experiences with others.

USF is all of this—and more. USF—the metropolitan university—an idea whose time has come—is a university with people who want to help you embody your own idea of what such an institution should be. After all USF is what you make it and can be affected by you as much as you are by it. The faculty and staff are dedicated to ensuring that the University continues to be flexible enough to permit new ideas of itself to infuse new life into itself.
ACHEIVING THE UNIVERSITY'S MISSION: MEASURES OF SUCCESS

Mission

As the State's first metropolitan university, a prototype of the university of the future, the University of South Florida from its beginning has sought to apply the talents of its scholars and students to the peculiar ills besetting modern society. The University's stated mission is "to achieve preeminence as a general purpose university of academic excellence." Its role as a comprehensive, multi-campus institution places particular emphasis upon the instructional, research, and service needs of its several metropolitan areas, with an orientation toward the solution of problems peculiar to the modern metropolitan environment.

Programs Offered

A measure of success in accomplishing the University's mission--and one more significant than mere statistics—is the nature of our academic programs. Through them we have sought to serve an increasingly urban State and nation. These programs are in the Academic Affairs division of the University and, for the most part, are administered in one of our 11 colleges: Arts & Letters, Business Administration, Education, Engineering, Fine Arts, Medicine, Natural Sciences, Nursing, Public Health, Social & Behavioral Sciences, and an Honors College. New College of USF on the Sarasota Campus.

In this publication are discussed the major undergraduate academic programs in the University. Through them we serve the people of Florida through the instruction of students, the advancement of knowledge, and community service.

Undergraduate degrees are offered in over 90 academic areas by the University's colleges. Graduate degrees are offered in more than 80 of these academic areas.

The University's first Ph.D. program in Biology with emphasis on Marine Biology, was established in 1968. Since then Ph.D. programs have been established in Applied Anthropology, Chemical Engineering, Chemistry, Civil Engineering, Computer Engineering, Education, Electrical Engineering, English, Engineering Science, Industrial Engineering, Marine Science, Mathematics, Mechanical Engineering, Medical Sciences, and Psychology. USF also offers the Ed. D. in Education and the Ph.D. in Oceanography (in cooperation with Florida State University).

The University's teaching and research faculty, numbering more than 1,000, represents all major areas of higher learning, and nearly 60 percent hold doctoral degrees.

USF AT TAMPA, FORT MYERS, ST. PETERSBURG, SARASOTA: PART OF A MODERN METROPOLITAN ENVIRONMENT

University of South Florida campuses form a string of anchor points for the rapidly growing metropolitan area along the West Coast of Florida. These four campuses are within reach of more than two million people—roughly one quarter of the State's population—in the 15-county area they serve, and University faculty members on all campuses from time to time teach on all of them.

The Tampa Campus of the University is located on a 1,695-acre tract of land ten miles northeast of downtown Tampa, a city of over a quarter of a million people.

The St. Petersburg Campus is located on a 24-acre site surrounding Bayboro Harbor in downtown St. Petersburg and serves more than 75,000 people living in Pinellas County.

The Sarasota Campus, adjacent to the State-owned Ringling Museum,

is located on the north edge of Sarasota about ten miles south of Bradenton on US 41. The campus serves a population of more than 320,000 persons in a four-county area.

The Fort Myers Campus serves more than 360,000 people in five counties on Florida's lower West Coast. The Campus, which is located on a 55-acre site adjacent to Edison Community College on College Parkway, was officially dedicated in November, 1982.

While offering many of the positive characteristics of a small campus, the Regional Campuses of the University of South Florida have access to and are part of the resources of a major metropolitan university. The development of these campuses is expected to keep pace with the continuing growth of Florida's West Coast.

Academic Programs of USF Regional Campuses

The academic programs of the regional campuses are designed to serve students of junior, senior, and graduate standing. They are offered at times chosen to meet the special needs of these students, most of whom are residents in the campus area and are employed in full- and part-time jobs. Selected courses and programs are offered on the campuses by the Colleges of Arts and Letters, Business Administration, Education, Engineering, Natural Sciences, Nursing, and Social and Behavioral Sciences.

Students may enroll on a part-time or full-time basis on any one of the regional campuses or elect to enroll on more than one USF campus simultaneously. Dual enrollment on multiple campuses may provide students with a schedule both academically flexible and personally convenient.
Resident faculty members and Student Affairs staff provide social, vocational, and academic counseling to students enrolled on the regional campuses. The resident staff of each campus is supplemented by professors and other staff members commuting from other USF campuses, thereby providing additional scope to the academic programs and university services.

The University of South Florida at Fort Myers opened in September, 1974. Until 1982, the campus was located in the historic Gwynne Institute Building in the heart of downtown Fort Myers. The campus is now located in permanent facilities on a 55-acre site adjacent to Edison Community College and provides for a significant amount of cooperation between the two institutions such as common library and classroom facilities, and a joint student center. Upper division undergraduate and graduate level programs in the College of Business, the College of Education, the College of Social and Behavioral Sciences, and the College of Nursing are available on campus. Course offerings from other colleges within the university are also available on campus.

The University of South Florida at Sarasota is an educational and cultural center of local, state, and national significance. Its mission embraces two distinct academic programs: New College of Liberal Arts and Sciences, and Nursing. The Sarasota Campus has a significant responsibility for historical and environmental preservation and enhancement of beautiful Ringling and Caples Estates.

USF at Sarasota has 25 buildings including a student center, classrooms, science laboratories, and student residences. A new $7,000,000 campus library and a new classroom and conference center, the latter a gift from Sarasota philanthropist Harry Sudakoff, opened in 1985.

The University of South Florida at St. Petersburg is the oldest of USF's Regional Campuses having begun upper level and graduate offerings in 1968. From its beginning in facilities acquired from the U.S. Maritime Service, the Campus has expanded by adding a new library and classroom/office building. A new student services building housing a bookstore, cafeteria, and additional classrooms and faculty offices was completed in February 1984.

Academic programs in a broad variety of disciplines are available on the St. Petersburg Campus and students also have the opportunity to participate in the U.S. Army ROTC program. A number of "Sunshine City" cultural and recreational facilities are within easy walking distance of the campus.

The St. Petersburg Campus also houses facilities for marine science research and training. The USF Department of Marine Science, with headquarters at the campus, is an interdisciplinary venture involving faculty from several departments in addition to 21 full-time regular faculty members who are responsible for graduate research and teaching in marine science.

Probably no other marine science program has such excellent facilities for teaching, research, and access to oceanographic vessels. The location of the campus at the central edge of the great continental shelf of the Florida Gulf Coast and in the midst of the metropolitan Sun Coast is a unique advantage. In addition, the Florida Institute of Oceanography, a special research institute of the State University System, is located on the St. Petersburg Campus. With these combined facilities, the University is destined to become one of the nation's leading oceanographic centers.

Continuing Education

In addition to the academic programs offered on the Tampa and regional campuses, a number of courses and programs are operated by the University of South Florida's School of Extended Studies in 15 West Coast Florida counties. In this area, the Florida Board of Regents has designated the University of South Florida for all higher education requirements beyond those supplied by the State Community and Junior College System.

Special Programs

A number of special programs offer USF students flexibility and relevance. They include the Off-Campus Term Program, Bachelor of Independent Studies (External Degree Program), Cooperative Education Program, Weekend College and New College of USF. In addition, freshmen students may earn up to one full year of academic credit (45 hours) through the College Level Examination Program tests, high school students may apply for "early admission" or take college courses while still in high school, and any interested person may earn college credit via radio and WUSF-TV's televised course sequence—"Open University" (O.U.). Each of these programs is described elsewhere in this publication. You are encouraged to explore their potential for helping you attain your educational goals.

FACILITIES AND ATMOSPHERE ON CAMPUS

The facilities of the University, now including more than 40 major buildings, are currently valued at more than $106 million. The buildings are of similar modern architectural design and all are completely air conditioned.

USF has a wide variety of recreational facilities, including three swimming pools, an excellent gym with weight training room, many tennis courts, a beautiful golf course, well-equipped University Center and others. Its academic and residential facilities are unequaled in Florida—and all are air-conditioned and easily accessible from every corner of the well-kept campus, called by some "one of the prettiest in the nation."

Parking spaces are always available somewhere on campus.

The atmosphere on campus is one of easy informality. Students—and faculty—dress casually and enjoy an unusually close relationship for a school so large. Some classes are even held outside to take advantage of the extra-dry climate (average annual temperature 72° F) of the area. And most buildings have open hallways, which blend colorful interiors with spacious exteriors, symbolically and architecturally suggesting the casual accessibility that has become USF trademark.

ORGANIZED FOR EFFECTIVENESS

The University is organized into seven broad areas: academic affairs, medical center, student affairs, administration, employee relations and information resources, the Florida Mental Health Institute and University Relations. The chief administrator in each of these areas plus the Executive Vice President and the General Counsel comprise the President's staff, the primary policy-making body of the University. In addition to the vice presidents, advice and assistance to the President in the determination of policy is given by a number of advisory bodies, including University committees and organizations representing the faculty, staff and student segments of the University Community. At USF, your views count; they are solicited and given serious consideration. The President is responsible through the Chancellor to the Florida Board of Regents for internal policy and the procedures of the University. More detailed information on these matters is available in the Special Collections Room, USF Library.
University Relations

The Division of University Relations is organized to generate understanding of and support for the University among its many publics, internal and external, through a coordinated and comprehensive communications, development, information, and publications program. The Division includes the Offices of Alumni Affairs, University Development, Governmental Relations, Community Relations, and Media Relations & Publications.

Office of Alumni Affairs

The purpose of the Office of Alumni Affairs is to stimulate and maintain alumni interest in the University of South Florida. In completing its mission, the office works primarily through the USF Alumni Association. A professional staff, maintaining offices in the student Services Building, is responsible for administering alumni programs. In coordinating its effort through the Association, the Alumni Affairs office strives to interest, involve, and inform alumni.

In addition, the Alumni Affairs director serves as Executive Director of the Association and as such is responsible for managing the Alumni business and other program affairs. The Alumni Association exists primarily to support the University of South Florida. As a communication link between the University and its alumni, the Association provides the following: Alumni scholarships: currently awards 21 full one-year tuition scholarships. Alumni Century Club: An organization of alumni who contribute $100 annually as members of the Century Club. Telefund campaigns: Each chapter conducts an annual telephone drive to raise scholarship dollars. Graduating class: The Association sponsors the USF Yearbook, honorary society socials, commencement, receptions, the King-O'Neal Award (for graduating seniors with a straight "A" average), outstanding senior award, and Distinguished Alumni awards.

Office of University Development

The purpose of the University Office of Development is to identify and solicit sources of private funding for the support of ongoing and selected new programs at USF for which State resources are not available or are insufficient to meet program objectives.

The University Development Office solicits private contributions to the USF Foundation Inc. [a 501 (c)(3) non-profit corporation] through alumni and friends, corporations, foundations, organizations and by various types of deferred or planned gifts.

In completing its mission, the University Development Office coordinates all University fund-raising programs. Approval for all new fund raising projects should be obtained through the Director of University Development.

Various support groups (the arts, athletics, library, sciences, business, engineering, etc.) seeking fund raising guidance and assistance may wish to consult with the University Development Office.

Office of Governmental Relations

The Office of Governmental Relations was established late in 1979 as a function of the Division of University Relations. The director is responsible for coordinating the local governmental legislative and congressional priorities of the University as approved by the President and his staff. These include budget, capital outlay and program priorities. The activities of the office include the monitoring of legislation and the dissemination of information from all levels of government throughout the University as appropriate.

The Director is responsible for coordinating contracts between University officials and members of the legislature from throughout the USF service area. The Director advises the President's staff on all matters of governmental liaison including strategies to promote the University's achievements before state, local and national political or governmental bodies.

Office of Community Relations

The Community Relations Office is responsible for the development and sharing of University and community resources for the purpose of enhancing quality education and community development. Activities of this office include the planning of special University functions, providing official entertainment and information for University guests, recommending University personnel for community planning boards and committees, organizing professional conferences and ceremonies, coordinating efforts of University support groups; such as Town and Gown, and the Fine Arts support groups (Cadre, Krewes, Bravo, and Encore). Working with the University Relations staff, the Community Relations Office increases community awareness and involvement on all campuses of the University of South Florida (Tampa, St. Petersburg, Sarasota, and Fort Myers).

Office of Media Relations and Publications

The Office of Media Relations and Publications (MRP) serves as the University's official link with the media and is responsible for USF's major publications. The MRP staff sends news releases, story leads, and print and broadcast material to editors and reporters, and answers requests for information from newspapers, magazines, and radio and television stations. In addition, the staff is involved in organizing news conferences, and generating publicity for University events; such as, building dedications and groundbreakings, or any other activity which may attract media attention. The publications section of MRP is responsible for USF's general information folders, viewbooks, campus guides, the USF Catalog, and the campus directory. MRP also assists University departments in their individual publications needs, and is responsible for USF's faculty-staff-newsletter, "The Intercom."
ADMISSIONS AND RELATED MATTERS

The Office of Admissions, part of the Division of Student Affairs, administers the application and admissions processes for undergraduate and graduate students, assists prospective students in securing information about the University of South Florida and coordinates new student orientation programs.

Admission to the University of South Florida requires evidence of ability to handle academic work, capacity to think creatively, and strong motivation. The minimum admissions requirements are designed to help identify applicants whose academic work and background indicate potential for success at the University of South Florida. However, satisfaction of minimum admissions requirements does not guarantee acceptance. The admission of new students at all levels is on a selective basis within curricular, space, and fiscal limitations. The selection process may include such factors as grades, test scores, pattern of courses completed, class rank, educational objectives, past conduct, school recommendations, personal recommendations, and personal records. Preference for admission in any term will be given to those applicants whose credentials indicate the greatest promise of academic success.

The University encourages applications from qualified applicants of both sexes and from all cultural, racial, religious, ethnic, and age groups. In the admission process there is no discrimination on the basis of these factors or on the basis of handicap. Applicants who are racial and ethnic minorities, disabled, Vietnam-era veterans or above traditional college age and who do not meet minimum admissions requirements will be considered for admission when there is sufficient evidence to suggest ability to do satisfactory work at USF. These policies are further described under "Applying for Admission" and "Requirements for Admission."

The University supports equal educational opportunity for minority and disadvantaged students. Requests for waiver of the $15.00 application fee must be supported by the Director of Admissions if payment of this fee creates severe financial hardship and serves as a deterrent to application.

Students are admitted to the University of South Florida in accord with the missions and goals of the University and with enrollment limitations established by the Board of Regents and the Florida Legislature. The University's enrollment plan establishes the priorities for admission. In order, these priorities are: (1) upper division transfer students with A.A. degrees from Florida community junior colleges or from other SUS institutions who have not attended another institution after earning the A.A. degree; (2) graduate students; (3) first-time-in-college students; (4) other upper division transfer students; (5) other lower division transfer students. Within the categories above, Florida residents have first priority, followed by non-Florida residents, and then international students living outside of the United States. Exceptions to these established priorities may be made for applicants whose addition to the student body helps the University's aims and commitment to equal opportunity/affirmative action goals, academic excellence, and other special needs.

Applying for Admission

Obtaining an Application

As part of the State University System (SUS) of Florida, USF uses the common SUS Application Form for undergraduates. Applicants who are attending Florida high schools or Florida community/junior colleges may obtain the SUS Application Form in school guidance offices. The USF Graduate Application for Admission and the USF International Student Application for Admission, as well as the SUS Application, may be requested from the Office of Admissions, University of South Florida, Tampa, Florida 33620. All of the application forms are also available on USF regional campuses in St. Petersburg, Sarasota, and Fort Myers. (When requesting an application, please indicate applicant category—first-time-in-college freshman, undergraduate transfer, graduate, or international student.)

Applications for admission to the M.D. program in the College of Medicine may be obtained by writing to the Associate Dean for Admissions, University of South Florida, College of Medicine (Box 3), 12901 North 30th Street, Tampa, Florida 33612.

When to Apply

Applications for admission are accepted as early as 12 months before the requested entry date. Applications for admission and the $15.00 non-refundable application fees must be submitted by the published University application deadline (see academic calendar, page 11) for the requested entry date or by the application deadline for the requested degree program (see specific program in this catalog), whichever is earlier. The University application deadline is normally about eight weeks prior to the first day of classes in each term. Application closing dates for limited access and some graduate degree programs are usually much earlier than the University application deadline. Applications for admission and application fees from international citizens (non-resident aliens) must be received at least four months prior to the requested entry date. The application for admission and the application fee may be returned to the sender when the application is received after the published closing date or after any enrollment limit or program limit is reached for the requested term of entry. (see Changing Requested Term of Entry, this page).

Changing Requested Term of Entry

Applicants who are accepted for admission and do not enroll in the term for which admitted or applicants for whom an admissions decision has not been made because of missing credentials may request a change of entry date to a term that is within one year of the originally requested entry date. All requests for change of entry date must be submitted in writing, must specify the new anticipated entry date, and must be received by the published application deadline for the new term of entry and/or degree program requested. A new application and fee must be submitted when 12 months have elapsed since the originally requested entry date.

An applicant who requests a new entry date must meet the admissions requirements in effect for the new term requested. Entry dates for some programs are limited to specified terms.
General Admission Policies

- All official transcripts, test scores, and any other required credentials must be received directly from the issuing agencies. It is the applicant's responsibility to initiate the request for credentials to the issuing agencies and to assure their receipt by the USF Office of Admissions in Tampa. However, SAT and ACT scores reflected on the high school transcript are considered official.
- All credentials and documents submitted become the property of the University of South Florida. The originals or copies of the originals will not be returned to the applicant or forwarded to another institution, agency, or person.
- SAT / ACT scores of undergraduate applicants anticipating a major in teacher education may be no more than five years old.
- An applicant admitted on a provisional basis must submit the requested missing credentials, such as official final transcripts or test scores, which must substantiate eligibility for admission before a second registration will be permitted.
- All undergraduate applicants who are denied admission may appeal this decision and will be advised of the appeal procedures by the Office of Admissions. The Faculty Committee on Student Admissions will hear all undergraduate appeals for admission.
- An application for admission or residency affidavit submitted by or on behalf of a student which contains false, fraudulent, or incomplete statements may result in denial of admission, of further registration and/or degrees awarded.
- The University may refuse admission to a student whose record shows previous misconduct not in the best interest of citizens of the University community.
- All students entering the University with fewer than 60 semester or 90 quarter hours of transferable credit are required to earn at least 9 semester hours during one or more summer terms prior to graduation. (See Summer Enrollment Requirements, page 37.)
- All undergraduate students must present a score on the College Level Academic Skills Test (CLAST) prior to admission into the upper division of the University. (See CLAST, page 31, and Admission to Upper Division, see USF Graduate Catalog.)
- Prior to beginning classes, all new undergraduate students are required to participate in an Orientation/Academic Advising/Registration program the USF campus where they will take all or the majority of courses in their first semester at USF. Normally lasting one to one-and-a-half days, these programs are designed to help new students become acquainted with the University, choose courses, register for classes, and complete all other necessary procedures. New students receive Orientation/Academic Advising/Registration information after admission.

Students enrolling for Fall Semester (August) at USF in Tampa are encouraged to participate in FOCUS: YOU AND USF, a special summer Orientation/Academic Advising/Registration program for new undergraduates and parents of freshmen. The FOCUS: YOU AND USF information packet will automatically be mailed to students accepted through July 1, beginning in April.
- Performance in courses taken as a non-degree seeking (special) student will not qualify an applicant for admission as a degree-seeking student.
- A non-degree seeking (special) student who has been dismissed from USF is not eligible for admission to USF as a degree-seeking student at the undergraduate level. If extenuating circumstances contributed to the academic dismissal and the student meets other admissions requirements, a request for waiver of this rule may be submitted to the Faculty Committee on Student Admissions. This rule does not apply to a student who has earned a degree from a regionally accredited institution subsequent to academic dismissal.
- First-time-in-college and undergraduate transfer applicants denied admission to the University of South Florida as degree-seeking students will not be permitted to enroll as non-degree seeking (special) students.

Quota/Limited Access Programs

Undergraduates seeking entrance to quota / limited access degree programs must meet special program requirements in addition to requirements for admission to the University. While many quota / limited access programs admit students only at the junior level, some programs admit students for the freshman or sophomore years. The admissions criteria and procedures for quota / limited access programs at USF furnish equal access to A.A. degree holders from Florida public community junior colleges, A.A. degree transfers from other SUS institutions, and USF students of equivalent status.

USF, with approval of the Board of Regents and the Articulation Coordinating Committee, has established the following undergraduate programs as quota / limited access: Liberal Studies and Mass Communications in the College of Arts and Letters; all degree programs in the College of Business Administration; Health Education and Professional Physical Education in the College of Education; all degree programs in the College of Engineering; all degree programs in the College of Nursing; Social Work in the College of Social and Behavioral Sciences. The admissions requirements for these degree programs may be found with other program information in appropriate sections of this catalog.

Minimum Requirements for Admission

First-Time-In College Applicants

To be considered for admission, first-time-in-college applicants must submit an SUS Application for Admission, a non-refundable application fee of $15.00, an official high school transcript, official GED scores if applicable, SAT or ACT scores, and a TOEFL score if applicable.

The University normally requires a diploma from a Florida public high school or a regionally accredited high school or the state-approved General Education Development (GED) diploma. Students admitted under the Early Admission Program are exempt from this requirement. Other minimum requirements are as follows:

1. First-time-in-college applicants must submit an official test score from the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or from the American College Test (ACT).

2. For first-time-in-college applicants earning a high school diploma, the following college-preparatory units (year-long courses) to be completed in grades nine through twelve are required:
   a. Required for entry beginning in the Fall Semester, 1985:
      - three units of English (two of the three must incorporate substantial writing requirements);
      - three units of mathematics (algebra I and above);
      - three units of natural sciences (two of the three must incorporate substantial laboratory requirements);
      - two units of social sciences (history, civics, political science, economics, sociology and psychology); and three additional units from the areas of English, mathematics, natural sciences, social sciences, and foreign languages.
   b. Required for entry beginning in the Fall Semester, 1986:
      - four units of English (three of the four must incorporate substantial writing requirements);
      - three units of mathematics (algebra I or above);
      - three units of natural sciences (two of the three must incorporate substantial laboratory requirements);
      - three units of social sciences (history, civics, political science, economics, sociology and psychology); and four additional units from the areas of English, mathematics, natural sciences, social sciences, and foreign languages. Beginning in the Fall Semester, 1987, two units of foreign language will also be required.

3. First-time-in-college applicants must meet one of the following:
   a. At least a "B" average (3.0 on a 4.0 scale), as computed by USF, in all college-preparatory courses in English, mathematics, natural sciences, social sciences, and foreign languages taken in grades nine through twelve. (An SAT or ACT score must be submitted but no minimum is required.)
   b. At least a "C" average (2.0 on a 4.0 scale), as computed by USF,
in all college-preparatory courses in English, mathematics, natural sciences, social sciences, and foreign languages taken in grades nine through twelve and a total score of at least 850 on the combined verbal and quantitative parts of the SAT or a composite score of 18 on the ACT.

NOTE: In recomputing high school averages, additional weights are assigned to grades earned in honors and Advanced Placement courses.

c. A GED diploma with an overall percentile score of at least 60 for all five tests and a percentile score of at least 50 on each of the five tests and a total score of at least 850 on the combined verbal and quantitative parts of the SAT or a composite score of 18 on the ACT.

4. For admission in the Fall Semester, applicants should present a "B" average or better (3.0 on a 4.0 scale as computed by USF) or qualifications that approximate a 2.5 grade point average and a combined SAT of 900 or a composite ACT of 20. For purposes of Fall Semester admissibility, a higher grade point average may compensate for a lower test score and vice versa. Students who do not qualify for admission in the Fall Semester but who do meet USF's minimum requirements are encouraged to apply for admission in either the Summer or Spring Semester.

5. A first-time-in-college applicant whose native language is not English must present a minimum score of 500 on the Test of English as a Foreign Language (TOEFL). This requirement may be waived if, immediately prior to the expected USF entry date, the applicant has spent four consecutive years in a school where all courses are taught in English. If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission on academic probation with the condition that they must take a specified sequence of English courses. International citizens (non-resident aliens) must also comply with all requirements for admission of international applicants (page 15).

6. First-time-in-college applicants seeking admission at the freshman level to a limited access degree program in Engineering must meet additional requirements specified by the program.

7. The University may admit an applicant based on the minimum established by the Board of Regents. This alternative will be utilized for those freshman applicants who, based on all appropriate evidence, can reasonably be expected to do satisfactory academic work at the University of South Florida and whose addition to the student body helps the University's aims and commitment to equal opportunity/affirmative action goals, academic excellence and other special needs of the University. First-time-in college applicants who do not meet stated requirements should submit appropriate alternative evidence of academic achievement, ability, motivation, and responsibility that indicates potential for successful academic work at the University of South Florida.

Early Admission Applicants (First-Time-In College)

The University of South Florida provides an early admission program to meet the needs of highly capable, mature high school students. Under the early admission program these students may enter the university as regularly enrolled, degree-seeking students prior to graduation from high school. To be considered for early admission, applicants must submit an SUS Application for Admission, a non-refundable application fee of $15.00, an official high school transcript, an official GED score if applicable, SAT or ACT scores, official transcripts from all colleges attended, and a TOEFL score if applicable.

To be considered for admission, transfer applicants with 60 or more semester or 90 or more quarter hours of transferable college credit must submit an SUS Application for Admission, a non-refundable application fee of $15.00, an official high school transcript, an official GED score if applicable, SAT or ACT scores, official transcripts from all colleges attended, and a TOEFL score if applicable.

To be considered for admission, transfer applicants with 60 or more semester or 90 or more quarter hours of transferable college credit must submit an SUS Application for Admission, a non-refundable application fee of $15.00, official transcripts from all colleges attended, and a TOEFL score if applicable.

1. Degree Graduates from Florida Public Community/Junior Colleges and SUS Institutions will be admitted as juniors into the upper division of the University within curricular, space, and fiscal limitations. A.A. degree graduates seeking admission to a limited access degree program must also meet all requirements specified by that program.

The admission of Florida community/junior college A.A. transfer students is governed by the Articulation Agreement between the state universities and public community/junior colleges in Florida (see page 47).

Undergraduate transfer students who have attended another college after receipt of the A.A. must meet the same minimum requirements as undergraduate transfers who have not earned the A.A. from a public community/junior college or State University in Florida (see page 47).

Undergraduate Transfers Who Have Not Earned an A.A. Degree from a Florida Community/Junior College or SUS Institution must meet the following requirements:

1. Undergraduate transfer applicants must be in good standing and eligible to return to the last regionally accredited institution attended as a degree-seeking student.

2. Undergraduate transfer applicants must have an overall "C" average (2.0 or 4.0 scale) in all college level work attempted which is acceptable for transfer credit at USF and have at least a "C" average at the last regionally accredited school attended in work which is acceptable for transfer credit at USF. (Incomplete grades "IP" are computed as failures ["F's"]).

3. Undergraduate transfer applicants with fewer than 60 semester or 90 quarter hours of transferable college credit must also satisfy the minimum admissions requirements for first-time-in college applicants listed above. (see page 13).

4. An undergraduate transfer applicant whose native language is not English must present a minimum score of 550 on the Test of English as a Foreign Language (TOEFL). The TOEFL requirement may be waived if, immediately prior to expected USF entry date, the applicant has spent four consecutive years in a school where all courses are taught in English. If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission on academic probation with the condition that they must take a specified sequence of English courses. International citizens (non-resident aliens) must also comply with all requirements for international applicants (see page 15).

5. All undergraduate transfer students admitted to USF must present a score on the College Level Academic Skills Test (CLAST) prior to admission into the upper division of the University. Transfer students entering USF with fewer than 55 semester (82 quarter) transferable hours must take CLAST during the term in which 55 semester hours will be completed. Transfer students entering USF with 55 or more semester (82 or more quarter) transferable hours must take CLAST the first time it is offered after initial enrollment. (See CLAST, page 31 and Admission to Upper Division, see USF Graduate Catalog.)

6. Undergraduate transfer applicants seeking admission to a limited access degree program must also meet all requirements specified by that program.

7. Exceptions to University admissions criteria may be made on an individual basis when a student, based on all appropriate evidence, can reasonably be expected to do satisfactory academic work at the University of South Florida and whose addition to the student body helps the University's aims and commitment to equal opportunity/affirmative action goals, academic excellence, and other special needs. Applicants who do not meet stated requirements should submit appropriate alternative evidence of academic achievement, ability, motivation, and responsibility that indicates potential for successful academic work at USF.

Undergraduate Transferees

The University of South Florida provides an early admission program to meet the needs of highly capable, mature high school students. Under the early admission program these students may enter the university as regularly enrolled, degree-seeking students prior to graduation from high school. To be considered for early admission, applicants must submit an SUS Application for Admission, a non-refundable application fee of $15.00, an official high school transcript, SAT or ACT scores, and a TOEFL score if applicable. The Supplemental Information for Early Admission Form (available from the Office of Admissions in Tampa), and a personal letter outlining reasons for seeking early admission are also required. While early admission applicants are evaluated on an individual basis, those admitted generally present at least a 3.5 high school grade point average (as computed by USF) and a combined score of at least 1150 on the SAT or a composite score of at least 24 on the ACT. In addition, early admission applicants should be enrolled in a strong college-preparatory curriculum while in high school.

Undergraduate Transferees

The University of South Florida accepts transfer credits only from those institutions accredited by one of the six regional accrediting agencies. If the applicant is applying from a non-regionally accredited school, the admission decision will be based on the student's prior work, if any, at a regionally accredited institution.

To be considered for admission, transfer applicants with fewer than 60 semester or 90 quarter hours of transferable college credit must submit an SUS Application for Admission, a non-refundable application fee of $15.00, an official high school transcript, an official GED score if applicable, SAT or ACT scores, official transcripts from all colleges attended, and a TOEFL score if applicable.

To be considered for admission, transfer applicants with 60 or more semester or 90 or more quarter hours of transferable college credit must submit an SUS Application for Admission, a non-refundable application fee of $15.00, official transcripts from all colleges attended, and a TOEFL score if applicable.

1. Degree Graduates from Florida Public Community/Junior Colleges and SUS Institutions will be admitted as juniors into the upper division of the University within curricular, space, and fiscal limitations. A.A. degree graduates seeking admission to a limited access degree program must also meet all requirements specified by that program.

The admission of Florida community/junior college A.A. transfer students is governed by the Articulation Agreement between the state universities and public community/junior colleges in Florida (see page 47).

Undergraduate transfer students who have attended another college after receipt of the A.A. must meet the same minimum requirements as undergraduate transfers who have not earned the A.A. from a public community/junior college or State University in Florida (see page 47).

Undergraduate Transfers Who Have Not Earned an A.A. Degree from a Florida Community/Junior College or SUS Institution must meet the following requirements:

1. Undergraduate transfer applicants must be in good standing and eligible to return to the last regionally accredited institution attended as a degree-seeking student.

2. Undergraduate transfer applicants must have an overall "C" average (2.0 or 4.0 scale) in all college level work attempted which is acceptable for transfer credit at USF and have at least a "C" average at the last regionally accredited school attended in work which is acceptable for transfer credit at USF. (Incomplete grades "IP" are computed as failures ["F's"]).

3. Undergraduate transfer applicants with fewer than 60 semester or 90 quarter hours of transferable college credit must also satisfy the minimum admissions requirements for first-time-in college applicants listed above. (see page 13).

4. An undergraduate transfer applicant whose native language is not English must present a minimum score of 550 on the Test of English as a Foreign Language (TOEFL). The TOEFL requirement may be waived if, immediately prior to expected USF entry date, the applicant has spent four consecutive years in a school where all courses are taught in English. If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission on academic probation with the condition that they must take a specified sequence of English courses. International citizens (non-resident aliens) must also comply with all requirements for international applicants (see page 15).

5. All undergraduate transfer students admitted to USF must present a score on the College Level Academic Skills Test (CLAST) prior to admission into the upper division of the University. Transfer students entering USF with fewer than 55 semester (82 quarter) transferable hours must take CLAST during the term in which 55 semester hours will be completed. Transfer students entering USF with 55 or more semester (82 or more quarter) transferable hours must take CLAST the first time it is offered after initial enrollment. (See CLAST, page 31 and Admission to Upper Division, see USF Graduate Catalog.)

6. Undergraduate transfer applicants seeking admission to a limited access degree program must also meet all requirements specified by that program.

7. Exceptions to University admissions criteria may be made on an individual basis when a student, based on all appropriate evidence, can reasonably be expected to do satisfactory academic work at the University of South Florida and whose addition to the student body helps the University's aims and commitment to equal opportunity/affirmative action goals, academic excellence, and other special needs. Applicants who do not meet stated requirements should submit appropriate alternative evidence of academic achievement, ability, motivation, and responsibility that indicates potential for successful academic work at USF.

Graduate Applicants

Graduate applicants should refer to the Graduate Catalog.
International Applicants (non-resident aliens)

To be considered for admission, international applicants (non-resident aliens) must submit a USF International Student Application for Admission, a non-refundable application fee of $15.00, a TOEFL score if applicable, a Statement of Financial Responsibility, a recommendation from the last institution attended, undergraduate or graduate admissions test scores as specified for appropriate applicant category, transcripts showing subjects and grades from the first year of secondary work to the time of application and a Pre-Entrance Medical History Form. (Transcripts in a language other than English must be accompanied by a certified English translation.)

An international applicant (non-resident alien) must meet all admission requirements for the appropriate applicant category (first-time-in-college, undergraduate transfer, graduate). Other minimum requirements are as follows:

1. An international applicant whose native language is not English must present a minimum score of 550 on the Test of English as a Foreign Language (TOEFL). This requirement may be waived if, immediately prior to the expected USF entry date, the applicant has spent four consecutive years in a school where all courses are taught in English, or if the applicant has an A.A. degree from a Florida community/junior college or SUS institution. If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission on academic probation with the condition that they must take a specified sequence of English courses.

2. International applicants must present evidence of United States equivalent qualifications, and academic preparation for desired degree program.

3. International applicants must be in good standing at the last institution attended.

4. International applicants must show proof of financial resources sufficient to cover all educational, maintenance, and personal expenses while attending USF, without financial assistance from the University.

5. International applicants seeking admission to limited access undergraduate degree programs must also meet all requirements specified by the program.

Transient Applicants

An undergraduate transient student comes to the University from a regionally accredited institution and is permitted to enroll at USF for one term only before returning to the parent institution.

SUS undergraduate transient applicants must submit an SUS application for Admission, a recommendation from an academic dean at the parent institution, and evidence of a visiting arrangement with the appropriate dean at USF initiated by an academic dean at the parent institution. SUS applicants who submit the required credentials by the published application deadline date for the term requested (see page 4-5) will be cleared for enrollment.

Non-SUS undergraduate transient applicants must submit a SUS Application for Admission, a non-refundable application fee of $15.00, and a statement from the Registrar at the parent institution documenting that the applicant is in good standing. Non-SUS applicants who submit the required credentials by the published credentials deadline date will be cleared for enrollment.

Non-Degree Seeking Student

The non-degree seeking student enrollment process is on a space available basis and has been established for those individuals who, while not desirous of earning a degree, would like to enroll upper level in university courses. Teachers needing to take courses for certification purposes, high school students (with the permission of their respective guidance counselor), individuals desirous of taking courses for self enrichment, and senior citizens are examples of those eligible to utilize this enrollment method. Former USF degree-seeking students may only enroll as non-degree seekers if they have completed their previous degree program or earned an equivalent degree at another institution. Should the latter be the case, an official transcript (reflecting the degree) from that institution must be sent to the USF Registrar's Office ( attn: Registration Area) prior to registration.

Individuals enrolling as non-degree seekers who plan to make formal application to the University may not apply more than 12 or 14 semester hours respectively toward a graduate or undergraduate degree.

Applicants denied admission to the University of South Florida as degree-seeking undergraduates may not enroll as non-degree seeking students. Performance in courses taken in this category by an applicant for admission as a degree-seeking student. The Faculty Committee on Student Admission must be petitioned for a waiver of this ruling.

A non-degree student who has been dismissed from USF is not eligible for admission to USF as a degree-seeking student at the undergraduate level. If extenuating circumstances contributed to the academic dismissal and the student meets other admissions requirements, a request for waiver of this rule may be submitted to the Faculty Committee on Student Admissions. This rule does not apply to a student who has earned a degree from a regionally accredited institution subsequent to academic dismissal.

Non-degree seeking students are subject to the same academic policies as undergraduate degree-seeking students and must adhere to deadline dates published in the University Class Schedule. Non-degree seeking students are not eligible to receive University honors or participate in the USF/Florida Public Community College Dual registration program. Non-degree seeking students are subject to the academic probation and dismissal policy listed on page 33 of this catalog. Non-degree seeking students who are academically dismissed from the University may appeal to the Academic Regulations Committee (ARC) to return. The student may appeal to this committee either through the ARC representative for Undergraduate Studies/ Academic Services or the representative for the college offering the course in which the student is enrolled. (See page 35 for further information.) Potential non-degree seeking students should also refer to the section of the catalog of the college(s) offering the course(s) of interest to them to determine if any special college requirements exist which must be met prior to enrolling.

*Florida residents, 60 years of age or older by the first day of a respective term (Florida Senior Citizens), may attend on a space-available basis certain undergraduate and graduate courses without paying fees. Examinations will not be required nor will grades be given. A maximum of 3 courses per term may be taken. Complimentary parking permits and library cards will be provided for these individuals. Senior citizens register by attending the special Senior Citizen registration. Complete registration information, forms, and advising will be available at the Senior Citizens' Orientation/Registration Session printed in the University Class Schedule. (Please be certain not to use the Registration Form for Non-Degree Seeking Students. Fees must accompany that form.) Advisement regarding this type of enrollment will be available at the Information and Registration Session held each term. Further information may be obtained by contacting the Director of Lifelong Learning in the School of Extended Studies. Senior citizens desirous of taking courses on one of USF's regional campuses should contact the respective campus' Registrar's Office for registration instructions.

General registration procedures for non-degree seekers are published in the University Class Schedule.

Dual Enrollment (High School)

Dual enrollment in USF classes is open to academically qualified students currently enrolled in high school who are recommended by their guidance counselor or principal. (An applicant should secure the Dual Enrollment Recommendation Form from the Office of Admissions in Tampa.) High school students seeking dual enrollment status are pre-advised by and obtain the Non-Degree Seeking Registration Form from Academic Services in the Undergraduate Studies Office on the Tampa Campus. Dual enrolled students are non-degree seeking students and are admitted to USF classes on a space available basis during the first week of every semester. Up to 14 semester hours of college credits earned through dual enrollment may be applied toward a student's USF undergraduate degree upon admission and enrollment as a degree seeking student after high school graduation.

*See Florida residency requirements on page 19 of this catalog.
Lifelong Learning: Mature Student Counseling

Recognizing that education is a life-long process, the University of South Florida has developed programs and courses designed specifically to meet the needs of students over 25 years of age. The University seeks to promote a better understanding of life in a changing world by means of instruction offered in a variety of ways — with and without academic credit. Programs are available for adults who wish to begin a college program, for those who are seeking to complete their interrupted college education, and for those who have earned a community college degree or undergraduate degree and now wish to earn a higher degree. A wide variety of courses and programs is offered in the daytime, evening, and thru independent study for those who wish to update a degree earned in the past or for those who are seeking to enrich their intellectual and cultural life. In addition, the Tuition Waiver for Senior Citizens is offered for Florida citizens age 60 and over (see below).

Students who are above the traditional college age often have unique educational considerations that require special services. Pre-admission counseling for mature students is available in the Division of Lifelong Learning, School of Extended Studies.

Senior Citizen Tuition Waiver

Florida residents, 60 years of age or older by the first day of a respective semester/term may enroll on a space available basis in certain undergraduate and graduate courses without paying tuition. Academic credit will not be awarded, examinations will not be required nor will grades be given. A maximum of 3 courses per semester/term may be taken.

An orientation registration is held at the beginning of each semester/term. Senior Citizens are encouraged to attend this program for additional information and ease in registration. For further information contact the Division of Lifelong Learning in the School of Extended Studies.

Readmission (Former Students Returning)

A former Student Returning (FSR) is any degree-seeking student who has not earned his/her degree and who has not been in attendance at the University during either of the three terms immediately preceding the term that enrollment is desired. Such students should secure a Former Student Returning Application from the Office of the Registrar, and return it to that office by the deadline indicated in the Academic Calendar to avoid extended delay at registration. Consult the appropriate semester’s University Class Schedule for any procedural changes.

Former College of Education majors must contact the College of Education Advising Office for additional readmission requirements.

To be readmitted, a student must meet the following requirements:

1. Be eligible to return to the University of South Florida.
2. If attended another institution since last attending USF:
   a. Be in good standing and eligible to return to the last institution attended as a degree-seeking student.
   b. Have completed a grade point average of at least 2.0 on a 4.0 system on all college level academic courses attempted at institution(s) previously attended and also at the last institution attended.

Students who have attended another institution since their last enrollment must request that official transcripts of all work attempted at the other institution be sent to the USF Office of the Registrar, Attention: Evaluation Clerk.

Former undergraduate students who have completed their baccalaureate degree, transient students, and non-degree seeking students who wish to enter graduate study for the first time as degree seekers must file a Graduate application in the Office of Admissions prior to the deadline listed in this catalog. An admission application fee is required for all students who have enrolled only for Continuing Education (off-campus) courses and for those who re-enrolled only as Non-Degree Seeking students. Students enrolled in the above categories are not considered Former Students Returning.

NOTE: Former USF students who have earned their baccalaureate degree at USF or at another institution and who now desire to return to USF to earn another undergraduate degree must file an “Undergraduate Application” with the Office of Admissions; no fee is required. A student may not work on a second undergraduate major or degree if he/she has been accepted into a graduate program.

Evaluation of Transfer of Credit

1. University of South Florida will accept credits only from those institutions accredited by one of the six regional accrediting agencies. * However, USF reserves the right to deny credit for specific courses. The receipt and evaluation of transfer credit is the responsibility of the University Registrar. The Office of the Registrar will evaluate the acceptability of total credits transferable to the University. The college of the student's major will assign equivalent courses in determining which courses are applicable toward a specific degree at the University. Transfer students should be prepared with a personal copy of their transcripts of all past course work to discuss advisement and placement with the appropriate academic adviser and should contact the college of their major soon after registration so that an official evaluation may be completed.

2. Effective Fall Quarter (1), 1976, all courses from a Florida Community College/University, bearing the same State Common Course prefix and last three numbers, are automatically transferred and transfer students may not be required to repeat these courses, unless a college age-of-record policy is involved. Excluded are graduate courses, studio courses in art, internships, practicums, and performing arts courses — dance, acting, vocal, and instrumental music.

3. A transfer student from an accredited junior/community college may satisfy the General Distribution Requirements of the University by completing (before transfer) the general education program prescribed by the institution.

4. At least 60 semester hours must be earned from a baccalaureate-granting institution for the student to receive credit for any credit hours transferred from a Community/Junior College unless the student has received prior approval for waiver of this policy from the college of his or her intended major. This policy does not affect approved articulation programs based on the A.S. degree. For information regarding such programs consult the Office of Community College Relations.

5. Credit will not be awarded for GED tests.

Service school courses will be evaluated with reference to the recommendation of the American Council of Education when official credentials have been presented. Such recommendation, however, is not binding upon the University.

6. The maximum credit for ROTC and military science courses will vary with each college. Student must confer with his/her college advisor to determine the acceptability for his/her major. This was effective Quarter 1 (Fall), 1975, ROTC and military science taken prior to Fall, 1975, are not acceptable for transfer credit.

7. A maximum of 30 semester hours of extension, correspondence, military service education and College Level Examination Program (general examinations) credits can be applied toward a degree.

8. When transferring courses from previous institutions, USF will accept only the credit hours earned. Grades for those hours are not transferable. This means those grades will not be computed in the student's grade point average.

9. The maximum degree credit hours for credits earned while attending USF are limited. Military science courses taken during service in the Armed Forces will be evaluated.

10. When transferring courses from previous institutions, USF will accept only the credit hours earned. Grades for those hours are not transferable. This means those grades will not be computed in the student's grade point average.

*Accrediting Agencies:
- New England Association of Schools and Colleges
- Middle States Association of Colleges and Secondary Schools, Commission on Institutions of Higher Education
- North Central Association of Colleges and Schools, Commission on Colleges and Universities
- Northwest Association of Secondary and Higher Schools, Commission on Higher Schools
- Southern Association of Colleges and Schools, Commission on Colleges
- Western Association of Schools and Colleges
- Accrediting Commission for Senior Colleges and Universities
- Accrediting Commission for Junior Colleges

Other General Information

Evening Courses

The admission requirements and achievement levels in the day and evening courses are the same. Any student accepted to the University may enroll in any appropriate courses offered in the evening.
Opportunities for Accelerated Progress Toward Undergraduate Degrees

The University of South Florida provides several options by which students may accelerate their progress toward completing the baccalaureate degree. These options recognize knowledge which has been acquired prior to or during attendance at USF and provide the opportunity to earn University credit. Options which may be used include the following:

1. Recognition of satisfactory performance on tests offered through the College Level Examination Program (see CLEP, page 45).
2. Recognition of satisfactory performance on tests offered through Advanced Placement Programs of the College Entrance Examination Board (see Advanced Placement Credit Programs, page 44).
3. Dual enrollment as a non-degree seeking student at USF prior to graduation from high school or a community college (see Dual Enrollment (High School), page 15 and USF Florida Public Community College Dual Enrollment, page 41).
4. Early admission for high school students (see Early Admission (First-Time-In-College) on page 13).
5. Open University (O.U.) courses by television (see page 49).

Credits may be earned through a combination of the above options. Students should contact their college advisers for further information concerning the application of this credit toward their degree requirements.

Internal devices (such as auditions, portfolio reviews, and placement tests) utilized in the various departments for the sole purpose of determining a student's most appropriate area, level, or section placement in a program of study are not to be construed as examining mechanisms for the granting of credit.

Florida Community College System

High school graduates planning to start their college education at a Florida community college should confer with the community college counselor and ask that their academic program be planned with the assistance of the Community College Counseling Manual which is available in all counseling offices. This manual, prepared and distributed by the USF Office of Community College Relations, explicitly describes the undergraduate program requirements that should be followed to ensure maximum ease of transfer into the students' upper-level programs on a par with their native USF counterparts.

Articulation Agreement Summary

More than half the students enrolled in the upper division of the state universities have a community college origin. To accommodate this partnership, an articulation agreement between the state universities and public community/junior colleges in Florida was approved by the Board of Regents and the State Board of Education effective April 13, 1971.

Articulation agreements now exist for nearly all degree and certificate programs offered in the state universities and community/junior colleges. However, programs in some fields have not been included in the articulation agreement. Additional agreements are expected to be signed in the near future.

Articulation agreements are in place to facilitate student transfer from community/junior college to state university. They are not designed to establish a fixed transfer program suitable for all students entering the community/junior college. Each student should contact his or her college adviser to determine eligibility requirements and appropriate courses of study.

Academic Advising for Admitted Undergraduate Students

The University seeks to provide all students with sufficient guidance and advice to select programs and courses best suited to their personal abilities, educational interests, and career objectives. For students who have been admitted to the University, an academic advising office is maintained in each of the eight colleges offering baccalaureate degrees as well as in a centralized academic advising office of Academic Services in Undergraduate Studies. This latter office serves as well as an initial point of contact for non-admitted, prospective, and/or non-degree seeking students who need information about the University's academic structure.

All students are encouraged to establish an advising relationship with a college or the advising office in Academic Services and periodically visit their advisers to keep abreast of any policy, procedural, or curriculum changes which may affect them. In fact, some colleges require adviser approval of student programs each semester.

To assure continuity, high quality, and commonality in advising (to the extent possible with widely varying programs), the coordinator of advising of each college and the Office of Academic Services, and represen-
Course Registration for Admitted Students

Course registration is conducted in person by appointment during both the regular registration and continuing registration periods each semester. Appointment times and registration instructions are published each semester in the University Class Schedule. Students are encouraged to register early to allow time for schedule adjustments by the colleges.

Prior to their initial course registration, all new undergraduate students are required to participate in an Orientation/Academic Advising Program on the USF campus where they will take all or the majority of courses in their first semester at USF. New students cleared for admission receive Orientation/Academic Advising/Registration instruction from the USF Office of Admissions.

Students who register during continuing registration may make schedule adjustments during the drop/add period. (Deadline information is available in the Academic Calendar.)

Students who do not register for classes by the close of the regular registration period may register during late registration, the first week of classes. A $25.00 late registration fee is charged for this privilege. (See the section on fees for additional information and the appropriate semester's University Class Schedule for dates.) Fees must be paid for all courses registered for at the end of the regular drop/add period (See Academic Calendar for dates).

Continuing Education Credit Courses

Through its School of Extended Studies, the University of South Florida offers credit courses and programs to serve the in-service and continuing education needs of a geographical area that encompasses Charlotte, Collier, DeSoto, Glades, Hardee, Hendry, Hernando, Highlands, Hillsborough, Lee, Manatee, Pasco, Pinellas, Polk, and Sarasota counties.

Both degree and non-degree seekers may participate in the continuing education credit program. Students desiring to obtain a degree must, however, apply for admission to the University on a degree seeking basis (see Requirements for Admission) at an early date so that courses taken may be considered for inclusion in a program of studies (see appropriate college programs).

To assure quality of instruction, continuing education credit courses, for the most part, are taught by the regular faculty of the University. When this is not possible, outstanding instructional personnel are recruited from neighboring accredited institutions. In addition, the University System Extension Library makes available for each continuing education course the latest in reference materials.

The academic calendar for courses scheduled off-campus is essentially the same as for the University's on-campus credit program. Classes are generally scheduled once a week.

Although some continuing education credit courses are generated by the University itself, most originate through requests that are initiated by individuals or interested groups. Requests for continuing education courses in the field of Education should be submitted to County Extension Coordinators designated by the county superintendents of schools. Requests for continuing education courses in all other areas should be transmitted by individuals, groups, companies, agencies, etc., directly to the School of Extended Studies, University of South Florida, Tampa, Florida 33620.

Enrollment in Continuing Education Courses

Enrollment in a continuing education off-campus credit course is accomplished by mail only. Enrollment forms may be obtained at the Office of the Registrar, the School of Extended Studies, from the local county school board offices, or from the course instructor at the first class session.

1. The enrollment form and payment of fees must be postmarked no later than the deadline announced in the University Class Schedule.
2. On-campus students enrolling in a continuing education course must use the enrollment by mail procedure.
3. Fees for continuing education courses are assessed the same as fees for classified and unclassified students. Consult the Fees Section on page 20 for detailed information.
4. Enrollment forms for students whose fees are to be paid by school boards or state or federal grants must be forwarded in accordance with registration deadlines. Payment of fees or appropriate purchase orders must be enclosed with enrollment forms.
5. It is the responsibility of the individual student to ascertain that he or she has met the course prerequisites as published in this Catalog.
Florida with the intent to establish domicile for at least twelve (12) consecutive months after reaching the age of majority. An application for reclassification as a "Florida student" shall comply with provisions of subsections 2, above. An applicant who has been classified as a "non-Florida student" at time of original enrollment shall furnish evidence as stated in Sec. 6C-7.051(1), Administrative Code of Florida, to the satisfaction of the registering authority that the applicant has maintained continuous residency in the state for the twelve months required to establish residence for tuition purposes. In the absence of such evidence, the applicant shall not be reclassified as a "Florida student." It is recommended that the application for reclassification must be accompanied by a certified copy of a declaration of intent to establish legal domicile in the state, which intent must have been filed with the Clerk of the Circuit Court, as provided by Section 222.17, Florida Statutes. If the request for reclassification and the necessary documentation is not received by the Registrar prior to the last day of registration for the term in which the student intends to be reclassified, the student will not be reclassified for that term.

4. Unless evidence to the contrary appears, it shall be presumed by the registering authority of the institution at which a student is registered that:

(a) The spouse of any person who is classified or is eligible for classification as a "Florida student" is likewise entitled to classification as a "Florida student." This provision will not apply in the case of students who are non-resident aliens or who are in the United States on a non-immigration visa.

(b) If an applicant's eligibility for classification as a "Florida student" is based on the residency of the spouse, the spouse shall make and file with the application a written statement under oath, that said person is the spouse of the applicant and a bona fide citizen, resident and domiciliary of the state of Florida, entitled as such to classification as a "Florida student." Any "Florida student" who remains in the state, after his/her parent, who was previously domiciled in Florida or stationed in Florida on military orders removes from this state, shall be entitled to remain classified as a "Florida student" so long as his or her attendance at a school or schools in Florida shall be deemed "continuous." However, such student claiming continuous attendance must have been enrolled at a Florida school, college or university for a normal academic year in each calendar year, or the appropriate portion or portions thereof, from the beginning of the period for which continuous attendance is claimed. Such a student need not attend summer sessions or other such intercession beyond the normal academic year in order to render his attendance "continuous."

5. Appeal from a determination denying Florida status to any applicant therefore may be initiated after appropriate administrative remedies are exhausted by the filing of a petition for review pursuant to Section 120.68 Florida Statutes in the District Court of Appeal in the appellate district in which the institution maintains its headquarters or where a party resides.

6. Any student granted status as a "Florida student" which status is based on a sworn statement which is false shall, upon a determination of such falsity, be subject to such disciplinary sanctions as may be imposed by the president of the university.

7. Special Categories—The following categories shall be treated as Florida residents for tuition purposes if adequate documentation is provided:

(a) A member of the Armed Services of the United States who is stationed in Florida on active duty pursuant to military orders, the spouse and dependent students. Military duty must be verified by a copy of the military orders and a statement from the unit commander stating that the student is on active duty and the date stationed in Florida.

(b) A veteran of the Armed Forces of the United States of America with twenty (20) or more years of active military service, including the spouse and dependent students of such veteran's immediate family, pro-
See Tampa, Sarasota, and St. Petersburg.

See fees, see page 41.

Students with the exception of those in the Bachelor of Independent Study program are assessed the same fees as stated in "A" above except for the Health Fee. Continuing Education courses are designated by the "C" section number. The "Schedule of Classes," which is printed each semester, can be used as a reference for updated information.

To change status from non-Florida, a student must do the following:

1. Obtain a "Change of Residency Request" form from the Registrar's Office. Complete the form and attach all the requested copies of proof of residency to the form. (Copy of Florida Driver's or Voter's Registration Card required)

2. Submit the above forms to the Registrar's Office.

3. The above forms and documents must be submitted no later than the fifth day of classes for the term requested, if reclassification is to be considered.

### Fees

The following fee schedule applies to all University of South Florida students with the exception of those in the Bachelor of Independent Studies, External Degree Program. For information on the BIS Program fees, see page 41.

All fees are subject to change by action of the State Legislature, without prior notice. The University will make every effort to advertise any such changes if they occur.

1. **Initial Application Fee**
   (Each application — not refundable) $15.00

2. **Registration and Tuition Fee**
   Students will receive a schedule and bill at the time they register and each time they drop or add during the drop/add period. This bill must be presented when payment is made.
   The student is responsible for paying fees in full by the appropriate due date stated in the particular semester's "Schedule of Classes." Failure to do so will result in the student being assessed the $25.00 late payment fee.

**A. Fee Structure**

Fees are assessed by course level — not student classification.

<table>
<thead>
<tr>
<th>Campus</th>
<th>Course Level</th>
<th>Resident</th>
<th>Non-Resident*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tampa</td>
<td>(0001-2999 Lower)</td>
<td>$28.61</td>
<td>$79.61</td>
</tr>
<tr>
<td></td>
<td>(3000-4999 Upper)</td>
<td>32.54</td>
<td>111.54</td>
</tr>
<tr>
<td></td>
<td>(5000-Over Graduate)</td>
<td>47.19</td>
<td>137.19</td>
</tr>
<tr>
<td></td>
<td>Thesis and Dissertation</td>
<td>51.39</td>
<td>141.39</td>
</tr>
<tr>
<td>Sarasota**</td>
<td>(0001-2999 Lower)</td>
<td>$29.56</td>
<td>$80.56</td>
</tr>
<tr>
<td></td>
<td>(3000-4999 Upper)</td>
<td>33.49</td>
<td>112.49</td>
</tr>
<tr>
<td></td>
<td>(5000-Over Graduate)</td>
<td>48.14</td>
<td>138.14</td>
</tr>
<tr>
<td></td>
<td>Thesis and Dissertation</td>
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<td>142.34</td>
</tr>
<tr>
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<td>$78.35</td>
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<td></td>
<td>(3000-4999 Upper)</td>
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<td>(5000-Over Graduate)</td>
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<tr>
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<td>(5000-Over Graduate)</td>
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<tr>
<td></td>
<td>Thesis and Dissertation</td>
<td>49.63</td>
<td>139.63</td>
</tr>
</tbody>
</table>

*See "Resident Status," above.

** Fees include a $1.00 per hour health fee charge.

**NOTE:** (1) There is no ceiling (maximum) on the amount which a student may be assessed for a single semester.

In other states and foreign countries providing for the reciprocal exchange of students enrolled and prospective in higher educational institutions to facilitate utilization of public higher educational institutions in this State and other states or countries. Such agreements may include provisions for waiver or reduction of non-resident tuition for designated categories of students and may include contractual payments to such other state or country, subject to the availability of appropriations. Such agreements shall have as their purpose the mutual improvement of educational advantages for residents of this State and such other states or countries with whom agreements may be made.

To establish Florida residence, a student applying for admission should complete the residence affidavit on the application form. The Director of Admissions is responsible for and will make the residency determination for all new first time entering students and for former students returning at a new level by means of a new application. Decisions may be appealed as designated in University rules to the Vice President of Student Affairs.

The following fee schedule applies to all University of South Florida students with the exception of those in the Bachelor of Independent Studies, External Degree Program. For information on the BIS Program fees, see page 41.

All fees are subject to change by action of the State Legislature, without prior notice. The University will make every effort to advertise any such changes if they occur.

1. **Initial Application Fee**
   (Each application — not refundable) $15.00

2. **Registration and Tuition Fee**
   Students will receive a schedule and bill at the time they register and each time they drop or add during the drop/add period. This bill must be presented when payment is made.
   The student is responsible for paying fees in full by the appropriate due date stated in the particular semester's "Schedule of Classes." Failure to do so will result in the student being assessed the $25.00 late payment fee.

**A. Fee Structure**

Fees are assessed by course level — not student classification.

<table>
<thead>
<tr>
<th>Campus</th>
<th>Course Level</th>
<th>Resident</th>
<th>Non-Resident*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tampa</td>
<td>(0001-2999 Lower)</td>
<td>$28.61</td>
<td>$79.61</td>
</tr>
<tr>
<td></td>
<td>(3000-4999 Upper)</td>
<td>32.54</td>
<td>111.54</td>
</tr>
<tr>
<td></td>
<td>(5000-Over Graduate)</td>
<td>47.19</td>
<td>137.19</td>
</tr>
<tr>
<td></td>
<td>Thesis and Dissertation</td>
<td>51.39</td>
<td>141.39</td>
</tr>
<tr>
<td>Sarasota**</td>
<td>(0001-2999 Lower)</td>
<td>$29.56</td>
<td>$80.56</td>
</tr>
<tr>
<td></td>
<td>(3000-4999 Upper)</td>
<td>33.49</td>
<td>112.49</td>
</tr>
<tr>
<td></td>
<td>(5000-Over Graduate)</td>
<td>48.14</td>
<td>138.14</td>
</tr>
<tr>
<td></td>
<td>Thesis and Dissertation</td>
<td>52.34</td>
<td>142.34</td>
</tr>
<tr>
<td>St. Petersburg</td>
<td>(0001-2999 Lower)</td>
<td>$27.35</td>
<td>$78.35</td>
</tr>
<tr>
<td></td>
<td>(3000-4999 Upper)</td>
<td>31.28</td>
<td>110.28</td>
</tr>
<tr>
<td></td>
<td>(5000-Over Graduate)</td>
<td>45.93</td>
<td>135.93</td>
</tr>
<tr>
<td></td>
<td>Thesis and Dissertation</td>
<td>50.15</td>
<td>140.15</td>
</tr>
<tr>
<td>Ft. Myers</td>
<td>(0001-2999 Lower)</td>
<td>$26.85</td>
<td>$77.85</td>
</tr>
<tr>
<td></td>
<td>(3000-4999 Upper)</td>
<td>30.78</td>
<td>109.78</td>
</tr>
<tr>
<td></td>
<td>(5000-Over Graduate)</td>
<td>45.43</td>
<td>135.43</td>
</tr>
<tr>
<td></td>
<td>Thesis and Dissertation</td>
<td>49.63</td>
<td>139.63</td>
</tr>
</tbody>
</table>

*See "Resident Status," above.

** Fees include a $1.00 per hour health fee charge.

**NOTE:** (1) There is no ceiling (maximum) on the amount which a student may be assessed for a single semester.
tunity to combine their university education with meaningful public interest work.

The FPIRG fee was established through a petition drive in which a majority of students at the Tampa and New College campuses requested the assessment of a new fee to support such work. This fee of $2.50 is assessed to all fee-paying students each semester who enroll in Tampa or New College courses. However, any student may refuse to pay the fee if that student does not support the work of the organization. To refuse the fee the student should initial the appropriate box on the registration form. Additionally, any student paying the fee can later request a refund from the FPIRG Office (Room 24 in the Social Science Building) at any time during the course of the semester.

3. **College of Medicine Registration Fees**

A Florida student enrolled in the M.D. program in the College of Medicine will pay a fee of $2,684.24 per year in installments of $1,342.12 each to be paid in September and February. A non-Florida student enrolled in the M.D. program in the College of Medicine shall pay a fee of $6,091.74 per year in installments of $3,045.87 each to be paid in September and February.

4. **Late Registration Fee**

All students who initiate (i.e., those students who have not enrolled for any courses during early or regular registration) their registration during the late registration period will be automatically assessed a $25.00 late registration fee. This is separate from the late payment fee.

5. **Financial Aid Payments**

Financial aid warrants are available, after registering during the first five weeks of classes, in the Administration Building. Warrants must be picked up and fees paid by the end of the first week of classes. Any recipient not responding by the end of the first week of classes will be subject to a $25.00 late payment fee unless prior arrangements are made with the Loans and Scholarships Office.

6. **Late Payment Fee**

All registration fees and all courses which were added during the Drop/Add period must be paid in full by the payment deadline date specified in the “Schedule of Classes” printed each semester or a late payment fee will be assessed. A $25.00 late payment fee will also be assessed to students whose registration checks are returned and not cleared by the specified payment deadline. The University can only charge a maximum of $25.00 in total late fees for a single semester.

7. **Cancellation for Non-Payment of Fees**

Students not on an authorized deferred payment of fees and who have not paid their registration fees in full by a specified day (per “Schedule of Classes”) may have their registration for that semester cancelled. This means, specifically, that a student will receive no credit for any course initiated or taken during the semester and the student must register in error may have their registration cancelled. Any fees paid by that student will be refunded to the student or credited against other charges due the University.

8. **Intern Certificate of Participation**

Students who present Intern Certificates for payment of their registration fees will be charged a maximum of $3.76 per credit hour for all credit hours taken during the semester. By paying $3.76 per credit hour charge and presenting an Intern Certificate, a student will be allowed to register for an unlimited number of credit hours during a single semester. These students will not be charged a student health fee.

9. **Staff/State Employee Waivers**

Career Service employees of any State agency wishing to enroll in tuition-free courses should obtain a State waiver from their various State agencies and complete it prior to registering. After registering during the State employee registration period, the State waiver and registration form should be brought to the Cashier’s Office, ADM 131, during the first week of classes. Payment for thesis, dissertation, and direct individual study courses cannot be waived. If not brought in during the first week of classes, the employee is subject to a $25.00 late fee charge. All hours in excess of six must be paid for at the regular rate. State employees registering under this rule for twelve or more credit hours shall also pay the student health fee.

10. **60-Day Deferment for VA Students**

Students receiving VA benefits who have applied in writing no later than the specified date for the 60-day deferment of fees from the Office of Veteran’s Affairs have until a specified date (see “Schedule of Classes”) to pay registration fees in full.

11. **Room Rent**

Room rent is paid in accordance with information in the Housing Catalogue.**

<table>
<thead>
<tr>
<th>Andros Per Semester (1)</th>
<th>$560.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Argos Per Semester (1)</td>
<td>$525.00</td>
</tr>
<tr>
<td>Village (1)</td>
<td>$595.00</td>
</tr>
</tbody>
</table>

12. **Food Service**

The following food service plan options are available to all students.**

| 15 Meal Plan per Semester (1) | $616.00 |
| 20 Meal Plan per Semester (1) | $670.00 |

(1) Subject to rate change.

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**Refund of Fees**

Registration fees will be refunded under certain conditions upon presentation to the Division of Finance and Accounting of an authorization issued by the Office of the Registrar.

1. **Issuance**

The processing of a registration refund will be detained for a two-week period immediately following the last day to pay fees without a late fee.

2. **Withdrawals/Drops**

A. When officially requested by a student, a full refund of registration fees will be made if a student withdraws from the University or drops classes on or before the final day of the regular “Drop/Add” period.

B. No refund of registration fees will be made if the student withdraws/drops after the final day of the “Drop/Add” period except in the following cases:

   1. University action beyond the student’s control, (i.e., cancellation of courses, course prerequisites not met, misadvisement, administrative error, etc.) with supporting explanatory statement on University letterhead from the appropriate official.

2. Withdrawal for non-exceptional circumstances from all classes after the end of the drop/add period, but prior to the end of the fourth week of classes — In these cases, the refund is partial and is calculated as follows: (Total Course Fees minus the Health Fee, Late Fee, and $3.76 per credit hour) x 25% = Refund. Students must complete a Refund Request Form in the Office of Finance and Accounting for this category of refunds.

3. (D) Drops or withdrawals from courses for exceptional circumstances after the second week of classes — A detailed explanatory statement and documentation must be attached to a Fee Adjustment Form and must be submitted to the Office of the Registrar by the end of the second week of classes. These exceptional circumstances must be acknowledged by the University as being well beyond the control of the student. In these cases the refund, if approved, is partial and is calculated as follows: (Total Course Fees minus the Health Fee, Late Fee, and $3.76 per credit hour) x 80% = Refund.

4. (4) Drops or withdrawals from courses for exceptional circumstances after the end of the second week of classes but prior to the end of the eighth week of classes — A detailed explanatory statement and documentation must be attached to the Fee Adjustment Form and the request must be submitted to the Office of the Registrar during the third week through the eighth week of classes. These circumstances must also be acknowledged by the University as being well beyond the control of the student. In these cases the refund, if approved, is partial and is calculated as follows: (Total Course Fees minus the Health Fee, Late Fee, and $3.76 per credit hour) x 50% = Refund.

In no case will a fee adjustment be made for exceptional circumstances after the end of the eighth week of classes.

3. **Cancellations**

A. A student who at any time has his registration cancelled by the University because he was allowed to register in error is entitled to a full refund of his registration fees.

B. A student may be cancelled by the University when registration and tuition fees are not paid in full by the last day of the regular “Drop/Add” period (first week of classes), except when a deferment is granted by the University.
The University of South Florida makes every effort, within the limitations of its available resources, to ensure that no qualified student is denied the opportunity to obtain an education because of inadequate funds. A comprehensive financial aid program has been established to assist qualified students with their educational expenses. This program is designed to provide assistance to students with insufficient resources and to recognize the academic performance of outstanding students.

The primary responsibility for financing an education lies first with the student and the student’s family. Financial assistance awarded by the University is intended to supplement the financial resources of the student.

Financial aid is available in the form of long-term loans, part-time employment, grants, and short-term loans. In addition, scholarships may be awarded to students who excel academically.

In addition to the specific eligibility requirements of each program, students must make “satisfactory progress” toward their educational objectives in order to be eligible to receive financial aid. The Standards of Satisfactory Progress require that students earn a minimum cumulative GPA, complete a minimum number of credit hours during each semester of attendance, and complete their degree requirements within a given time frame. Students who intend to apply for financial aid should become familiar with the specific guidelines of this policy.

To apply for financial aid at USF, all students must complete a USF Financial Aid Application and a Family Financial Statement. Some programs require a separate application in addition to these two forms. Since many of the programs are funded on a limited basis, it is important to apply early. Students who apply prior to February 1, 1985 will be considered for all programs for which they qualify. Those who apply after the priority date will be considered for programs that still have funds available for the 1985-86 award year. Awards are made to students in the order that the application process has been completed.

Complete information about the programs available, the application process, eligibility requirements, and the Standards of Progress can be found in publications available from the Office of Financial Aids.

### Academic Scholarships

Florida through the National Merit Corporation. All National Merit Finalists who name USF as the institution of their first choice are guaranteed a National Merit Scholarship.

Academic scholarships are also made available by a number of individual colleges. Information about these programs can be obtained through the college of the student’s major.

Complete information about eligibility requirements, selection criteria and the application process can be found in the Scholarship Brochure. This brochure can be obtained by contacting the Office of Financial Aids.

### Vehicle Regulations and Fees

#### Motor Vehicles

Students may use properly registered motor vehicles on any University campus. Parking facilities are provided for resident and commuter students. All motor vehicles and bicycles used on campus must be registered with the campus Traffic Department, Division of Public Safety. This applies to full-time or part-time, day or evening students. Each motor vehicle registrant must present a vehicle registration certificate indicating proof of who owns the vehicle. A booklet entitled “USF Traffic and Parking Regulations” will be issued to each student on registering a motor vehicle. Registration fees (unless changed by State statute) for three or four-wheeled motor vehicles will be $25.00 for an academic year.

Yearly fees for students registering after the first semester will be adjusted proportionally. Students may park in remote areas for a lesser fee. All decals expire on 30 August of the academic year.

#### Motorcycles

The fee for motorcycles and mopeds will be $6.00 per year no matter what time of year they are registered.

#### Bicycles

The fee for bicycles is $1.00. Bicycles must only be registered once. The decal issued for bicycles is valid for four years. A booklet entitled “USF Bicycle Traffic and Parking Regulations” will be issued to each student registering a bicycle.

#### Handicapped

Students with physical disabilities which impede walking may apply to the Traffic Department of the local campus for a numbered
handicapped sticker. One-hundred percent disabled veterans, wheelchair-bound, and legally blind persons will receive vehicle registration decals free of charge. Other disabled registrants will pay the regular fee. Special parking spaces will be assigned to handicapped students.

VETERANS ADMINISTRATION BENEFITS

The University of South Florida is approved for the education of veterans, service members, and certain dependents of veterans who are eligible for benefits under public laws now in effect. All degree programs currently offered at USF are approved by the State Approving Agency.

Students who may be eligible for benefits are urged to contact the Office of Veterans Affairs (refer to page 29) for information, procedures, and forms as early as possible. To initiate, change, or renew benefits at USF, a request must be submitted through that office.

To be eligible for full-time VA benefits at USF, undergraduates and non-degree seeking (special) students must enroll for 12 or more semester hours, and degree seeking graduate students must enroll for 8 or more semester hours each normal academic semester.

VA regulations require that students take only courses that are applicable to their degree program or other approved program, attend classes, and make satisfactory progress toward their degree. There are many other VA rules and regulations of which students should be aware, including those regarding the following: Double Major, Double Degree, Major/Minor programs, the Bachelor of Independent Study Degree program, Cooperative Education program, dual enrollment at two institutions, non-degree seeking (special) student enrollment, courses/programs offered off campus, graduate student enrolled in undergraduate courses, independent study courses, open circuit television courses, courses taken by audit (no benefits), and non-punitive grades (“W”, “U/IU”, “I” — unless removed within a calendar year). It is the student's responsibility to inquire concerning all VA rules and regulations and to report any change in status which affects his/her benefits. Additionally, VA benefits will be terminated for students who are dismissed for academic or disciplinary reasons (refer to pages 24, 33 and 34) and can only be reinstated after counseling, and approval by the VA.

Veterans with a service-connected disability requesting benefits under Chapter 31 must present a VA Authorization form for the effective period of enrollment at USF. Those students may contact the Office of Loans and Scholarships no earlier than the respective semester's regular registration date for a book slip and ID card validation.

Other VA benefits include additional amounts of compensation and pension, which may be payable to eligible veterans and widows or widowers of veterans for the enrollment of dependent children. The students, parents, or guardians are responsible for notifying the VA Regional Office (where the veterans' records are located) directly of enrollment and termination of enrollment.

RAILROAD RETIREMENT ANNUITY AWARD

The University maintains records on students receiving Railroad Retirement Annuity Award benefits and notifies the Board when a student ceases to be enrolled full-time. A student ceases to be enrolled full-time when he/she is enrolled for less than 12 hours as an undergraduate and 8 hours as a graduate.

Students should contact the Railroad Retirement Board to initiate benefits.
The university of South Florida is committed to the concept of total student development — intellectual, social, physical, and moral. The curricular and co-curricular, and extra curricular programs of the University are designed to achieve this end and are presented to offer USF students a wide variety of beliefs, opinions and ideas in an atmosphere of openness where all views may be aired. The programs and activities developed and implemented by the Student Affairs staff at the University of South Florida are intended to improve the quality of life at the University and to meet the University's goal of total student development. The programs of the University are presented according to the guidelines established by the Florida Board of Regents (Section 6-c, Administrative Code of Florida).

Students who attend the University of South Florida are admitted to the University under guidelines as well as policies and procedures of the University. University officials, and in particular the Vice President for Student Affairs and his staff, are charged with interpreting the policies of the Board of Regents to students, their families and others in the University community.

Division of Students Affairs

The Vice President for Student Affairs and the Student Affairs staff strive to provide a campus environment which is conducive to learning and which enhances the quality of life for the students at the University. New students and prospective students receive assistance in gaining information about the University before they arrive on campus during the admission process. The Student Affairs staff also offers services to students to help them cope more effectively with the many facets of college life which can affect students' academic work: financial aids, health service, individual and/or group counseling, alcohol/drug education, child care, career planning, bookstore, procedures for redressing grievances, standards for students' conduct, due process in the event of disciplinary action, and advice and/or assistance in time of trouble. The Student Affairs staff cooperates with the Division of Undergraduate Studies to insure that students receive the necessary amount of academic advising prior to registration. A variety of programs and activities are offered by the Student Affairs staff to provide students opportunities to become involved in campus life outside the classroom: orientation for new students, residence halls, student organizations and University Center programs and activities, student government, student publications, intramural and recreational sports, intercollegiate athletics, the Sun Dome, and events of special interest.

The Office of the Vice President for Student Affairs is responsible for notifying all involved parties in the event of the death of a student.

Standards and Discipline

Just as the University maintains high standards of academic performance, the members of the University community support high standards of individual conduct and human relations. Responsibility for one's own conduct and respect for the rights of others are essential conditions for the academic and personal freedom within the University community.

Self-discipline and sensitivity to the rights and interests of others are the principal elements of University discipline. The University reserves the right to deny admission or refuse enrollment to students whose actions are contrary to the purposes of the University or impair the welfare or freedom of other members of the University community.

Disciplinary procedures are followed when a student fails to exercise his/her responsibility in an acceptable manner or commits an offense as outlined in the student handbook. The University disciplinary procedures afford students the opportunity to participate in discussions of the matter and to present information in one's own behalf, to seek counsel in one's own best interest, and the right of appeal. Students are entitled to participate in the development of standards of conduct supporting their interest in the purpose of the University. The University discipline procedures are described in the student handbook.

Students have often asked for advice on standards of dress and personal appearance. The University does not have a formal dress code but campus attire is expected to be appropriate for the activities in which the individual is engaged.

Student Government

All regularly enrolled students are voting members of the Student Government of the University of South Florida. They elect the Student Government officers, student representatives to the S.G. Senate and college councils. Student Government is an agency representing student interests in programs, plans, policies and procedures of the University, and securing student representation to University governance. The Student Government office oversees the Activity and Service Fee Fund, offers free legal referral assistance by a staff of attorneys, and helps students with off-campus housing (apartment listings, roommate service, etc.) To receive an off-campus housing listing, mail a self-addressed, stamped envelope to the Student Government office. Other areas, such as academic grievances, minority problems, health and accident insurance, refrigerator rental and programming productions, are also managed in the Student Government office.

Grievance Procedure

In order to assure to students the right to redress of grievances, the Office of Student Affairs is responsible for a grievance procedure. Any student may file a question, complaint, or statement of grievance, in the Office of Student Affairs, in person or in writing. A course of action or other answer will be given by a member of the staff of the Office of Student Affairs, within the week if possible.

Regional Campuses

Student Affairs offices are maintained at the St. Petersburg, Ft. Myers and Sarasota campuses. For information about the services and programs provided for these students, see page 10.

Financial Aids

The student financial aids program at the University of South Florida is a part of the Student Affairs program. For detailed information about financial aids see page 22.

Student Health Service

Comprehensive health care is provided through the University Student Health Service for all students who have paid the Health Fee. Students taking six hours or more per semester on the Tampa Campus are required to pay a Health Fee. All other USF students are eligible to pay the Health Fee on a voluntary basis.

The Health Center is located on the fourth floor of the University Center.

A walk-in clinic is maintained for outpatient treatment from 7 a.m. to 11 p.m., Monday through Friday. Medical laboratory hours are from 8 a.m. to 5 p.m. Pharmacy hours are from 9 a.m. to 6 p.m.

International Student Services

The University welcomes qualified students from other countries to the campus community. This international exchange lends to the enrichment of life, intellectual development, research and understanding, and exposes students, faculty and staff to cultural and national differences in outlook, experience and ideas.

The International Student Center, located in the University Center, meets the special needs of international students, and assists each student...
in achieving his or her educational objectives. The Advisor is available to
counsel students on immigration as well as the financial, social, personal
and academic aspects of student life. As a means of orienting international
students to American family life, the American Friend Program is main-
tained. Also, in cooperation with the Intercultural Organization,
varied social and cultural activities are regularly scheduled. Various pro-
grams are provided to enable the total student body to participate more
fully in the international dimension of the University.

Disabled Student Services

The University of South Florida has good facilities for persons with
disabilities and encourages their enrollment in the University. Due to the
mild climate, relatively flat terrain, modern architecture and recent modi-
fications, many persons with significant disabilities have been able to
function independently and successfully in the University environment.

All academic programs, campus organizations and activities are open
to students who are disabled. The University attempts to integrate students
who are disabled into the University as completely as possible.

The Disabled Student Academic Services office counsels disabled
students in the academic elements of student life. Special reading services,
tutoring and other assistance can be found in this office. (see page 46)

The office of Disabled Student Social Services assists disabled stu-
dents in the social aspects of the University. The Coordinator for Social
Services is available for consultation while working to maintain campus
and community awareness and provides housing information and special
orientations for disabled students.

Housing

The residence hall program at USF is an integral part of the total educa-
tional experience at the University of South Florida. It is within this
residential environment of the campus that students experience identity
with the university community, finding on-going opportunities for intel-
lectual, social, recreational, and vocational growth. Within the functional,
pleasant surroundings of the residence halls professional staff members are
available to foster academic and personal adjustment and to facilitate
interpersonal communications as students from all over the country estab-
lish friendships and share in cultural exchange.

The University residence hall space is limited, but every regularly
enrolled student is eligible to apply.

Residence Halls

The twelve halls within the Division of Housing and Food Service are
clustered around two centers of community activity—the Argos and
Andros Complexes. Each of the complexes provides a core of services for
its residents including a central communications desk, mail delivery, TV
and study lounges, and complete cafeteria and snack facilities. This arrange-
ment has encouraged resident interaction while bringing the residence
hall staff close to the needs of students. Although both Argos and Andros
Complexes provide the same basic services, they represent different
options in campus living.

The Argos Complex of residence halls — Alpha, Beta, and Gamma —
represents traditional hall living. This arrangement provides attractive
double-room accommodations designed for both studying and sleeping.
The 40-50 residents occupying a living unit share common bath facilities
which are attended daily by the hall’s housekeeping staff. Centrally-
located Lobby areas, laundry rooms, and snack machines further describe
the housing arrangements for women of Gamma and Alpha (East Wing)
and the men of Beta and Alpha (West Wing).

The Andros Complex, consisting of the nine small halls — Delta,
Epsilon, Kappa, and Mu for women and Iota, Lambda, Theta, Eta, and
Zeta for men — is characterized by the suite arrangements. Suites are
designed to accommodate eight residents — two sharing a bedroom, four
sharing a study area, and eight sharing bath facilities. With five suites on
each living unit, the 40 residents find that the small kitchenette/lounge and
laundry room become centers of floor activity.

Most rooms are carpeted throughout and all rooms are furnished to
provide a bed, desk, chair, dresser, closet, and bookshelf for each resident.
Outside, two swimming pools and numerous tennis, handball, racquetball,
and basketball courts await leisure-time recreation fans. And, of course,
there are always opportunities for residents to become involved in the on-
going area of residence hall programming.

The Village student housing complex consists of 30 buildings with 10
two-student efficiency apartments in each building. These facilities are
reserved for students who have attained junior, senior, or graduate class
standing. Each apartment has its own outside private entrance and is
furnished with a bed, desk, wardrobe, bookcases, and a refrigerator. Each
apartment has complete cooking facilities and bathroom facilities for the
two students residing in them. Within the Village complex the residents
have usage of a swimming pool and other outdoor recreation facilities. A
small convenience store and laundromat are also located within this com-
plex.

Off-Campus Housing

The Student Government office located in the University Center
maintains a list of off-campus housing. Listings are accepted only from
householders and landlords who do not discriminate because of race,
color, or national origin. Rential arrangements may best be made after
personal inspection of facilities and conference with the householder
before the University opens. Fall semester arrangements may be made
during the summer.

Food Service

A variety of food service facilities are provided at USF, all of which
are on a voluntary basis and available to both on and off-campus students.
Food Service offers a variety of meal options including residence hall
cafeterias, satellite snack bars throughout the campus, convenience stores,
and complete vending facilities, to better meet the general and specific
needs of the USF community.

The contract meal plan is noninflationary, binding, and nontransfer-
able for the school year. There are two options available:

Seven-day, Monday through Sunday noon (20 meals)
Five-Day, Monday through Friday dinner (15 meals)

Meal contracts are not in effect during Spring Break. They may be
purchased through Master Charge or Visa at the beginning of each
semester.

The seven-day plan is the most economical. Even if several meals are
missed, the average price per meal will still be less than other plans as well
as less than eating a la carte.

Two cafeterias, Andros and Argos, serve students who are on a
contract meal plan. Free flow among these cafeterias provides convenience
to the students.

Cash is accepted at all food operations located on campus. However,
after thorough investigation, the student will find that a contract meal plan
will definitely save money on the average cost per meal.

Additional information on contact meal plans is available through the
offices of both Housing, and Food Services (813) 974-3194.

University Center

The University Center, more so than any other campus facility, serves as a
focal point of daily activity for students, faculty, administration, alumni,
guests and visitors. Located at the heart of campus — Cedar Drive — it is
the community center of the University, providing a multitude of services
and programs. The University Center seeks to add another dimension to
the educational experience by providing an environment for informal
association outside the classroom. The University Center was designed
with the extracurricular life of the student in mind, to provide a sense of
central place and identity for the USF student. It is the place to meet new
friends, engage in lively discussions, or take advantage of valuable services
designed to improve the quality of life of the USF student. In addition, it is
the goal of the University Center to provide meeting space for faculty,
alumni and staff, to provide recreational and informational services to the
public and to foster a spirit of enthusiasm for the University of South
Florida.

The University Center houses a diversity of programs and services.
Here, you'll find a cafeteria, organizational offices, meeting rooms, Craft
Shop, Game Room, study lounges, the Campus Bookstore. Student
Health Service and much more. Most of all, the U.C. is the key to USF, and
can provide information about the entire campus.

The Information Desk, located in the lobby, serves as the coordinat-
ing center for services and activities in the Center and the University.
Services available through the Information Desk are discount ticket sales,
recorded campus tours, classified ad placement, Tampa area bus sche-
dules, official USF lost and found, sales board, graduation announce-

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ments and current events information. The Ticket Stub at the Information Desk is an official select-a-seat outlet. Also located in the lobby is an automatic teller machine. All Honor cards can be used here.

Conference facilities are available through the Reservations office on the second floor, and can provide meeting space in one of the many rooms in the Center. Most meeting rooms hold up to 50 persons, with some holding up to 75 people. The largest room, CTR 248, also known as the Ballroom, holds up to 280 persons and is perfect for dinners, or large conferences.

Food service areas in the University Center are located on the first floor and include a cafeteria, snack bar and pub. All catering for events held in the Center is available for those wishing to hold a luncheon, reception or formal dinner.

The C. Underwood basement, houses the Game Room, Craft Shop, Bike Shop, TV room, vending machines, graphic studio and photo lab. The Game Room has 14 billiard tables, video and pinball games, foosball, table tennis, chess, checkers, card tables and a photo machine. The Craft Shop is available to anyone 16 years of age or older. Instruction is provided in leather making, batik, macrame, tie dye, copper enameling, ceramics and print making. Structured classes are offered on a semesterly basis. The Craft Shop also maintains the Art Gallery and Photo Lab. The Bike Shop is operated by students and provides bicycle repair, supplies, parts, accessories and electric wheelchair charging.

The Campus Bookstore, located on the first floor, caters to the needs of students, faculty and staff. Departments of the Bookstore include the Bull Shop for collegiate clothing, Customer Service, and a computer and calculator section. On the basement level of the Bookstore, one can find magazines, best sellers and study aids. Check cashing services are located on the basement level of the Bookstore. The Student Health Service, located on the fourth floor, is fully equipped with a complete clinic and infirmary. Services provided by the Health Service are outpatient care, psychiatric counseling, a GYN clinic, routine physicals, medications, antigen injections, a wart clinic and special lab tests.

The University Center Program Office provides counseling and activities for students to experience growth outside the classroom setting. The UCPO is an outlet for students to learn emotionally, intellectually and physically while participating within an organization. The University Center Activities Board is a unique form of programming for USF students. UCPO and the Activities Board are located on the second floor of the Center. These events most of which are open to the general public, are available to USF students for most events. Special ticket privileges are available to USF students for most events. Information concerning these events contact the Department of Fine Arts Management and Events.

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The Office of Student Organizations and Activities plays an important role in providing a diversity of extracurricular opportunities available to USF students. This office provides services - mail, duplicating, advising, promotions - to more than 250 student organizations. Advising to fraternities, sororities, minority organizations and non-traditional age students are also coordinated through this office. Traditional USF activities such as Torchlight, are directed through this office. The Student Organizations Advisory Board, an all-student committee, is made up of 12 representatives who represent the 250 organizations. The SOAB is a resource to all organizations in regard to their programs, problems and general welfare.

Clubs and Other Organizations

Students have formed clubs, organizations, and councils in almost every field of interest. New groups are being formed and will continue to develop. Groups presently organized cover most frequently desired kinds of activities.

Professional staff members are available to assist individuals forming new organizations and also to assist in the advising of currently registered groups. For complete lists and current information regarding all student organizations, please contact the Office of Student Organizations and Activities.

Dance, Music, and Drama Clubs

The excellent programs in the College of Fine Arts offer many opportunities for involvement of students, both those who major in this area and those majoring in other areas of the University. A number of activities and organizations are sponsored by the Fine Arts College's departments of Art, Dance, Music and Theatre. Productions produced by the Theatre Department are open for participation by students both on stage and in support areas. The Music Department welcomes student participation in its instrumental and choral organizations. Dance productions are also available for participation by all qualified students. Contact the departmental office of the activity of interest for information about procedures for participation.

Cultural Events

Each year a variety of outstanding visual and performing artists are brought to the University of South Florida campus. The Artist Series provides unusual opportunities for experiencing the finest professional talents in Dance, Music and Theatre. A quality Exhibitions Program provides many varied and significant works of art presented annually in the University's three galleries. In addition, the College of Fine Arts arranges a full schedule of concerts, plays, lectures, films and workshops which attracts student faculty and visiting artists. These and other programs conducted by the College of Fine Arts significantly contribute to the education of students and the general vitality of the campus.

These events, most of which are open to the general public, are presented both during the day and evening. Special ticket privileges are available to USF students for most events. For information concerning these events contact the Department of Fine Arts Management and Events.

Fraternities and Sororities

There are currently 16 national fraternities, 9 national sororities and 3 locals functioning on the Tampa campus. They carry out a program of social, educational, service and recreational activities for their members. Membership is open to any student by invitation. Their programs are coordinated through the InterFraternity Council, Panhellenic Council and Black Panhellenic Council with the advice of faculty and staff members.

The sororities are Alpha Delta Pi, Alpha Kappa Alpha, Chi Omega, Delta Delta Delta, Delta Gamma, Delta Sigma Theta, Kappa Delta, Sigma Gamma Rho and Zeta Phi Beta. The sorority local is Pi Epsilon Rho.

The fraternities are Alpha Phi Alpha, Alpha Tau Omega, Chi Phi, Delta Tau Delta, Kappa Alpha Psi, Kappa Sigma, Lambda Chi Alpha, Omicron Nu, Phi Beta Sigma, Phi Delta Theta, Pi Kappa Alpha, Sigma Alpha Epsilon, Sigma Chi, Sigma Nu, Sigma Phi Epsilon, Tau Epsilon Phi, and Tau Kappa Epsilon. The fraternity locals are Alpha Tau Tau and Beta Tau.

The Greek recognition society is the National Order of Omega.

Religious Organizations

The University has encouraged student religious organizations to develop associations and centers. Denominations have built centers in a reserved area on campus. The Episcopal Center was dedicated in the fall of 1962, and the Baptist Center in the spring of 1964. The University Chapel Fellowship followed in 1966. (This center is an ecumenical campus ministry of the following denominations: United Methodist, Presbyterian and the United Church of Christ.) The Roman Catholic Center joined the others in the fall of 1967, in an adjacent location. Soon to join them will be the B'nai B'rith Hillel Foundation, catering to students of all branches of Judaism. The Chabad House is also an active Jewish center, not currently located adjacent to the others.

Student religious organizations active on campus: Bahai Club, Baptist Campus Ministry, Campus Advance, Campus Bible Fellowship, Campus Crusade for Christ, Canterbury Club-Episcopal Center, Catholic Student Union, Chabad House, Christian Science Organization, Collegiate Assoc. for Research of Principles, Diabetics, Eckankar, Fellowship of Christian Athletes, Hillel, Inter-Varsity Christian Fellowship, Latter Day Saints Student Assoc., Lutheran Student Movement, Navigators, Students for Non-Denominational Christianity, Transdenominational Prayer Group, Unitarian Universalist Assoc. for Religious Freedom, University Chapel Fellowship, and The Way Campus Fellowship.

Service and Resource

The many service organizations at USF provide volunteer services and functions for the University and the Tampa Bay area. The resource organizations offer aid and support to further enhance students' needs and special interests.

The service and resource organizations are Afro-American Gospel Choir, Alpha Phi Omega, Ambassadors, Assoc. of U.S. Army, Auto Maintenance Club, Bacchus, Bamboocher Couture, Black Student Union, Cause, Circle K, Diamond Dolls, Everywomen's Center, Fourth Forest
Recycling Service, FPIRG Local Board, Gay/Lesbian Coalition, Greek Week Committee, Green and Gold Club, The Hunger Project, Off-Campus Term Program, Office of Student Programming, Oracle, Para-professional Counseling Center, Physically Limited University Students II, Progressive Student Union, Raiders, Senior Class Committee, Strategic Studies Group, Student International Meditation Society, Student Organizations Advisory Board, Sun Dolls, University Center Activities Board, University Full Gospel Fellowship, University Disarmament Committee, and the Womens Peer Counseling Center.

Professional, Academic and Departmental

The professional societies at USF center their groups around profession-oriented needs and interests of students. They are Delta Sigma Pi, Florida Nursing Student Assoc., Iota Phi Lambda, Minority Graduate/Professional Student Organization, Phi Beta Lambda, Pi Sigma Epsilon, Pre-Law Society, Pre-Med Society, Pre-Veterinary Club, Sigma Delta Chi, and the Student National Medical Assoc.

Academic and departmental organizations have grown and will continue to grow from the needs of students studying in each of these areas. These groups are categorized by the college from which they exist. Academic and departmental organizations are Arts and Letters: Advertising Assoc., American Studies Assembly, Circolo Italiano Culturale, Communications Council, Forensic Union, German Club, Humanities Society, Public Relations Student Society of America, Readers Theatre Guild and the Russian Club. Business Administration: American Society of Personnel Admin., Black Business Student Organization, Graduate Business Assoc., Management Information Systems Society, and the Student Financial Aid Soc. Education: Assoc. of Childhood Education, Black Organization of Students in Education, Distributive Education Clubs of America, Graduate Library Student Assoc., Physical Education Assoc., Student Council for Exceptional Children, Student Guidance Organization, Student Music Educators National Conference, and the Student National Education Assoc. Engineering: American Institute of Aeronautics and Astronautics, American Institute of Chemical Engineers, American Institute of Industrial Engineers, American Society of Civil Engineers, Arnold Air Society Assoc. for Computing Machinery, Florida Engineering Society, IEEE Computer Society, Institute of Electrical and Electronic Engineers, National Society of Black Engineers, Pi Phi Newton, and the Society for the Betterment of Future Engineers. Fine Arts: Dance Club, Fine Arts Forum, North Tampa Community Performing Alliance, Sigma Alpha Iota, and the Student Theatre Productions Board. Natural Science: Affiliated Chapter of American Chemical Society, AIME/Geology Club, Assoc. of Medical Science Graduate Students, Society of Physics Students, Society for Women Physics Students, and the Student Microbiology Soc.


Honor Societies

Honor societies recognize outstanding students for their scholastic or service achievement. Membership in honor organizations is usually by invitation. Honor organizations are Alpha Epsilon Delta, Alpha Epsilon Rho, Alpha Pi Mu, Alumni Scholars Club, Arts and Letters Honor Society, Beta Alpha Psi, Beta Gamma Sigma, Civil Engineering Honor Society, Council of Honor Societies, Financial Management Assoc., Honor Society, Gamma Theta Upsilon, Kappa Delta Pi, Kappa Tau Alpha, Mortar Board, Omicron Delta Kappa, Phi Eta Sigma, Phi Kappa Phi, Phi Sigma, Pi Gamma Mu, Pi Mu Epsilon, Pi Sigma Alpha, Psi Chi, Sigma Pi Sigma, Sigma Iota Epsilon, and Tau Beta Pi.

College and Residence Hall Councils

College and residence hall councils are comprised of students who represent students to the University and provide an organizational outlet for students in each college or residence hall. The college councils are Arts and Letters Council, Business Student Advisory Board, Education Council, Fine Arts Advisory Board, Medicine Council, Natural Science Council, Nursing Student Council, Social and Behavioral Science Council, Co-op Advisory Council, Engineering College Assoc., and the Off-Campus Term Advisory Council.

Residence hall councils are Alpha, Beta, Delta/Iota, EZE-Eta, Zeta, Epsilon, Gamma, Kappa/Theta and Mu/Lambda hall councils.

International and Political/Social Change

International student organizations exist at USF to meet the needs of international students and to increase the awareness of the University and the community about international students. International organizations are the Arab Student Union, Caribbean Cultural Exchange, Chinese Student Union, Florida High School Model United Nations, Intercultural Organization, Iranian Students Supporting National Council of Resistance, Lebanese Student Union, Model United Nations, Muslim Student Organization, Vietnamese Cultural Club and the Vietnamese Student Assoc.

Organizations for political and social change are College Republicans, L-5 Society, Libertarian Alliance and the Young Democrats.

University Police

The University of South Florida Police Department, located at the intersection of Maple and Fletcher, provides the full range of public safety services to the community twenty-four hours a day, seven days a week. All University Police Officers are commissioned Law Enforcement Officers of the State of Florida. The telephone number for on campus emergencies (personal injuries, fires, crimes in progress) is 29111. The telephone number for on campus non-emergencies and business is 2628.

Bookstores

Textbook Center

Textbooks and some Reference books are located in the Textbook Center on West Holly Drive, adjacent to the Central Receiving Building. Every attempt is made to have all required and recommended books available the first day of classes.

USF Bookstore and Campus Shop

The USF Bookstore and Campus Shop located in the University Center, serves the University community by providing numerous goods and services.

The Art and Engineering Department contains all course supplies of art, engineering, and science classes, as well as many hobby and general purpose items. Oil or water base paint, brushes, art paper, electronic calculators, graph paper, drafting supplies, dissecting kits, and lab notebooks are among the many items in this department.

The Supply Department stocks all the basic school supplies and course required supplies necessary to fulfill course needs — notebooks, notebook paper, pens, pencils, etc.

The Bull Shop features collegiate clothing, imprinted mugs, gifts, and novelty items.

The Customer Service Department stocks a large assortment of items, which includes candy, cigarettes, tobacco products, health and beauty aids. This department provides many helpful services — film developing, college ring order service, magazine subscriptions at student rates, etc.

The Social Expression Department contains a complete selection of traditional and contemporary greeting cards and stationery.

The General Book Department is located in the basement of the Bookstore and features the very latest in fiction, non-fiction, reference, study aids, and children's books. A copy center and check-cashing facilities are also located in this area.

Check Cashing

The Bookstore provides a check cashing and money order facility for students, staff, and faculty. Cash limit is $50.00. Students current fee card and picture ID or current staff card must be presented for identification.

Recreational Sports

The University of South Florida provides a variety of physical and recreational activities designed to meet the needs and interests of students. Believing that a sound and complete education includes a proper balance of work and study with physical activity, the University program includes Intramural Sports competition, Sports Clubs, and other recreational activities, in addition to basic instructional programs in physical education.

The activities represent a broad selection of sports ranging from those of a highly competitive nature to those of a non-competitive type and include individual, dual, team, and aquatic sports. Through participation, students, faculty, and staff are provided an opportunity to increase physical fitness, augment leisure time skills, and develop a wholesome attitude toward physical activity.

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The Intramural Sports Program emphasizes activities that are especially suited to the Florida climate. Competition is scheduled in such individual sports as swimming, tennis, track, golf, cross country, bowling, racquetball, and wrestling, as well as the team sports of soccer, touch football, basketball, volleyball, and softball. Competition is scheduled through fraternal societies, residence halls, and independent divisions.

The Sports Club program includes groups of students, faculty, and staff who have a special interest in a particular sports activity. They are organized for the purpose of increasing skills and augmenting knowledge through a continuing in-service training and competitive program. Each sports club is assisted by the coordinator of sports clubs in the selection of a faculty advisor, and the initial organization of the club is governed by University regulations. Students with special sports abilities or interests are encouraged to make them known so that when sufficient need and interest warrant, new sports clubs may be formed. Present clubs include: aikido, bicycle, bowling, circus, dance, frisbee, karate, lacrosse, rugby, sailing, scuba, parachute, water skiing, weight lifting and yoga.

The Recreational Sports Office also has the responsibility of general recreation for the University. This responsibility involves programming and supervision of recreational areas such as: gymnasium, swimming pools, USF Riverfront, tennis courts, handball/racquetball courts, and playing fields. Scheduled use of these areas, other than University classes, must be cleared through the Recreational Sports Office.

Intercollegiate Athletics

The University of South Florida fields intercollegiate teams in both men's and women's sports. The University is a member of the National Collegiate Athletic Association and competes in the University Division I level in men's baseball, basketball, cross country, golf, soccer, swimming, tennis and riflery. The women compete in basketball, golf, and tennis, softball, volleyball and Division II swimming. Schedules are arranged to include quality competition which reflect the high standards of the University, and includes contests with regionally and nationally ranked teams. USF became a charter member of the Sun Belt Conference in 1976.

Student Publications

The University has encouraged a program of campus communication through two publications. These publications are all-University in approach and coverage. They are staffed by students under the general supervision of the Office of Student Publications.

A tabloid campus newspaper, the Oracle, is published five times weekly, Monday through Friday, and three times weekly, Monday, Wednesday and Friday during the summer. Containing 16 to 20 pages in each issue, it provides professional experience for those students interested in journalism. Any student interested in working on the newspaper in any capacity is not only encouraged but urged to participate.

Omnibus, a magazine, is published as a supplement to the Oracle. Omnibus contains general interest features and photos, prose, poetry, and graphics produced by students.

Interested students are invited to apply for staff positions on either campus publication as well as make contributions to the magazine.

The Office of Admissions

The Office of Admissions in Tampa administers the application and admissions processes for undergraduate and graduate students and assists prospective freshmen, transfer, and graduate students, as well as mature and minority students, in securing information about the University of South Florida and its programs. The Office serves as the initial point of contact for these prospective students who are unfamiliar with the University. Pre-admission advising is available by appointment.

In conjunction with other University offices, Admissions administers the Early Admission, Dual Enrollment, Scholarships for Excellence, USF PREVIEW, Admission with Distinction and New Student Orientation, including FOCUS: YOU AND USF, programs.

Counseling Center for Human Development

The Counseling Center for Human Development provides direct professional services to USF students in career counseling, personal counseling, psychiatric consultation, and reading/study skills. Special services are provided by the State Division of Vocational Rehabilitation and that agency maintains an office located in the Counseling Center. These services are designed to assist students in achieving efficient learning habits and developing a satisfying participation in campus life.

The Career Counseling Service helps students to develop realistic career goals through testing, counseling, use of career information and the exploration of alternative educational and/or career goals and the means of reaching them. Emphasis is placed on developing skills for solving educational and career problems in order to make constructive career decisions. A computerized career information and guidance system (CHOICES) and a comprehensive Career Information Library are available for student use.

The Personal Counseling Service is a student resource that provides a range of services aimed at the early detection and prevention of student mental health problems. It is staffed by volunteer students. The following direct services are offered to USF students: Intake evaluation, psychiatric consultation, time-limited psychotherapy and behavior therapy, group therapy, skill-enhancing programs and workshops, anxiety management, paraprofessional programs, and referral services. Professional psychologists also assist students in career guidance, particularly those who may present identity, motivational, and other related personal problems. The Psychiatric Service assists students when psychiatric evaluation, medication, or hospitalization are needed.

The Reading-Study Skills Service provides diagnosis and evaluation of reading skills and study habits. Two approaches are offered: (1) Credit classroom courses that include intensive instruction and practice in word attack, vocabulary, and comprehension skills, and, (2) an Independent Study credit course that places emphasis on the development of skills. A Reading-Study Skills Laboratory is available for all students enrolled in either the classroom or Independent Study Sections. Regular registration procedures will be followed for either of the above courses. Visual screening is also available.

The Counseling Center Outreach Program makes available workshops and structured groups in a variety of career and personal growth areas which are of concern to University students. Although most of these programs are regularly scheduled, they are often organized at the request of special student or staff organizations. Outreach is also instrumental in informing students of services available to them and in helping them in making their college years more fulfilling. A newsletter is distributed monthly and articles are often published in the Oracle, the campus newspaper.

A Paraprofessional Counseling Service at the Counseling Center offers several programs to USF students. These programs are staffed by volunteer students under the leadership of trained and experienced graduate and undergraduate students. Participants receive training and supervision from the professional staff.

Application for any of these services may be made by all USF students by presenting themselves at the Counseling Center and requesting assistance.
Offices of Veterans Affairs

Offices of Veterans Affairs are maintained on the Tampa, St. Petersburg, Sarasota, and Fort Myers campuses. These offices provide specialized services to veterans, eligible dependents, and active duty service persons who have a desire to initiate, continue, or resume their education. These offices receive requests for VA education benefits which are processed through the VA Certification section of the Registrar's Office to the Veterans Administration.

VA students may be eligible to apply for the VA Student Deferment of registration and tuition fees and/or the VA advance payment. Veterans may also qualify to work on-campus in the VA Work-Study Program assisting the VA and USF to provide services to veterans.

The VA Tutorial Program affords VA students the opportunity for tutoring in needed subject areas. Under the GI Bill, students can receive reimbursement from the VA to pay for a tutor. There is the opportunity for developmental course-work through cooperative efforts with local community colleges. Active referral is made for financial assistance, student job placement, student housing, personal and family counseling, career planning, academic advising, military service schooling credit, and discharge review.

USF is a Servicemembers Opportunity College (SOC) and encourages active duty personnel to attend the University. For information on Project Ahead, degree completion, and tuition assistance, in-service students should first check with their military education service officer.
The Office of the Registrar maintains the official academic records for all students and course registrations for currently enrolled students. Students are encouraged to contact the Office of the Registrar about general questions concerning academic policies and procedures of their current registration or academic record. Note: Each student must be aware of the University's academic policies and procedures insofar as they affect him/her.

The University of South Florida and all colleges, departments, and programs therein establish certain academic requirements which must be met before a degree is granted. These requirements concern such things as curricula and courses, majors and minors, and academic residence. Advisors, directors, department chairs and deans are available to help the student understand and arrange to meet these requirements, but the student is responsible for fulfilling them. At the end of a student's course of study, if requirements for graduation have not been satisfied, the degree will not be granted. For this reason it is important for all students to acquaint themselves with all regulations and to remain currently informed throughout their college careers and to be responsible for completing requirements. Courses, programs, and requirements described in the Catalog may be suspended, deleted, restricted, supplemented, or changed in any other manner at any time at the sole discretion of the University and the Florida Board of Regents.

**General Academic Regulations and Information**

**Semester System**

The University of South Florida operates on a semester system. Semesters begin in August and January with Summer Sessions beginning in May and June. See pages 4-5 for appropriate dates. Beginning with Fall, 1981, the University of South Florida, along with the other institutions in the State University System of Florida, converted from a quarter system to the semester system. During the history of the University of South Florida, the institution operated under semester and trimester credit systems from the institution's inception in 1960 until Fall, 1967, after which it was under the quarter system until the Fall of 1981.

**Catalog**

An undergraduate student is entitled to one USF Undergraduate Catalog per issue. Students wanting additional copies must purchase them from the University Bookstore. Prospective students may obtain general University information concerning admissions, fees and degree programs by requesting either the Undergraduate viewbook or Graduate Catalog from the Admissions Office.

**Academic Load**

The Maximum load of an undergraduate student is 18 hours unless approval is received from the Dean of the Student's college or an authorized representative. Students classified as Undecided must receive approval from the Dean of Undergraduate Studies. The standard load for an undergraduate student to graduate within 4 years from most degree programs is 15 hours during a regular Semester. The minimum load for a student to be considered academically full-time is 12 hours during the Fall and Spring semesters. Undergraduates may not enroll in 6000-level courses or higher without written approval of the dean of the college in which the course is offered. Contact the Office of the Registrar for full-time equivalents for Summer Sessions. For academic load for Graduate see Graduate Catalog.

**Availability of Courses**

The University does not commit itself to offer all the courses, programs and majors listed in this catalog unless there is sufficient demand to justify them. Some courses, for example, may be offered only in alternate semesters or years, or even less frequently if there is little demand.

**Course Attendance at First Class Meeting**

**Introduction (Policy, Purpose and Intent)**

So that the University of South Florida may effectively utilize class room space and to ensure all students the opportunity to enroll in classes where demand exceeds availability of seats, the following policy has been put into effect.

**Statement of Policy**

Students are required to attend the first class meeting of all classes for which they have registered in order to ensure their enrollment in those classes. Students not in attendance at the first class meeting will be dropped from the course. Students having extenuating circumstances beyond their control who are unable to attend the first class meeting must inform the college or department, preferably in writing, that they will be in attendance at subsequent meetings.

**Adds**

After a student has completed his/her registration on the date assigned, he/she may add courses until the add deadline specified in the Academic calendar. See the appropriate semester's University Class Schedule for detailed instructions and dates.

**Drops**

A student may drop a course(s) during the drop/add period, (first five days of classes). No entry of the course(s) will appear on any records and a full refund of fees is due for a course(s) dropped within these periods. A student may also drop a course(s) between the second and ninth week of the semester (except for Summer Sessions — see class schedule for dates). Registration fees must be paid for the course(s) and the academic record will reflect a "W" grade for the dropped course(s). Courses dropped after the ninth week deadline (see Academic Calendar for date) will result in an automatic "F" grade.

**Auditing Privilege**

A student who wishes to sit in on a class to review the course material may do so; however, the student is not allowed to take exams nor will any grades or credit be given. The student's status for that class is an audit and his presence in the classroom is as a listener. A student must register to audit courses during the late registration period. (No audit registrations are processed during the regular registration periods.) Fees for audit are the same as for full enrollment for credit except out of state tuition is not charged. See University Class Schedule for detailed instructions and dates.
Cancellation Before First Class Day

Students may cancel their registration by notifying the Office of the Registrar in writing prior to the first day of classes. If fees have already been paid, the student may request a full refund of fees from the Office of Finance & Accounting.

Withdrawal

A student may withdraw from the University without academic penalty for the first nine weeks of any term (except for Summer Sessions — see class schedule for date). He/she must submit a completed Withdrawal Form to the Office of the Registrar. No entry is made on the academic record for withdrawals submitted during the first week of the term. All subsequent withdrawals are posted to the academic record with "W" grades assigned to the courses. A grade of "F" will automatically be assigned for all course work from which a student withdraws after the end of the ninth week of the term.

Students who withdraw during the Drop/Add period as stated in the Academic Calendar may receive a full refund of fees. All refunds must be requested in writing from the Office of Finance and Accounting. No refund is allowed after this period except for specified reasons. See "Refund of Fees" under Financial Information for complete details.

Transcript Information

Transcripts of a student's USF academic record may be requested in writing from the Office of the Registrar. A student's academic record can only be released upon authorization of the student. Students requesting transcripts may do so in person or by writing to the Office of the Registrar. Include in the request the full name, social security number, date of birth, and indicate names and addresses to whom the transcript is to be sent. If grades for the current term are needed, clearly indicate that the transcript request is to be held for grades. No charge is assessed for transcripts.

College Level Academic Skills Program

The State of Florida has developed a test of college-level communication and computation skills called the College Level Academic Skills Test (CLAST). The CLAST is designed to test the communication and computation skills that are judged by state university and community college faculty to be generally associated with successful performance and progression through the baccalaureate level. The test is required by Florida statutes and rules of the State Board of Education.

The CLAST is administered toward the end of the sophomore year to university students as well as to community college students who are completing Associate of Arts degree programs and to community college students who are completing Associate of Science degree and are seeking admission to upper division programs ($5 or more hours) in state universities in Florida. Students who do not take the test will not be awarded the Associate of Arts, nor will they be admitted to upper division status in state universities in Florida. The CLAST requirements also apply to students transferring to state universities in Florida from private colleges in Florida and from out-of-state colleges. The State Board of Education has established minimum CLAST score standards for the award of the Associate of Arts and for admission to upper division status in state universities in Florida. The standards presently in effect are: reading, 260; writing, 265; computation, 260; essay, 4.

The Office of Evaluation and Testing office, located in FAO 201, can provide information on how and when to apply to take the CLAST along with a list of CLAST skills. Academic advisors have details on where the communication and computation skills are taught in the curriculum.

Courses to Satisfy Rule 6A-10.30

State rule 6A-10.30 states that "Prior to receiving an Associate of Arts degree from a public community college or university or prior to entering the upper division of a public university, a student shall complete success-fully the following: 1. Twelve semester hours of English courses in which a student is required to demonstrate writing skills. For the purpose of this rule, an English course is defined as any semester length course within the general written work of at least 6000 words. 2. Six semester hours of mathematics course work at the level of college algebra or above. For the purpose of this rule, applied logic, statistics, and other such computation course work, which may not be placed within a mathematics department, may be used to fulfill 3 hours of the 6 hours required by this section. In order to receive credit for fulfillment of 6A-10.30, students must receive a grade of "C" or higher in each course.

In order to follow the specifics of this rule, the University of South Florida has designated the following courses in which the student may demonstrate the writing and mathematical skills as set forth in this rule.

Communication (12 semester hours)

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<tr>
<td>ENC 1101 &amp; 1104</td>
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Six semester hours under Area II, Fine Arts and Humanities, from

(American Studies)

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<td>4</td>
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<td>AMS 3370</td>
<td>Southern Women</td>
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(Classics)

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<td>Greek Literature in Translation</td>
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<td>CLT 3102</td>
<td>Roman Literature in Translation</td>
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<td>CLT 3370</td>
<td>Classical Mythology</td>
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(English)

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<td>CRW 3100</td>
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<td>CRW 3110</td>
<td>Imaginative Writing: Fiction</td>
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<td>CRW 3111</td>
<td>Form and Technique of Fiction</td>
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(Humanities)

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<td>HUM 4438</td>
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<td>LIN 3801</td>
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(Philosophy)

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<td>PHM 4340</td>
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Grades, Scholarship Requirements, and Review Procedures

The University is interested in each student making reasonable progress towards his or her educational goals and will aid each student through guidance and faculty advising. To make students aware of their academic progress, the University has enacted a system of grading and policies of Academic Probation and Academic Dismissal which indicates whether or not a student is showing sufficient progress towards meeting degree requirements. Notations of Grades, Academic Probation and Academic Dismissal are posted to the student's academic record.

When a student is academically dismissed from the University, not eligible to re-enroll, it may be in his or her best interest to re-evaluate his/her educational goals with an academic adviser in his/her college. If the student's poor academic performance has resulted from extenuating circumstances or if after a period of time the student feels he or she has gained adequate maturity and motivation, he/she may petition the Academic Regulations Committee for readmission. See “Academic Regulations Committee,” page 35 for information on petitioning.

Grading System

A student's measure of academic achievement is recorded on the academic record based on the following grading system:

A—Superior performance
B—Excellent performance
C—Average performance
D—Below average performance, but passing
F—Failure
I—Incomplete
IF—Incomplete grade changed to Failure
IU—Incomplete grade changed to Unsatisfactory
N—Audit
R—Course Repeated
S—Satisfactory
U—Unsatisfactory
W—Drop or Withdrawal from courses without penalty

Grade Point Average

The University has a four-point system of grading used in computing grade point averages (A = 4 quality points, B = 3, C = 2, D = 1, F = 0). The grade point average (abbreviated GPA throughout this catalog) is computed by dividing the total number of quality points by the total hours attempted at the University of South Florida. The total quality points are figured by multiplying the number of credits assigned to each course by the quality point value of the grade given. Grades of S, U, I, IU, Z, and grades which are followed by an “R” (indicating repeat) are subtracted from the total hours attempted.

Good Standing

USF students will be considered in Good Standing if they are currently enrolled or eligible to return to the University of South Florida.

S/U Grade System

No-option Courses. Certain courses have been designated as S/U courses. The “S” and “U” grades are used to indicate the student's final grade. These S/U only courses are identified with (S/U only) after the course definition.
in this catalog. No grading system option is available to students or faculty in these courses.

Option Courses. Any undergraduate course may be taken on an S/U basis by a student under the following conditions and restrictions:
1. Required courses in the major may not be taken on an S/U basis.
2. Specifically designated required courses in the distribution requirements of the student's college may not be taken on an S/U basis.
3. All elective courses for the major and all elective courses in the distribution requirements, and all other free elective courses may be taken on an S/U basis except where:
   a. The certifying college restricts the number of courses which may be taken on an S/U basis in any one or all of the above areas or restricts to total number of S/U courses which can be accepted for all of the above areas.
   b. The certifying college specifies that certain courses may not be taken on an S/U basis.
   c. The instructor of a course refuses to allow the course to be taken on an S/U basis.

Mechanism for Assigning S/U Grades. The method by which a student receives an "S" or "U" grade in an option course will consist of the following:
1. A written agreement signed by both instructor and student shall be filed with such offices as may be designated by the College. The college shall set the deadline (no later than the last day of classes for the term) for the student to decide if he wishes to take the course on an S/U basis.
2. The instructor shall assign final letter grades A, B, C, D, F, or I, but will transmit to the Registrar S or U consistent with the following:
   a. Letter grade A, B, or C shall be equivalent to a letter grade of "S".
   b. Letter grades D or F shall be equivalent to a letter grade of "U". "S" and "U" grades are not computed in the student's grade point average.

"I" Grade Policy

An "I" grade indicates incomplete course work and may be awarded to graduate and undergraduate students. It may be awarded to an undergraduate student only when a small portion of the student's work is incomplete and only when the student is otherwise earning a passing grade. Until removed, the "I" is not computed in the grade point average for either undergraduate or graduate students. The time limit for removing the "I" is to be set by the instructor of the course. For undergraduate students, this time limit may not exceed one academic semester, whether or not the student is in residence, and/or graduation, whichever comes first. "I" grades not removed by the end of the time limit will be changed to "F" or "U", whichever is appropriate. Whether or not the student is in residence, any change to "F" grades will be calculated in the accumulative GPA and, if applicable, the student will be placed on appropriate probation or academically dismissed. Students are not required to re-register for courses in which they are only completing previous course requirements to change an "I" grade. However, if a student wants to audit a course for review in order to complete course requirements, full fees must be paid.

"Z" Grade

The "Z" grade shall be used to indicate continuing registration in graduate Thesis/Dissertation courses, where the final grade to be assigned will be that of the completed sequence. Upon satisfactory completion of the Thesis/Dissertation course, the last "Z" grade shall be changed to "S". The "Z" grade is not computed in the grade point average.

Grade Forgiveness Policy

The University of South Florida forgiveness policy permits an undergraduate to repeat a course and have the repeated grade computed in his/her GPA in place of the original grade, providing the repeat grade is D or higher (exception—see Honors at Graduation, page 40). Normally, grade forgiveness may only be applied to a specific course that a student chooses to repeat. Courses which are repeated and the repeat grade is "F" will have both grades calculated into the GPA. No course taken on the S/U grade basis may have the grade forgiveness applied. Under unusual circumstances, a different but similar course may be used if the substitute course has been previously approved by the college dean and is on file in the Office of the Registrar.

Any undergraduate or non-degree seeking student who wishes to implement grade forgiveness must:
1. Complete a "Grade Forgiveness Request Form" (available in the Office of the Registrar) for each course to be repeated.
2. Adhere to the following conditions:
   a. A limitation of applying grade forgiveness to three USF courses with no more than one repeat per course.
   b. With prior approval of the college dean, a course different from a course on the approved list may be substituted in the following cases:
      1. The substitute course is a change in prefix, number, hours, or title, but not a substantive change in content from the original course.
      2. The substitute course replaces a course no longer offered by the institution.
   c. The repeated course must be taken under the standard grading system (A-F) and the latest grade must be D or higher (grades of S/U are not permitted).
   d. All grades remain on the transcript. The original course grade will be annotated with "R" to indicate that the course has subsequently been repeated and the original grade is not computed in the grade point average.
   e. Individual colleges may have further restrictions; therefore, the student should consult with his/her college.

This policy is applicable to undergraduate and non-degree seeking students only, and applies to 1000-5000 level courses. Once a student has been awarded a bachelor's degree from USF, he may not repeat a course and be forgiven the original grade, taken prior to graduation.

The policy applies only to courses taken originally at USF and repeated at USF.

Academic Probation and Academic Dismissal for Undergraduate Students

The first time the academic record of an undergraduate or non-degree seeking student falls below an accumulative 2.0 grade point average (GPA) (see notes below) after any term, he/she will be placed on Academic Probation. If the cumulative GPA is not raised to 2.0 or higher at the end of the next semester of attendance, that student will be automatically dismissed and will remain out for one semester. No petition will be required in order for the student to return to school after one semester out, but in order to be processed for registration when returning, that student must have the approval of an academic program representative, college coordinator of advising, or their designee. Upon returning to school, a student has two terms to get the accumulative GPA up to 2.0 and must make at least a 2.0 GPA the first term after returning. A student academically dismissed a second time is permanently dismissed from the University.

NOTE: 1. Students admitted in probationary status must accumulate 30 semester credits and maintain a minimum cumulative 2.0 GPA for each term enrolled with no single term GPA below a 1.0 GPA before the probationary status is removed. Advising is mandatory prior to registration. Undergraduate Studies shall monitor credentials of students in this status and assist advisors with appropriate information when needed. Not meeting these conditions would result in the student being permanently dismissed from the University.
2. Any degree-seeking undergraduate student whose cumulative GPA falls below 1.0 after attempting an accumulated twelve or more USF Semester graded hours will be permanently dismissed for academic reasons (AD) at the end of the semester in which it occurs.

Students are strongly encouraged to confer with their academic advisers to explore ways of improving academic performance.

Any student who withdraws after the fifth day of classes while on Academic Probation or who has been placed on Conditional Registration by the Academic Regulations Committee will be Academically Dismissed.

Any student who receives only I, S, or U grades while on Academic Probation will be Academically Dismissed. Exception: Any student who is on work training or Cooperative Education will not have his/her academic status changed providing he/she is not enrolled in any academic course that term.

The determination and notification of probationary status or academic dismissal will be made by the Registrar's Office on the student's
Admission to a College

All new lower level students must be initially advised by Academic Services. After that time, a student may declare a major and move to a degree granting college. (Each college has specified in this catalog its requirements for admission.)

All undecided students are assigned to Undergraduate Studies for purposes of advising until a choice of major is made. At that time, he/she may enter the college containing the major department. Undecided students may remain in this classification until a maximum of 90 semester hours are earned. After that time, a major must be selected.

Change of Major

Change of Undergraduate Major: Undergraduate students desiring to change their major should consult the Advising Office in the old and new college(s) of their interest.

Change of Graduate Program: Graduate students desiring to change their program must complete an "application for Graduate Change of Program" available in the Office of the Registrar. Students will be notified by the Office of the Registrar of the college's decision concerning their acceptance into the new program.

Change of Graduate Degree: Graduate students desiring of changing from one degree level to another, i.e., M.A. to Ph.D., must make application in the Office of Admissions. Please refer to USF Graduate Catalog for further details.

Pending Status

A student may be placed on pending by failure to meet obligations to the University. When a student is on pending, he/she may not be allowed to register, receive a diploma, or receive a transcript. Settlement of financial accounts must be made at the University Cashier's Office.

Each student placed on pending should determine from the Office of the Registrar which office placed him/her in this status and clear the pending obligation with that respective office.

Student Information Changes

Notifications regarding changes of address, name, residency, and citizenship should be filed promptly with the Office of the Registrar.

Final Examination

Examinations in academic subjects are, for most courses, an integral part of the learning process and one part of a procedure for evaluating student performance and determining grades. The University of South Florida requires certain standards for the examination process in order to protect the academic integrity of courses and the best interests of both the student and the instructor.

In each academic course, the student is expected to undergo a meaningful testing and evaluation that will reveal the student's intellectual growth in the subject matter covered or otherwise reflect the achievement of the course objectives.

The instructor has the responsibility of maintaining a fair and impartial testing and examination procedure, has the right to define and structure the testing process, and shall not be restricted as to form, style or content of the examination. It is the policy of the University of South Florida that all students facing an examination (of any type) shall have equal advance notice of the form and content of that examination. The University regards the routine use of all or part of the same formal examination for successive academic terms as unsound policy except when used with adequate safeguards such as a random selection of questions from a large pool.

Six days shall be set aside for final examinations, and any comprehensive final examination must be given during this designated period. The period of two hours shall be allotted for each final examination. If a student has a direct conflict of scheduled examinations or has three or more examinations scheduled on the same day, the student may petition
the appropriate instructor to reschedule one of the student's examinations. The final examination schedule shall be published in the same manner and place as the schedule of classes.

Honors Convocation
The Honors Convocation is designed to recognize undergraduate students for high academic performance during the previous academic year. To be eligible to participate in the Honors Convocation, an undergraduate student must, during the academic year preceding the Fall Honors Convocation, have a University of South Florida grade point average of 3.5 or above for all completed hours; a minimum of 24 University of South Florida graded (A-F) hours; and no incomplete grades.

The Honors Program
Superior students may avail themselves of two Honors opportunities at USF.

University Honors is designed for First-Time-in-College freshmen. This Program is grounded in the liberal arts tradition but is intended for superior students undertaking the four-year bachelor's degree regardless of their intended major. Normally one required course is taken each semester in a carefully planned sequence designed to emphasize sound reasoning skills and creative, independent thought. The General Distribution Requirements for University Honors students are different from that of regular students although the same number of hours is required. Potential University Honors students are actively recruited, but any interested student who feels that he/she may be qualified may request admission. There are no minimal requirements for admission, but students typically have 3.50 high school GPAs and 1200 SAT or 28 ACT scores.

Departmental Honors Programs are available in selected departments that wish to offer Honors-level work for superior students majoring in their disciplines. Requirements vary according to department, but all require the completion of a thesis or project.

Admission to University Honors is determined by the University Honors Committee and the Director of Honors; admission to departmental honors is determined by the individual department. Students who satisfactorily complete University Honors and/or Departmental Honors shall be identified as Honors Graduates at Commencement as well as on their diplomas and transcripts.

Dean's List
Full-time undergraduate students who demonstrate superior academic achievement during one semester will be honored on a "Dean's List." To be eligible for the Dean's List, a student must be in a "pool" (defined hereafter) and must complete 12 hours of graded (A-F) USF courses with no incomplete grades during the semester. The "pool" consists of all students who have registered for at least 12 hours of USF courses in a given semester. The Dean's List shall consist of the fewer of: 1) the upper 10% of the enrollment of the college, or 2) students in the college with a USF 3.5 GPA or above (ties at the 90th percentile will be included in the honors group).

The Dean of the College in which the student is majoring will recognize this academic honor. Students who are eligible should contact their College Advising Office for information. Although Undergraduate Studies is a non-academic unit, students with this classification who meet the above criteria will be recognized in a similar manner.

Academic Regulations Committee
The Academic Regulations Committee meets regularly to review petitions submitted by undergraduate students to waive University academic regulations. Students must petition and secure approval of the committee to return to the University after having been academically dismissed or to waive academic deadlines.

The committee normally meets once a week. To petition the committee, a student must secure the appropriate form from the Office of the Registrar. Completed forms should be returned to the Office of the Registrar by 4:00 p.m., Friday, to be reviewed at the next week's meeting. Students will receive notification of the committee's action the following week.

If the student wishes a personal interview with the committee he/she should make arrangements with the representative from his/her college prior to submitting his petition.

Student Academic Grievance Procedure
Student academic grievance procedures exist at USF to provide students the opportunity for objective review of facts and events pertinent to the cause of academic grievances. Such review is accomplished in a collegial, non-judicial atmosphere rather than an adversary one, and allows the parties involved to participate.

An Academic Grievance Committee, composed of an equal number of faculty and student members, exists in each college (except the College of Medicine, which has established a separate procedure) for the general purpose of considering student academic grievances and making recommendations based on these considerations to the dean of the college in which the alleged grievance occurred.

For information, contact the dean of the college in which the cause of the academic grievance occurred.

Academic Dishonesty And Disruption Of Academic Process
Students attending the University of South Florida are awarded degrees in recognition of successful completion of course work in their chosen fields of study. Each individual is expected to earn his or her degree on the basis of personal effort. Consequently, any form of cheating on examinations or plagiarism on assigned papers constitutes unacceptable deceit and dishonesty. This cannot be tolerated in the University community and will be punishable, according to the seriousness of the offense, in conformity with established rules and procedures.

I. Plagiarism
Plagiarism is defined as "literary theft" and consists of the unattributed quotation of the exact words of a published text, or the unattributed borrowing of original ideas by paraphrase from a published text. On written papers for which the student employs information gathered from books, articles, or oral sources, such direct quotation, as well as ideas and facts that are not generally known to the public at large, or the form, structure, and/or style of a secondary source must be attributed to its author by means of the appropriate citation procedure. Only widely known facts and first-hand thoughts and observations original to the student do not require citations. Citations may be made in footnotes or within the body of the text. Plagiarism, also, consists of passing off as one's own segments or the total of another person's work.

Examples of proper citation (footnote format) are as follows:

A. "Plagiarism, for a Latin word meaning 'kidnapping,' ranges from inept paraphrasing to outright theft." [Direct quotation]

B. "Plagiarism, from a Latin word meaning 'kidnapping,' ranges from inept paraphrasing to outright theft." [Direct quotation with introductory statement citing the source.]

C. "Plagiarism is literary theft. To emphasize that point, Harry Shaw states that the root of the word comes from the Latin word meaning "kidnapping." [Paraphrasing]

D. "Plagiarism is literary theft. To emphasize that point, Harry Shaw states that the root of the word comes from the Latin word meaning "kidnapping." [Paraphrasing: complete information about source will be cited in a section at the close of the text.]
II. Cheating

Cheating is defined as follows: (1) the unauthorized granting or receiving of aid during the prescribed period of a course graded exercise; students may not consult written materials (notes or books), may not look at the paper of another student, nor consult orally with any other student taking the same test; (2) asking another person to take an examination in his or her place; (3) taking an examination for or in place of another student; (4) stealing visual concepts and presenting them as one's own (e.g., drawings, sketches, diagrams, musical programs and scores, graphs, maps, etc.); (5) stealing, borrowing, buying, and/or disseminating tests, answer keys and/or other examination material except as officially authorized, research papers, creative papers, speeches, etc. (6) Stealing (copying) of computer programs and presenting them as one's own. Such stealing includes the use of another student's program, as obtained from the magnetic media (or input devices/materials) or from cards, print-out paper, etc.

PUNISHMENTS:
1. Observation of or exchanging test information with other students during the course of a classroom test. Punishment: The students who receive or give such information shall receive an "F" with a numerical value of zero on the test(s) submitted, and the "F" shall be used to determine the final course grade. It is the option of the instructor to fail the student in the course.
2. The use of any prohibited device (such as a cheat sheet, recording, calculator if forbidden on exam, etc.) during the course of a classroom test to assist the student or other students. Normal punishment: "F" in the course.
3. The use of another student (a stand-in) to take an examination for the enrolled student. Normal punishment: "F" in the course and suspension from school for one year for the enrolled student. The stand-in, if a University student, shall be suspended from school for one year.
4. The stealing, borrowing, or buying of research papers, creative works/papers, speeches and/or tests and other exam materials, or the receipt of or dissemination of such materials, or the manipulation of recorded grades in a grade book or other class records. Normal punishment: "F" in the course (if enrolled) and expulsion from the University.
5. Stealing of computer programs. Punishment: Student who receive or give such programs shall receive an "F" with a numerical value of zero on the program(s), and the "F" shall be used to determine the final course grade. It is the option of the instructor to fail the student in the course.

The University drop/withdrawal policies and/or forgiveness policy shall be suspended for a student accused of plagiarism and/or cheating.

Disruption of Academic Process is defined as the act(s) or word(s) of a student in a classroom or teaching environment which in the reasonable estimation of a faculty member direct attention from the academic matters at hand (e.g., noisy distractions; persistent, disrespectful or abusive interruptions of lecture, exam or academic discussions) or present a danger to the health, safety or well being of the faculty member or students.

Punishment: Punishment for disruption of academic process will depend on the seriousness of the disruption and will range from a private verbal reprimand to dismissal from class with a final grade of "W" shown on the student record.

Student Violations Involving Alleged Academic Dishonesty/And Disruption Of Academic Process

Alleged violations of academic honesty or alleged disruptions of academic process will be handled initially by the instructor, who will discuss the incident with the student. If the instructor observes the alleged dishonesty occurring during an examination, he/she should, with discretion, notify the student of the fact before the student leaves the examination. In all cases, the instructor must attempt to schedule a meeting with the student to discuss the alleged dishonesty and advise the student in writing of the procedures involved. (If the student fails to make or keep the appointment, the instructor shall file a report outlining the incident with the chairperson of the department responsible for the course.)

After the discussion, if the student and instructor have reached a mutual agreement as to the solution, the instructor shall file a statement with the chairperson of the department responsible for the course outlining the facts of the incident and the agreed-upon solution signed by both the instructor and student. A copy of this statement shall be given to the student. If the instructor and student cannot reach an agreement, the instructor shall file a report outlining the incident with the chairperson of the department responsible for the course, with copies to the appropriate chairperson and each other. (If a student fails to file such a statement within a reasonable time, the instructor will initiate the implementation of the proper punishment.) A meeting consisting of the instructor, the student, and the chairperson shall be arranged. If this meeting fails to bring about a satisfactory solution, the student shall ask for a meeting with the dean present. If no solution is reached, the dean shall appoint a student/faculty committee consisting of an equal number of students and faculty to hear the two sides of the incident and to advise the dean regarding the disposition of the case.

If the issue remains open at the end of the semester, the instructor shall give the student an "F" grade in the course until all issues are resolved.

Once the dean has made a decision on the case, the student's right of appeal is to either the Dean of Undergraduate Studies or the Dean of Graduate Studies, whichever is appropriate.

General Distribution Requirements

All standard transfer and A.A. degree holders (from in-state or out-of-state accredited institution) will be considered as having met our General Distribution Requirements, and 60 semester hours of work will be transferred. The determination of the prerequisites for a given academic program will remain the prerogative of the college in which the student is majoring.

A wide distribution of academic areas should be a part of a formal university education. For that reason, the following distribution requirements must be satisfied over the four-year period by the completion of 40 semester hours with at least 6 semester hours in each of these five areas:

Area I—English Composition
Freshman English (ENC 1101 and ENC 1104).

Area II—Fine Arts and Humanities
Any course offered by American Studies; Art; Classics; Communication; Dance; English (excluding ENC 0000, 1101, 1104, REA 0105); Foreign Languages; Fine Arts; Liberal Studies; Linguistics (only LIN 3010, 3801); Music; Philosophy (excluding PHI 3100); Religious Studies/Ancient Studies; Theatre.

Area III—Mathematics and Quantitative Methods
Any course offered by the Department of Mathematics and/or any Engineering Computer Service course and/or any of the following courses: Computer and Society, CSC 2400; Business and Economic Statistics, GEB 2111, 3121; Logic, PHI 3100; Social Science Statistics, STA 3122. [See Rule 6A-10.30, page 31]

Area IV—Natural Sciences
Any course offered by: Astronomy; Biology (including botany, microbiology and zoology); Chemistry; Geology; Physics; and/or Introduction to Oceanography, OCE 3001; Anthropology 3511.
Area V—Social and Behavioral Sciences

Any course offered by the Departments (or Programs) of: African and Afro-American Studies; Anthropology (excluding ANT 3511); Criminal Justice; Economics (excluding GEB 2111, GEB 3121); Geography; Gerontology (including HUS); History; Political Science; Psychology; Sociology; Interdisciplinary Social Sciences (excluding STA 3122); Women’s Studies; and/or any of the following courses: Educational Psychology, EDF 3210; Survey of Mass Communications, MMC 3000; PAD 3003; PAD 4202.

Acceptable in the total of 40 semester hours but not part of any of the five areas:

* The Teacher in a World of Work, EVT 3063;

Since each college may recommend specific courses for the satisfaction of each area, students should consult the distribution requirements as listed in each college section of the catalog.

Courses required for a student’s major program** will not be counted in the total of 40 hours, although areas of the general distribution requirements may be waived where appropriate.

No more than 6 hours in a single department (or program) may be counted toward distribution requirements for any area.

A student may appeal to the Coordinator of Advising in his or her college for exceptions to these courses prior to registration in such courses.

A student must check with his/her college to be sure he/she is meeting general distribution requirements and special certification or accreditation requirements where appropriate.

*College of Engineering is unable to accept these courses as a part of its engineering accredited program.

† As defined in the Florida Statewide Articulation Agreement.

Note: Education majors must take course in at least two different departments under Areas II and V.

**Major Programs

a. Specialization: Those courses required to give the student academic concentration and bacca­laureate identification such as Mathematics, Accounting, Psychology, etc.

b. Supporting or Related: These courses may be prerequisites to the specialization courses, or they may support specialized courses by giving preparation or breadth to the area of specialization. These courses are often referred to as core or program core courses.

c. Program Electives: These are usually a broad band of courses offered by the college offering the major to further enrich the student in the general academic field of the major.

Freshman English Requirement

All first-time-in-college students are required to take Freshman English (a sequential two-semester course of study) in accordance with the following conditions:

1. First-time enrolled students (a) who do not intend to take the CLEP Freshman English Test or (b) who have been notified of failing CLEP prior to registration and who do not intend to attempt the exam a second time must take ENC 1101 and ENC 1104 sequentially. If a student fails the first course, he/she must repeat it before proceeding to the next Freshman English course. Students should normally take these courses during their freshman year, but these courses are high demand and it is possible that registration space will not always be available.

2. First-time enrolled students (a) who have not taken CLEP prior to their arrival on campus or (b) who have failed but wish to repeat the test must attempt CLEP during their first nine (9) weeks. During this semester, they should not enroll in ENC 1101. If a student either fails or doesn’t attempt the CLEP examination during his/her first nine (9) weeks, the student normally should take ENC 1101 in the following semester. In this case, the student will normally complete the sequence by the first semester of his/her sophomore year.

These policies do not apply to first-time enrolled students who can meet the Freshman English requirement with credit transferred from another institution or those with appropriate AP English credit.

Credit by Examination

A student who feels he/she has already acquired the basic content of a course on his/her approved schedule should inquire about credit-by-examination. Some exams are offered through the College Level Examination Program (CLEP/see page 43) and others may be offered within departments. Interested students should obtain additional information from their advisers or the Office of Evaluation and Testing Services.

Graduation Requirements — Baccalaureate Degree

University Requirements

University requirements for graduation consist of the following: earn a minimum of 120 semester hours with at least a “C” average (2.0 GPA) on all courses attempted at USF satisfactorily completed CLAST and the writing and computation course requirements of 6A-10.30; earn a minimum of 40 semester hours of upper division work (courses numbered 3000 and above); complete General Distribution Requirements; and complete program requirements as determined by the college. The requirements must be met by every student upon whom a degree is conferred.

At least 60 semester hours must be earned from a baccalaureate-granting institution regardless of credit hours transferred from a Community/Junior College unless the student has received prior approval for waiver of this policy from the college of his/her intended major. This policy does not affect approved articulation programs based on the A.S. degree. For information regarding such programs consult the Office of Community College Relations.

All students entering the University of South Florida with fewer than 60 semester hours of credit are required to earn at least 9 semester hours of credit prior to graduation by attendance during one or more summer semesters. The University may waive the application of this rule in cases of unusual hardship to the individual. (See Summer Enrollment Requirement below.)

In addition to specific requirements of their major and College, candidates for Graduation must also satisfy the University General Distribution Requirements and be recommended for graduation by the dean of the college granting the degree.

Summer Enrollment Requirement

As stated above, effective September 1, 1976, all students entering the University of South Florida with fewer than 60 semester hours of credit are required to earn at least 9 semester hours of credit prior to graduation by

Foreign Language Competency Policy

All students applying for a B.A. degree from the University of South Florida must demonstrate competency in a foreign language to be selected from among the ones listed below. This rule applies to all students at USF who enroll under the policies/procedures listed in the 1983 USF Bulletin and succeeding ones and who graduate in or after December, 1986. Gain­ning of this competency may be accomplished through credit courses or non-credit courses offered either at the University of South Florida or elsewhere, or through experience. The demonstration of this competency, however, must be shown by the passing of a competency examination. The languages and approved examinations are:

Classical Languages

Greek (Ancient) — College Placement Examination or USF Examination

Greek (New Testament) — USF Examination

Hebrew (Classical) — USF Examination

Latin — College Placement Examination or USF Examination
Modern Languages
French — College Placement Examination
German — College Placement Examination
Italian — College Placement Examination
Portuguese — USF Examination
Russian — College Placement Examination
Spanish — College Placement Examination

Other Modern Foreign Languages
Approval needed by Director of the Division of Languages
American Sign Language Departmental approval needed.
To demonstrate this language competency, all students must pass the
appropriate language competency examination: 1) college placement
examination with a 4; or 2) USF examinations approved by the Director of
the Division of Languages, the Chair of Classics, or the Chair of Religious
Studies, Chair of Communicology, whichever is appropriate. A student
must take the examination prior to the term in which he/she plans to
graduate, but it is recommended that the student take the examination at
least three terms prior to graduation. A student may take the examination
up to two times. If the student fails to pass the examination the second
time, he/she should then take a language course(s) approved by the
appropriate director/chair. The students must pass the course(s) with a
minimum grade of "C" in order to fulfill the language competency
requirement. No retaking of the competency examination is required.
Pre-arranged test dates will be set-up and published. If the language
requested may not be tested with a College Placement examination, the
student should be advised to get in touch with the appropriate Director or
Chair as soon as possible so that an examination may be written.

Academic Residence
Candidates must be recommended for graduation by the dean of the
college granting their degree and must have completed at least 30 hours of
the last 60 hours of their undergraduate credit in on-campus courses. The
approval of the dean of the college granting their degree must be secured
for any transfer credits offered for any part of these last 60 hours.
Exceptions to the above rules are students who are enrolled at other
universities on approved exchange programs, Cooperative Education stu-
dents enrolled in other institutions (prior approval having been secured
from their USF advisers) while on their training periods, and students
taking correspondence work from the University of Florida.
Candidates at the graduate level should refer to the residency
requirements in USF Graduate Catalog.

Major Fields of Study
The University of South Florida offers curricula leading to the baccala-
ureate degree in the following fields. The degree is indicated in parentheses
after each college: the major code, after each major.

College of Arts and Letters: (B.A.)
American Studies (AMS)
Classics (Interdisciplinary Classics) (CLS)
Classics (Latin, or Latin-Greek) (CLS)
Classics and Foreign Language (CLF)
Communication (SPE)
English (ENG)
French (FRE)
German (GER)
Humanities (HUM)
Italian (ITA)
Languages (combination)(FOL)
Liberal Studies (ALA)
Mass Communications (COM)
Philosophy (PHI)
Religious Studies (REL)
Russian (RUS)
Spanish (SPA)

College of Business Administration: (B.A./B.S. option)
Accounting (ACC)
Economics (ECN)
Finance (FIN)
General Business Administration (GBA)
Information Systems and Decision Sciences
Management (MAN)
Marketing (MKT)

College of Education: (B.A./B.S. option)
Art Education (ARE)
Botany Education (BOE)
Business and Office Education (BTE)
Chemistry Education (CHE)
Classics Education (CLE)
Distributive and Marketing Education (DEC)
Elementary-Early Childhood (ECC)
Elementary Education (EDE)
English Education (ENE)
Exceptional Child Education
Emotional Disturbance (EED)
Mental Retardation (EMR)
Specific Learning Disabilities (ELD)
Foreign Language Education (FLE)
Health Education (HES)
Humanities Education (HUE)
Industrial-Technical Education (EVT)
Mass Communications-English Education (MCE)
Mathematics Education (MAE)
Music Education (MUE)
Physical Education (PET)
Physics Education (PHE)
Science Education (SCE)
Social Science Education (SSE)
Speech Communication-English Education (SED)
Zoology Education (ZOE)

College of Engineering
Chemical Engineering (ECH) (B.S.Ch.E.)
Civil Engineering (ECE) (B.S.C.E.)
Computer Engineering (ECP) (B.S.Cp.E.)
Computer Science (ECC) (B.S.C.S.)
Electrical Engineering (EEL) (B.S.E.E.)
Engineering (EGU) (B.S.E.)
Engineering Science (EGC) (B.S.E.S.)
Engineering Technology (ETK) (B.E.T.)
Industrial Engineering (EIE) (B.S.I.E.)
Information Systems (EIF) (B.S.I.S.)
Mechanical Engineering (EME) (B.S.M.E.)

College of Fine Arts: (B.A.) (B.F.A.)
Art (ART)
Dance (DAN)
Music (MUS)
Theatre (TAR)
Theatre (TFA) (B.F.A.)
ACADEMIC POLICIES AND PROCEDURES, PROGRAMS AND SERVICES

College of Natural Sciences: (B.A., B.S.)

- Biology (BOS) (B.S.)
- Botany (BTS) (B.S.)
- Chemistry (CHM) (B.A.)
- Chemistry (CHS) (B.S.)
- Clinical Chemistry (CHC) (B.S.)
- Geology (GLY) (B.A.)
- Geology (GLS) (B.S.)
- Mathematics (MTH)
- Medical Technology (MET) (B.S.)
- Microbiology (MIS) (B.S.)
- Natural Sciences Interdisciplinary (INS)
- Physics (PHY) (B.A.)
- Physics (PHS) (B.S.)
- Zoology (ZOS) (B.S.)

College of Nursing: (B.S.)

- Nursing (NUR)

College of Social and Behavioral Sciences: (B.A., B.S.W.)

- African and Afro-American Studies (AFA)
- Anthropology (ANT)
- Criminal Justice (CCJ)
- Economics (ECN)
- Geography (GPA)
- Gerontology (GEY) (B.A.)
- Gerontology (GES) (B.S.)
- History (HTY)
- International Studies (INT)
- Political Science (POL)
- Psychology (PSY)
- Social Sciences Interdisciplinary (SSI)
- Social Work (SOK) (B.S.W.)
- Sociology (SOC)

External Degree Program: (B.I.S.)

- Bachelor of Independent Studies

Academic Minor

In addition to major programs, many departments offer an academic minor that requires approximately one half the upper division credits required for a major. Students interested in a particular minor should obtain the specific requirements from the appropriate department. The department may require the same admission or retention standards as required for the major.

Each academic minor conforms to the University requirements:

1. No minor requires more than 22 credit hours.
2. A minimum of 8 semester hours of credit used to satisfy the requirements of a minor must be from University of South Florida courses.
3. A student may not receive a major and a minor in the same program option.
4. University of South Florida course work for a minor must have a grade point average of at least 2.0.
5. Only an undergraduate degree seeking student at the University of South Florida is eligible for a minor.
6. A minor can be applied for and received only in conjunction with applying for and receiving a baccalaureate degree except for students who have already received a baccalaureate degree from USF who may earn certification of a minor by taking additional course work at the University and applying for the certification.

Minor Fields of Study

The University of South Florida offers curricula leading to an academic minor in the following fields:

College of Arts and Letters:

- American Studies
- Communication
- English: Literature
- English: Writing
- French
- German
- Greek
- Humanities
- Interdisciplinary Classics
- Italian
- Latin
- Linguistics
- Philosophy
- Religious Studies
- Russian
- Spanish
- Spanish/Portuguese

College of Business Administration:

- Economics

College of Fine Arts:

- Art
- Dance
- Music
- Theatre

College of Natural Sciences:

- Geology
- Mathematics

College of Social and Behavioral Sciences:

- African and Afro-American Studies
  - Option I
  - Option II
- African Studies
- Anthropology
- Geography
- History
- Human Services
- International Studies
- Manual Communications (Communicology)
- Political Science
- Sociology
- Women's Studies

Student's Choice of Catalog

In order to graduate from the University of South Florida, each degree-seeking student must meet all of the graduation requirements specified in the USF catalog of his/her choice. A degree-seeking student may choose any USF catalog published during his/her continuous enrollment. Students who have transferred from one Florida public institution to another are affected by the following Board of Regents policy:

"Graduation requirements in effect at the receiving SUS institution at the time a student enrolls at a Florida public institution of higher learning shall apply to that student in the same manner that graduation requirements apply to its native students provided the student has had continuous enrollment as defined in the SUS institution's catalog."

At the University of South Florida, continuous enrollment is defined as completing a minimum of two semesters or a combination of one semester and a Summer Session as a degree-seeking student per year at USF, inclusive of receipt of grades for courses, (excluding W's) through time of graduation. Therefore, students cannot choose a USF catalog published prior to or during an academic year in which they did not maintain continuous enrollment.
Each catalog is considered to be published during the academic year printed on the title page. If the student cannot meet all of the graduation requirements specified in the catalog of his/her choice due to decisions and changes by the University in policy matter, course offering, etc., appropriate substitutions will be determined by the chairperson of the department or program of the student's major. University policies are subject to change and apply to all students regardless of their choice of catalog. If the student's graduation requirements are affected by changes in University policies, appropriate arrangements will be made to preclude penalization of the student.

Repeat Course Work

The hours for a course which has been repeated may be counted only once toward the minimum 120 semester hours of credit required for graduation.

Double Undergraduate Major

Students may elect to graduate with two majors. In that event, they must apply independently to each college and be assigned an adviser in each discipline. The student must meet all requirements of each major separately and must be certified for graduation by the appropriate dean(s).

Second Undergraduate Major

A student who wishes to work for a second major, after receipt of a baccalaureate degree, must apply through the Office of Admissions and meet the major requirements as determined by the college. Exceptions to this rule are students who had been previously accepted for a "Double Undergraduate Major" but graduated with only one major. After acceptance by the appropriate college and proof of completion, the student's "permanent academic record" will be posted accordingly.*

Two Degree (USF Students)

A student at the University of South Florida may receive two baccalaureate degrees provided he/she meets the University's graduation requirements; a minimum of 30 semester hours must be earned in on-campus undergraduate courses to be applied to the second degree. (These hours are in addition to the minimum of 120 semester hours earned which apply toward the first degree.) The student must also meet the requirements of the college awarding the degree and the residency requirement.

Second Baccalaureate Degree (Transfer Students)

A student already graduated from an accredited four-year institution must earn a minimum of an additional 30 semester hours of on-campus undergraduate courses to apply toward his/her second baccalaureate degree. Students must also meet the requirements of the college awarding the degree and the residency requirements.

Availability of a Baccalaureate Degree for Students Enrolled in or Graduated from a Five-year Master's Program

A student may enroll in a baccalaureate degree program while enrolled in or after graduation from a five-year master's degree program. In consultation with an adviser in the five-year program and an adviser in the baccalaureate-level program and with the approval of the College Dean(s) offering the programs, the student is required to complete the following:

a. Satisfy degree requirements for the five-year master's program.

b. Satisfy requirements for the baccalaureate level program.

B.A. Degree for Medical and Dental Students

Students who are admitted to a medical or dental school after completing their junior year at USF may be awarded the B.A. degree in Interdisciplinary Natural Sciences from the college of Natural Sciences. (See College of Natural Sciences on page 106).

Application for Graduation

To be considered for graduation, a student must submit an "Application for Degree" to the Office of the Registrar by the deadline noted in the Academic Calendar for the term in which he/she expects to graduate. Graduation Applications for Degree are available in the Office of the Registrar. Undergraduate Applications for Degree are to be picked up at the student's college. The college will sign or stamp the form in the area for "Office Use Only," and retain a copy. The student will turn the remaining copies in to the Registrar's Office prior to the application deadline. A.A. Applications for Degree are available in the Office of Undergraduate Studies. (Inquiries regarding approval or denial should be made to the Colleges.)

It is the student's responsibility to clear all "I" grades (incompletes) for courses required for graduation and to provide official transcripts of all transferred course work needed for graduation at least 3 weeks prior to the end of the term in which he/she expects to graduate.

A student applying for a second undergraduate major must do so within the same deadline set for applying for a degree.

A student applying for a minor must:
1. File a separate request for certification for the minor in the department of the minor, during the semester of graduation.
2. Apply for the minor on the "Application for Degree", listing both the minor and college responsible for the minor on the application.
3. No "I" grade in required courses.

Students who are not registered for any courses and apply for graduation or certification of a minor must pay for one hour at the level of graduation.

Honors at Graduation

Any baccalaureate candidate whose overall grade point average for all work attempted at USF on the standard grading scale is 3.5 or higher shall be considered for honors. In addition, transfer students to be eligible for honors must have a grade point average of 3.5 or higher when combined with all work attempted at other institutions. The forgiveness policy will not be applicable in computing the grade point average for honors.

Candidates with a GPA of 3.5 but below 3.71 shall receive a diploma designation of "cum laude." (With Honor)

Candidates with a GPA of 3.71 but below 3.90 shall receive a diploma designation of "magna cum laude." (With Higher Honor)

Candidates with a GPA of 3.90 or above shall receive a diploma designation of "summa cum laude." (With Highest Honor)

In addition, each Dean has the option to select on the basis of exceptional achievement 1% of the college's graduates or 1 student per semester for graduating "with distinction."

Commencement

Commencement ceremonies at USF (Tampa) are held twice a year: Fall and Spring. All students who have graduated the previous Summer Term and are candidates for degrees in the Fall Semester are eligible to participate in the December graduation. Information for regarding the ceremony will be mailed to the students during the Semester in which they should participate. If information is not received, the student should contact the Office of the Registrar. Graduate students (Master's, Education Specialists, and Doctorate) will not participate in commencement exercises until all requirements for such degrees have been fulfilled.
Graduation Requirements — Graduate Programs

For complete discussion of graduate programs and academic policies and procedures, students should refer to the Graduate Catalog.

Certification Requirements — Associate of Arts

Upon the student's successful completion of the minimum requirements for the Associate of Arts, an appropriate degree will be awarded.

To receive the Associate of Arts, a student must complete 60 semester hours of university credit; at least 20 of the last 30 semester hours must be completed in residence at the University of South Florida; the minimum grade point average must be 2.0 based on work attempted at USF; and the General Distribution Requirements of the University must be satisfied.

Physical Education and Military Science credits do not count toward the A.A. degree. In addition, the student must present a score (passing score after August, 1984) on the College Level Academic Skills Test (CLAST) and fulfill the writing and computation course requirements of 6A-10.30 prior to admission into the upper division of the University.

Application for the Associate of Arts degree is obtained from the Undergraduate Studies Office of Academic Advising prior to the application deadline. The Associate of Arts degree must be awarded prior to the term that the student becomes eligible for the baccalaureate degree. Detailed instructions to determine the student's eligibility to receive the A.A. degree are included with the application form.

Students who have completed their A.A. requirements in a prior term and apply for the degree while not enrolled, must pay the appropriate fee for one upper level credit hour. The fee is payable at the time of application for an A.A. degree.

The awarding of the Associate of Arts degree does not alter the calculation of the grade point average. Certification for the A.A. in no way affects what the individual colleges require for the completion of the major for a bachelor's degree.

Limited Access Student Records

The following student records are open for inspection only to the student, or parents of dependent students as defined by the Internal Revenue Service, and such members of the professional staff of the institution as have responsibility for working with the student or with the student's records.

1. Student Health and Medical Records
2. Student Disciplinary Records
3. Records of Student Personal Non-Academic Counseling

Special Academic Programs

USF/Florida Public Community College

Dual Enrollment

Some undergraduate students may find it advantageous to dually enroll at a Florida public community college while attending USF. Procedures to permit this type registration are available during specified times printed in the University Class Schedule. Credit hours for the course(s) taken at the host institution will apply toward graduation only if prior approval was received from the student's USF adviser. The grade point average will not transfer to USF. See your USF college adviser for detailed registration instructions and course approval.

Students attending a Florida public community college may dually enroll at USF. Please contact your community college adviser for additional information and course approval.

School of Extended Studies

The School of Extended Studies serves the multiple continuing educational needs of the community through its divisions of Conferences and Institutes, Lifelong Learning, and Special Degree Programs, the Interna-

4. Required Student Financial Income Records
5. Student Permanent Academic Records (from which transcripts are made)
6. Student Placement Records

Except as required for use by the president in the discharge of his official responsibilities, the custodians of limited access records may release information from such records only upon authorization, in writing, from the student, or upon order of a court of competent jurisdiction.

Release of Student Information

Pursuant to requirements of the Family Educational Rights and Privacy Act (FERPA), the following types of information, designated by law as "directory information," may be released via official media of the University of South Florida (according to USF policy):

Student name, local and permanent addresses, telephone listing, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

The University Directory, published annually by the University, contains only the following information, however: Student name, local and permanent address, telephone listing, classification, and major field of study. The Directory and other listings of "directory information" are circulated in the course of University business and, therefore, are accessible to members of the public, as well as to other students and members of the faculty and staff.

Students must inform the USF Office of Records & Registration, in writing (on forms available for that purpose), of the information they wish withheld from the University Directory and other listings or "directory information." Such requests will be effective for the academic year during which they were initiated unless earlier, written notice to the contrary is received by the Office of Records & Registration.

Notification to the University of refusal to permit release of "directory information" via the University Directory must be received no later than the end of the first week of classes in the Fall Semester.

NOTE: At the time of catalog preparation USF's FERPA policy was under revision. Students should review the University Class Schedule for Information on the new policy.

Bachelor of Independent Studies

External Degree Program

The Bachelor of Independent Studies (BIS) Program is an adult oriented, external degree program for individuals whose life styles preclude attendance at regular classes. The BIS student proceeds at his/her own pace, and for the most part, in his/her own setting. The exception is the seminars which require periodic, short term residence.

The curriculum consists of interdisciplinary studies that are divided into four areas: the Humanities, Natural Sciences, Social Sciences and Interarea Studies.
The student approaches the first three areas of study via guided independent study and a seminar. Directed reading or independent study requirements represent long term involvement as compared with the short term duration of a seminar. The first three study areas are in free standing order. The student is encouraged to start in his/her area of strength.

Studying in absentia and usually on a part time basis, the student engaged in independent study studies with a faculty adviser who furnishes directions regarding reading assignments, methods of reporting, and other study projects. The student demonstrates that he/she has attained the level of proficiency required for completion of independent study in a particular area through the satisfactory completion of an area comprehensive examination. The exam may be taken on or off campus.

When certified as eligible for a seminar, the student is invited to attend a two week seminar in conjunction with each of the first three study areas (Humanities, Natural Sciences, and Social Sciences). Seminar residence requirements, in other words, add up to a total of six weeks of periodic residence on the USF Campus. Each seminar represents a period of intensive, residential learning under the direction of a team of faculty members.

The fourth area of study, or inter-area studies, represents an opportunity to integrate the various insights gained from the first three study areas. Fourth area study is essentially a thesis-oriented experience.

Applicants must qualify for admission to the University of South Florida for admission to the External Degree Program. The USF Director of Admissions rules on the admission of an applicant to the University. The BIS Committee rules on admission of an applicant to the BIS Program.

Fees for the BIS Degree Program are as follows:

<table>
<thead>
<tr>
<th>Area</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Enrollment Procedures</td>
<td>$15.00</td>
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<tr>
<td>1st Study Area</td>
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</tr>
<tr>
<td>Independent Study</td>
<td>450.00</td>
</tr>
<tr>
<td>Seminar</td>
<td>450.00</td>
</tr>
<tr>
<td>2nd Study Area</td>
<td></td>
</tr>
<tr>
<td>Independent Study</td>
<td>450.00</td>
</tr>
<tr>
<td>Seminar</td>
<td>450.00</td>
</tr>
<tr>
<td>3rd Study Area</td>
<td></td>
</tr>
<tr>
<td>Independent Study</td>
<td>450.00</td>
</tr>
<tr>
<td>Seminar</td>
<td>450.00</td>
</tr>
<tr>
<td>Fourth or Inter-area Studies</td>
<td>975.00</td>
</tr>
<tr>
<td>Total*</td>
<td>3,750.00</td>
</tr>
</tbody>
</table>

*Please note that the fees listed do not include such additional expenses as books, travel, and living expenses during seminars.

Students may not transfer credits into or out of the BIS Program. Program policy does provide for recognition of prior learning which may have been achieved through formal study, leisure reading, life or work experience, or a combination of these. More specifically, applicants who can demonstrate sufficient competence may waive up to a maximum of two areas of guided independent study. Applications for waiver are processed following completion of the pre-enrollment procedures. Those who take an area comprehensive exam for waiver will be assessed a fee of $75.00. Applicants who have sufficient competence in some but not all of the disciplines in a study area receive advanced placement or an abbreviated reading program based on the individual's background and needs. The concept of advanced placement is implemented by the study area advisor following the student's enrollment.

Individuals with an A.A. degree, and Registered Dental Hygienists, Registered Nuclear Medicine Technologists, Registered Nurses, Registered Radiologic Technologists, and Registered Respiratory Therapists with an A.S. degree from a state approved program qualify for a "two plus two interface" with BIS requirements. Those with an appropriate associate degree, in other words, complete two study areas comprised of two units of independent study and two resident seminars. The two study areas, in these instances, (i.e. Social Sciences & Natural Sciences or Humanities & Social Sciences, or Natural Sciences & Humanities) are stipulated by the BIS Committee in keeping with the applicant's background and career plans. The study areas so defined are regarded as the curriculum contract component of the "two plus two interface." Anyone choosing the "two plus two" option is ineligible to apply for waiver.

The BIS Program is academically responsible to the Provost for Academic Affairs through the BIS Committee. Administratively, the Program reports to the Dean of the School of Extended Studies. Brochures are available upon request. For further information, write: Director BIS Program, University of South Florida, Tampa, Florida, 33620.

The Division of Conferences and Institutes

The Division of Conferences and Institutes develops and coordinates short-term programs (conferences, institutes, seminars and short courses) consistent with the needs of specific groups and organizations, which need to broaden their occupational and professional competencies by updating and furthering their knowledge of advancements in their respective fields. Served by this Division are the academic and administrative units of the University as well as organizations such as business and industrial firms, government agencies, school divisions, professional associations, and other interested groups.

Both organizations which require only management support during the conference itself, as well as those which require a full complement of services from planning through evaluation, can be accommodated by the Division. Professional program coordinators are available to provide assistance in conducting needs assessments, technical program design, program budget development, instructional resources, brochure preparation, logistics, registration and recording of Continuing Education Units, on-site program management, program evaluation, and certificates.

The International Language Institute (ILI)

The International Language Institute offers intensive English as a Second Language (ESL) to non-native speakers. Students are given a placement test upon registering for the Program. This test determines the level of proficiency into which the student is placed. The range of proficiency levels are Elementary, Low-intermediate, High-intermediate, and Advanced pre-university ESL.

Students are in classes five hours a day, five days a week. The curriculum includes training English pronunciation, listening comprehension, spoken English, grammar drills, reading comprehension, and composition skills. Students who complete Advanced ESL usually score above 500 on the Test of English as a Foreign Language (TOEFL). The program is non-credit. The cost is $1,331.00 per semester with an additional non-refundable $25.00 application fee. The International Language Institute is authorized to issue the Certificate of Eligibility (I-20) to students who require a Student Visa (F-1) and who meet criteria set forth by the United States Immigration and Naturalization Service.

Division of Lifelong Learning

The Division of Lifelong Learning offers a number of courses, services and programs designed to meet the personal improvement, career, and cultural needs of individuals.

Courses are noncredit which include special interest, career skills, professional development, improving test skills, and youth and teen series. Services include individual and group advising for adults who want to enter or re-enter USF. (See page 17).

Programs include the Senior Citizen Tuition Waiver Program and other senior citizen programs. (See page 16).

Noncredit Programs and Services: A variety of noncredit educational programs (workshops, seminars, short courses, etc.) of varying lengths are scheduled through the year by the colleges of the university and the school's Division of Lifelong Learning, making it possible for the University to serve greater numbers of people of all ages with richer and more diversified programs. The programs vary in length from one day to ten weeks, and the subject matter is concentrated as needed for the group being served. The Continuing Education Unit (CEU) is awarded to participants in selected programs sponsored by the School of Extended Studies and approved by an academic unit. Transcripts indicating awarded CEU's are available on request.

The School of Extended Studies develops programs for business and industry, government, professional, civic, and service groups. A variety of instructional methods are used to assure maximum participation in the educational programs. Distinguished faculty members from the several colleges of the University, faculty from other institutions of higher education, as well as national and international resource persons, serve as consultants, instructors, and lecturers for the programs.

Professional program coordinators are available to provide technical assistance in program planning, budget preparation, and evaluation, and
to assist organizations in developing programs consistent with the needs of the group and the overall educational objectives of the University. Registration in most programs is open to everyone who has a desire for knowledge and interest in the subject matter.

Lifelong Learning: Mature Student Counseling
Recognizing that education is a life-long process, the University of South Florida has developed programs and courses designed specifically to meet the needs of students over 25 years of age. The University seeks to promote a better understanding of life in a changing world by means of instruction, offered in a variety of ways—with and without academic credit. Programs are available for adults who wish to begin a college program, for those who are seeking to complete their interrupted college education, and for those who have earned a community college degree or undergraduate degree and now wish to earn a higher degree. A wide variety of courses and program is offered in the daytime, evening, and thru independent study for those who wish to update a degree earned in the past or for those who are seeking to enrich their intellectual and cultural life. In addition, the Tuition Waiver for Senior Citizens is offered for Florida citizens age 60 and over (see below).

Students who are above the traditional college age often have unique educational considerations that require special services. Pre-admission counseling for mature students is available in the Division of Lifelong Learning, School of Extended Studies.

Senior Citizen Tuition Waiver
Florida residents, 60 years of age or older by the first day of respective semester/term may enroll on a space available basis in certain undergraduate and graduate courses without paying tuition. Academic credit will not be awarded, examinations will not be required nor will grades be given. A maximum of 3 courses per semester/term may be taken.

An orientation registration is held at the beginning of each semester/term. Senior Citizens are encouraged to attend this program for additional information and ease in registration. For further information contact the Division of Lifelong Learning in the School of Extended Studies.

The Center For Organizational Effectiveness
The Center for Organizational Effectiveness is an association of members from organizations in the Tampa Bay region who are interested in planning and implementing management strategies and technologies designed to improve the efficiency and effectiveness of their respective organizations.

A Board of Directors, made up of management representatives from member organizations, identifies programs and services that are needed, and are not currently available to them, and can be delivered in a cost effective manner.

Executive Forum
A bi-annual Center Seminar. A presentation in response to issues identified by Center members, and given by a person selected on the basis of recent and distinguished contributions to managing.

Interconnect
A seminar series presented by Center members to share experiences about the implementation of innovative managerial technologies in their organizations.

Management Briefings
Special management programs selected by Center members because of their outstanding quality.

Management Round Table
A special interest seminar series. Small seminars designed by Center staff in response to requests by member organizations.

Center Services
Measurement, development and quality control services are offered by the Center on a cost basis to member organizations. Services include the assessment of one or more clusters of managerial or supervisory competencies and organizational factors such as organizational climate, attitudes, communications, etc.

Weekend College Program
The USF Weekend College Program is a non-traditional means of obtaining a B.A. degree for adults who work full time. This cooperative venture of businesses, unions, civic organizations, and educational institutions is not a separate degree program; students may major in any discipline that offers a B.A. degree. Weekend College offers all general distribution requirements, all electives, and all major requirements for a Social Science Interdisciplinary major (with emphases in psychology and urban studies), or an American Studies major. The optional major is also available, providing all general distribution requirements and all electives; after completing three years of study in Weekend College, the student pursues one year of on-campus study in the major of his/her choice. If sufficient interest in a particular B.A. major exists, Weekend College can also offer the courses necessary to the target audience requesting that degree.

The program features four instructional modes: a weekly class offered at an off-campus site (an office, factory, union hall, etc.), a television course broadcast several times a week, and a weekend conference. The weekly class is a regular course listed in the USF catalogue, but offered at a convenient site. Television broadcasts are shown on Channel 16, WUSF, on weekends and weekdays. The weekend conference course is an intensive analysis of a specific area within a discipline, scheduled on selected weekends. In addition, students may also choose Saturday classes on campus. All courses are taught by USF instructors. Typically a student enrolled in the program would receive 9-12 hours of credit by taking classes in all three modes.

Three different areas of approximately one year each are emphasized in the Weekend College program: social science, humanities, and natural science/mathematics. These areas are necessary to fulfill general distribution requirements, and satisfy electives outside the major for a B.A. degree. Weekend College also offers study-travel courses, consisting of several weeks of intensive study of an area or discipline, followed by a tour of the country associated with that study. Students may receive up to 12 semester hours of credit for each study-travel.

Patterned after and developed through the cooperation of the national To Educate the People Consortium headquartered at Wayne State University, Weekend College also receives significant support from the United Labor Agency of the Florida AFL-CIO, especially in the development of class sites. The program is geared toward working adults who desire a B.A. degree but find the lengthy process of part-time study difficult or impossible. It is also directed toward workers in business or industries that provide tuition rebates for their employees.

Students in the program must meet all USF requirements in respect to admission, good academic standing, and graduation. Weekend College, an academic division of the School of Extended Studies, operates through a sponsored institute mechanism. All registration is handled through the Weekend College office, rather than regular on-campus procedures. Contact the Weekend College office for details.

College Level Examination Program (CLEP)
The University grants credit for Distribution Requirements and for a number of specific courses through CLEP General Examinations and CLEP Subject Examinations. Performance levels necessary to achieve credit are established at a common level for all universities in the State.
system. Generally, the performance levels are based on the average score of 
students who have already taken the courses.

The following policies apply to this program:
1. In order to receive credit for the General Examinations of CLEP, 
students must take (or retake) the examinations not later than nine 
weeks after the first enrollment in college level courses. CLEP 
Subject Examinations, with the exception of the College Composition 
with Essay Subject Examination, are not affected by this 
policy. Exceptions to this rule should be petitioned to the Academic 
Regulations Committee.
2. Although the General Examinations are not equated to specific 
courses, there are two cases in which the content is sufficiently 
similar to be considered as duplicate credit. Thus credit may not be 
received for both in the following:

   Test Courses
   English Composition with Essay ENC 1101 and ENC 1104
   Mathematics MAT 2034, MGF 2202

3. Students who transfer to USF will receive such CLEP credit as is 
posted on the official transcript from the institution the student is 
leaving and meets the SUS minimum score standard. The receiving 
college will determine, based upon guidelines, the applicability of 
these credits to the student’s (baccalaureate) degree requirements.
4. Credit for CLEP Subject Examinations will be awarded for passing 
scores only on those examinations which are recognized by USF 
and do not constitute duplicate course credit.

Applications for and additional information on CLEP are available in 
the Office of Evaluation and Testing, Academic Services.

**Advanced Placement Credit Program**

The University of South Florida participates in the Advanced Placement 
Program conducted by the College Entrance Examination Board.

Examination papers are graded by selected committees on a five-point 
scale. The University allows advanced placement credit for scores of 3, 4 
and 5. No credit is allowed for scores of 1 or 2.

Additional information is available in the Office of Evaluation and 
Testing, Academic Services.

**Independent Study**

Graduate or undergraduate students wishing to take a course by independent 
study must contact the instructor of the course for permission. The 
Instructor specifies the requirements to be completed by the student including 
tests, period class attendance, term papers, etc.

Not all courses in the University can be taken by independent study. The 
respective colleges have jurisdiction in the determination of which 
courses may be taken in this manner.

The regular grading system applies to all independent study students. 
Grades earned by independent study have the same status as those 
acquired through regular class attendance. Students taking a course 
by independent study must register for the specific course section in the 
regular manner.

**New College of USF**

New College, an honors-level educational program on the Sarasota 
Campus, offers students the opportunity to work in traditional liberal arts areas 
within an innovative curricular structure.

Students create their own-term-by-term educational contracts, with 
the help of faculty sponsors, permitting a maximum amount of self-
direction and independent study. New College students have the option of 
completing their work for the bachelor's degree in three years.

A residential college with its own admissions and graduation require-
ments and its own faculty, New College is partially supported by funds 
from the private New College Foundation. (See full description of New 
College of USF on page 109).

**Marine Officer Program**

Qualified students may apply for an officer program leading to a commis-
sion as a Second Lieutenant in the United States Marine Corps. Commis-
sions are offered in both ground and aviation components. The Platoon 
Leaders Course (PLC) is offered to freshmen, sophomores and juniors 
who attend precommissioning training during the summer. Financial 
Assistance and Flight Indocmination Programs are available. Qualified 
seniors attend 12 weeks of training in the Officer Candidate Course (OCC) 
after graduation. For details, contact the placement office or the Marine 
Officer Selection Officer when he is on campus.

**College Reach-Out Program**

College Reach-Out is an academic program designed for low-income and 
educationally disadvantaged minority pre-high school students, who have the academic potential for success in a postsecondary institution, and plan to pursue an education beyond high school.

The focus of the program is the prepare students to meet higher 
education requirements established for admission to colleges and universities. Tutoring services are provided to enhance students' academic skills in English, mathematics, science, and reading.

The program is structured to provide counseling in personal, social, 
academic, educational, and career opportunities.

Academic requirements are listed:
1. Family income must meet federal and state guidelines.
2. Students must have completed the 8th grade and be presently enrolled 
in the 9th or 10th grade.
3. Students must have a 2.0 grade average in English, mathematics, 
   reading, and science.
4. Students must attend schools in Hillsborough County.

Applications should be forwarded to the College Reach-Out Pro-
gram, FAO 159, University of South Florida.

**Enrollment in Evening Courses**

Evening courses at the University of South Florida are part of the regular 
academic program; they are offered at times convenient to people within 
commuting distance who wish to continue their education at night while 
occupied during the day with other responsibilities. Requirements for day 
and evening courses are the same. See the University Class Schedule for 
enrollment registration dates and times.

**University of Florida**

**Correspondence Courses**

The University of Florida has been designated as the only institution in the 
State University System to offer correspondence courses. Therefore, the 
University of South Florida will consider such courses as resident credit, 
however grades earned are not transferable. Exception: Grades for University 
of Florida correspondence course taken by Cooperative Education 
students while on a training period are transferred and will be used in 
computing the USF grade point average.

**Non-Degree Seeking**

**Student Enrollment**

Individuals not desirous of earning a degree but who would like to enroll in 
classes may register as non-degree seeking (Special) students. For detailed 
information, refer to page 15.

**Non-Degree Seeking**

**Student—Dual Enrollment**

Dual enrollment in USF classes is open to academically qualified students 
currently enrolled in high school. For detailed information, refer to page 15.
Upward Bound

Upward Bound is a pre-college program for students from low-income families who have academic potential, but who have inadequate secondary school preparation or have not achieved success in school.

Its purposes are to assist these students in developing goals and academic skills, and to provide the motivation necessary to obtain entrance and achieve success in a college or post-secondary program.

To qualify, the applicant must meet the following criteria:

1. Family income must meet federal and state guidelines.
2. Student must have completed the 9th grade and be presently enrolled in the 10th or 11th grade in a high school.
3. Students should have approximate grade point average of C.

Applications should be forwarded to Director, Project Upward Bound, University of South Florida.

National Student Exchange

The University is affiliated with the National Student Exchange (NSE) which permits undergraduate students to study for up to one year in another public university as a part of their program at the University of South Florida. These exchanges can occur only at universities which are part of the National Student Exchange.

In addition to the University of South Florida, other universities participating in this program are University of Alabama, California State College at Bakersfield and Chico, California State University at Northridge, Humboldt State University and Sonoma State University, both also in California. University of Northern Colorado, University of Delaware, Eastern Connecticut State College, University of Georgia, University of Hawaii at Hilo and Manoa, Boise State University and University of Idaho, Illinois State University and Northeastern Illinois University, Indiana University-Purdue at Fort Wayne, University of Northern Iowa, Fort Hays State University and Pittsburg State University in Kansas, University of Maine at Fort Kent, University of Southern Maine, University of Maryland and Towson State University (MD), University of Massachusetts in Amherst and Boston, Oakland University-Rochester (MI), Moorehead State University (MN), Montana State University, University of Montana, Kearney State College (NEB), University of Nevada in Las Vegas and Reno, Rutgers College-Rutgers University, Trenton State College and William Paterson College all in New Jersey, New Mexico State University, University of New Mexico, State University College at Buffalo and at Potsdam (NY), North Carolina State University, University of North Carolina at Charlotte, University of North Dakota, Bowling Green State University (OH), Eastern Oregon State College, Oregon State University, University of Oregon, Indiana University of Pennsylvania, West Chester State College (PA), Rhode Island College, University of South Carolina, Winthrop College (SC), South Dakota State University, Southern Oregon State College, University of Tennessee-Knoxville, University of Utah, and Utah State University, College of the Virgin Islands-St. Thomas, University of Wisconsin at Green Bay and River Falls, and the University of Wyoming.

Recent additions include Alabama State University, College of Charleston (SC), Murray State University (KY), Portland State University (OR), University of Minnesota, University of Rhode Island, Universities of Maine at Orono and Farmington, South Dakota, and Wisconsin/Eau Claire, Drake University (IA), Eastern New Mexico University and California State University in Fresno.

The number of participating schools increases each year so this list must not be considered complete. An up-dated listing is maintained by the NSE office.

Under the National Student Exchange program, University of South Florida students apply for exchange status at their home campus. To qualify, students must be in their sophomore or junior year while at the exchange school, and have a 2.5 grade point average. They pay in-state fees at the host campus, or full-time fees/tuition here, and the credits and grades transfer back to the University of South Florida upon completion of the exchange.

Application deadline for September or January exchange is March 1 annually. Thereafter, no applications for exchange are processed until September for mid-year exchanges if such are possible. Students are urged to apply early as there are quotas established for participation in the NSE Program. The NSE Program is coordinated by the Off-Campus Term Program. The OCT Program maintains a library of materials about the program and the member institutions involved in the NSE Program. Interested students should contact the Director of the Off-Campus Term Program for information and application.

University of Maine Exchange Program

The College of Education operates a student exchange program with the University of Maine, Farmington. This program provides opportunities for sophomores, juniors and seniors to exchange residence at both campuses. The student exchange provides a waiver of out-of-state tuition. University credit earned is applicable towards graduation. Students desiring further information should contact the coordinator of student activities in the College of Education.

Study Abroad Programs

USF students are eligible, if they meet the specific academic requirements, for enrollment in a wide variety of study abroad programs sponsored by the Florida State University System as well as by certain other U.S. colleges and universities, national educational organizations, and foreign institutions of higher learning.

Programs of the Florida State University System are listed below.

Administered by the University of Florida: year abroad program at the University of Utrecht in the Netherlands; year abroad program. University of the Andes, Bogota, Columbia.

Administered by the Florida State University: two semester and academic year programs at study centers in Florence, Italy, and London, England; summer program in Belgrade, Yugoslavia.

Administered by the University of South Florida: separate summer programs in Spain, France; intersession programs in Mexico; complete academic semester programs in Paris, France and Madrid, Spain (semester I only).

Through USF's institutional membership in the Institute of International Education, the Council on International Educational Exchange, and the American Association of State Colleges and Universities, students may participate in study abroad programs in France, Spain, Italy, Mexico, Canada, and other countries.

Students who prefer independent study abroad, rather than the formal institutional programs, may do so through the Off-Campus Term. The Off-Campus Term offers intersession program in Jamaica and in the Cayman Islands.

The programs described in this section are approved exchange programs and will be considered toward on-campus credits. Students who plan to participate in study abroad programs should consult their departmental advisers well in advance to determine whether the course of study they plan to pursue will be acceptable for meeting other degree requirements.

Information about these and other programs, as well as advising on study abroad, may be obtained from the Overseas Information Center in the College of Social and Behavioral Sciences.

Florida College Exchange Program

Through an exchange agreement, students of the University of South Florida, with the approval of their advisors, may elect courses at nearby Florida College. Credit for acceptable work may be transferred to the University and counted as elective credit toward graduation. Students from Florida College have a similar transfer arrangement.

Costs of students under these dual enrollment plans are based on credit hours of work taken, and payment is made to the appropriate institution in accordance with its per-hour fee rate.
UNDERGRADUATE STUDIES

Undergraduate Studies contains the Office of the Dean of Undergraduate Studies, Community College Relations, Career Resource Center, Air Force ROTC, Army ROTC, Evaluation and Testing, National Student Exchange, the Off-Campus Term (with the College of Social and Behavioral Sciences), the Open University (with Educational Resources), the Honors Program, and Academic Services. Academic Services consists of Academic Advising, Project Thrust, and Special Services. Undergraduate Studies is administered by a Dean who supervises the several units and undergraduate academic programs that are not the purview of a single school or college; administers undergraduate student academic appeal processes and waiver policies; allocates undergraduate out-of-state fee waivers; acts on recommendations from the Undergraduate Council, the Academic Regulations Committee, the Council on Academic Advising, and the Faculty Committee on Student Admissions. It is the administrative "home" for the USF undergraduate student who has not yet declared an academic major.

Academic Services

This area is a facility for students who have not yet declared an academic major to receive information, services, and counsel necessary for effective decision-making in regard to his or her academic and professional future. This unit also provides other support services to enhance student retention.

These students also are assisted by a counselor/advisor who involves them in experiences that contribute to eliminating academic deficiencies; broadening the academic career perspective, and coping with college life. Free tutoring is available based on student need and faculty-staff referral.

Academic Advising

The centralized academic advising office of Academic Services in Undergraduate Studies is concerned primarily with the assistance of new lower level students, students who have not selected an academic major, and students who are meeting the specific requirements for entrance into certain limited access programs (e.g., nursing, mass communications, engineering). Good advice and careful planning are extremely important for the exploratory student.

Since the decision about a major affects many aspects of a student's present and future life, the staff of fulltime advisers maintains close liaison with other areas so that they will be better equipped to use information from them in relation to the function of academic advising. Some of these resources are the college advising offices, the Counseling Center for Human Development, Career Resource Center, and Financial Aids.

The office serves as an initial point of contact for prospective students who need information about the University's academic structure.

The office also provides special advising services for minority students in Undergraduate Studies.

This office certifies students for the Associate of Arts degree.

Project Thrust

Project Thrust is a University-wide program designed to assist minority students in achieving their academic goals. This retention program more specifically aids those minority students who have declared majors.

Project Thrust provides tutorial services, study skills classes, extended classes, a special summer program, and advising and counseling at no charge to the student. When a student encounters academic problems, it is required that he/she meet with the Project Thrust Advisor. It is during this conference that the student receives information and assistance with obtaining academic support services needed to regain and maintain good academic standing at the University of South Florida.

Special Services Program

The Special Services Program is a federally funded grant program which provides additional support for selected students who are experiencing academic difficulty, from low income families, or who are physically disabled. The program provides an opportunity for students who might not meet all admission criteria, but whose high school records indicate the potential to succeed in college.

Students who participate in the program receive special instruction in the areas of English composition, reading study skills, and mathematics.

Disabled Students

Additional services to those offered through the Special Services Program can be obtained from the Office of Disabled Student Academic Services. Services include readers, notetakers, and interpreters. Aids include Braille dictionaries and typewriters, tapes and tape recorders, Visual Tek, telecommunication devices, Kurzweil reading machine, talking calculators, etc. Students with a disabling condition who need these services should contact the Coordinator of Disabled Student Services. These requests should be made prior to registration if at all possible.

Air Force ROTC

(Reserve Officer Training Corps)

Air Force Officer Training Corps

The Department of Air Force Aerospace Studies was established to select and prepare students, through a permanent program of instruction, to serve as officers in the Regular and Reserve components of the United States Air Force. The curriculum emphasizes the uniformly high level of military understanding and knowledge required of all Air Force officers.

AFROTC training is divided into two phases: The first two years constitute the General Military Course; the last two the Professional Officer Course. The Department offers a four-year and a two-year program. Each of these options leads to a commission as a Second Lieutenant in the United States Air Force. The four-year program requires completion of both the General Military Course, a four-week field training course and the Professional Officer Course. Students with prior active military service or previous training at military schools may, on the basis of their experience, receive a waiver for portions of the General Military Course. The two-year program requires, as a substitute for the General Military course, completion of a six-week Field Training Course at an Air Force Base prior to formal enrollment in the Professional Officer Course. Junior College and other non-ROTC college transfer students with no previous ROTC training, who qualify academically, are eligible for the two-year program.

AFROTC training is offered to both men and women students and provides free uniforms and textbooks. Application for post-commissioning flying training is available to men and women. Scholarships covering tuition, books, and lab fees are available on a competitive basis.

General Military Course

The General Military Course (GMC), a two-year course, examines the role of U.S. military forces in the contemporary world, with particular attention to the United States Air Force, its organization and mission. The functions of strategic offensive and defensive forces, general purpose, and aerospace support forces are covered. The development of airpower over the last sixty years is examined by tracing the various concepts of employment of airpower and by focusing on factors which prompted research and technological change. A variety of events and elements in the history of airpower are stressed, especially where these provide significant examples of the impact of airpower on strategic thought. Students incur no military commitment by participating in the GMC.
The Professional Officer Course

Enrollment in the Professional Officer Course (POC) is open to applicants who demonstrate a high officer potential. Applicants must: (1) be able to fulfill all requirements for a commission prior to his 30th (26½ years if flying applicant) birthday; (2) have two years of academic enrollment remaining in order to obtain degree; (3) sign a written contract agreeing to complete the course; (4) be a citizen of the United States; (5) pass the Air Force Officer Qualification Test; (6) pass the officer physical examination; (7) terminate membership (if member) of any reserve component; (8) enlist in Air Force Reserve (Obligated Reserve Section); and (9) have an academic average of 2.0 or above. Veterans entering the University who desire a commission through AFROTC should contact the Professor of Aero-

All Professional Officer Course cadets receive subsistence amounting to $100.00 per month for up to 20 months. This is in addition to the pay received for the four-week Field Training which is normally accomplished between the Sophomore and Junior year. Field Training pay is 50 percent of the basic pay of a Second Lieutenant. Cadets also receive compensation for travel expenses and are furnished food, housing, uniforms, and medical care while attending Field Training, which is conducted at regularly established Air Force Bases. When the student successfully completes the Professional Officer Course and graduates from the University, he/she is commissioned a Second Lieutenant in the United States Air Force Reserve. Normally he/she will be called to active duty and given an assignment commensurate with his/her academic major, the needs of the Air Force and his/her personal desires. The active duty requirement for those who enter and satisfactorily complete navigator training or pilot training is six or seven years, respectively, from initial call to active duty. For others, the requirement is four years after initial call to active duty.

Army ROTC
(Reserve Officer Training Corps)

The University of South Florida is one of 308 Army ROTC Host Institutions in the United States. All male and female University of South Florida students may participate in the Army ROTC Program. Participants who successfully complete the ROTC program are commissioned Second Lieutenants (Regular and Reserve) in the United States Army. ROTC graduates may request to serve their commitment in an Army Reserve or National Guard Unit. (Three years minimum active duty.) Features of the program include scholarship opportunities in most areas of study. Dedicated scholarships are awarded on a competitive basis in engineering, nursing, and most hard-skill studies (i.e., biology, physics, etc.). The scholarship pays for tuition, books, lab fees, and certain other academic expenses. Also included is a $100 a month stipend.

Prior military experience may serve as credit for the ROTC Basic Course. That means, if credit is granted, the student may skip the freshman and sophomore years of ROTC.

An abbreviated curriculum, and a special summer program for transfer students or others who did not participate in Basic ROTC, is also available on the Tampa Campus. Basic Camp for those sophomores and juniors interested in ROTC is available during the summer at Fort Knox, Kentucky.

Adventur training in Air Assault, Airborne, and Northern Warfare is open between semester breaks to those students that qualify.

A contractual agreement may be made for those who wish to serve in the Army Reserve or National Guard only upon graduation. Selected students may serve as officer trainees within National Guard or Army Reserve units in a paid status concurrent with enrollment in Advanced ROTC. An early commissioning option is available for students with prior military or high school ROTC experience. This option allows for commissioning prior to academic graduation. Students who avail themselves of this option serve in a Reserve or National Guard unit while continuing their education. Upon graduation, students may request active duty in the United States Army.

Enrollment is open to qualified students at all levels, including graduate students. Students incur no military commitment by participating in Basic ROTC.

Military Science course offerings are available on both St. Petersburg and Tampa campuses. Offerings are published each semester. Interested students should contact the Professor of Military Science or Campus Coordinator for enrollment information.

Office of Community College Relations

All transfers should refer to other sections about undergraduate transfers on page 14.

Community junior college and other undergraduate students, who need special assistance, should contact the Office of Community College Relations. The primary concern of the Office of Community College Relations is to assist community/junior and other college transfer students (and staff members of those colleges) to better understand the University of South Florida; its philosophy; its programs; and its procedural operations. This office, conversely, has a responsibility for the interpretation of the community/junior and other colleges to the University. The ultimate goal of the Office of Community College Relations is to ensure equity for the transfer student. One significant contribution toward this goal is the annual delivery of the updated Community College Counseling Manuals to every Florida community/junior college and to other institutions by request.

Community College Relations works closely with Florida community/junior college students and staff, as well as with such USF offices as Admissions, Student Affairs, Records and Registration, and the various colleges and departments, while serving a coordinating function within the University by working with all areas concerned, in minimizing problems of transfer students coming to the University.

The University of South Florida subscribes fully to all of the provisions of the Statewide Articulation Agreement. It is strongly recommended that students transferring from community/junior colleges to the University of South Florida complete their Associate in Arts degree—or, in certain prior-approved areas, the Associate in Science degree. Special details for students who do not plan to complete the associate degree requirements are available from the Office of Admissions.

It is recognized that enrolling in college is difficult for the freshman—in some respects, it is more difficult for the transfer student. The freshman student experiences only one transition, usually—that from high school to college. The college transfer student, on the other hand, must relearn some of the information regarding institutional regulations, grade point computations, financial aid, institutional organization, etc. The Office of Community College Relations stands ready to lend any possible assistance in this important, additional period of transition.

Career Resource Center

One of the recognized goals of a college education is to maximize career satisfaction. The University has dedicated itself to assisting students in realizing their career objectives through programs offered through the Career Resource Center. Prior to utilizing the programs offered through the Center, students may want to seek additional assistance in the areas of personal assessment, values clarification, skills identification, and interest inventories offered through the Counseling Center for Human Development.

The Career Resource Center has a well-developed Career and Employer Information Library, a video-tape library for student viewing, and a staff of professional advisors to assist students.
Alumni Placement Services

Placement Services are available to any alumni of the University. The job data bank, a resume referral service, a monthly Alumni Bulletin, and access to the Career and Employer Library are a few of the services offered to alumni who pay the $25.00 user's fee.

Career Planning and Advising

Group and individual sessions are provided with emphasis on increasing self-awareness of available resources, classes, and potential employers with whom they might consider working. Weekly classes on resume and cover letter writing, interview tips, job search strategies for the liberal arts major, and orientation classes on the Placement Services and the Cooperative Education Program are available to all students.

Cooperative Education Program

The Cooperative Education Program is an academic program open to majors in most disciplines offered at the University. The program's objective is a balanced education where occupational experience is an integral part of formal education and theory is blended with practice. In addition to regular classroom and laboratory excercises, it acquaints the student with the world of work and professional environment. The ultimate objectives of the program are to provide increased relevance in the educational process, give direction in career planning, bring business, industry, and government agencies close to the educational program of the University; give the University a better understanding of the market place for their graduates; and facilitate the placement of graduates into permanent employment of worthy employers.

A student must complete a minimum of 30 semester hours of academic work with a grade point average of 2.5 or better before being assigned to an employer. Students transferring from other schools must complete one semester on the USF campus prior to a work assignment in addition to a 2.5 grade point average. Qualifying students are assigned to a team and alternate between semesters of training (paid employment) and semesters of study until they complete a minimum of three semesters of off-campus work assignments. All University of South Florida cooperative programs are approximately four years in length except in the College of Engineering, which requires somewhat longer.

The University will assign students to training programs relevant to their educational and professional goals. Usually students are first placed on assignments where they can learn the fundamentals. They may then advance in the type of assignment from training period to training period. Students are encouraged to make application for placement in the programs at least one semester prior to their desire to go on a training assignment. Once a student is accepted into the program, the training assignments become a part of their academic program leading to a degree. The students must remain on the alternating pattern of training and study until they complete the three semester requirement and are released from the Cooperative Education Program by the Director of the program. Students signing an agreement covering training periods are obligated to fulfill their agreement.

Students who fail to report for a training period after signing an agreement, or who fail to keep their agreement to remain with an employer to the end of a given training assignment, will receive a "U" grade and will be dropped from the program. Cooperative Education courses (COE) may not be dropped without permission from the Cooperative Education Office.

Cooperative Education students will be expected to meet deadlines for registering and for paying registration fees with any exceptions brought to the attention of the appropriate administrator by the Director of Cooperative Education and Placement.

Senior Placement Services

Each year representatives from business and industry, education systems, and governmental agencies throughout the United States will conduct on-campus recruiting interviews for graduating students. In addition, employers will list career employment vacancies throughout the year and request referrals of qualified candidates. Graduating students should register with the office early in their graduating year to insure the establishment of their placement credentials.

The following data concerning the statistical records of some of our 1983-84 graduates is provided for your information. It is hoped that this information will be helpful to you in making decisions for your future academic pursuits.

You should be aware that registration with the Placement Office (by which the data is compiled) is entirely voluntary on the part of the student and that the student is not required to provide follow-up information on employment. This should be considered when examining the different percentages of registered students, the percentages that report employment, and the percentages remaining on active or inactive file, many of whom may have obtained employment without reporting it.

This survey encompasses University of South Florida seniors who graduated from December 1983 through August 1984. Only those students who registered with the Placement Office were surveyed for the placement and salary information contained in this report. This information was gathered from employers, students, and survey letters.

Of 4,493 graduating students (which exclude College of Medicine, College of Nursing, and Bachelor of Independent Studies), 1,839 or 40.93% registered with the Placement Office. Of the 1,839 registered graduating students:

- 315 — 17.13% — accepted positions
- 1,524 — 82.87% — remained on active file for referral or were inactivated.

NOTE: Questions concerning salary range should be directed to the Career Resource Center for explanation.

SUMMARY 1983-84

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<th>Natural &amp; Physical</th>
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*Either Education Specialist or Doctoral Degree
**10-Month Salary
*Excluding College of Medicine, College of Nursing, and Bachelor of Independent Studies

Evaluation and Testing

The Office of Evaluation and Testing serves three principal functions:

1. Admissions and Academic Testing: Tests required for admission to colleges, graduate and professional schools as well as many other special tests are administered by this office. Examples are the SAT, ACT, GRE, MCAT, LSAT, and CLAST.

2. Test Development and Scoring Services: Analysis and advisory services are provided to aid in construction and validation of tests used in classes and instruments such as surveys and questionnaires for research.
purposes. Test scoring and analysis by machine (NCS 7008) are available to all faculty and authorized personnel.

3. Credit-By-Examination (see page 43): The College-Level Examination Program (CLEP) is administered through this office as are other examination programs designed to provide alternative means for students to achieve credit.

Off-Campus Term Program

The Off-Campus Term (OCT) Program offers a program of experience-study whereby all students are encouraged to spend at least one semester engaged in individual educational pursuits away from the University Campus. Students are offered a wide variety of opportunities for self-designed and self-implemented experience for academic credit. For example, students may become involved in social action projects, international travel or study, independent research-study, work, or internship projects, and many other personalized projects—all off campus and all for academic credit anywhere in Florida, the U.S., or the world.

While most student activities are individually designed and implemented, the OCT Program also provides for some group projects. Foremost of these are three to six credit hours, faculty-led, short term group projects in the Caribbean several times annually and Urban Survival projects for 10 to 15 hours credit in New York City or any other urban area. The latter project involves intense urban interaction and living in a residential hotel at most favorable student rates.

Academic credit is earned by students while engaged in off-campus activities through the OCT Program. The number of hours of credit varies according to student interest and proposed activities. Students may enroll in a variety of projects and pay fees for variable hours of credit from 1 to 15 in a term. Academic credit activities are designed around the basic off-campus experiences for the most part and projects resulting in academic credit are designed by the student and supervised by OCT or other appropriate faculty. Credits may be earned which apply towards general education and elective requirements. Credit may also be earned in the major field of study in many cases.

The OCT Program has a variety of course projects designed specifically for implementation entirely off-campus using the community and its people as the learning resource. Examples of such offerings are one to four credit hour projects: (each) in (1) community studies, (2) intercultural studies, (3) law and society, (4) contemporary health problems, (5) volunteer and society, (6) international relations, (7) and three-hour volunteer work project are the foundation of each student's academic plan, supplemented with a project in the major field of study where possible. Participation in the OCT Program for a total of 9 hours during a summer term or terms satisfies the summer enrollment for those affected by this requirement.

Students may participate in the OCT Program anytime beginning with the freshman year through the final semester prior to graduation. Good standing at the University and a 2.0 grade average is required for acceptance into the Program. The OCT Program operates throughout the entire year and students are urged to plan their off-campus experiences during the fall and spring semesters to avoid the traditional rush common to the summer term. Early action is urged since quotas are placed on the number of participants accepted each term.

Open University (O.U.)

The Open University brings USF credit courses to students via television and radio. Broadcast on WUSF-TV, Channel 16 and WUSF(FM) 89.7 in the Tampa, St. Petersburg, Sarasota areas and on WSPF-TV, Channel 30 and WSPF(FM) 90.1 in the Fort Myers area. The Open University is ideal for the working person, a parent with small children, a student who is unable to get into an on-campus course, or anyone with a desire to learn. Classes are conveniently broadcast on weekday afternoons and weekends, with repeats of each course program later on the weekday or on the weekends.

Most Open University courses may be used to fulfill General Distribution and/or major requirements and may be used as elective credit for most programs. Some Open University courses also may be used by Florida teachers to extend their teaching certificates. Students should check with their departments for clarification on these points.

All Open University credit courses require some combination of quizzes, papers, special projects, etc., and students receive a letter grade or elect to take a Satisfactory/Unsatisfactory option. Tuition is identical to that of other USF credit courses, and registration dates/times coincide with the University's registration schedule. Both degree-seeking and non-degree-seeking students may register for The Open University telecourses at Tampa or Regional campuses at St. Petersburg, Sarasota or Fort Myers.

Academic Services and Support

University Library

It is important that a library take into account not only the books on its shelves but also the people it serves. This point of view is central in the philosophy of the University of South Florida Library. The University expects students to become familiar with the University Library book collection, to master the techniques of using it, and to achieve a familiarity with books which will carry over into later life.

The University Library building was completed in March, 1975. The seven-floor building with its open stacks, adjoining study areas and many individual carrels have been designed to facilitate study, research, and reading. When fully occupied, it will provide space for 2,500 readers and accommodate over 800,000 volumes.

The present library collection consists of about 600,000 volumes and is constantly growing in order to serve the University community's need for materials for instruction and research, as well as for personal knowledge and cultural advancement. All academic areas are served, with the exception of the College of Medicine which has its own library.

The card catalog and reference collection are located on the first floor. Reference service is provided at the reference and information desks. In addition to assisting students and faculty in using the reference sources in the Library, the Reference staff offers computer searches of online data bases to students and faculty on a cost recovery basis.

To assist students in learning about the resources of the Library the Reference staff offers a two-credit course, Use of the Library. The staff also gives orientation lectures on library use and provides individual assistance to students in search strategy and bibliographic form. A descriptive guide to the Library and its services is also available.

Circulating books are located on the third through fifth floors. Patrons may check out books at the Circulation desk, first floor, before exiting through the library security system in the lobby. Students are required to have a picture identification card, validated for the current term, to check out books from the circulating and reserve collections. A statement of the Library's circulation policy is available at the Circulation desk.

The Reserve Department, containing books and articles "reserved" at faculty request for the use of a particular class is on the basement level. Adjoining the Reserve desk is the Reserve Reading Room, which serves as one of the Library's quiet study centers.

The Documents collection is also on the basement level. The Library is a depository for U.S. and Florida Government publications and also receives the microprint edition of the United Nations documents and official records. The Documents staff is available to assist in using these materials.

The periodicals collection is on the second floor. In addition to more than 4,000 periodicals, the Library subscribes to newspapers from Florida and major cities in the United States, and from many foreign countries.

The Microform room, also on the second floor, holds a large collection of material in microtext; this material provides access to many important sources otherwise inaccessible.

The fourth floor Special Collections Department houses the Library's rare books, University Archives and the Florida Historical Society Library. This area contains the collection of maps, microfilms, and manuscripts covering historical and contemporary Florida. These valuable items are in closed stacks, but the materials and assistance are available at the service desk.
Division of Sponsored Research

Research is an essential aspect of the educational programs of the University of South Florida. All faculty members are encouraged to pursue research activities, and many students are afforded the opportunity to participate in research and training projects supported by public and private granting agencies.

The Division of Sponsored Research is the central coordinating unit for research and other sponsored educational activities on all the University's campuses. It provides information about granting agencies to faculty and students and serves as a consultation center for faculty who desire to submit proposals for funding. All proposals for which outside support is sought must be transmitted through this office.

Since its beginning, USF faculty and staff have been active in the search for new knowledge and have consistently demonstrated their concern about the world in which they live. With the support of private and public agencies, they have contributed to our knowledge about men and women and the world in which they live and applied their findings and skills to the solution of many contemporary problems. Since 1960, the rate of growth in external funding has been phenomenal. During the past eight years (1977-1985) USF faculty have received in excess of $100 million dollars from external sources to pursue research and other sponsored fund activities. Many of their contributions were basic research; others were practical applications of new knowledge; still other projects made the specialized training and knowledge of USF faculty available to public officials, organizations working for social betterment, religious and educational institutions, and business and manufacturing organizations. Through their sponsored activities, USF faculty have made significant contributions to the University's instructional programs.

Division of Educational Resources

The Division of Educational Resources offers the following services for USF faculty, staff and students.

Audio-Visual Services — provides equipment such as 16mm projectors, filmstrip projectors, 35mm projectors, TV Receiver/Monitors, video equipment, etc., for classroom use, University events and other functions. AV materials, such as microphones, patch cords, audio and video cassettes, splicing tapes, and more, are available for purchase. Audio-Visual Services also provides simple and complex public address systems; recording and dubbing services; as well as maintenance of audio and video equipment.

The Film Library houses over 4,500 films which are available at no charge for utilization in scheduled USF courses; for rental to external agencies or non-academic internal utilization; and for preview in the Film Library located on the Tampa campus. Reference and research for films not in the USF collection are also provided. The collection contains USF-produced films and video cassettes and NRDC materials that are available for purchase.

The University Media Center (UMC) is a resource center for instructional materials and non-book media. Adult non-print materials may be checked out on loan with a university validated I.D. as well as printed material for K-12. A Production Room provides graphics and photography facilities, duplicating equipment, and a laminator for use by all USF personnel.

The University Media Center Lab (UMC Lab) provides study aids using assorted audio-visual material for USF students. Faculty members may convert portions of their classroom teaching to media for use in the Lab. This facility is available certain evenings each week for evening students as well as the scheduled daytime classroom hours.

The Instructional Video Service (ITFS) productions are credit classes taught before an actual class and disseminated live via microwave to designated locations within a 25-mile radius of the downtown Tampa area. Tampa area.

The Photography Department provides a wide variety of professional services to students, staff and faculty; from black and white printing to color slide processing. Passport and application photography are also offered as well as University ID’s for all campuses. In addition to providing coverage of University events, the Photography Department also creates photographs for catalogs and other official University publications.

The Graphic Design Department provides creative design, illustration, typesetting, and finished camera-ready art for most printing requirements.

Services provided cover three major areas; classroom/research support, university publications, and Television/Radio.

Graphic Design and Photographic Services are available to students, faculty and staff for classroom use, University events and other functions.

Media Design and Production designs, writes, and produces slide shows, small format video programs, and 16mm films including scripting, visual design, and all stages leading to the final product.

ID’s—All identification cards for students, faculty and staff are produced by Photography. Legal identification must be shown to obtain an ID. ID service is available throughout registration and the first week of classes each semester. During the balance of the semester, ID’s are made on Monday from 4:00-6:00 pm, Wednesday from 2:00-3:00 pm, and on Thursday from 9:00-11:00 am. There is no charge for the original ID or to replace a damaged ID providing the damaged card is presented. All other replacements are $5.00 each.

WUSF-TV (Channel 16) is a non-commercial educational television station serving the communities of the nine surrounding counties as an important outreach arm of the University. Channel 16 produces and airs more local programming than any station in the area while bringing the best of the offerings from the Public Broadcasting Service (PBS), the Southern Educational Communications Associations, and other high quality program sources.

WUSF (FM) 89.7mhz, is a stereo, public radio station serving the University and surrounding communities with a 12-county area, with 20 hours a day (24 hours Friday and Saturday) of fine arts, public affairs, and educational programming. It is a member of National Public Radio (NPR) and Florida Public Radio. The sub carrier of the station is also programmed 20 hours a day with newspaper and other readings for the “print-handicapped,” requiring a special receiver loaned to qualified listeners. Most of the reading is done by volunteers.

WSFP-TV and WSFP-FM (Fort Myers) are operated as satellite stations of WUSF-TV and FM in the southwest Florida area. Many programs used on these stations are the same as those on the parent stations, though efforts are made to develop and use as many programs designed especially for that area of the state as possible. A Radio Reading Service for southwest Florida is an important part of the WSFP-FM service.

O.U. (Open University) provides opportunities for everyone regardless of previous education to earn college credit with courses offered through media, including television and radio (WUSF-FM and/or WUSF-TV, WSFP-FM and/or WSFP-TV). Courses are approved by the Department of Education for teacher certification or recertification. Course offerings are announced prior to each academic semester. (For more detailed information, see page 49).

University Computing Services

The University of South Florida is the host institution for a large scale computer facility designated as the Central Florida Regional Data Center. This facility operates as a computing utility within the State University System and provides administrative, instructional, and research computing support for the University and numerous other agencies. Charges are made at published rates on a “pay for services rendered” basis.

University Computing Services makes computing services available to USF users. The professional staff includes instruction and research consultants who assist student and faculty users working on qualified projects. In the data systems area, services to University administrative units are through project teams composed of systems coordinators, systems analysts, and programmers. The staff also consists of data entry, data control and computer operations personnel and systems (software) technical specialists. Computing projects are established through UCS Office Services.

Central site computing equipment located in the Student Services Building on the Tampa campus includes IBM 3081D and 3033N systems with tape and disk storage subsystems, card readers, printers, and plotters. Remote batch job entry and on-line keyboard terminals operate at various locations on campus. Remote access units and terminals are also located at the St. Petersburn, Sarasota, and Fort Myers campuses. Terminals and other associated equipment are also maintained in “open use” areas to enable students, faculty and staff access to central site processing support. These remote open use areas may vary in their scheduled hours of operation but, generally speaking, each provides significant amounts of access, normally seven days a week.
Florida Mental Health Institute

The Florida Mental Health Institute is a multidisciplinary training, research, and education unit whose activities focus on delivery of mental health and related services for the residents of the State of Florida. The Institute's programs are carried out by five departments: Aging and Mental Health, Child and Family Studies, Crime and Delinquency, Community Mental Health, and Epidemiology and Policy Analysis, and three offices: Training and Consultation, Research and Evaluation, and Health Services. Residential services are provided for approximately 150 persons of all ages who have severe mental or behavioral problems. There are also a number of day treatment and community oriented programs. The Institute hosts a center for 80 severely emotionally disturbed youngsters operated by the Hillsborough County Public Schools. All of the Institute's programs and projects serve as demonstrations for community agencies as well as sources of material for inservice training and clinical research.

Institute training programs emphasize clinical and practical techniques as well as the application of theory to clinical practice. Similarly, research focuses on measurement of program benefits, outcome of treatment services and similar practical questions rather than laboratory or "pure" research.

USF students participate in Institute activities as graduate assistants, part-time employees and as volunteers. Credit for clinical placements, internships, tutorials, or independent research participation can be arranged by agreement among an Institute faculty member, a faculty member of another unit of USF which is willing to credit the activity, and the student. The Institute has collaborative or close relationships with many of the Colleges of the University.

The Institute is housed in a complex of buildings at the northwest corner of the USF campus. The College of Public Health, the Suncoast Gerontology Center, and the Northside Community Mental Health Center are also located in the FMHI complex.
The College of Arts and Letters studies culture in the broadest meaning of the word. The College offers students a sense of themselves and their world, chiefly through courses and programs involving human expression and communication. Students not only receive a liberal education, but also explore vocational interests, as they develop both the breadth of knowledge and precision of mind necessary for responsible leadership in our society.

More specifically, the College seeks:
1. To help students discuss new subjects, affording fresh ideas and talents enriching to life.
2. To enable students to work in several fields as a means of determining the best vocational choice.
3. To give sufficient development within the chosen vocational field so that the student will be prepared to obtain a job upon graduation or to move successfully into a graduate or professional school.
4. To join with the other colleges of the University in providing liberal arts courses to augment required training in professional schools.
5. To cultivate independent thinking, creative imagination, and value commitment, so that students may become constructive leaders in their chosen activities.

Accordingly, the College is concerned with arts and letters, both as instruments and as ends in themselves. Language, literature, philosophy, the forms of communication, interdisciplinary studies, and other humanistic subjects are studied not merely for their utility, but for their intrinsic merit as well, and for what they tell us about what is permanently and universally significant to mankind.

The departments and degree programs in the College of Arts and Letters are American Studies, Classics, Communication, English, Foreign Languages, Humanities, Liberal Studies, Linguistics, Mass Communications, Philosophy, and Religious Studies.

S/U Grades
In Arts and Letters courses having S/U grading as an option, S/U contracts must be negotiated within the first four weeks of the term. The contract deadline for the summer term may be sooner than four weeks; students should consult their instructors at the beginning of the course. Freshman English may not be taken S/U.

BACCALAUREATE LEVEL DEGREE PROGRAMS

Admission to the College
Admission to the College of Arts and Letters is open to all students who have been accepted to the University of South Florida, who are in good academic standing, and who have declared themselves a major in a particular field within the college. Two programs (Liberal Studies and Mass Communications) have additional requirements, listed under Programs and Curricula.

For entrance into the College, each undergraduate must submit to the Dean's Office a Declaration of Major, signed by an adviser from the major department or program.

General Requirements for Degrees

The degree of Bachelor of Arts will be conferred upon those who fulfill the requirements for degrees with majors in the fields of:

American Studies (AMS)
Classics (Latin, Latin-Greek, Interdisciplinary Classics) (CLS)
Communication (SPE)
English (ENG)
French (FRE)
German (GER)
Humanities (HUM)
Italian (ITA)
Liberal Studies (ALA)
Mass Communications (COM)
Philosophy (PHI)
Religious Studies (REL)
Russian (RUS)
Spanish (SPA)

A minimum of 120 semester hours credit with an overall average of 2.0 or better in all work done at the University of South Florida must be completed in order to earn the Bachelor of Arts degree. In addition, no grade of "D" within the major courses of Mass Communications, Communication, or English will be countable toward the degree.

The degree, program must include the completion of (1) General Distribution Requirements, (2) a departmental major, (3) elective courses, and (4) CLAST and the writing and computation course requirements of 6A-10.30. At least 80 semester hours must be completed in courses outside the department of the major. Mass Communications requires 85 hours outside the department.

A student must have a graduation appraisal in the Dean's office one term prior to the term in which he/she intends to receive the diploma.

1. General Distribution Requirements

Six (6) hours credit in English Composition
Six (6) hours credit in Humanities/Fine Arts
Six (6) hours credit in mathematics and quantitative methods
Six (6) hours credit in Natural Sciences
Six (6) hours credit in Social and Behavioral Sciences

The remaining ten (10) hours are to be divided among the last four areas at the discretion of the student and adviser. No more than eight (8) hours in any department may be counted toward the General Distribution Requirements. See page 36 for details.

2. The Departmental Major

A departmental major consists of a concentration of course work in a specific department. The number of credit hours required for a major will vary from department to department. There must be at least a cumulative grade point average of 2.0 in the major.

At least 80 semester hours must be earned in courses outside the student's major department (or language for foreign language majors). For English majors Freshman English counts toward that total, and for language majors beginning and intermediate foreign language courses will be counted toward this 80-hour requirement.

3. The Departmental Minor

Nine departments or programs in the college offer minors: American Studies, Classics (3), Communication, English (2), Foreign Languages (6), Humanities, Linguistics, Philosophy, and Religious Studies. In general, these require half as many hours as are required for the major. These minors are open to degree-seeking students with a major within another department in this college or elsewhere in the University, or with two languages in the Foreign Languages department. Specific requirements for the different minors appear under the departmental summaries that appear later in this section. No S/U grades will be accepted for a minor in the College of Arts and Letters.

4. Elective Courses

Of the minimum of 120 semester hours required for a bachelor's degree in the College of Arts and Letters, forty (40) are normally earned in general elective courses. This number varies with the credit requirement
for the major and should be treated as an average figure.

Physical Education (PE) credit earned before Quarter III, 1972, will not be counted toward the 120 semester hours required for the degree. However, up to four elective PE credits earned in Quarter III, 1972, or later, may be counted toward the 120-hour requirement.

A maximum of six hours of ROTC credit may be counted as academic credit toward the B.A. degree.

5. Transfer Work

Work transferred from other schools will not be included in the grade point average computed for graduation, except in determining whether students are eligible to graduate with honors. (See page 40).

NON-DEGREE PROGRAMS

Certificate of Concentration

The Certificate of Concentration is a short-term goal program for adults who are interested in taking a series of courses in a selected area of Arts and Letters but are not necessarily interested in a degree. The courses, on an undergraduate level, are offered to adults who may or may not have a degree. The certificate of Concentration is awarded when a minimum of 16 semester hours have been completed in a given area or in a combination of areas. (In a combination of areas, 8 semester hours must be in one particular area.) It is a program that may be taken on a satisfactory-unsatisfactory or letter-grade basis and may be applied toward an undergraduate degree in Arts and Letters. Students working for a Certificate of Concentration register as special rather than as degree-seeking students.

Certificate in Russian Studies

The College of Arts and Letters offers a Certificate in Russian Studies for students who desire competence in Latin and/or Greek and a broad understanding of ancient culture and literature. The majors are of particular interest to students who wish to teach the languages, to those who plan graduate study in a humanistic discipline, and to those who want an undergraduate major which focuses on the ancient civilizations which are the cornerstone of the western tradition.

Major programs leading to the Bachelor of Arts degree are offered in Latin, Greek, and Interdisciplinary Classics. Major programs in Classics require a minimum of 36 hours of course-work. Latin, Greek, and Interdisciplinary Classics may also be taken as minors. The minors consist of a minimum of 22 hours of course-work.

Instruction in Modern Greek (GREEK 3110, 3111) is available.

LATIN (Basic preparation for the Latin major: a minimum of two years of high school Latin or LAT 1100 and LAT 1101.)

LAT 1100 and LAT 1101 may be used to satisfy general distribution requirements but do not count as credit toward the major.

Required courses for the Latin major

24 hours selected from the following:

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<td>LNW 4900</td>
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PROGRAMS AND CURRICULA

American Studies (AMS)

The American Studies major is designed for those students interested in studying the relationships among the important elements which shape and identify American civilization. American Studies is a multi-disciplinary department drawing upon a variety of courses from outside the program and outside the college. Bachelor's, and master's degrees, and a minor are available in American Studies.

Requirements for the B.A. Degree:

Required Core Courses (24 cr. hrs.)

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<td>AMS 3210</td>
<td>4</td>
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<tr>
<td>AMS 3230</td>
<td>4</td>
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</tbody>
</table>

Other American Studies courses and related electives from supporting departments chosen in consultation with an American Studies adviser (22 cr. hrs.)

Students desiring to major in American Studies are reminded that an interview with a department adviser is mandatory.

Requirements for the Minor

Total Semester Hours Required (18 cr. hrs.)

a. Required Courses (12 cr. hrs.)

1. AMS 3001 (4)

2. Any two of the following:

   AMS 3201 (4)  AMS 3210 (4)  AMS 3230 (4)

b. Supplemental Courses (6 cr. hrs.)

   These six hours may be taken from courses with an AMS prefix or selected from pertinent courses in related departments. In the latter case courses should be chosen in consultation with an American Studies adviser.

Classics (CLS, CLA, CLT, GRE, GRW, LAT, LNW)

Requirements for the B.A. Degree:

The major programs in Classics are designed to meet the needs of students who desire competence in Latin and/or Greek and a broad understanding of ancient culture and literature. The majors are of particular interest to students who wish to teach the languages, to those who plan graduate study in a humanistic discipline, and to those who want an undergraduate major which focuses on the ancient civilizations which are the cornerstone of the western tradition.

Major programs leading to the Bachelor of Arts degree are offered in Latin, Latin-Greek, and Interdisciplinary Classics. Major programs in Classics require a minimum of 36 hours of course-work, Latin, Greek, and Interdisciplinary Classics may also be taken as minors. The minors consist of a minimum of 22 hours of course-work.

Instruction in Modern Greek (GREEK 3110, 3111) is available.

Latin (Basic preparation for the Latin major: a minimum of two years of high school Latin or LAT 1100 and LAT 1101.)

LAT 1100 and LAT 1101 may be used to satisfy general distribution requirements but do not count as credit toward the major.

Required courses for the Latin major

24 hours selected from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LNW 4311</td>
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<td>Latin II</td>
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<td>Latin III</td>
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<td>Latin IV</td>
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<td>Latin V</td>
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<td>Latin VI</td>
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<td>Latin VII</td>
</tr>
<tr>
<td>LNW 4900</td>
<td>Latin IX</td>
</tr>
</tbody>
</table>
COLLEGE OF ARTS AND LETTERS

Supporting courses required for the major

12 hours selected from the following:

ARH 4100 (4) CLT 3102 (4) EUH 3402 (4)
ARH 4170 (4) CLT 3370 (4) EUH 3412 (4)
CLA 4100 (4) EUH 2101 (3) EUH 3413 (4)
CLA 4120 (4) EUH 2102 (3) PHP 4000 (3)
CLT 3040 (3) EUH 3401 (4) PHP 4010 (3)
CLT 3101 (4)

LATIN-GREEK

Required courses for the Latin-Greek major

16 hours in advanced Latin (see Latin major above) and 8 hours in beginning Classical Greek, GRE 1100, 1101.

Supporting courses required for the Latin-Greek major

12 hours selected from the list of supporting courses given for the Latin major above.

MINORS

Required courses for the Latin minor

16 hours in advanced Latin (see Latin major above).

Supporting courses required for the Latin minor

8 hours selected from the following:

CLT 3102 (4) EUH 3412 (4)
CLT 3370 (4) EUH 3413 (4)

Required courses for the Greek minor

16 hours in advanced Greek.

Supporting courses required for the Greek minor

8 hours selected from the following:

ARH 4170 (4) EUH 3402 (4) PHP 3100 (3)
CLA 4100 (4) CLT 3370 (4) PHP 4000 (3)
CLT 3101 (4) EUH 3401 (4) PHP 4010 (3)

INTERDISCIPLINARY CLASSICS AND THE ANCIENT WORLD MAJOR

A. Basic Preparation

Beginning Latin, Greek, or Hebrew, or high school equivalent (no major credit)

B. Required Courses

1. Two advanced courses in Latin, Greek or Hebrew.
   (See Latin and Latin-Greek or HEB 4250, 4251) (8)
2. Prehistoric and Ancient Art (ARH 4100) (4)
3. History of Ancient Philosophy (PHH 3100) (3)
   Plato (PHP 4000) or Aristotle (PHP 4010) (3)
4. Classical Mythology (CLT 3370) (4)
5. Two Courses (with adviser’s approval) from:
   Ancient History I (EUH 2101) (3)
   Ancient History II (EUH 2102) (3)
   Hellenistic Greece (EUH 3401) (4)
   Hellenistic Greece (EUH 3402) (4)
   Roman Republic (EUH 3412) (4)
   Roman Empire (EUH 3413) (4)
6. One course (with adviser’s approval) from:
   Ancient Civilization (CLA 3000) (4)
   Greek Civilization (CLA 4100) (4)
   Roman Civilization (CLA 4120) (4)
   Egyptian Civilization (CLA 4160) (4)
   Mesopotamian Civilization (CLA 4171) (4)
   Greek Literature in Translation (CLT 3101) (3)
   Roman Literature in Translation (CLT 3102) (3)
   New Testament Greek I (GRE 3040) (4)
   New Testament Greek II (GRE 3041) (4)
   Classical Arts and Letters I (HUM 4433) (4)
   Classical Arts and Letters II (HUM 4434) (4)
   Classical Political Theory (POT 3013) (4)
   Land of the Bible (REL 3201) (3)
   Introduction to the Bible/Old Testament (REL 3210) (3)
   Introduction to the New Testament (REL 3243) (3)
   Biblical Archaeology (REL 3280) (4)
   History and Criticism of Public Address (SPC 4680) (4)
   Rhetorical Theory (SPC 6231) (4)
   Women in Western Civilization (WST 3210) (3)
   Theatre Origins (THE 4180) (3)
   Literature of the Western World Through the Renaissance (LIT 3101) (3)
   The Bible as Literature (LIT 3374) (3)

Requirements for the minor

1. One year of Latin, Greek, or Hebrew at the University level.
   (LAT 1100, LAT 1101, or GRE 1100, GRE 1101, or HEB 3100, HEB 3101) (8)
2. One course in Art History (4)
3. One course in Ancient Philosophy (3)
4. Classical Mythology (4)
5. One course in Ancient History (3)

(22 Hours)

COLLABORATIVE ARRANGEMENT WITH THE UNIVERSITY OF FLORIDA

The University of South Florida participates in a collaborative arrangement with the University of Florida. For details please contact the Classics department of USF.

COMMUNICATION (SPE)

Both a major and a minor are available in Communication and each offers the student the opportunity to develop an area of emphasis consistent with one’s academic and/or career goals. In addition to core requirements, the department allows each student to tailor communication study to meet individual interests.

Requirements for the B.A. Degree in Communication:

A major in Communication requires a minimum of 34 credit hours from departmental offerings (excluding SPC 2023, to be completed as part of the general education requirements). A grade of “D” as a final grade within a departmental course will not be counted toward a Communication major or minor. The core requirements for all majors are as follows:

I. Communication Aesthetics (3)
II. At least one course from each of the four disciplinary dimensions (12 hours).
   A. Communication Aesthetics
      ORI 3000 (3)
   B. Communication History/Criticism
      SPC 4680 (3) or SPC 3653 (3) or SPC 3633 (3)
   C. Communication Science
      SPC 3210 (3) or SPC 3411 (3) or SPC 3301 (3)
   D. Communication Application
      SPC 2050 (3) or SPC 3513 (3) or SPC 3601 (3) or ORI 4310 (3)

III. Areas of Emphasis (19 hours)

Students will select courses from departmental offerings (3000 level or above) consistent with individual areas of interest. Departmental advisers are available to recommend course choices supportive of scholastic or career objectives such as the following: Business and Professional Communication, Communication Education, Cross-cultural Communication, Organizational Communication, Oral Performance, Political Communication, Pre-law, Pre-seminary.

Minor

The minor in Communication is available to supplement majors in a variety of departments and colleges in the University. The minor in Communication requires 18 hours of course work. SPC 2023 must have been completed.

1. COM 3003 (3)
2. At least one course from three of the four disciplinary dimensions required for the major (9 hours min).
3. Six hours of Communication electives.
4. Directed readings (SPC 3900, SPC 4900, SPC 5903) may not be counted toward the 18 hours requirement.
5. Courses may not be taken on an S/U basis.
ENGLISH (ENG)

Freshman English Requirement

All first-time-in-college students are required to take Freshman English (a sequential two-semester course of study) in accordance with the following conditions:

1. First-time enrolled students (a) who do not intend to take the CLEP Freshman English Test or (b) who have failed or don't attempt the test, must attempt CLEP during their first nine (9) weeks. During this semester, they should not enroll in ENC 1101. If a student either fails the first course, he/she must repeat it before proceeding to the next Freshman English course. Students should normally take these courses during their freshman year, but these courses are in high demand and it is possible that registration space will not always be available.

2. First-time enrolled students (a) who have not taken CLEP prior to their arrival on campus or (b) who have failed but wish to repeat the test, must attempt CLEP during their first nine (9) weeks. During this semester, they should not enroll in ENC 1101. If a student either fails the CLEP or does not attempt the CLEP examination during his/her first nine (9) weeks, the student normally should take ENC 1101 in the following semester. In this case, the student will normally complete the sequence by the first semester of his/her sophomore year.

These policies do not apply to first-time enrolled students who can meet the Freshman English requirement with credit transferred from another institution or those with appropriate AP English credit.

Requirements for the B.A. Degree

The program in English provides options in English and American literature and in creative writing. The literature option thoroughly covers the major periods of literature in English; the creative-writing option includes training in writing and limited coverage of English and American literature. The English-Education program is described under the section for the College of Education. Major requirements are listed below. A grade of "D" will not be counted toward fulfilling the major requirements. Students may not use more than one Directed Study toward meeting the major requirements. Transfer students whose courses do not equate with those at USF will be required to earn approximately the same number of hours as those who take their whole major here.

Option I: English and American Literature. Eight courses (32 hours) as follows:

1. Both of the following:
   - AML 3031
   - AML 3033

2. Four of the following:
   - ENL 3015
   - ENL 3230
   - ENL 3250
   - ENL 3273
   - ENL 3333 or AML 4300 for students with a special interest in American Literature

3. Two of the following, at least one of which must be at the 4000 level:
   - AML 4101
   - AML 4123
   - AML 4261
   - AML 4300
   - ENG 3105
   - ENG 3114
   - ENG 4013
   - ENL 3015
   - ENL 3230
   - ENL 3250
   - ENL 3273
   - ENL 3333
   - ENL 4122
   - ENL 4171
   - ENL 4303

Option II: Creative Writing. This option is designed for aspiring writers of fiction or poetry. In addition to giving credit for writing through a variety of course offerings, it provides information about procedures for publishing. Courses must be taken in sequence.

A. FICTION OPTION. Nine courses (36 hours)

All of the following:
   - CRW 3100 Prerequisite for writing courses in this sequence
   - CRW 3111 Prerequisite for CRW 4120
   - CRW 4120
   - LIT 4011

Three of the following:
   - AML 3031
   - ENL 3250
   - ENL 3273
   - ENL 3015
   - ENL 3333
   - ENL 3230

Two of the following:
   - AML 4101
   - ENL 4132
   - AML 4123
   - LIT 3022
   - ENL 4122
   - LIT 3144

B. POETRY OPTION. Nine courses (36 hours)

Required:
   - LIT 3716 Prerequisite for writing courses in this sequence
   - CRW 3300 PR: LIT 3716
   - CRW 3311 PR: LIT 3716
   - CRW 4320 PR: LIT 3716, CRW 3300, and CRW 3311

Three of the following:
   - ENL 3015
   - ENL 3230
   - ENL 3333
   - ENL 3250
   - ENL 3333
   - ENL 4122
   - ENL 4132
   - ENL 4171
   - ENL 4303

English and American Literature Minor

Requirements: Four courses (16 hours) as follows:

1. One of the following:
   - AML 3031
   - AML 3033

2. Two of the following:
   - ENL 3015
   - ENL 3230
   - ENL 3250
   - ENL 3333
   - ENL 3250

3. One course at the 4000 level.

Creative Writing Minor

Requirements: Four courses (16 hours) as follows:

1. Three of the following (note prerequisites):
   - CRW 3100
   - CRW 3111 PR: CRW 3100
   - CRW 3300 PR: LIT 3716
   - CRW 3311 PR: LIT 3716
   - CRW 4120 PR: CRW 3100 and CRW 3311
   - CRW 4320 PR: LIT 3716, CRW 3300, and CRW 3311
   - LIT 3716

2. One course from either group 1 or group 2, Option I.

FOREIGN LANGUAGES

(FRE/GER/ITA/RUS/SPA)

Foreign Language Placement Exam

All students with two or more years of study in a foreign language in high school or with any other kind of contact with a foreign language may
not enroll for credit in courses in that language without first taking a placement examination administered by the Division of Language. Should the placement examination indicate that remedial work is required (1100-1101 or, in the case of less commonly taught languages, FOL 3110-3111), the student will be allowed to enroll with the understanding that the grade eventually earned will be either an "S" or a "U." Under no circumstances will a student who places above the first year level be allowed to register for credit for a first year course in that specific language. Students to whom this regulation applies should register with the Division of Language for the placement examination that will be administered and evaluated during the first week of every semester.

Requirements for the B.A. Degree:

Foreign Language major programs are designed to meet the needs of students who desire competency in a language and an expanded understanding of its culture and literature. They are of particular interest to students who wish to teach languages, those who plan to further their studies in graduate school, and those who seek careers in various types of foreign or foreign-related employment, either in government or business. Major programs leading to the Bachelor of Arts degree are offered in French, German, Italian, Russian, and Spanish. All major programs in Foreign Language require a 32 hours of coursework above the intermediate level. The following languages may also be taken as a minor: French, German, Italian, Latin (under Classics), Russian, Spanish, and Spanish/Portuguese. The minor consists of 16 hours of course work in the chosen language above the second-year level. In order to begin taking courses for the minor, the student will have satisfactorily completed the intermediate level or have equivalent proficiency in the foreign language. Instruction in less commonly taught languages is available upon sufficient demand.

French (FRE)

Required courses for the major (13 cr. hrs.)
FRE 3240 (4) FRE 4100 (4)
FRE 3420 (3) FRE 4101 (3)
Supporting courses required for the major
19 hours in 3000, 4000, or 5000 level courses planned with the adviser.
Required courses for the minor (seven cr. hrs.)
FRE 3240 (4) FRE 3420 (3)
Supporting courses required for the minor
Nine hours in 3000, 4000, or 5000 level courses except courses in translation.

German (GER)

Required courses for the major (14 cr. hrs.)
GER 3240 (3) GEW 4100 (4)
GER 3420 (3) GEW 4101 (4)
Supporting courses required for the major
18 hours in 3000, 4000, or 5000 level courses planned with the adviser.
Required courses for the minor (six cr. hrs.)
GER 3240 (3) GER 3420 (3)
Supporting courses required for the minor
10 hours in 3000, 4000, or 5000 level courses except courses in translation.

Italian (ITA)

Required courses for the major (15 cr. hrs.)
ITA 3240 (4) ITW 4100 (4)
ITA 3420 (3) ITW 4101 (4)
Supporting courses required for the major
17 hours in 3000 or 4000 level courses planned with the adviser.
Required courses for the minor (seven cr. hrs.)
ITA 3240 (4) ITA 3420 (3)
Supporting courses required for the minor
Nine hours in 3000 or 4000 level courses except courses in translation.

Russian (RUS)

Required courses for the major (14 cr. hrs.)
RUS 3400 (4) RUT 3110 (3)
RUS 4401 (4) RUT 3111 (3)
Supporting courses required for the major
18 hours in 3000 or 4000 level courses planned with the adviser.
Required courses for the minor (eight cr. hrs.)
RUS 3400 (4) RUS 4401 (4)
Supporting courses required for the minor
Eight hours in 3000 or 4000 level courses.

Spanish (SPA)

Required courses for the major (19 cr. hrs.)
SPN 3241 (3) SPW 4100 (3)
SPN 3300 (4) SPW 4101 (3)
SPW 3200 (3) SPW 4130 (3) or SPW 4131 (3)
All 3000 Level courses may be waived with approval by the Division Director
Supporting courses required for the major
13 hours in 3000, 4000 or 5000 level courses planned with the adviser.
Required courses for the minor (seven cr. hrs.)
SPN 3241 (3) SPN 3300 (4)
Supporting courses required for the minor
Nine hours in 3000, 4000 or 5000 level courses except courses in translation.

Spanish/Portuguese Option

Required courses for the minor, Spanish/Portuguese option (11 cr. hrs.)
SPN 3241 (3) SPN 3300 (4) POR 3210 (4)
Supporting courses required for the minor
Five hours in 3000 or 4000 level Portuguese or Spanish courses except courses in translation.

HUMANITIES (HUM)

The Humanities Program is an interdisciplinary curriculum that deals with the visual arts, music, literature and the culture from which they emerge. Secondary sources are used sparingly; students are encouraged to make a vigorous, personal response to specific works of art, literature, and music.

Requirements for the B.A. Degree:

The curriculum for the Humanities major comprises interdisciplinary courses in the verbal, visual and musical arts of specified periods and cultures. Course requirements are as follows:

1. 28 credits among 4000 and 5000 level Humanities courses, with the option of substituting two courses (a maximum of eight credits) from 3000 level Humanities courses.
2. A further option allows the substitution of up to six hours from the following three courses: CLA 3000, CLA 4160, CLA 4171.
3. Two or more classes in the creative or performing arts, either lower or upper level, totaling at least four semester hours.

Requirements for the Minor in Humanities:

The curriculum for the Humanities minor is comparable to that of the program for the B.A. degree, but it is less comprehensive. Course requirements are as follows:

1. Eighteen semester hours of Humanities courses.
2. Not over eight of these eighteen hours may be taken at the 3000 level, and no Humanities courses at the 1000 or 2000 level may be used to fulfill the minor requirement.

Requirements for the B.A. Degree in Humanities Education:

A program designed to prepare secondary school Humanities teachers is available through the College of Education. For requirements, see the College of Education, page 72.

LIBERAL STUDIES (ALA)

Requirements for the B.A. Degree

The Liberal Studies Degree is conceived to fulfill the intent of the traditional Liberal Arts degree and is offered for students who require a broad academic approach for realization of their conceived academic or pre-professional goals.
For admission to the program, the student must (1) have a minimum of 20 (to a maximum of 80) semester hours, (2) have a minimum Grade Point Average of 3.0 at time of admission, and (3) submit a written proposal explaining the student's special academic circumstances and goals for which this major is appropriate.

Core Curriculum (15 hours minimum)

(IDS 3300 (4)

and 2 of the following three courses)

IDS 3310 (4) IDS 4930 (1-4)

IDS 3320 (4)

In addition, the student must complete the General Distribution Requirements and a minimum of 15 semester hours of a foreign language. The remaining 50 semester hours will be devoted to disciplinary study in the Liberal Arts disciplines. When admitted to the program, the student will formulate, in collaboration with the program director, a program of studies to be pursued toward his or her particular academic goals.

LINGUISTICS (LIN/ESL)

Linguistics is primarily an upper-level and graduate discipline with strong interdisciplinary concerns. Although no baccalaureate degree is offered, the minor in linguistics may provide a broader educational experience for students majoring in adjacent arts and sciences such as Anthropology, Communication, Communicology, English, Foreign Languages, Philosophy, Psychology, Sociology, and others.

Requirements for the Minor

The minor in Linguistics requires a minimum of 18 semester hours as follows:

LIN 3010 (3) LIN 4377 (3)

plus a minimum of 12 semester hours from the following:

ANT 3610 (3) LIN 4710 (3)

CLA 3801 (2) PHI 3100 (4)

IAN 4040 (3) SPC 3210 (3)

LIN 4701 (3)

MASS COMMUNICATIONS (COM)

The Mass Communications department, accredited by the Accrediting Council on Education for Journalism in News-Editorial, Public Relations, Advertising, and Broadcasting, offers approximately 70 courses varying in content from the highly technical and field-specialized in some cases to an essential liberal arts orientation in others. The program introduces students to the theories, principles, and problems of communications, emphasizing the concept of freedom of information as the cornerstone of Constitutional Democracy and preparing students for future leadership roles in communications media. Graduates should understand the structure and functions of mass media systems as well as the basic processes of communication. In addition, students specialize in an area of mass communications (advertising, broadcasting, film, magazines, newspaper, public relations, or visual communications) to blend a strong introduction to professional skills with the theoretical orientation.

Majors seeking careers in the mass media will be directed to the various media with which the department maintains close contact for summer internships and part-time work. A limited number of students will have the opportunity to serve as interns with a mass communications organization and take MMC 4945 for three hours credit. See MMC 4945 in catalog course listings.

Note: Students may not receive credit for an internship (MMC 4945) and a practicum (ADV 4940, JOU 3940, JOU 4941, PUR 4700, RTV 3941, RTV 4942, VIC 3943).

Requirements for the B.A. Degree

To be admitted to the core curriculum in Mass Communications, students must have completed 45 hours with a 2.7 minimum Grade Point Average, and ENC 1101 and 1104 with a minimum grade of "C" in each. Certified typing ability of 35 words per minute is a prerequisite for admission to the department. Applicants must establish a minimum score of 60 percent on the Mass Communications Diagnostic Test prior to entering MMC 3100 (Writing for Mass Media). Transfer students who have taken a course equivalent to MMC 3100 may waive MMC 3100 by achieving a score of 70 percent or higher on the Diagnostic Test. Applicants achieving a score of 80 percent or higher may waive MMC 3100 and take another required writing course. Both courses in the Mass Communications core curriculum (MMC 3100 and MMC 3602) must be completed with a minimum grade of "C" before any other Mass Communications course may be taken. Students failing to achieve a minimum grade of "C" in both MMC 3100 and MMC 3602 will be disqualified as majors in the department. A 2.0 GPA in Mass Communications courses is required for graduation, and no grade lower than "C" in Mass Communications courses may be used toward graduation.

A required core curriculum, "Writing for the Mass Media" (MMC 3100) and "Mass Communications and Society" (MMC 3602), and a balance between required and recommended courses in the major sequence offer students a guided set of essential courses plus some options of their own choosing. Majors will take at least 45 hours of electives outside the department in addition to the 40-hour University distribution requirement. Students will be encouraged to use a substantial number of their electives in courses which support the major.

Required are six hours in the Mass Communications core curriculum (MMC 3100 and MMC 3602) and 21 to 22 hours in a major sequence. The remaining four to eight hours will be selected from a restricted list of selective requirements — for a minimum of 31 and a maximum of 35 hours in Mass Communications courses within the 120-hour degree requirement (at least 85 hours outside Mass Communications courses). Six hours in Mass Communications writing courses (three hours in addition to MMC 3100) are a part of the graduation requirement.

A maximum of nine semester hours in Mass Communications courses will be accepted from a community college or other lower-level program toward a degree in Mass Communications from the department. It is suggested that the nine hours include the equivalent of the departmental core curriculum and one sequence introduction course. Approval by an appropriate advisor is required.

At least eighteen (18) hours of resident departmental courses are required.

The departmental sequence requirements are:

Departmental Core Curriculum

MMC 3100 (3) MMC 3602 (3)

Sequence Requirements

Sequence Selections

I. ADVERTISING Requirements

ADV 3000 (3) ADV 3700 (3) MMC 4420 (3)

ADV 3101 (3) ADV 4801 (3) RTV 3225 (1)

ADV 3300 (3) JOU 3205 (3)

Selective Requirements

ADV 3103 (3) MMC 4123 (3) PUR 4601 (3)

ADV 4940 (1) MMC 4200 (3) RTV 3000 (3)

JOU 3100 (3) MMC 4945 (3) VIC 3000 (3)

JOU 4206 (3) PUR 3000 (3) VIC 3100 (3)

Note: The following courses are required outside the department to complete sequence requirements: ACG 2001, ECO 2013, ECO 2023, and MAR 3023. See specific courses for prerequisites.

II. BROADCASTING Requirements

News Option

MMC 4200 (3) RTV 3225 (1) RTV 4301 (3)

RTV 3000 (3) RTV 3230 (3) RTV 4700 (3)

RTV 3210 (3) RTV 3300 (3)

Selective Requirements

FIL 3004 (3) MMC 4420 (3) RTV 3941 (1)

JOU 3101 (3) MMC 4945 (3) RTV 4942 (1)

JOU 4104 (3) MMC 4123 (3) RTV 4220 (3)

Programming and Production Option

RTV 3000 (3) RTV 3225 (1) RTV 4500 (3)

RTV 3100 (3) RTV 3300 (3) RTV 4700 (3)

RTV 3210 (3) RTV 4220 (3)

Selective Requirements

ADV 3000 (3) MMC 4420 (3) RTV 4205 (3)

ADV 3103 (3) MMC 4945 (3) RTV 4301 (3)
Selective Requirements

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Note: Most Mass Communications courses have prerequisites. They are specified in the course description, page 139. Refer to each prerequisite listed to determine progressive prerequisites for each course.

Note: A Mass Communications-English-Education (MCE) major is available through the College of Education (See page 71 for further information).

■ PHILOSOPHY (PHI)

Requirements for the B.A. Degree:

Majors in philosophy must complete at least 30 credit hours with the following courses required for graduation:

PHI 3100
PHH 3100
PHH 3420
PHH 4600

or approved substitutes. Majors must also take nine credit hours of 4000-6000 level courses.

Requirements for the Minor in Philosophy:

A minor in philosophy consists of the completion of at least 18 credit hours which include two of the following courses or an approved substitute for one only:

PHH 3100
PHH 3440
PHH 3420
PHH 4600

No credit taken on an “S/U” basis may be applied toward the minor.

Honors Program

The Department of Philosophy offers the Philosophy major the opportunity of participating in the Philosophy Department Honors Program. A student may graduate with departmental honors if he/she: (1) is accepted by the department as an honors candidate, (2) completes three honors courses with a grade point average of 3.5 or better, and (3) completes the courses necessary for a Philosophy major with a grade point average of 3.2 or better. The three honors courses will consist of two upper-level courses in which the student attends regular class sessions but makes arrangements with the instructor for additional work. The student will receive additional credit for honors work by enrolling for one hour of directed study for each course taken as an honors course. The third honors course will be a research project, and the student will enroll for the project under PHI 4905.

■ RELIGIOUS STUDIES (REL)

In Religious Studies, students are afforded a variously dimensioned field of study which should facilitate an educated person’s understanding of his presuppositions on the meaning of life, the nature of the religious-social milieu in which he lives, and the religious dynamic in human history. It also aims toward an understanding of the religious thought and lifestyles of people possessing religious heritages other than the Judaeo-Christian heritages.

Majors in Religious Studies will find, in addition, courses designed to give depth in certain areas of religious investigation and to supply language tools and critical analysis methods which will prepare them for advanced graduate study.

Requirements for the B.A. Degree

A total of 36 credit hours are required for a major chosen from Religious Studies courses.
Of the 36 hours required for a major in Religious Studies, nine hours may be selected from related courses in other departments, with the prior approval of a departmental adviser.

All Religious Studies Majors are required to take:

1. REL 3000, 3 hrs.
2. Two courses in the history and/or literature of the major western religions: e.g., Judaism, Christianity, Islam, 8 hrs.
3. Two courses in the history and/or literature of other major world religions: e.g., Hinduism, Buddhism, Taoism, 8 hrs.
4. REL 4931, Seminar in Religion, 3 hrs.; REL 4939, Development of Religious Studies, 3 hrs.
5. Concurrently with REL 4931 and/or 4939, student must enroll in REL 4910, for 1 hr. credit, to be satisfied by the writing of a paper on a subject related to REL 4931 and/or 4939. The paper will be supervised by an assigned faculty person.

A student majoring in Religious Studies may not apply towards his major requirements more than nine hours of credit from the directed readings course, REL 3900, or the undergraduate research course, REL 4910.

All transfer students must take a minimum of 24 hours in Religious Studies courses at USF.

Each student's program must be planned with a faculty adviser in Religious Studies.

Requirements for the Minor in Religious Studies

Eighteen (18) credits in Religious Studies courses, including the following: REL 3000, Introduction to Religion; one course, 4 hrs., in a major Western religion; one course, 4 hrs., in a major Eastern religion; REL 4910, Undergraduate Research, 1 hr., a paper on a topic approved by the Department Chairperson, and supervised by an assigned faculty person.

It is a department requirement (intended to assist in the fulfilling of the above requirements) that the student declare himself as a minor in the department two semesters prior to graduation.

Only letter grades will be counted toward the 18 credit hours necessary for the minor.

Ancient Studies Sequence

Within the Department of Religious Studies there is also a sequence of courses in Ancient Studies. This sequence provides a program for students interested in the civilizations of the Ancient Mediterranean and Middle East.

The sequence in Ancient Studies requires 38 credits (of which 24 credits must be in Religious Studies courses). The prerequisite is normally two years of high school Latin or one year of college Latin. (The latter can be taken concurrently with other required courses but without credit toward it. It can be waived in special cases with the consent of the coordinator.)

The sequence of Ancient Studies courses is to be arranged in consultation with the coordinator of the sequence and approved by the department chairperson.

For related interdisciplinary electives, see Classics.

Judaic Studies Sequence

The department has a sequence of courses in Judaic Studies. A student may fulfill the requirements of the department for the B.A. degree (36 hrs.) by taking the core courses in the Judaic Studies Sequence and the remainder of his/her courses from the listed electives.

<table>
<thead>
<tr>
<th>CORE</th>
<th>Electives</th>
</tr>
</thead>
<tbody>
<tr>
<td>REL 3000</td>
<td>Introduction to Religion 3 hrs.</td>
</tr>
<tr>
<td>REL 3611</td>
<td>History of Judaism I 3 hrs.</td>
</tr>
<tr>
<td>REL 3612</td>
<td>History of Judaism II 3 hrs.</td>
</tr>
<tr>
<td>REL 3613</td>
<td>Modern Judaism 2 hrs.</td>
</tr>
<tr>
<td>REL 4221</td>
<td>Bible I: Old Testament Law and History 4 hrs.</td>
</tr>
<tr>
<td>REL 4224</td>
<td>Bible II: Prophets, Writings 4 hrs.</td>
</tr>
<tr>
<td>TOTAL</td>
<td>19 hrs.</td>
</tr>
</tbody>
</table>

ELECTIVES (select 16 hrs.):

- ANT 4367 Cultures of the Middle East 3 hrs.
- ASN 3030 The Middle East 3 hrs.
- HEB 3100 Basic Hebrew I 4 hrs.
- HEB 3101 Basic Hebrew II 4 hrs.
- LIT 3374 The Bible as Literature 4 hrs.
- LIT 4930 Hasidic Literature to Yiddish Theater 4 hrs.
- LIT 4930 Modern European and American Jewish Literature 4 hrs.
- REL 3201 Land of the Bible 3 hrs.
- REL 3280 Biblical Archaeology 3 hrs.
- REL 3600 Introduction to Judaism 3 hrs.
- REL 3900 Directed Readings 1-4 hrs.
- REL 4295 Dead Sea Scrolls 4 hrs.
- REL 4910 Undergraduate Research 1-4 hrs.
- REL 4931 Seminar in Religion 3 hrs.

With the approval of the Department Chairperson, substitutions may be made in both the core and elective courses where the changes are considered to be in the student's best interest.
COLLEGE OF BUSINESS ADMINISTRATION

The College of Business Administration offers courses of study leading to both undergraduate and graduate degrees. These programs are designed to prepare men and women for careers in business and public service.

The undergraduate curriculum which leads to a Bachelor of Arts or Bachelor of Science degree is composed of several segments: (1) broad general education in the arts, humanities and sciences; (2) the common body of knowledge for management responsibilities; (3) specialized areas of concentration in Accounting, Economics, Finance, Management, Marketing, General Business, Management Information Systems; and (4) opportunities for breadth in both business and nonbusiness subjects. Through flexibility in its requirements, the College is able to satisfy the different interest and career objectives of students with diverse backgrounds.

Graduate programs in the College are described in the USF Graduate Catalog.

BACCALAUREATE LEVEL DEGREE PROGRAMS

General Requirements for Degree

Satisfactory completion of 120 academic semester hours of which at least 60 must be earned at Baccalaureate-granting institutions. Of the 120 hours, business course credits may vary from a minimum of 60 to a maximum of 66, non-business course credits may vary from a minimum of 60 to a maximum of 54. The variance depends upon the major field chosen and the mixture of General and Business Electives. The requirements for graduation are:

<table>
<thead>
<tr>
<th>General Distribution</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. English</td>
<td>6 (min.)</td>
</tr>
<tr>
<td>II. Fine Arts &amp; Humanities</td>
<td>6 (min.)</td>
</tr>
<tr>
<td>III. Mathematics and Quantitative Methods</td>
<td>6 (min.)</td>
</tr>
<tr>
<td>IV. Natural Sciences</td>
<td>6 (min.)</td>
</tr>
<tr>
<td>V. Social and Behavioral Sciences</td>
<td>6 (min.)</td>
</tr>
</tbody>
</table>

Foundation Courses in Business 42

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2001</td>
<td>Financial &amp; Managerial Accounting I</td>
</tr>
<tr>
<td>ACG 2011</td>
<td>Financial &amp; Managerial Accounting II</td>
</tr>
<tr>
<td>BUL 3112</td>
<td>Business Law I</td>
</tr>
<tr>
<td>COC 2201</td>
<td>Computers in Business</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Economic Principles: Macroeconomics</td>
</tr>
<tr>
<td>ECO 2023</td>
<td>Economic Principles: Macroeconomics</td>
</tr>
<tr>
<td>ECO 3101</td>
<td>Intermediate Price Theory</td>
</tr>
<tr>
<td>FIN 3403</td>
<td>Principles of Finance</td>
</tr>
<tr>
<td>GEB 2111</td>
<td>Business &amp; Economic Statistics I</td>
</tr>
<tr>
<td>GEB 3121</td>
<td>Business &amp; Economic Statistics II</td>
</tr>
<tr>
<td>MAN 3025</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MNA 3810</td>
<td>Management Science Models for Production and Operations Management(3)</td>
</tr>
<tr>
<td>MAR 3023</td>
<td>Basic Marketing</td>
</tr>
<tr>
<td>GEB 4511</td>
<td>Business Policy</td>
</tr>
</tbody>
</table>

Major Areas* 15-24

(Accounting, Economics, Finance, General Business, Management Information Systems, Management, Marketing)

Electives sufficient to reach 120 hours. Students are required to select at least one international course from their electives and/or general distribution requirements.

A grade point average of 2.0 must be achieved in a major field as well as in overall USF work for students to be certified for graduation. Students must have satisfactorily completed CLAST and the writing and computation course requirements of 6A-10.30.

Admission to the College of Business Administration

Undergraduate Programs

1. Admission to the College of Business is based upon availability of faculty and space by discipline.

2. The College of Business Administration is an upper level limited access college, which means that it has admissions requirements in addition to those of the University in general. The added criteria to be admitted to the College of Business Administration are as follows:

   (a) Minimum of 60 semester hours of college credit earned
   (b) Minimum of 2.5 cumulative grade point average on all college level work
   (c) Completion of these prerequisite college courses (or equivalents):
       Financial & Managerial Accounting I & II
       Microeconomics and Macroeconomics
       Statistics I
       Computers in Business
       Elementary Calculus I
   (d) Minimum of 2.0 average in the courses listed under 2(c) above
   3. Students working toward meeting the limited access criteria will be permitted to enroll in the prerequisite courses listed but may not take Junior and Senior level Business courses unless they have completed parts (a), (b), and (d) above plus the completion of 5 of the courses listed in (c).
   4. Student must have completed CLAST. (See Page 31, USF Catalog)
   5. Minimum of 550 on TOEFL when applicable. (See Page 14, USF Catalog)

Transfers from Junior/Community Colleges:

Junior/community college students should complete the program of general education at the junior/community college.

Students pursuing the associate degree in university transfer/parallel curricula at the junior/community college should take two semesters of mathematics to include a course in elementary calculus, two semesters of accounting principles, two semesters of economic principles, one semester of statistics, and one semester of data processing, including computer utilization. [See 2(c) above.]

Students pursuing associate degrees in terminal/career programs must be aware that some courses taken at the junior/community college may not be acceptable at the upper level institution toward baccalaureate programs.

Students should avoid taking any courses at the junior college which are listed as 3000 and 4000 level courses at USF. Normally, courses in finance, marketing, management, and accounting as well as other business
administration and economic courses taken at the lower division level which are offered as upper division courses at USF will not be accepted for upper division credit in business administration or economics. Exceptions to this policy will be made only upon proper validation of such courses. Validation consists of CLEP or other written examinations prepared and administered by the College of Business Administration, USF.

Transfer Students From Other Colleges and Universities:
Transfer credits ordinarily will be accepted from accredited institutions in the amount earned; however, all hours earned may not always be applied toward graduation. Individual courses will be evaluated and appropriately credited toward requirements in the student's program at the University of South Florida. Transfer students are required to complete satisfactorily not less than three courses at USF that are part of their major, and 30 of their last 60 credit hours must be earned at USF.

Programs and Curricula

■ GENERAL BUSINESS

The General Business Major is designed for the student with special objectives and career interests to have the opportunity to develop an undergraduate program. This program will contain 18 to 24 hours of 3000 and 4000 level Business courses beyond the undergraduate business core. To insure breadth in the student's program a minimum of one course shall be taken in each business discipline from among the following courses:

Accounting:
- ACG 3102 Intermediate Accounting I
- ACG 3301 Managerial Accounting or
- ACG 3361 Cost Accounting and Control
- TAX 4001 Federal Taxes

Economics:
- Any course offered by the Economics Department numbered 3000 or above.

Finance:
- Any course offered by the Finance Department numbered 3000 or above.

Management:
- MAN 3150 Organizational Behavioral Analysis
- MAN 3401 Industrial Relations
- MNA 3300 Business Systems Analysis & Design

Marketing:
- MAN 3722 Marketing Management
- MAR 3613 Marketing Research

■ ACCOUNTING (ACG)

The objectives of the baccalaureate degree program in accounting are to provide students with accounting and business knowledge which will serve as a basis for careers in industry, government, non-profit organizations and public accounting.

The baccalaureate program also prepares students for entry into the professional degree program: The Master of Accountancy (M.Acc.). See CPA requirements in the State of Florida below.

Requirements for the B.A. Degree
Students must complete 20 hours of upper level accounting in addition to requirements listed on page 60 of the current catalog. Specific course requirements outside the major field and not listed on page 60 are ENC 3310, Advanced Expository Writing (or its equivalent), and MAC 2242, Elementary Calculus I (or its equivalent), and COM 4110, Speech Communication for Business and the Professions (or its equivalent). The student's program must also include coursework taken in behavioral sciences and humanities, such as psychology, anthropology, and sociology, and the political environment of business and society, such as political science, public administration, and ethics. College of Business Administration advisors will recommend courses which will satisfy the program requirements.

Student Advising and Records

The Undergraduate Studies Office provides the following services for College of Business Administration students:
1. Academic advising and program information for all undergraduates.
2. Orientation for all undergraduate students applying for admission to the College of Business Administration. Such orientation is mandatory prior to acceptance.
3. Registration, drop/add, and general College of Business Administration and university policy information for business students, and other undergraduates.
4. Evaluation of undergraduate transcripts of transfer students and maintenance of academic advising records on all admitted students.

Academic Dismissal

Students who have been dismissed twice from the University for academic reasons will not be readmitted to the College of Business Administration.

■ ECONOMICS (ECN)

Economics offers a clear, logical way of thinking about complicated business problems as well as contemporary social issues such as controlling unemployment, inflation, pollution, and crime. The department offers both major and minor programs requiring four courses in basic economic analysis. With elective courses offered in industrial organization, labor economics, international trade, public finance, monetary economics, econometrics, history of economic thought, economic development, comparative economic systems, and other areas, students may tailor their study towards careers in business, teaching, or government service. The economics curriculum also provides excellent preparation for those students seeking graduate or professional degrees in business, law, or social sciences. Additional flexibility in pursuing individual interests is provided by the Independent Study (ECO 4905) and Independent Research (ECO 4914) courses. The basic courses and the elective offerings allow students in other disciplines to complement their studies with the skills and insights gained through understanding how the economy operates.

Students interested in majoring or minoring in economics should contact the undergraduate academic adviser in the Department of Economics for more information about the program.
Requirements for the B.A. Degree
Within the 120 semester hour program as listed on page 60, students must complete a minimum of 18 hours of upper level economics beyond the business core requirements. The required upper-level economics courses are:

ECO 3205 Intermediate Income & Monetary Analysis (3)
ECO 4304 History of Economic Thought (3)
Additional Upper level economics courses (12)
No more than 3 hours of credit can be applied toward a major from ECO 4905 and/or ECO 4914.

Requirements for a Minor in Economics
Students majoring in Business Administration, as well as students from other colleges may minor in economics. Total requirements are:

(a) A minor must include these four courses in basic economics:
ECO 2025 Economic Principles (Microeconomics) (3)
ECO 2033 Economic Principles (Macroeconomics) (3)
ECO 3101 Intermediate Price Theory (3)
ECO 3205 Intermediate Income & Monetary Analysis (3)
(b) a minor must include two or more upper level courses taught in the Economics Department (excluding the variable credit courses ECO 4905, 4914, and 4935), bringing the total credit hours in economics to a minimum of 18, GEB 3121, Business and Economic Statistics II, or its equivalent, is acceptable for credit in the minor.
(c) Before being recognized as a minor in economics, a student must obtain approval of the advisor in the Economics Department of the courses involved in the student’s minor program.
(d) A grade point average of 2.0 or better must be achieved in the minor coursework for a student to be certified for graduation with a minor in economics.
(e) At least 12 of the required 18 credits must be taken in residence at USF.

FINANCE (FIN)
The Finance program provides a broad-gauged analytical program for students anticipating a career in the management of both large and small organizations. Students seeking a financial career in business, in financial institutions or careers in the field of insurance or real estate should find the finance major particularly valuable. In addition, the program in finance is designed to provide the flexibility needed by students who seek professional degrees in areas such as law and public administration.

The Finance program offers applied and theoretical courses directed to the identification and solution of problems faced by organizations in both the private and public sectors as well as in the domestic and multinational environment. Finance relies on an interdisciplinary approach which draws on economic theory, accounting, information systems, and the quantitative decision framework of statistics and mathematics.

The required courses for finance majors focus on understanding the analytical tools and institutional environment for decision makers. It includes the concepts of capital budgeting, asset and liability management, and the examination of the economic, social, and regulatory impacts upon the decision-making process.

Requirements for the B.A. Degree
Within the 120 semester hour program as listed on page 60, students must complete a minimum of 15 hours of upper level finance courses.

Required finance courses:
FIN 3233 Money and Banking (3)
FIN 4414 Advanced Corporation Finance (3)
FIN 4504 Principles of Investments (3)
Minimum additional upper level finance hours (6)
Minimum Total 15

INFORMATION SYSTEMS & DECISION SCIENCES
The Management Information Systems (MIS) major provides the skills, knowledge and abilities necessary for information systems development and information systems management positions both in business and non-business organizations.

Students will typically enter the program at the beginning of their Junior year. After entering the program the student must complete a set of four courses which are required of all MIS majors. In addition to the required MIS courses, the student will complete a set of three MIS electives approved by the program director. A 3.0 overall grade point average or permission from the departmental chairperson is required to enter the program.

Required General Distribution Courses
COM 4110—Speech Communications for Business and the Professions (or its equivalent)
ENC 3310—Advanced Expository Writing (or its equivalent)
COP 3120—COBOL Programming I (or its equivalent)
(COBOL I is a prerequisite for most of the required MIS courses and should be completed by the end of the first semester in the junior year.)
COP 3121—COBOL Programming II (or other, high-level language)

Required MIS Courses
MNA 3200—Management Information Systems (PR: ACG 2001; ACG 2011; COP 2001)
MNA 3300—Systems Analysis and Design (PR: COP 3120; MNA 3200)
MNA 4301—Information Systems Management (PR: MAN 3025; MNA 3300)
MNA 4302—Information Systems Control (PR: MNA 3300)
Plus 9 hours of approved MIS electives

Academic Minor Programs
Requirements for a Minor in Economics are described on this page.
At the time this catalog is going to press, the requirements for other Minors in Business Administration are being developed. If you wish to minor in a business discipline, please see your advisor or contact the Office of Undergraduate Advising in the College of Business Administration.

MANAGEMENT (MAN)
The undergraduate degree in the Department of Management prepares students for entry level positions in Human Resource Management, Industrial Relations, Production and Operations Management, and Small Business Management. It also prepares students for entry into graduate programs, such as the Master of Science in Management and the Master of Business Administration.

As early as possible, students should consult with a faculty member in order to select a sequence of courses which satisfies the requirements for graduation through one of the special focus sequences.

Requirements for the B.A. Degree:
Within the 120 semester hour program as listed on page 60, students must complete 18 hours of Management.
All students are required to take MAN 3150—Organizational Behavior Analysis. In addition, students are strongly urged to take the courses offered in one of the special focus sequences as listed below.

Human Resource Management
MAN 3301 Personnel Management (3)
MAN 3401 Industrial Relations (3)
Plus 9 hours of electives to be selected from:
MAN 4120L Managerial Behavioral Laboratory (3)
MAN 4201 Organizational Theory and Management (3)
MAN 4210 Organizational Development and Change (3)
MAN 4400 Theory and Practice of Management Skills (3)
MAN 4410 Labor Relations Law (3)
MAN 4930 Special Topics (Personnel) (3)
COM 3122 Interview Communication (3)
INP 4004 Industrial Psychology (3)
The Marketing Program

The marketing program at USF prepares students for initial entry and management positions in many areas of marketing with a curriculum that is concerned with:

1. Understanding consumer behavior and the broader environment within which the firm or institution operates;
2. Collecting, analyzing, and using information about customers, competitors, and the environment for managerial decisions;
3. Distributing products effectively and efficiently from producer to user;
4. Advertising and promoting the offerings of the firm or institution effectively;
5. Creatively and effectively managing a sales force selling industrial or consumer goods and services; and
6. Managing retail and wholesale operations including the conceptualization, implementation and evaluation of the buying, merchandising, and control functions.

Each student is strongly encouraged to set up his own plan of study with the assistance of a Marketing department faculty adviser. Such counseling can lead to a better definition of career objectives and will result in a plan of study that is consistent with each student’s career objectives.

Undergraduate students not majoring in Marketing are encouraged to take selected offerings from the Marketing curriculum to broaden their backgrounds and to prepare for marketing-related positions in business or non-profit organizations.

Requirements for the B.A. Degree:

Within the 120 semester hour program as listed on page 60, students must complete a minimum of 18 hours in marketing beyond MAR 3503.

Required Marketing courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR 3722 Marketing Management</td>
<td>(3)</td>
</tr>
<tr>
<td>MAR 3613 Marketing Research</td>
<td>(3)</td>
</tr>
<tr>
<td>MAR 4713 Marketing Management Problems</td>
<td>(3)</td>
</tr>
</tbody>
</table>

Additional upper level marketing courses: Total 9 hours

It is strongly recommended that marketing majors include courses in speech, computer science, finite mathematics, social psychology, and mass communications as part of their general electives.

Student Organizations within the College of Business Administration

All students are encouraged to participate in extracurricular activities. The following organizations provide a means for students to develop both professionally and socially while attending the College of Business Administration.

Affiliation for Economic Concern — Provides an academic and social affiliation for students with innate economic interests and to allocate among them this scarce and intriguing service.

American Society of Personnel Management — Student chapter of the American Society for Personnel Administration designed for students interested in careers in human resource management.

American Student Production and Inventory Control Society — An organization which practices the art and science of production and inventory management. ASPICS primary objective is to develop professional efficiency through study, research, and application of scientific methods. Professional meetings and publications promote the dissemination of knowledge and information.

Association of Marketing Students — A collegiate chapter of the American Marketing Association will help to further the growth of business oriented individuals within the field of Marketing.

Beta Alpha Psi — The national professional accounting fraternity devoted to the promotion of the profession, inspiring professional ideals, and recognizing academic achievement.

Beta Gamma Sigma — Honorary society which encourages and rewards outstanding scholarship among business students.

Business Student Council — An organization whose representatives from each of the major fields advise the Dean of the College and the faculty on student attitudes and goals. Also, it acts as a liaison between the Student Government Association and the College of Business.

Delta Sigma Pi — Fosters the study of business and a close association between students and the business world.

Iota Phi Lambda — A business and professional sorority designed to encourage the development of personalities for all areas of leadership.

Management Information Systems Society — Student chapter of the Data Processing Management Association -career oriented and interested in all areas of business data management.

Minority Student Organization — Encourages and supports students in their efforts to achieve success in a demanding academic setting.

Phi Chi Theta — A career oriented professional organization that encourages the study of business.

Pi Sigma Epsilon — A professional society interested in marketing, sales management, and selling.

Sigma Iota Epsilon — An honorary and professional management society - the student division of the Academy of Management.

Student Accounting Organization — Promotes accounting both as an academic discipline and as a profession.

Student Finance Association — An organization for finance majors and other business oriented students which provides exposure to the many facets and opportunities in the field of finance.
Regional Campuses

Due to limited enrollment and faculty, only the following majors are offered at the Regional Campuses:

**St. Petersburg**
- Accounting, Management, and General Business Administration

**Sarasota**
- Accounting and General Business Administration

**Fort Myers**
- Accounting and General Business Administration

Students may declare other business majors while attending these locations, but must be prepared to finish their major study requirements at another campus within the University.
Student Organizations and Activities

College of Education Student Council
The College of Education Student Council represents the interests of education majors in regard to policies and needs of the college. The Council membership consists of four officers (President, Vice-President, Secretary-Treasurer, Secretary of Student Organizations) eleven representatives from the various areas in the college, and five Senators representing the college at-large. Elections are held annually in November and all education majors are eligible to vote for all officers and representatives of their respective areas. Any student majoring in education, with a minimum GPA of 2.0, is eligible to serve in any of these positions.

Association for Childhood Education International
The Association for Childhood Education is a non-profit professional organization concerned with the education and well-being of children two to twelve years of age. Members are located throughout the United States and other countries.

The University of South Florida chapter works directly with children through observation, projects, and programs. In addition, it provides opportunities for students to attend study conferences throughout the state of Florida which allows the student an opportunity for professional growth and exchange of professional ideas. Membership is open to all students, including freshmen, concerned with children two to twelve years old.

Student Council for Exceptional Children
The Student Council for Exceptional Children is an organization of those members of the University interested in the education of the exceptional—"different"—child. Various exceptionalities included are Gifted, Emotionally Disturbed, Physically Handicapped, Mentally Retarded, and Culturally Different.

Activities of the USF Chapter include field trips to various special educational facilities, prominent speakers, seminars, state and national conventions, and social events. The specific activities are determined by the members and the exceptionalities in which they are interested. All interested students are invited to join.

Student Music Educators National Conference
Student Music Educators Conference is an affiliate of the Music Educators National Conference and the Florida Music Educators Association. It is devoted to the furtherance of knowledge and understanding of music education on all levels. Membership is open to any student in the University of South Florida who is interested in the teaching of music.

Student National Education Association
The Student National Education Association program is designed to provide professional growth opportunities, leadership training and membership benefits that are available to other members of the National Education Association, including $1 million liability insurance coverage while engaged in student teaching (internship). Membership is open to all students who have been admitted to the College of Education.

Phi Beta Lambda
Phi Beta Lambda is a business fraternity open to all students, including freshmen, expressing an interest in Business. The emphasis is on promoting free enterprise and instilling leadership qualities.

Kappa Delta Pi
Kappa Delta Pi is a national co-educational honor society in Education. The society was founded to recognize and encourage excellence in scholarship, high personal standards, improvement in teacher preparation, and distinction in achievement.

Physical Education Association (PEA)
The Physical Education Association (PEA) is open to all students enrolled in the Physical Education Program. Social and professional meetings are conducted throughout the year to promote interaction within the organization.

Mathematics Education Clinic
The Mathematics Education Clinic is mission-oriented in a broad sense in that it is primarily concerned with children and youth who evidence learning problems in mathematics. However, an important purpose of the clinic is one of obtaining hypotheses that can be studied to obtain generalizable professional knowledge to improve the teaching and learning of mathematics.

Clinical, correlation, normative and experimental approaches are used in the study of the etiology and symptomatology of mathematical learning disabilities. General models and specific teaching strategies are provided to the classroom teacher and the student-clinician for carrying out effective diagnostic and prescriptive programs.

Close professional relations are maintained between the Mathematics Education faculty and the appropriate faculties in the College of Education whose interests and professional skills are related to the work of the Clinic.

Association for Library and Information Students
This is a professional organization associated with the Library, Media, and Information Studies Department and is open to all members of the university community interested in librarianship.

The USF group provides programs and guest speakers of interest to the campus community and publishes a newsletter for its members. It is the official voice of students in the department and members of the association are included on faculty-student committees within the department.

The Distributive Education Clubs of America (DECA)
The College Chapter of DECA is an integral part of the Distributive and Marketing Education and Marketing Teacher Preparation Program at the University of South Florida and provides Distributive Education majors with leadership opportunities, social experience, learning activities and professional involvement. The participation in the activities of College DECA is required of undergraduate majors and is encouraged for graduate students.

Minority Organization of Students in Education
The Minority Organization of Students in Education is organized to provide experience and opportunities that will facilitate the educational and professional growth of its members.
BACCALAUREATE LEVEL DEGREE PROGRAMS

Admission to the College

While students admitted to the University are expected to have the qualifications to graduate, this does not necessarily mean they have the qualifications to become teachers.

The College of Education administers the admission policies to all teacher programs of the University. All students who plan to teach must apply for admission to a teacher education program through the Student Personnel Office of the College of Education.

Prospective secondary and K-12 teachers are enrolled in teacher education programs involving both the College of Education and various other colleges of the liberal arts areas.

Admission to an upper level teacher education program is contingent upon meeting the following minimum college requirements:
1. Completion of a College of Education upper level application form.
2. Completion of the General Distribution requirements for Education majors. Provisional admission may be granted if no more than three individual General Distribution courses remain to be taken, including Freshman English, and an overall grade point average of 2.0 or above on the ACT (minimum score of 17) or the SAT (minimum score of 835). Students who meet all other admission requirements but do not achieve the ACT or SAT minimum test score may still be considered for admission as an exception.
3. Satisfactory completion of CLAST and the writing and computation course requirements of 6A-10.30.
4. An overall grade point average (GPA) of 2.0.
5. Students must submit a score from the American College Test (ACT) or Scholastic Aptitude Test (SAT) that was completed no longer than five years prior to their application. It is recommended that this test be taken no more than one year prior to the application deadline. Admissions to the programs will be based upon the applicant’s performance on either the ACT (minimum score of 17) or the SAT (minimum score of 835). Students who meet all other admission requirements but do not achieve the ACT or SAT minimum test score may still be considered for admission as an exception.
6. Satisfactory completion of CLAST and the writing and computation course requirements of 6A-10.30.
7. Additional criteria established by each program. (See admission to Programs below.)

SunCoast Area Teacher Training (SCATT) Program

SCATT is an honors level teacher training program designed to provide talented pre-service teachers with challenging activities, workshops and seminars to aid and encourage them to become highly qualified, dedicated educators. The wide variety of opportunities offered to SCATT members provides them with a broader view of education as a field of study and with experiences which extend "above and beyond" the requirements of a traditional academic program. SCATT also helps prospective employers identify pre-service teachers who have demonstrated high levels of academic achievement, ability, leadership and a commitment to the profession.

Students who have been admitted to the U.S.F. College of Education and who have achieved a score of 21 or above on the American College Test (ACT) or Scholastic Aptitude Test (SAT) that was completed within five years prior to their application are eligible. A student may be eligible for an Associate Membership in SCATT if the student has a 3.5 (or above) overall grade point average and submits two letters of recommendation from professors/advisers.

Admission to Programs

Admission to some programs is based on additional selection criteria beyond the College requirements stated above. Some programs accept a limited number of students. Additionally, selected programs admit students only in a specified semester. Students should refer to the specific program descriptions for additional admissions information. Information regarding admission requirements for the program(s) of your choice may be obtained from the Student Personnel Office, College of Education.

Time Limitations

The College of Education will accept coursework completed at this University or at other accredited institutions as follows:
1. Courses completed within the last five years will be accepted.
2. Courses completed over five years but less than ten years ago:
   For courses taught by College of Education faculty, approval from the appropriate departmental chairperson is required before credit is granted.
   For courses taught by other than College of Education faculty, approval from the chairperson of the department that requires the course is necessary.
3. Courses completed ten years ago or longer will count as elective credit only.

Performance Standards

Students admitted to Education programs are required to demonstrate basic skills in English and Mathematics. All students are required to take the basic skills test during the first semester of enrollment. Students who earn unsatisfactory scores on either test will be given an opportunity to undertake remediation, but must pass both tests by the end of the second semester of enrollment or will not be permitted to continue.

Admission Deadlines to the College

The Physical Education program admits students only for Semester I of each year. The application deadline for Semester I is April 1 for this program.

Admission to Internship Experience

The internship experience is observing and teaching in elementary, secondary, or exceptional schools. Time, sequence, and location of experience may vary among the programs. (Refer to specific program for further information.)

Special requirements for enrollment in the internship and seminar courses are:
1. Admission to the College of Education.
2. Completion of General Distribution requirements.
3. Completion of an application for internship before desired semester according to schedule below.
4. Completion of the professional education sequence except for measurement/special education course, a minimum of two-thirds of specialization, and a minimum of 2.0 grade point average in each area.
5. An overall 2.0 grade point average.
6. Successful completion of English and Mathematics proficiency exams. Other areas of examination vary with programs. See program for specific requirements.
7. Acceptance by a school approved by the College of Education and the Florida Department of Education.

Application for internship must be made prior to the semester in which the student is desired, except when the program has specific tracks and dates for applications to be submitted. The applications may be obtained in the Office of Clinical Education.

Applications for Fall Semester are due the preceding January 30.
Applications for Spring Semester are due the preceding September 15.

Admission to Classes

The control of entry to all classes on all campuses will rest with the department chairperson. Each department will establish and publish priorities for allowing students to enroll in classes.

Students not in attendance at the first class meeting will be dropped from the course.

College Requirements for Graduation

A student to be certified by the College of Education as having completed its requirements must have earned 120 semester hours credit, including the
last 30 credit hours on campus, with a minimum overall grade point average of 2.0. An average of 2.0 or better also must be made in the student's professional education sequence and in his/her teaching specialization courses. Satisfactory completion of the internship is also required. Prior to completion of the internship, the student must pass the Florida State Teacher Certification Test or score in the 60th percentile in the English and Mathematics sections of the ACT or SAT or score in the 40th percentile of the College English and Mathematics Proficiency Tests. A student must also have completed the major requirements in an approved teaching program (which includes general preparation, teaching specialization, and professional preparation). A minimum of 8 credits in professional courses in addition to internship and 12 credits in specialization courses must have been earned in residence. The student must complete a minimum of 30 hours after admittance to an upper level program.

Since 15 hours is considered a normal, full-time load, students are reminded that programs requiring more than 120 credit hours may require additional semesters for completion.

**Specific Requirements**

A minimum of 120 credit hours including the following:

- **General Distribution** ........................................ 40 credit hours
- **Professional Education Core** .......................... 32-49 credit hours
- **Teaching Specialization** ................................. 27-49 credit hours

Program requirements .................................... Check individual program descriptions for requirements beyond the College minimum.

Normally, the college will recommend the granting of a Bachelor of Science (BS) degree. To obtain a Bachelor of Arts (BA) degree, the student must meet the Foreign Language Competency (see graduation requirements in front of catalog).

As part of the 120 credit hours minimum requirement for graduation, students may include elective courses. The courses should be selected in consultation with a faculty adviser. The College of Education permits students to count, as part of the 120 hour requirements, courses in Elective Physical Education and up to 9 hours of USF Army or Air Force ROTC credits.

The College of Education will not permit either USF lower level students or transfer students to transfer a "D" graded course work which is part of the professional core of specialization requirement. However, a "D" grade earned for such work taken after the student has been admitted to the College will be accepted for credit.

**Florida Department of Education Requirements for Teacher Certification**

College of Education programs are reviewed by the Florida Department of Education. Those programs meeting the requirements of Chapter 6A-5, Rules of the State Board of Education of Florida, are given “Approved Program” status. These rules are subject to rapid changes and programs must change accordingly to maintain their “approved” status. Program requirements listed in this catalog are needed for graduation. To be eligible for regular teacher certification in Florida, the student must complete all requirements listed on applicable current program checklist, complete the “Beginning Teacher Program” and pass all parts of the State Teacher Certification test.

**Programs Leading to the Baccalaureate Degree**

*The College of Education has programs leading to the Bachelor of Science degree in the following fields:*

<table>
<thead>
<tr>
<th>Program</th>
<th>Department</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art Education</td>
<td>Content Specializations</td>
<td>ARE</td>
</tr>
<tr>
<td>Behavior Disorders</td>
<td>Special Education</td>
<td>EED</td>
</tr>
<tr>
<td>Business and Office Education</td>
<td>Adult &amp; Vocational</td>
<td>BTE</td>
</tr>
<tr>
<td>Distributive and Marketing Education</td>
<td>Education</td>
<td>DEC</td>
</tr>
<tr>
<td>Elementary/Early Childhood Education</td>
<td>Childhood/Language Arts/Reading</td>
<td>EEC</td>
</tr>
<tr>
<td>Elementary Education</td>
<td>Childhood/Language Arts/Reading</td>
<td>EDE</td>
</tr>
<tr>
<td>English Education</td>
<td>Content Specializations</td>
<td>ENE</td>
</tr>
<tr>
<td>Foreign Language Education +</td>
<td>Content Specializations</td>
<td>FLE</td>
</tr>
<tr>
<td>Health Education</td>
<td>Content Specializations</td>
<td>HES</td>
</tr>
<tr>
<td>Humanities Education</td>
<td>Content Specializations</td>
<td>HUE</td>
</tr>
<tr>
<td>Industrial-Technical Education</td>
<td>Adult &amp; Vocational</td>
<td>EVD</td>
</tr>
<tr>
<td>Mass Communications-English Education</td>
<td>Content Specializations</td>
<td>MCE</td>
</tr>
<tr>
<td>Mathematics Education</td>
<td>Content Specializations</td>
<td>MAE</td>
</tr>
<tr>
<td>Mental Retardation Education</td>
<td>Special Education</td>
<td>EMR</td>
</tr>
<tr>
<td>Music Education</td>
<td>Music Education</td>
<td>MUE</td>
</tr>
<tr>
<td>Physical Education</td>
<td>Professional Physical</td>
<td>PET</td>
</tr>
<tr>
<td>Physics Education</td>
<td>Content Specializations</td>
<td>PHE</td>
</tr>
<tr>
<td>Science Education</td>
<td>Content Specializations</td>
<td>SCE</td>
</tr>
<tr>
<td>Social Science Education</td>
<td>Content Specializations</td>
<td>SSE</td>
</tr>
<tr>
<td>Specific Learning Disabilities Education</td>
<td>Special Education</td>
<td>SEL</td>
</tr>
<tr>
<td>Speech Communication-English Education</td>
<td>Content Specializations</td>
<td>SED</td>
</tr>
<tr>
<td>Zoology Education</td>
<td>Content Specializations</td>
<td>ZOE</td>
</tr>
</tbody>
</table>

See Departmental Section for specific program requirements.

* A BA degree may be awarded when competency in a foreign language is demonstrated.

**Teacher Education Programs**

There are three distinct areas in the teacher educational program, and all teacher candidates must meet certain minimum requirements in each. The three areas and their requirements are as follows:

1. **General Distribution Requirements (40 credit hours)**

The five areas of General Distribution and the specific requirements are as follows:

<table>
<thead>
<tr>
<th>Area I</th>
<th>English Composition</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101, and ENC 1104</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area II</th>
<th>Fine Arts and Humanities</th>
</tr>
</thead>
<tbody>
<tr>
<td>A minimum of six hours of selected courses (i.e., course must include the writing requirement)</td>
<td></td>
</tr>
<tr>
<td>from any two of the following departments: American Studies, Art, Classics, Dance, English, Foreign Languages, Humanities, Music, Philosophy and Theatre.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area III</th>
<th>Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 2034, MGF 2202 for Early Childhood, Elementary, Emotional Disturbance, Mental Retardation, and Learning Disabilities majors. For other majors, a minimum of six hours. MAT 2034/MGF 2202 or more advanced courses offered by Mathematics Department. Logic, Statistics and selected Engineering computer courses are acceptable for three hours of the requirement.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area IV</th>
<th>Natural Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>A minimum of six hours of courses offered by the Departments of Biology, Chemistry, Geology, or Physics.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area V</th>
<th>Social and Behavioral Sciences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral Science</td>
<td></td>
</tr>
<tr>
<td>a) PSY 2012</td>
<td></td>
</tr>
<tr>
<td>b) SYG 2000</td>
<td></td>
</tr>
<tr>
<td>II. Social Science</td>
<td></td>
</tr>
<tr>
<td>a) AMH 2010, AMH 2020 for programs requiring SSE 4313.</td>
<td></td>
</tr>
</tbody>
</table>
b) For all other programs: A minimum of six hours of any of the courses taught in the College of Social and Behavioral Sciences. See the University General Distribution Requirements Section of the catalog for exceptions and additional approved courses.

Courses required for a student's major program will not be counted in the total 40 hours although areas of general distribution requirements may be waived where appropriate. A student will be limited to 8 hours in a single department toward distribution requirements in any area. Students may not elect to take any of the above S/U.

2. Professional Education Core (35-45 credit hours)
The required courses in the professional education core are as follows:

- EDF 3122 Learning and the Developing Child (4) (For Elementary or Early Childhood Majors) or

EDF 3214 Human Development and Learning (3) (for all other programs)
EDF 3604 Social Foundations of Education (3)
EDF 3542 Philosophy of Education (4)
EDG 4620 Curriculum and Instruction (3)
EDF 4430 Measurement for Teachers (3)
EME 4402 Intr. to Computers in Ed or Demonstrated Competency in Computer Literacy
EEX 4070 Exceptional Student Ed (2)
Methods Course(s) (10)
Internship & Seminar (10-12)*
Reading Requirement (2-6)

*Elementary & Early Childhood internships are 20 semester hours.

3. Teaching Specialization Preparation (27-49 credit hours)
Course requirements in the area of teaching specialization vary according to field of specialization. These specialization requirements are listed with the programs that follow in the Departmental Section.

**COLLEGE OF EDUCATION DEPARTMENTS AND PROGRAMS**

The College of Education is organized into 9 departments. Each department has one or more programs which are listed alphabetically and by degree level in the following departmental section.

**Department of Adult and Vocational Education**

The Adult and Vocational Education department at the University of South Florida offers degrees through the College of Education aimed at preparing teachers and leaders in the various fields of Vocational Education. Certification programs leading to the Bachelor of Science (B.S.) degree are: Business and Office Education, Distributive and Marketing Education, and Industrial-Technical Education.

**BUSINESS AND OFFICE EDUCATION**

Requirements for the B.A. Degree (BTE):

In Business Education specific program competencies in the specialization must be demonstrated through satisfactory completion of competency examinations. Prospective majors should schedule these examinations as early as possible and no later than the first semester of the junior year. The competency examinations may be repeated.

In the Professional Education and Teaching Specialization areas, no course work lower than a "C" will be accepted. Students must earn a 2.5 overall grade point average in all course work.

Two semesters of full-time residency must be planned with an adviser and sequenced in the senior year. Special prerequisites are required for BTE 4360, BTE 4364, and BTE 4948, which are taken as a block in the semester immediately prior to the supervised internship.

**General Distribution (40 cr. hrs.):**

Recommended selections which are particularly appropriate to the specialization are:

- Area III—COC 3300 and GEB 2111 or STA 3122
- Area V—WST 2010

**Professional Education Requirements (43-44):**

- EDF 3124
- EDF 3604
- EDF 4430
- EDF 4620 or EDF 3542
- *BTE 4364
- EDF 4948
- **EVT 4065
- EDF 4936
- RED 4360
- EEX 4070
- BTE 4940

**DISTRIBUTIVE AND MARKETING EDUCATION**

Requirements for the B.A. Degree (DEC):  

Professional Education Core (37-38 credit hours):

- DEC 4362
- DEC 4940
- EDF 4620
- EDF 3542
- MAR 4153
- MAR 4203
- MAR 4343

Specialization (34 credit hours):

- ACG 2001
- DEC 4941
- any ECO
- MAR 3023
- DEC 4174
- EVT 4065
- MAR 4403
- MAR 3722
- Elect one of the following:
- MAR 4153
- MAR 4203
- MAR 4343

Plus electives in Education or Business Administration and Marketing as approved by Distributive and Marketing Education adviser to bring the specialization total to at least 34 hours.

Distributive and Marketing Education undergraduates are required to accumulate a total a five (5) hours of credit in DEC 4941—Supervised Field Experience. Students will enroll for a minimum of two (2) semester hours the first semester they enter the program and for at least one (1)
 semester hour each subsequent semester they are in attendance as a Distributive and Marketing Education major, not to exceed a total of five (5) hours. Students may not enroll in more than two (2) credit hours of field experience in any one semester. The five (5) credit hours of field experience will be used for individual and group assignments and projects to round out and broaden the vocational background of the student to properly fulfill certification requirements. Students will also be able to receive credit for participation in the required professional activities of the USF Collegiate Chapter of the Distributive Education Clubs of America, which is an integral part of the Distributive and Marketing Education teacher preparation curriculum.

- **INDUSTRIAL/TECHNICAL EDUCATION**

**Requirements for the B.A. Degree (EVT)**

Enrollment in the Industrial-Technical Education program is restricted to persons with employment experiences qualifying them to teach Industrial, Technical, or Health Occupations.

Special provision is made for students to satisfy four (4) of the required six (6) years of work experience in a specific occupation by completing an Associate of Science degree program in a technological specialty from one of the State Community Colleges or successfully completing an appropriate occupational competency exam.

Acceptability of work experience will be determined by the State Department of Education, Division of Certification, Tallahassee, Florida. Students may validate up to 30 semester hours of credit through the Occupational Competency Testing Program.

In addition to the professional core requirements, students must complete 12 semester hours in Adult and Vocational Education as follows:  

**Required:**

- EVT 4065  
- EVT 4176  
- EVT 4254  

* Another course may be substituted with adviser's approval.

**Industrial Arts**

Within the EVT program, students can pursue state certification in Industrial Arts. In general, students enrolling into the Industrial Arts program are expected to have successfully completed, at a community college, most of the technical laboratory courses required for Florida Teachers Certification. Teacher certification requires students to have 30 semester hours, with six (6) semester hours in each of the four (4) technical fields to be selected from the areas of:

- Metals; Woods; Power and Transportation Mechanics; Graphic Arts, Drafting, and Design; Electricity and/or Electronics; and Crafts.

Students entering this program will have their transcripts evaluated to determine if all technical course requirements have been met. If the student has not completed the technical course requirements, the deficiencies will be corrected by enrolling into the required course(s) at a community college. Since this evaluation procedure is unique to the Industrial Arts Program, the application for admission should clearly indicate the desired major field as Industrial Arts Education.

The program of studies includes both course work and extensive field experience in school settings. This is to enable students to integrate theory with teaching practice.

Industrial Arts students must complete the General Distribution Requirements of 40 semester hours, the Professional Education Core Requirements of 38-39 semester hours, the Technical Course Requirements of 30 semester hours, and 17 semester hours in Adult and Vocational Education. The requirements in Adult and Vocational Education are as follows:

- **Required:** Eight (8) semester hours  
  - EVT 4065  
  - EVT 4367  

- **Electives:** Nine (9) semester hours selected with adviser approval  
  - EVT 4061-C  
  - EVT 4176  
  - EVT 4254  
  - EVT 5366

**Department of Childhood/Language Arts/Reading Education**

The Childhood/Language Arts/Reading Education department has the responsibility for the development and supervision of programs leading to the Bachelor of Arts degree in Elementary/Early Childhood Education and Elementary Education at the undergraduate level.

**Elementary Education Certification Programs**

Students may complete a program of studies to be eligible for certification in either Elementary or Elementary-Early Childhood Education. The program of studies includes both coursework and extensive field experiences in school setting to enable students to integrate theory with teaching practice.

Upon successful completion of the required courses and the associated internships, Elementary majors will be eligible to apply for certification in grades one through six. Elementary-Early Childhood majors will be eligible to apply for certification for nursery school through 6th grade upon completing the requirements of this program.

Students electing to pursue either the Elementary or the Elementary-Early Childhood major will be assigned to a specified sequence of courses to be followed throughout the program enrollment. This sequence includes two semesters of part-time field experience and one semester of full-day internship. All part-time internship courses must be successfully completed as a member of an internship team in designated local schools under the supervision of a faculty team leader. One of these part-time internships is scheduled to be completed in the first semester of the student's enrollment. A second-half day in-school experience occurs during the senior year when the majority of coursework has been completed just prior to enrollment in the full-day internship.

Part-time students (students planning to take 9 hours or less per semester) must participate in a modified program schedule and plan to meet internship requirements associated with the programs. These requirements include being available to participate in the internships during regular school hours as specified in the modified program.

**Internships**

The Elementary and Elementary-Early Childhood preservice teacher education programs require all students to complete a sequence of internship courses beginning with the student's first semester of program enrollment. The sequence of internships for the Elementary and Elementary-Early Childhood Certification Program is as follows:

**First Semester of Program Enrollment**

- **EDE 4941-Childhood Education Internship Level I** (4 semester hours)  
  - EDE 4942-Childhood Education Internship Level II (6 semester hours)

**Fourth Semester of Enrollment or Consent of Department Chairman**

- **Full-Day Internship**  
  - EDE 4940-Internship (10 semester hours)  
  - EDE 4936-Senior Seminar (2 semester hours)  
  - (Total 22 semester hours)
**ELEMENTARY EDUCATION**

**Requirements for the B.A. Degree (EDE):**

The major consists of 26 semester hours of elementary specialization courses as well as the 47 semester hours required in the Professional Core for a total of 73 hours required to complete the program. Students are assigned to a specific sequence of courses to be followed each semester beginning in the first semester of enrollment. Included in the Professional Core for the Elementary Education major are the following:

- **EDF 3122**
- **EDF 3604** or
- **EDF 3542**
- **EEX 4070**
- **EDG 4620** Elementary section only; to be taken concurrently with EDE 4941
- **EDE 4301** Methods

**Internships:**

- **EDE 4941** Internship Level I—Four semester hours in the first semester of program enrollment
- **EDE 4942** Internship Level II—Six semester hours to be completed in the senior year.
- **EDE 4936** Senior Seminar—To be taken concurrently with EDE 4940
- **EDE 4940** Full-Day Internship

**Reading Requirements**

- **RED 4310**
- **RED 4515**

**Measurement Requirements**

- **EDF 4430**

In addition to the Professional Core the student will complete the following elementary specialization courses:

- **ARE 4313**
- **LAE 4414**
- **MUE 4210**
- **HLP 4460**
- **MAE 4310**
- **SCE 4310**
- **LAE 4314**
- **MAE 4311**
- **SSE 4313**

**TOTAL:** 47 hours

Students are advised that the Elementary Education specialization will require an enrollment of more than the traditional four semesters of the junior and senior years in order to complete the program specialization courses and the required sequence of internships.

**ELEMENTARY/EARLY CHILDHOOD EDUCATION**

**Requirements for the B.A. Degree (EEC):**

Students interested in early childhood teaching, which includes children ages 3-8, should pursue a program leading to eligibility for Florida certification both in early childhood and elementary education (N-6). The major consists of an Elementary/Childhood Education specialization of 33 hours, as well as 47 hours of the Professional Core, for a total of 80 semester hours. The Elementary and Elementary/Early Childhood Education Professional Core are identical in sequence and content.

- **EDF 3122**
- **EEX 4070**
- **EDG 4200**
- **EDF 3542**

**Reading requirements:**

- **RED 4310**
- **RED 4515**

**Internships:**

- **EDE 4941**
- **EDE 4942**
- **EDE 4936**
- **EDE 4940**

**Measurement Requirements:**

- **EDF 4430**

**Professional Core Total:** 47 hours

**The Elementary/Early Childhood specialization courses are as follows:**

- **ARE 4313**
- **HLP 4460**
- **MUE 4210**
- **EED 4203**
- **LAE 4414**
- **SCE 4310**
- **EED 4303**
- **MAE 4310**
- **SSE 4313**
- **EED 4706**
- **MAE 4311**

**Total:** 33 hours

**Total Elementary/Early Childhood:** 80 hours

Students are advised that the Elementary/Early Childhood specializa-

**DEPARTMENT OF CONTENT SPECIALIZATIONS**

The following programs are housed in the Department of Content Specializations:

- **Arts Education (ARE):**
- **English Education**
- **Foreign Language Education**
- **Health Education**
- **Humanities Education**
- **Mathematics Education**
- **Science Education**
- **Social Science Education**
- **Speech Communication Education**

The Department offers programs leading to the B.A. degree in all above areas; the M.A. degree in English Education, Foreign Language Education, Humanities Education, Mathematics Education, Science Education, Social Science Education, and Speech Communication Education; the M.Ed. in Curriculum and Instruction with an emphasis in all content areas in which the M.A. is offered; the Ed.S. and Ph.D. in Curriculum and Instruction with an emphasis in Communications Education, Mathematics Education, and Science Education; and the Ed.D. in Educational Program Development with an emphasis in supervision in instruction in English, Foreign Language, Mathematics, Science, Social Science, and Speech.

The undergraduate programs are designed to prepare students to meet the state certification requirements and to become highly competent secondary teachers. Students in the undergraduate health education program may elect to complete a non-certification community health track. Specialized courses in the teaching of mathematics, science, and social science are offered for students majoring in elementary, early childhood, and special education.

**Internship Program:** The Department of Content Specializations' internship is only offered in the spring term, except Arts Education. Concurrent enrollment in the appropriate courses shown below is required. (17 hours)

**First Seven Weeks:**

- **Methods**
- **Reading**
- **Special Education**
- **Senior Seminar**

**Last Eight Weeks:**

- **Internship**

**Requirements for the B.A. Degree (EEC):**

**Arts Education (ARE):**

At the time of application to upper level, each Art Education student must submit slides or portfolio to the head of the department. To assist transfer students in selection of courses, they must submit work prior to or during registration.

After completing studio requirements for state certification, each student may elect to emphasize painting, sculpture, graphics, ceramics, or photography/cinematography for the remaining studio electives. Students must attain a minimum of a "C" grade in Art Education and Studio Art courses.
The following courses constitute a program of study:

**Art Education (16 credit hours)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARE 3044</td>
<td>3</td>
</tr>
<tr>
<td>ARE 4260</td>
<td>4</td>
</tr>
<tr>
<td>ARE 4443</td>
<td>3</td>
</tr>
<tr>
<td>ARE 3354</td>
<td>3</td>
</tr>
<tr>
<td>ARE 4440</td>
<td>4</td>
</tr>
<tr>
<td>ARE 4642</td>
<td>3</td>
</tr>
</tbody>
</table>

In these courses students will have the opportunity to work at the elementary school and high school levels.

**Specialization (26 cr. hours)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 2202G</td>
<td>3</td>
</tr>
<tr>
<td>ART 3110</td>
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<tr>
<td>ART 3510</td>
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<tr>
<td>ART 2203C</td>
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<td>ART 3701</td>
<td>3</td>
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<tr>
<td>ARH 4450</td>
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</tr>
</tbody>
</table>

One of the following: ART 3420, 3430, 3470

**ART Studio Electives approved by adviser**

**ART History Elective**

*Plus the following:*

- Two hours from any Music, Dance, Theatre.

**English Education (ENE):**

**Admissions Requirements:** In addition to the College requirements, the minimum requirements for acceptance into this program include: (1) a 2.5 grade point average and (2) completion of SPCC 2023 as part of the lower level general studies preparation.

(a) **ENGLISH:** A minimum of 39 semester hours, including:

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<tr>
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</thead>
<tbody>
<tr>
<td>AML 3031</td>
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<td>ENL 3015</td>
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<tr>
<td>ENL 3230</td>
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<tr>
<td>ENL 3250</td>
<td>3</td>
</tr>
<tr>
<td>MMC 3602</td>
<td>3</td>
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</tbody>
</table>

One of the following:

- EDG 4451
- LIN 3801
- LIN 4100
- LIN 4600

(b) **ENGLISH EDUCATION:** Eight semester hours in methods of teaching English at the secondary level: LAE 4335, LAE 4642, and LAE 4530.

Students must complete all English courses and all English Education courses with a grade of "C" or higher.

**Mass Communications--English Education (MCE):**

**Admissions Requirements:** In addition to the College requirements, the minimum requirements for acceptance into this program include: (1) a 2.5 grade point average and (2) completion of SPCC 2023 in the lower division sequence.

**Course Requirements:**

(a) **MASS COMMUNICATIONS:** A minimum of 16 semester hours, including:

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<tr>
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<th>Credits</th>
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<tbody>
<tr>
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<tr>
<td>MMC 3100</td>
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<tr>
<td>JOU 4800</td>
<td>3</td>
</tr>
<tr>
<td>MMC 3602</td>
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One of the following:

<table>
<thead>
<tr>
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<tr>
<td>JOU 4200</td>
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<td>FIL 4300</td>
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<td>MMC 4200</td>
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<tr>
<td>JOU 3205</td>
<td>3</td>
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<tr>
<td>RTV 3000</td>
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</table>

(b) **ENGLISH:** A minimum of 24 semester hours, including:

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<th>Course</th>
<th>Credits</th>
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<tr>
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<td>LIN 3015</td>
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<tr>
<td>LIN 3430</td>
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</tbody>
</table>

One additional English course in literature at the 4000 level.

(c) **ENGLISH EDUCATION:** Eight semester hours in methods of teaching English at the secondary level: LAE 4335, LAE 4642, and LAE 4530.

Students must complete all Mass Communications, English, and English Education courses with a grade of "C" or higher.

**Two Foreign Language Education (FLE):**

**Admission Requirements:** In addition to the College requirements, students must complete beginning and intermediate foreign language requirements (or equivalents) as part of the lower-level general studies.

**Course Requirements:**

(a) **MAJOR LANGUAGE** (French, German, Italian, Spanish, or Russian): A minimum (beyond intermediate courses) of 24 semester hours approved by the adviser, including two courses in composition, two courses in conversation and two courses in literature. The student and adviser will select the additional foreign language courses to total 24 credits.

(b) **MINOR LANGUAGE** (French, German, Italian, or Spanish): A minimum of 18 semester hours. Same requirements in the minor language as the major language, plus additional approved hours in the minor language to total 18 credits.

(c) **FOREIGN LANGUAGE EDUCATION:** Six semester hours in methods of teaching foreign language: FLE 4333 and FLE 4334. Three semester hours in teaching reading in the secondary schools: RED 4337.

- Students must complete all foreign language and foreign language education courses with a grade of "C" or higher.

**Single Foreign Language Education (FLE):**

After consultation with a foreign language education adviser, the Department may give permission for a student to select a single foreign language major. A minimum of 30 credit hours beyond intermediate course requirements must be earned in the single foreign language. Among the 30 hours must be the following:

**French (30 credit hours.)**

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<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>FRE 3240</td>
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<tr>
<td>FRE 4241</td>
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<tr>
<td>FRI 4100</td>
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</tbody>
</table>

Plus additional selected hours of upper level courses to total 30 hours.*

**German (30 credit hours.)**

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<th>Course</th>
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<td>GER 3240</td>
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<td>GER 4241</td>
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<td>GEW 4100</td>
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<td>GER 4421</td>
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<tr>
<td>GEW 4101</td>
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</table>

Plus additional selected hours of upper level courses to total 30 hours.*

**Italian (30 credit hours.)**

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<th>Course</th>
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<td>ITA 3240</td>
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<td>ITA 4241</td>
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<td>ITW 4100</td>
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<td>ITA 3420</td>
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<td>ITA 4930</td>
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<td>ITW 4101</td>
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</table>

Plus additional selected hours of upper level courses to total 30 hours.*

**Russian (30 credit hours.)**

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<tr>
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<tr>
<td>RUS 3400</td>
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<td>RUS 4401</td>
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<td>RUT 3110</td>
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<td>RUT 3111</td>
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</table>

Plus additional selected hours of upper level courses to total 30 hours.*

**Spanish (30 credit hours.)**

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<td>SPN 2240**</td>
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<tr>
<td>SPN 3241**</td>
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<td>SPN 4410**</td>
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<tr>
<td>SPW 4100</td>
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<tr>
<td>SPW 4130</td>
<td>3</td>
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</tbody>
</table>

Plus additional selected hours of upper level courses to total 30 hours.*

*LIN 3010, LIN 3801, LIN 4377 may be used to satisfy selected course requirements of the foreign language.

**These courses will not count in major for students who are fluent in Spanish.

**Health Education (HES):**

**Admission Requirements:** In addition to the College requirements, the minimum requirements for acceptance into this program include:

1. A survey course in personal/community health (HES 2000 or equivalent).
2. Physiology and Anatomy.
3. An interview for program guidance.
4. Written statement from the applicant stating reasons for wanting to become a health educator.
5. Recommendation from the Departmental Admissions Committee.

For licensed nurses entering the program, the following are waived:

- Physiology and Anatomy
- Personal/Community Health (HES 2000)
- Medical Language for the Health Professions (HES 4144)
- First Aid (must show proof of recent CPR training) (HES 2400)

**Retention Requirements:**

1. A 2.5 GPA must be maintained in health education concentration courses.
2. Satisfactory performance in internship and field experience.

**Course Requirements:**

(A) **CERTIFICATION PROGRAM:** In addition to the Professional Education Core, a minimum of 37 semester hours in Health Education, including:

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<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>HES 3300</td>
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<tr>
<td>HES 2400</td>
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<tr>
<td>HES 3140</td>
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<tr>
<td>HES 3141</td>
<td>3</td>
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<tr>
<td>HES 4144</td>
<td>3</td>
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<tr>
<td>HES 4722</td>
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<tr>
<td>HES 3510</td>
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<td>HES 4942</td>
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<td>GEY 3000</td>
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</tbody>
</table>
(B) NON—CERTIFICATION PROGRAM: In addition to the professional core courses EDF 3214, EDF 4430, and EDG 4620, 38 semester hours in Health Education, including:
HES 3300 HES 2400 HES 3140 HES 3141
HES 4144 HES 4722 HES 3510 HES 4942
HES 4943 HES 4700 GEY 3000
Most of the Health Education courses will meet late afternoons and evenings to accommodate nurses and other professionals. This non-certification program does offer emphases in athletic training, corporate health promotion, and junior high science. See the departmental adviser for additional information.

Humanities Education (HUE):
Admission Requirements: In addition to the College requirements, a GPA of 2.5 is required for acceptance into this program.
Course Requirements:
(a) HUMANITIES: A minimum of 32 semester hours, including HUM 4931 and 28 credits from the following:
HUM 4433, 4434 HUM 4471, 4473 HUM 5412
HUM 4435, 4436 HUM 4442 HUM 5414
HUM 4437, 4438 HUM 4905 HUM 5415
HUM 4440 HUM 5452 HUM 5465
HUM 4444 HUM 5485
(b) CREATIVE or PERFORMING ARTS: A minimum of two courses from the following areas: Theatre, Art, Music, Dance, and English.
(a) HUMANITIES: A minimum of 32 semester hours, including of teaching humanities (HUM 4870) and three semester hours in methods of teaching reading in the secondary schools (RED 4337).
Students must maintain a 2.5 GPA in the major and complete the methods course with a grade of “C” or higher.

Mathematics Education (MAE):
Admission Requirements: In addition to the College requirements, the minimum requirements for acceptance into this program include the following: 2.2 overall grade point average and 2.2 grade point average in mathematics courses; completion of at least one calculus course.
Course Requirements:
(a) MATHEMATICS: A minimum of 32 semester hours in mathematics above the 2000 level, including:
MAC 3411 MAC 3413 MHF 3102
MAC 3412 MAS 3103 MTG 4212
Upper level mathematics electives STA 3023 and MAS 4301 are strongly recommended.
(b) MATHEMATICS EDUCATION: Eleven semester hours in teaching mathematics at the secondary level: CAP 4100, MAE 4320, MAE 4530, and MAE 4885.
The student has the option of completing an interdisciplinary Natural Science major with a concentration in mathematics. This requires a minimum of 45 semester hours with a minimum of 24 semester hours in mathematics and a minimum of 16 semester hours in the College of Natural Sciences outside of mathematics. These latter 16 hours must be approved by the student's adviser and must include a minimum of two courses at the 3000 level or above.
Students must complete all mathematics courses and all mathematics education courses with a grade of "C" or higher.

Science Education (SCE):
Admission requirements: In addition to the College requirements, the minimum requirement for acceptance into either program is the completion of 16 semester hours of required science courses with no grade less than a “C”.
Course Requirements:
(a) SCIENCE
1. A minimum of 45 semester hours for the interdisciplinary Natural Science major with a concentration in Science Education (SCE). This requires a minimum of 24 semester hours in the discipline of major concentration (Biology, Chemistry, or Physics) and a minimum of 16 semester hours within the College of Natural Sciences outside the concentration area.
2. A major in the chosen discipline as specified by the Departments of the College of Natural Sciences for a concentration in Botany Education (BOE), Chemistry Education (CHE), Physics Education (PHE), or Zoology Education (ZOE).
(b) SCIENCE EDUCATION:
A minimum of 8 semester hours in teaching science at the secondary level, including SCE 4330 and SCE 4305, is required in both programs. Students must complete all science and science education courses with a grade of "C" or higher.

Social Science Education (SSE):
Admission Requirements: Admission to the College of Education.
Course Requirements:
(a) SOCIAL SCIENCE: A minimum of 40 approved semester hours as specified below:
A student may concentrate his/her study in one of the separate subject areas (political science, history, geography, American history) or the Elective Program. Each program contains both required and elective courses which each student, in consultation with his adviser, will select. All programs in the social science education major specify 40 credits or more in the social science with a teaching emphasis of a minimum of 16 credits in one discipline.
(b) SOCIAL SCIENCE EDUCATION: Eight semester hours in methods of teaching social science at the secondary level: SSE 4333, SSE 4334, and SSE 4640.
Students must complete all social science and social science education courses with a grade of "C" or higher.

Speech Communication/English Education (SED):
Admission Requirements: In addition to the College requirements, the minimum requirements for acceptance into the program include: (1) a 2.5 grade point average and (2) completion of SPC 2023 as part of the lower level sequence.
Course Requirements:
(a) COMMUNICATION: A minimum of 24 semester hours, including:
COM 3003 ORI 3000 SPC 2050
One of the following:
SPC 3441 SPC 3513
Two of the following:
SPC 3210 SPC 3441 SPC 3601
SPC 3301 SPC 3513
At least two electives from the five courses above or:
COM 4120 ORI 4310 SPC 3653
ORI 4120 ORI 5145 SPC 4680
ORI 4140 SPC 3230 THE 3080
ORI 4230 SPC 3633
(b) ENGLISH: A minimum of 22 semester hours including:
Two of the following:
ENL 3230 ENL 3250 ENL 3273
ENL 3333 ENL 3334 ENL 4122
ENL 4171 ENL 4303 ENL 4341
One of the following:
AML 3031 AML3033 AML3271
AML 4101 AML4123 AML4300
One of the following:
ENG 3105 ENG 3114 LIT 3022
LIT 3073 LIT 3144 LIT 3304
One of the following:
CRW 3100 CRW3311 ENC 3310
One of the following:
LIN 3010 LIN 4100 LIN 4370
(c) SPEECH COMMUNICATION EDUCATION: Eleven semester hours in methods of teaching: LAE 4642, SED 4335, SED 4371, and SED 4374 or RED 4337.
Students must maintain a 2.5 GPA in the major and complete the methods courses with a grade of “C” or higher.
Department of Educational Measurement and Research

The Department of Educational Measurement and Research is a foundations department within the College of Education. It provides support services to undergraduate programs. Students in all programs are required to take EDF 4430, Measurement for Teachers. This course develops skills and understandings related to test construction, reporting student progress, test score interpretation, and measurement qualities.

Library, Media, and Information Studies

Even though degree-oriented undergraduate study is not offered in Library, Media, and Information Studies, the faculty will counsel those undergraduates interested in study in librarianship at USF. The library studies Master’s program is accredited by the American Library Association, and graduates are prepared for professional positions in all types of libraries and media centers.

Department of Music Education

**MUSIC EDUCATION**

**Requirements for the B.A. Degree (MUE):**

All students seeking a degree in music education are required to pass an audition in their respective performance area. Before freshmen students may enter the theory sequence, a grade of 'C' or better must be made on the theory entrance test. If this grade is not achieved, the student must enroll in a music fundamentals course for no credit. If either portion (written or aural) of the test is failed, the student must take the fundamentals course.

All transfer students are required to take a theory placement test and required to enter at the appropriate level. Students must obtain the dates for these examinations from the Music Office. Completion of the examinations is required before registration in music courses can be permitted.

Special requirements for all music education majors: successful completion of the piano proficiency requirement as defined by the Music and Music Education faculties; participation in a major performing ensemble each semester the student is enrolled in applied music; and the presentation of a one-half hour recital in the major performing medium during the senior year.

Students are encouraged to attend on-campus musical events (major ensemble concerts, student and faculty recitals, and Artist Series concerts).

For other degree requirements, see appropriate page of the College of Education requirements and the University’s general distribution and graduation requirements.

0024A. Instrumental Specialization (83 cr. hrs.)

Music Education courses (22 cr. hrs.)

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<tr>
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<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
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<td>MUE 3421</td>
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<tr>
<td>MUE 4322</td>
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* Must be taken up to two hours

Music Courses (minimum 61 cr. hrs.)

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<td>MUE 2246</td>
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<td>MUE 2247</td>
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Music Education courses (21 cr. hrs.)

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<td>MUE 4322</td>
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Music Courses (minimum 60 cr. hrs.)

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<td>MUH 3212</td>
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**DEPARTMENT OF PHYSICAL EDUCATION**

The Department of Physical Education conducts a general education program of Elective Physical Education courses and an undergraduate teacher-education program.

**ELECTIVE PHYSICAL EDUCATION PROGRAM**

Elective Physical Education Offerings in the College of Education are designed to provide opportunities for developing desired skills and gaining insight into the role physical activity plays in the student’s life. Laboratory experience in recognized sports activities allow the student to select and develop proficiency appropriate for leisure pursuit or personal development. Human movement behavior and response courses expand personal awareness of the effect of physical activity through examination of the interaction between the needs and abilities of the person and the requisites and uses of the activity. Special competency courses prepare the interested students with skills and techniques applicable for conducting or directing community activities related to sport and movement.

**PROFESSIONAL PHYSICAL EDUCATION PROGRAM**

The Professional Physical Education Program prepares teachers of physical education K-12.
Requirements for the B.A. degree (PET):
A two-year program is offered at the junior and senior level which provides an extensive internship experience combined with on-campus study for students preparing to become teachers of physical education.

In order to be admitted to the program, all students residing within the state must participate in a selective admission procedure which includes an on-campus interview. Students residing out-of-state must fulfill other requirements. Enrollment in the program is limited, and students can only enter during Semester I of each year.

In addition to applying to the University, all students must apply directly to the Department before April 1 for priority admission consideration. Students applying after April 1, and before the final deadline of July 1, will be interviewed and accepted on a space available basis only. Requests for admission to the program should be directed to:
Chairperson

Department of Psychological and Social Foundations of Education

The Department of Psychological and Social Foundations of Education provides the following service courses for a variety of undergraduate programs:

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<th>Course</th>
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<tbody>
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<td>EDF 3122</td>
<td>EDF 3228</td>
<td>EDF 3710</td>
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Department of Special Education

The Department of Special Education undergraduate programmatic structure is designed to prepare personnel to plan and implement educational programs for students requiring specialized education services. Areas of training include behavior disorders, mental retardation, and specific learning disabilities. Depending on the training entry level of the candidate and the specific program specialty selected, the undergraduate training program content offers basic coursework and experiences leading to state certification and competencies to design and implement age-appropriate programs for exceptional students in public schools and private agencies.

There are basic entrance requirements at this level of the program. When the candidate has met the requirements for his/her program admission, a departmental adviser will be assigned. Field based experiences are a significant component of all programs. Practicum and internship experiences are included throughout each training program in educational environments located in those districts proximal to a campus on which there are resident faculty. Transportation to practicum and internship sites must be furnished by the student.

The initiation and continued professional development of degree candidates is stressed. Membership and active participation in student professional groups such as the Student Council for Exceptional Children (SCEC) is expected by all baccalaureate degree candidates.

The prospective student is encouraged to contact the department for any program changes.

Behavior Disorders

Requirements for the B.A. Degree (EED)
This program of study is designed to prepare undergraduate students to become competent and certified teachers of emotionally handicapped persons in a variety of educational settings.

**Professional Education (36-37 hours)**

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<td>EDF 3542</td>
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<tr>
<td>EDF 3214</td>
<td>EDF 3604</td>
<td>EDF 3542</td>
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<tr>
<td>RED 4515</td>
<td>EEX 4936</td>
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**Teaching Specialization (26-27 hours)**

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<tr>
<td>EED 4321</td>
<td>EEX 4211</td>
<td>EEO 4011</td>
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<td>or</td>
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<tr>
<td>EEC 4011</td>
<td>EEX 4221</td>
<td>LAE 4414</td>
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<tr>
<td>SPA 4004</td>
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<tr>
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<tbody>
<tr>
<td>MUE 4210</td>
<td>SSE 4313</td>
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</tbody>
</table>

Mental Retardation

Requirements for the B.A. Degree (EMR)
This program of study is designed to prepare undergraduate students to become competent and certified teachers of mentally handicapped persons in a variety of settings.

**Professional Education (33-34 hours)**

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>EDF 3214</td>
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<tr>
<td>EEX 4940</td>
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**Teaching Specialization (33 hours)**

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<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>EEC 4004</td>
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<td>EEX 4243</td>
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<tr>
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Specific Learning Disabilities

Requirements for the B.A. Degree (ELD):
This course of study is designed to prepare the student as a competent earning disabilities teacher.

**Professional Education (36-37 hours)**

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<th>Course</th>
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<tbody>
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<tr>
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**Teaching Specialization (32-33 hours)**

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<tr>
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<td>EED 4011</td>
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<td>EEX 4243</td>
<td>EEO 4011</td>
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<tr>
<td>MAE 4545</td>
<td>MAE 4310</td>
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<tr>
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<td>LIS 4503</td>
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<tbody>
<tr>
<td>ARE 4313</td>
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<td>or</td>
<td>or</td>
</tr>
<tr>
<td>MUE 4210</td>
<td>SCE 4310</td>
</tr>
</tbody>
</table>
COLLEGE OF ENGINEERING

Have you ever felt you would like to be the "somebody" who will do "something" about the many problems we face? Our modern society requires new, practical solutions to its many complex technological problems. Spearheading this action will be the engineer and the engineering profession. The engineer, as always, will continue to be responsible for and obliged to use his/her knowledge for the benefit of mankind.

The increasingly rapid changes in our life style place an ever stronger responsibility to society and to our future on both those who are providing the engineering education as well as those who are being educated. The College of Engineering recognizes this in its approach to the education of tomorrow's engineers as well as in the content of the other programs under its direction which are vital to the technological progress of our society. Its curricula provides for an individual's development in both technical competency and human values.

The programs offered by the College of Engineering to meet the diverse requirements of the future cover three areas: Professional Engineering, Applied Science, and Technology. The specific degrees and services offered are as follows:

- Bachelor of Science in Chemical Engineering (B.S.Ch.E.)
- Bachelor of Science in Civil Engineering (B.S.C.E.)
- Bachelor of Science in Computer Engineering (B.S.Cp.E.)
- Bachelor of Science in Electrical Engineering (B.S.E.E.)
- Bachelor of Science in Engineering degree (B.S.E.)
- various options available including General Engineering and Engineering Mechanics
- Bachelor of Science in Industrial Engineering (B.S.I.E.)
- Bachelor of Science in Mechanical Engineering (B.S.M.E.)

PROFESSIONAL ENGINEERING

The Engineering programs of the college have been developed with an emphasis on three broad aspects of engineering activity—design, research, and the operation of complex technological systems. Students who are interested in advanced design or research should pursue the Five-Year Program leading to a Master of Science in Engineering degree. Other students interested more in operational responsibilities may wish to terminate their initial engineering education at the baccalaureate level. The Bachelor of Science degrees offered in various engineering fields provide the student a broad education with sufficient technical background to effectively contribute in many phases of Engineering not requiring the depth of knowledge needed for advanced design or research.

The College of Engineering recognizes that modern engineering solutions draw on knowledge of several branches of engineering. It also recognizes that future technological and societal developments will lead to shifting of the relative emphasis on various branches of engineering, triggered by new needs or a reassessment of national goals. For this reason the college's program includes a strong engineering foundation (core) portion, designed to equip the prospective engineer with a broad base of fundamental technical knowledge. To this foundation is added the student's specialization (option) of sufficient depth to prepare him/her to successfully embark on a professional career.

While the baccalaureate degree is considered the minimum educational experience for participating in the Engineering profession, and as such is the first professional degree, students are strongly encouraged to pursue advanced work beyond the baccalaureate either at this or other institutions. It is becoming increasingly evident that a large segment of society's engineering professionals is involved in some form of postbaccalaureate study. Engineers are earning advanced degrees to obtain the information and training necessary to meet effectively tomorrow's technological challenges. All are faced with the continuing problem of refurbishing and updating their information skills and most are obtaining advanced information by means of formal graduate study, seminars, special institutes and other such systems designed for this purpose.

The Bachelor of Science in Computer Science (B.S.C.S.)
- Bachelor of Science in Information Systems (B.S.I.S.)
- Bachelor of Science in Engineering degree (B.S.E.S.)
- various Options
- Bachelor of Engineering Technology (B.E.T.)

The above spectrum of program offerings provides the prospective student with a choice of avenues depending upon individual interests, career objectives, and capabilities for a significant technological contribution. These programs are described in more detail under their respective catalog headings.

Laboratory experience as well as real-world participation in technological problem-solving is a key aspect of a professional engineer's or a technologist's college education. The College of Engineering, in implementing this need, augments its own modern laboratory and research facilities by close contact with the professional societies and the many industries in the metropolitan Tampa Bay area.

Students interested in particular programs offered by the College of Engineering should direct their inquiries to the College of Engineering marked for the attention of the following:

Area of Interest
- Contact
- Specific department or Office of the Dean
- Director of Engineering Technology

Bachelor of Science in Chemical Engineering (B.S.Ch.E.)
Bachelor of Science in Civil Engineering (B.S.C.E.)
Bachelor of Science in Computer Engineering (B.S.Cp.E.)
Bachelor of Science in Electrical Engineering (B.S.E.E.)
Bachelor of Science in Engineering degree (B.S.E.)
various options available including General Engineering and Engineering Mechanics
Bachelor of Science in Industrial Engineering (B.S.I.E.)
Bachelor of Science in Mechanical Engineering (B.S.M.E.)

The Accreditation Board for Engineering and Technology, Inc. (ABET), formerly the Engineers' Council for Professional Development has inspected and accredited the curricula of the College of Engineering defined by the Chemical Engineering, Civil Engineering, Computer Engineering, Electrical Engineering, Engineering Mechanics, Industrial Engineering and Mechanical Engineering, options.
Preparation for Engineering

Students planning to attend USF's College of Engineering should familiarize themselves thoroughly with the college's admissions standards and requirements, which are more stringent than the University's minimum entrance requirements.

The high school student anticipating a career in engineering should elect the strongest academic program that is available while in high school. Four years each of English, mathematics and science (preferably including Chemistry and Physics), as well as full programs in the social sciences and humanities, are most important to success in any engineering college. A foreign language, while not a necessity, provides a desirable background for students.

Prospective students considering engineering at the University of South Florida who lack certain preparation in high school must elect to follow a program to overcome their deficiencies. One alternative might be that such a student take some remedial work and a less accelerated program as is available to them. Transfer students should be aware that such a student take some remedial work and a less accelerated program to overcome their deficiencies.

University of South Florida's engineering program at the junior level from a State of Florida operated college or university should follow a pre-engineering program leading to an A.A. degree. All transfer students should complete as much of the mathematics, science and engineering core coursework as is available to them. Transfer students should be aware that the college expects them to meet its admission requirements listed on this page and the college regulations listed on page 85 just as it expects its own students to meet these requirements. Junior/community college transfer students planning to transfer to the University of South Florida's engineering program at the junior level from a State of Florida operated college or university should follow a pre-engineering program leading to an A.A. degree. All transfer students should complete as much of the mathematics, science and engineering core coursework as is available to them. Transfer students should be aware that the college expects them to meet its admission requirements listed on this page and the college regulations listed on page 85 just as it expects its own students to meet these requirements. Junior/community college transfer students should note that in addition to freshman and sophomore level courses, required junior level courses are given each semester thus permitting full continuity in studies for the student. Senior/community college students intending to pursue an engineering program at USF should contact the advisor at their institution and request a course equivalency list.

The College of Engineering can assist students who are planning to obtain an Engineering degree from the University of South Florida and who have started their studies elsewhere in formulating a sound total program. Interested students should contact the college's Advising Office furnishing sufficient details to permit meaningful response.

Admission to the College

Freshmen and transfer students can apply to the College of Engineering's programs upon initial entry into the University by declaring the desired Bachelor degree program as their intended major. If not declared on initial entry, a USF student can at any time declare his/her intent to pursue a Bachelor's degree program in the College by applying to the Admission's Section of the Advising Office of the College.

To qualify for admission to a Bachelor's degree program in the College of Engineering a student must have been accepted by the University as a degree-seeking student, must be in good academic standing, and must be otherwise acceptable to the college. Increasing enrollment demand (prompted by growing demand for engineers and scientists), and limited resources have forced the college to limit enrollment to maintain the quality of its programs.

Limited enrollment is implemented by admitting students to programs from the College's Applicant Pool. Minimum academic performance criteria to enter the Applicant Pool are shown below. All comparable applicants to College of Engineering programs are subject to the same entrance requirements whether transferring from within USF or from another institution. Applicants, meeting minimum requirements, are assigned to the College's Applicant Pool from which successful candidates are chosen. Unusually well qualified applicants may be immediately notified of their acceptance to the program of their choice.

Selection of students to fill programs is made by the College Admissions Committee using criteria such as educational objective, completion of appropriate prerequisite courses, performance in appropriate prerequisite courses, overall academic record, test data, personal record, recommenda-
Engineering degree program at the time of entry and later transfer to his/her specific program. However, students need to make this decision no later than their junior year.

Engineering coursework identified as 3000 level or higher is considered professional level work and students enrolling for these courses must have been admitted to the college. Exceptions must receive prior permission from the Office of the Dean or the department chairman responsible for the coursework and must demonstrate that they meet the college's entrance requirements as well as all prerequisites for the course involved.

Due to the demand for engineering courses, it is difficult to guarantee full course loads; therefore, engineering students are strongly encouraged to participate in the initial registration each term.

Engineering Advising

Effective pursuit of engineering and engineering related studies requires careful attention to both the sequence and the type of courses taken. The engineering curriculum differs in key respects from the study plans of other majors—even in the freshmen year. It is therefore important, and the college requires, that each student plan a curriculum with, and has it approved by, a faculty adviser in the College of Engineering.

Students accepted to the college from within the University will be assigned a faculty adviser. New students must attend the University's Orientation program. They are assigned an engineering adviser during this program and receive advisement for their first semester at that time.

Students who have made a decision regarding the specific engineering field they plan to follow may be assigned a faculty adviser in the department corresponding to their interest. Students who have not decided on the specialty are advised by the Advising Office and are assigned to the General Option of the BSE program.

The student and adviser jointly work out a plan of study which meets both the student's career objectives and the College of Engineering's degree requirements. A student may change advisers with the concurrence of the new adviser and the Advising Office. The advisers maintain the College of Engineering's student records.

While the College provides advising services to assist students with academic planning, the responsibility for seeing that all graduation requirements are met rests with the students.*

*The College of Engineering requires all undergraduates to apply for graduation the semester prior to the anticipated graduation term. Necessary forms and instructions can be obtained in the Advising Office.

Departments & Programs

The supervision of the academic programs for the college is the function of the five administrative departments together with several coordinators. The departments are responsible for the professional programs in engineering and engineering science. Each department is responsible for programs, faculty, laboratories and students assigned to it. See also page 89 for College Facilities.

Chemical and Mechanical Engineering

This department offers courses leading to the traditional degrees of Bachelor of Science in Chemical or Mechanical Engineering (B.S.Ch.E. or B.S.M.E.) as well as the Bachelor of Science in Engineering (B.S.E.E.), Master of Science in Chemical or Mechanical Engineering (M.S.Ch.E. or M.S.M.E.), Master of Engineering (M.E.) and Doctor of Philosophy (Ph.D.) degrees.

Undergraduate coursework common to both programs includes: thermodynamics, fluid mechanics, heat transfer (the transport processes sequence), instrument systems, automatic controls, process laboratories, computer simulation and strength of materials. Courses specific for each degree, beyond the common courses, are listed on page 79 (for Chemical Engineers) and page 84 (for Mechanical Engineers).

Graduates of this department have found employment in research, design, production, marketing, service, installation (contracting), maintenance and operation in a variety of industries such as mining, petroleum, chemicals, paper, food, power, manufacturing, air conditioning, defense systems, data processing and communication. Specific strengths of the department lie in instrumentation, controls, digital communication, computer aided design and manufacturing, process modeling and heating, ventilating and air conditioning.

Students may complete both undergraduate degrees (B.S.Ch.E. and B.S.M.E.) with 30 additional hours of selected coursework.

Civil Engineering and Mechanics:

This department offers course work and study pertinent to Civil Engineering, Engineering Mechanics, Materials Science, and Environmental Engineering. Topics included are structural analysis, design and optimization; metals, polymers, ceramics; solid and fluid mechanics, stress analysis, vibrations, continuum mechanics, aerodynamics; gas dynamics; wave propagation, numerical methods; geotechnical engineering; transportation engineering; water resources, waste treatment, environmental engineering, and coastal engineering. The department administers the Engineering Mechanics option of the Bachelor of Science in Engineering (B.S.E.E.) degree program and the Bachelor of Science in Civil Engineering (B.S.C.E.) option. It also administers the Master of Science in Civil Engineering (M.S.C.E.) program, and a design oriented professional engineering Master of Civil Engineering (M.C.E.) program. These Master programs can be completed with all evening course work. As applicable, the department administers the M.S.C.E., M.S.E., M.C.E., M.E., M.S.E.S. and the Ph.D. in Civil Engineering programs.

Computer Science and Engineering

This department offers course work and study in all areas fundamental to Computer Engineering, Computer Science and Information Systems. Topics dealt with are computer design, software engineering, programming languages, computer algorithms, computer system organization, computer networks and distributed computing, artificial intelligence, database systems and theory of computation.

The department's facilities include microprocessor laboratories equipped with modern microcomputers, a graphics laboratory equipped with modern display devices and a substantial number of graphics-oriented personal computers. A PDP 11/44 computer running under UNIX operating system, a PRIME 850 medium scale computer and a VAX11/750 are used to support several software related courses. The PRIME computer also functions as a node of a college-wide network of three computers. The department administers the baccalaureate degrees in Computer Science, Computer Engineering, and Information Systems. It also offers graduate degrees at the Master of Science level in Computer Science and in Computer Engineering, and a Ph.D. degree in Computer Science and Engineering.

Electrical Engineering

This department offers study in all areas fundamental to Electrical Engineering and the electrical sciences: circuit analysis and design, electronics, communications, electromagnetics, controls, solid state, systems analysis, digital circuit design, etc. Basic concepts are augmented with well-equipped laboratories in networks, electronics, automatic control, digital systems, electromechanics, microwave techniques and communications. In addition, a general purpose computer facility, a microprocessor laboratory and a microelectronics fabrication laboratory are available to undergraduate and graduate students. The department administers the Electrical Engineering Option (program) of the Bachelor of Science in Engineering (B.S.E.E.) degree program, the Bachelor of Science in Electrical Engineering (B.S.E.E.) degree program, as well as the Master of Science in Electrical Engineering (M.S.E.E.) program which is also available to evening and off-campus students. As applicable, the department administers the M.S.E., M.E., M.S.E.S. and the Ph.D in Electrical Engineering Programs.

Industrial and Management Systems Engineering

This department offers study pertinent to the design, evaluation and operation of a variety of industrial systems, ranging from the analysis of public systems to the operation of manufacturing plants. Topics include production planning and control, production and plant design, applied statistics, operations research, human factors and productivity, manufacturing, and automation. The department has excellent laboratory facilities which support class projects and research in microcomputer applications, computer-aided manufacturing and automation, and applications of robotics.

The department administers the Bachelor of Science in Industrial Engineering (B.S.I.E.) degree program, as well as the Master of Science in Industrial Engineering (M.S.I.E.) and the Ph.D. in Industrial Engineering. Evening and off-campus programs are available through the Master of
Science in Engineering Management (M.S.E.M.) program. The department also administers the Industrial option in the M.S.E., M.E., and M.S.E.S. programs.

### Engineering Core

Both the four-year and five-year curricula of the College of Engineering Bachelor of Science programs are founded on a common core of course work which is required of all students. This course work is designed to give each student a thorough foundation of knowledge on which specialization studies and a professional career can be based. Emphasis is placed on five key elements; development of communication skills, familiarity with the Social Sciences and Humanities, a solid base in science and mathematics, a strong foundation in basic engineering sciences and applications and design experience in a field of specialization.

Each degree granting department has developed a list of courses to provide key elements for the degree offered. While the specific courses will vary slightly from one department to another, the hours in each category will be approximately as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>Non-technical Courses (Social Sciences, Humanities, Communications)</td>
<td>30 Sem. Hrs.</td>
</tr>
<tr>
<td>Mathematics, Chemistry and Physics (Minimum)</td>
<td>35 Sem. Hrs.</td>
</tr>
<tr>
<td>Basic Engineering Science (Minimum)</td>
<td>36 Sem. Hrs.</td>
</tr>
<tr>
<td>Department Specialization</td>
<td>35 Sem. Hrs.</td>
</tr>
</tbody>
</table>

Special requirements exist for Chemical Engineering. Students selecting this field should make sure they familiarize themselves with these. Detailed information can be obtained from the responsible department or the college's Advising Office.

### 1. Non-Technical Requirements

Prospective Engineering majors must take six hours of Freshman English (ENG 1101, 1104) in their first two semesters.

Additional course work in this category is required as specified in the individual curricula printed on pages which follow. Students are advised to check the list of "Approved Social Sciences and Humanities Courses" before enrolling. If a student desires credit for a course not on the list, she/he must obtain approval in writing from the department chairperson (or approved representative) prior to enrollment. In no case will credits be allowed for courses taken on an S/U basis. A minimum of eight credit hours of this course work must be of 2000 level or higher. At least six credit hours must be taken in each of the Humanities/Fine Arts area and the Behavioral and Social Sciences area (to meet the University's General Distribution Requirements). In selecting courses to meet the minimum requirements in the Social Sciences and Humanities each student should pick at least six hours of work which will satisfy 6A-10.30 (The "Gordon Rule"). It is recommended that the student pursue specific subject areas to some depth, since this develops areas of knowledge and interests which aid fuller development of the individual and later assist in relating a professional career to non-technical environments and situations.

It is desirable that at least 24 hours of this course work be taken in the first two years. Students are responsible for checking with their advisers to be sure that the specific courses they are taking meet the requirements of the Bachelor of Science in Engineering degree program.

Students who transfer from a State of Florida community college with an Associate of Arts degree who have met that college's General Education Requirement will normally find that their General Education course work satisfies the major portion - but not all - of the Social Sciences and Humanities Core requirement.

Credit by Examination can be obtained for some of this course work. CLEP General Examination credit, acceptable to the University, is accepted for the areas of English Composition, Humanities and Social Sciences. Credit for CLEP Subject Examinations and CEEB Advanced Placement Tests can be accepted when the subject covered is recognized to be equivalent to USF course(s) on the "Approved Social Sciences and Humanities Courses" list. Questions in this area should be directed to the Coordinator of Engineering Advising in the college's Advising Office.

### 2. Mathematics and Science Core Requirements

The student with a satisfactory high school preparation must take 35 credit hours of mathematics and science course work. (Some credit towards this core requirement can be obtained by passing applicable CEEB Advanced Placement Tests or CLEP Subject Examinations.)

In mathematics this course work consists of a Calculus for Engineers sequence (or a calculus sequence or equivalent level), differential equations, and additional hours of designated courses supportive of the student's selective field of specialization, as specified by the department. In the science course work students must take the physics with calculus sequence and the general chemistry sequence. All students must take the chemistry placement test.

Students whose high school preparation is insufficient to enter the Calculus for Engineers are required to take supplementary algebra and trigonometry prior to being considered for acceptance into the College. All students must take the math placement test.

### 3. Engineering Core Requirements

The prospective engineering major must take a minimum of 35 credit hours of engineering core (foundation) course work drawn from the major disciplines. This course work is designed to equip the student with a sound technical foundation for later more advanced specialized course work and the eventual formation of professional judgment. This course work includes introductory studies in such areas as engineering analysis and computation, statistics, electrical engineering principles, thermodynamics, statistics, dynamics, fluids, and properties of materials.

All but 6 credit hours of the engineering core are common to all areas of specialization (option) of the Bachelor of Science in Engineering and the Bachelor of Science in a Designated Engineering Field degree programs. The remaining 6 credit hours of course work must be chosen with the concurrence of the departmental adviser to fit the field selected by the student. Details on this selection are available in the departmental office of the field selected, or in the college's Advising Office.

### FOUR-YEAR PROGRAM—BACHELOR OF SCIENCE IN ENGINEERING DEGREE AND BACHELOR OF SCIENCE IN DESIGNATED ENGINEERING FIELD DEGREE

These engineering degrees are awarded upon successful completion of a program consisting of the required three areas of core coursework—minimum of 101 credit hours - which are described above, and an additional 35 credit hours of coursework in a designated field of specialization. Details covering specific fields are available on request from the responsible department, or from the college's Advising Office.

Programs are offered in the following disciplines of Engineering:

#### 1. General

All departments of the College of Engineering may offer the general option of the Bachelor of Science in Engineering degree. This program consists of the basic engineering core of approximately 100 semester hours plus additional credits to produce a total of 136, in a designated field of specialization. This program is tailored to meet needs of students who have very specific goals and wish to deviate from a prescribed disciplinary program. Since the program is tailored for individual students a curriculum cannot be published and, therefore, it cannot be accredited. Because of this it is not recommended for most students. Nevertheless, it can be a valuable program for students with special needs.

Pre-medical students may elect this option. It accommodates up to 32 hrs. of special pre-med course work (Biology, Organic Chemistry, etc.) selected by student and adviser to meet normal admissions requirements of medical schools.

Pre-law students find this option permits a strong technical and legal undergraduate academic preparation.

#### 2. Chemical Engineering

Students pursuing the Bachelor of Science in Chemical Engineering program take coursework in advanced chemistry, and thermodynamics, energy conversion, separation processes, transport phenomena, heat and mass transfer, reacting systems, process control and instrumentation, as well as approximately 10 credit hours of chemistry and technical electives.
Students must also satisfactorily complete a design and/or case study as part of their program. Special characteristics of the Chemical Engineering program make it imperative that students retain constant close contact with their advisor.

Students completing this program normally initiate their careers in chemical process industries (C.P.I.). Chemical engineers are found in technical and administrative positions in the power generating industries, government planning and regulatory agencies, and consulting and research enterprises. Main products produced by the C.P.I. are petrochemicals, fertilizers, pharmaceuticals, polymers and fibers, synthetic fuels, etc. Such modern societal problems as controlling pollution, handling wastes, advancing medical technology and providing food and energy more efficiently depend on the chemical engineer, among others, for the solutions.

The schedule which follows indicates how a serious student who can devote full time to coursework can satisfy requirements in four academic years. Students without a solid foundation and those who cannot devote full time to academics should plan a slower pace. The schedule includes coursework for both the Chemical and Mechanical Engineering degree programs.

**Bachelor's Curricula for Chemical & Mechanical Engineering**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Hrs.</th>
<th>Course</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td><strong>Semester I</strong></td>
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</tr>
<tr>
<td>ENC 1101</td>
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<tr>
<td>MAC 3281</td>
<td>3</td>
<td>Engineering Calculus I</td>
<td></td>
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<tr>
<td>CHM 2045</td>
<td>3</td>
<td>General Chem. I</td>
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</tr>
<tr>
<td>EGN 1002</td>
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<td>Engineering Orientation</td>
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| **Semester II** |      |                               |              |
| ENC 1104 | 3    | Freshman English II           |              |
| MAC 3282 | 3    | Engineering Calc II           |              |
| CHM 2046 | 3    | General Chem. II             |              |
| CHM 2045L| 1    | Gen Chem I Lab               |              |
| PHY 3040 | 3    | General Physics I            |              |
| PHY 3040L| 1    | Gen. Physics Lab             |              |
| Humanities Elective | 3 |                            |              |
| **Total** | 17   |                               |              |

| **Semester III** |      |                               |              |
| MAC 3283 | 3    | Engineering Calculus III      |              |
| CHM 2046L| 1    | Gen. Chem II Lab             |              |
| PHY 3041 | 3    | Gen. Physics                 |              |
| PHY 3041L| 1    | Gen. Physics Lab             |              |
| EGN 2210 | 3    | Fortran for Engineers        |              |
| EGN 3313 | 2    | Statics                      |              |
| EGN 4450 | 2    | Intro to Linear Systems      |              |
| Approved Non-Tech Course | 3 |                        |              |
| **Total** | 18   |                               |              |

| **Semester IV** |      |                               |              |
| MAP 4302 | 3    | Diff. Equations               |              |
| EGN 3343 | 3    | Thermodynamics I              |              |
| EGN 3373 | 3    | Intro. Elec. Sys. 1          |              |
| EGN 3365L| 3    | Materials Engr. I            |              |
| EGN 3433L| 3    | Mod. & Analysis              |              |
| Approved Non-Tech Course | 3 |                        |              |
| **Total** | 18   |                               |              |

| **Semester V** |      |                               |              |
| EMC 3103 | 4    | Thermodynamics II            |              |
| EMC 3117 | 4    | Transport Proc. I            |              |
| EMC 3301 | 5    | Inst. Sys.                   |              |
| **Total** |      |                               |              |

### COLLEGE OF ENGINEERING

**CHM 3210** Organic Chem. I 3

**EGN 3321** Dynamics 3

**CHM 3210L** Org. Chem. I Lab 2

**CHM 3211** Org. Chem. II 3

### Semester VI

**EMC 3303** Chem & Mech Lab II 2

**EMC 4118** Trnsprt Proc II 4

**EMC 4411** Computer Sim. 1 2

**CHM 3210L** Org. Chem. I Lab 2

**CHM 3211** Org. Chem. II 3

**EGN 3375** Intro to Elec Sys III 3

**EML 3264** Kinematics 3

### Semester VII

**EMC 4314** Auto Controls I 4

**EMC 4522L** Chem & Mech. Lab II 1

**ECH 4413** Sep. Proc. & Ph Equi 4

**CHM 3211L** Org. Chem. Lab II 2

**CHM 4412** Phys. Chem. III 3

**Approved Non-Tech Course** 4

**EMC 4415C** Reac Sys & Ch Equi 4

**ECH 4615** Plant Des & Pro Econ 4

**Technical Elective** 3

**Chemical Elective** 4

**Approved Des. Crs. - 1** 3

**Total** 17

### Semester VIII

**ECH 4413** Sep. Proc. & Ph Equi 4

**ECH 4615** Plant Des & Pro Econ 4

**Technical Elective** 3

**Chemical Elective** 4

**Approved Des. Crs. - 2** 3

**Approved Sci. Elective** 3

**Approved Non-Tech Course** 4

**Approved Non-technical Course** 4

**Total** 17

### 3. Civil Engineering (35 credit hours)

Students pursuing the Bachelor of Science in Civil Engineering program take designated traditional civil engineering and engineering mechanics coursework in solid mechanics, stress analysis, structures, materials, hydraulics, geotechnical, transportation, and engineering analysis. This course work is supplemented by courses in one of the following areas of concentration, plus electives.

- **Environmental/Water Resources** - courses in water treatment, waste water treatment, air pollution control and water resources.
- **Geotechnical/Transportation** - courses in soil mechanics, foundations, transportation, and surveying.
- **Materials concentration** - courses in engineering materials, polymers, corrosion control and materials processes.
- **Structural Engineering concentration** - courses in structural analysis and design, composite structures, using matrix and computer techniques.

Students completing this option enter careers as engineers in the civil, structural, sanitary, environmental, hydraulics, materials, etc., disciplines. All of these fields share the need for knowledge in the areas of engineering mechanics, civil engineering, and materials science. Through choice of the...
proper area of concentration the student has the opportunity to channel his academic studies specifically towards his/her career choice. Civil Engineering students commence their engineering careers in either industry, in engineering consulting firms, or in public service at the federal, state or local level. Initial assignments include planning, design and management for abatement of air, water, and solid waste pollution problems; design of bridges, single and multi-story structures; and supervision of construction projects.

The schedule which follows indicates how a serious well-prepared student who can devote full time to course work can satisfy degree requirements in four academic years. Students without a solid foundation and those who cannot devote full time to academics should plan on a slower pace.

### Bachelor's Curriculum for Civil Engineering Option

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<td>EGN 3373 Intro to Elec. Sys. I</td>
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<td>EGN 3343 Thermodynamics I</td>
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<td>EGN 3331 Mechanics of Matls.</td>
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<td>EGN 3331L Mech. of Maths. Lab</td>
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<td>ECI 4311 Soil Mechanics</td>
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<td>GLY 3830 Geology for Engrs.*</td>
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<td>CHM 3200 Organic Chemistry*</td>
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<td>CES 4502 Concepts Concrete Design</td>
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<td>C.E. Tech. Elective</td>
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<td>C.E. Tech. Elective</td>
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<td>TTE 4004 Transport Engr. I</td>
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*Environmental students take EMC 3103, CHM 3200, ENV 4402. Other C.E. students take EGN 4420, EGN 3373, GLY 3830, CES 3402

### Civil Engineering Technical Electives

(A student must take a minimum of 9 hours, with at least 2 courses from one group.)

- Environmental/Water Resources
  - ENV 4012 Environmental Unit Processes
  - ENV 4014 Environmental Unit Operations
  - ENV 4111 Air Pollution Control
  - ENV 4622 Water Resources Engineering

- Geotechnical/Transportation
  - ECI 4312 Soil Mechanics II
  - TTE 4006 Transportation Engineering II
  - SUR 3101C Engineering Land Surveying
  - EGM 4610 Computations In Civil Engineering
Materials
EMA 4303 Thermodynamics of Materials 3
EMA 4324 Corrosion of Engineering Materials 3
EMA 4604 Processes in Materials Engineering 3
EMA 4703 Concepts of Engineering Materials 3
EMA 4704 Selection and Application of Materials 3

Structural
CES 4004 Matrix Structural Analysis 3
CES 4104 Advanced Mechanics of Materials 3
CES 4208 Structural Dynamics 3
EGM 4430 Shock and Vibrations 3

Civil Engineering Design Electives

(A student must take a minimum of 6 hours with at least 2 courses from one group)

Environmental/Water Resources
CES 4403 Hydraulic Design 2
CES 4404 Fluid System Design 2
ENV 4432 Water Systems Design 2
ENV 4504 Waste Water Systems Design 2

Geotechnical/Transportation
ECI 4640 Geotechnical Design 2
TTE 4721 Transportation System Design 2
CES 3400 Design and Practices 2

Materials
CES 4700 Cement and Concrete Design 2
EMA 4325 Corrosion Control System Design 2
CES 4911 Senior Project 2

Structural
CES 4004 Computer Aided Structural Design 2
CES 4502 Structural Design—Steel 2
CES 4704 Structural Design—Concrete 2
CES 4933 Prestressed Concrete Design 2

4. Computer Science and Engineering

Three undergraduate programs are offered within Computer Science and Engineering. They are: The Computer Engineering program (leading to a Bachelor of Science in Computer Engineering), the Computer Science program (leading to a Bachelor of Science in Computer Science) and the Information Systems program (leading to a Bachelor of Science in Information Systems). All three programs require a minimum of 136 semester hours of coursework, of which 94 hours are common to all options and 42 hours represent the particular area of specialization.

The Computer Engineering program emphasizes the design and utilization of computers and has a core of engineering and basic science courses like those of other engineering programs outside the Department of Computer Science and Engineering. The Computer Science program deals with the basic and formal aspects of computation. The Information Systems program emphasizes the business applications and data processing aspects of computing.

Graduates from these programs follow fruitful careers in either scientific or business application of computers, as well as in the design of computer systems. They are often involved in the systems level definition of information processing complexes for both manufacturers of computers and for users. A wide and expanding variety of design and applications opportunities characterize this field. This is the reason for requiring a broad foundation in applied mathematics and the physical sciences, and also to develop communications abilities and clear perceptions in the social sciences and the humanities. Research and development opportunities as a computer scientist and engineer, often following graduate training, are present in the areas of artificial intelligence, software engineering, digital data communications, data-base management and robotics, fault-tolerant computing and testing, microprogramming, computer graphics and simulation.

The schedules which follow indicate how a serious, well prepared student who can devote full time to coursework can satisfy degree requirements in four academic years. Students without a solid foundation and those who cannot devote full time to academics should plan on a slower pace.

Bachelor of Science in Computer Science Curriculum

<table>
<thead>
<tr>
<th>Semester I</th>
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<tr>
<td>ENC 1101 Freshman English</td>
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<tr>
<td>MAC 3281 Engr. Calculus I</td>
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<td>Science Elective</td>
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<td>PHS 3102 Probl. Gen. Physics</td>
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<td>EGN 3613 Engr Economy I</td>
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<td>EGN 3373 Intro Elec. Systems I</td>
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### Bachelor of Science in Information Systems Curriculum

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<td>MAC 3281</td>
<td>Engr Calculus I</td>
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**Required Summer Term**

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### Bachelor of Science in Computer Engineering Curriculum

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**Required Summer Term**

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**Required Summer Term**

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The graduate may do this by performing needed engineering functions such as design, production, operation, sales, or management of these products/services. The graduate may apply his/her knowledge to such diverse areas as television, governmental laboratories and public service agencies. The degree), design, production, operation, sales, or management of these related to the research and development (often requires also an advanced degree), design, production, operation, sales, or management of these products/services.

The schedules which follow indicate how a serious, well prepared student who can devote full time to coursework can satisfy degree requirements in four academic years. Students without a solid foundation and those who cannot devote full time to academics should plan on a slower pace.

**Bachelor's Curriculum for Electrical Engineering**

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**5. Electrical Engineering (32 credit hours)**

Students pursuing the Electrical Engineering option of the Bachelor of Science in Engineering program or the Bachelor of Science in Electrical Engineering program take designated, specialized coursework in network analysis, electronics, communications, electromagnetic theory, linear systems and control systems analysis, and microelectronics. This course work is supplemented by electives in logic, sequential circuits, digital system design and microprocessors; distributed networks and UHF principles, and/or electromechanics and power system analysis.

Students completing this program normally pursue industrial careers in the power, electrical, electronic, or information industries or in related governmental laboratories and public service agencies. The electrical graduate may apply his/her knowledge to such diverse areas as television, communications, remote guidance, sensing (of people, vehicles, weather, crops, etc.), automation, computer and information systems, electric power generation and transmission, electrically propelled transportation, etc. The graduate may do this by performing needed engineering functions related to the research and development (often requires also an advanced degree), design, production, operation, sales, or management of these products/services.
# Bachelor's Curriculum for Engineering Mechanics

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**Minimum 6 hours each in Areas II and V.**

**Mechanics Electives (minimum 3 hrs)**

- PHY 4224 Mechanics II
- PHY 4604 Quantum Mechanics I
- PHY 4526 Statistical Physics
- CES 4500 Concepts of Steel Des.
- CES 4502 Concepts of Concrete Des.

**Design Courses (one)**

- CES 3400 Design Prin & Pract
- CES 4502 Stru Design-Steel
- CES 4704 Stru Design-Conc.
- CES 4403 Hydraulic Design
- CES 4404 Fluid Systems Design
- CES 4911 Senior Project

## 7. Industrial Engineering (32 credit hours)

Students pursuing the Bachelor of Science in Industrial Engineering degree program take designated, specialized coursework in industrial processes, production control, production design, operations research, human factors, computer simulation, applied statistics, and automation. This coursework is supplemented by engineering electives and comprehensive industrial engineering design projects.

Students completing this program are prepared for graduate study or for careers in a broad range of industries, business, and public service areas. The strength of industrial engineering lies, in part, in its breadth and the applicability of its common body of knowledge in a wide variety of enterprises. Students may be involved in traditional areas of manufacturing and production, or state-of-the-art functions in automation and robot-
The same engineering principles are also applied to business organizations, service delivery systems, and governmental administration.

The schedule which follows indicates how a serious, well prepared student who can devote full time to coursework can satisfy degree requirements in four academic years. Students without a solid foundation and those who cannot devote full time to academics should plan on a slower pace.

### Bachelor's Curriculum for Industrial and Management Systems Engineering

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<tr>
<td>EGN 4450 Intro Linear Systems</td>
<td>3</td>
</tr>
<tr>
<td>EIN 4304C Intro to IE</td>
<td>3</td>
</tr>
<tr>
<td>EGN 3443 Engineering Statistics I</td>
<td>3</td>
</tr>
<tr>
<td>EGN 3375 Electrical Systems III</td>
<td>3</td>
</tr>
<tr>
<td>Approved Communication Course</td>
<td>3</td>
</tr>
<tr>
<td>Accounting</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester VI</th>
<th>Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESI 4314 Operations Research I</td>
<td>3</td>
</tr>
<tr>
<td>EIN 4395L Manufacturing Processes</td>
<td>3</td>
</tr>
<tr>
<td>ESI 4221 Ind. Stat. and Q.C.</td>
<td>3</td>
</tr>
<tr>
<td>EIN 4312L Production Design I</td>
<td>3</td>
</tr>
<tr>
<td>EGN 3343 Thermodynamics</td>
<td>3</td>
</tr>
<tr>
<td>EGN 3354 Basic Fluid Mechanics</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester VII</th>
<th>Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESI 4315 Operations Research II</td>
<td>3</td>
</tr>
<tr>
<td>EIN 4334 Production Control I</td>
<td>3</td>
</tr>
<tr>
<td>ESI 4118 Computers in IE</td>
<td>3</td>
</tr>
<tr>
<td>EIN 4313 Human Factors Design</td>
<td>3</td>
</tr>
<tr>
<td>Technical Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

**8. Mechanical Engineering**

Students pursuing the Bachelor of Science in Mechanical Engineering program take coursework in thermodynamics, heat transfer, physical measurements, energy conversion, machine analysis and design, mechanical design, controls, and fluid machinery. This is supplemented by elective coursework in such areas as power plant analysis, refrigeration and air conditioning, acoustics, lubrication, vibration, balancing, and computer aided design and manufacturing.

Students completing this option normally enter careers in a wide range of industries which either turn out mechanical products or rely on mechanical machines, devices, and systems. Thus, mechanical engineering graduates may follow careers in such fields as transportation, power generation and conversion, instrumentation, automatic control, machine design and construction, refrigeration, heating, and air conditioning. These opportunities occur in many industries because mechanical processes are required for most industrial production.

The programs for Chemical Engineering and Mechanical Engineering are offered by one unit, the Chemical and Mechanical Engineering Department. Much of the course work is common to the two programs as indicated in the curricula listed on page 79. This provides an opportunity for a student to complete the requirements for both degrees with approximately thirty carefully chosen additional hours.

**9. Other Options**

Students should recognize that the title of an academic program to prepare for a specific engineering career may differ from the career title. The USF Bachelor of Science in Engineering degree option titles or the Bachelor of Science in a Designated Engineering Field degree titles are descriptive of the academic discipline the specialization studies draw on. The field of product or engineering application frequently is used in describing engineering career titles. The following table may help prospective students to identify desired USF programs.

**Engineering Career**

<table>
<thead>
<tr>
<th>Aerospace</th>
<th>USF Field/Option</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Electrical Engineering, Engineering Mechanics or Mechanical Engineering</td>
</tr>
<tr>
<td>Biomedical</td>
<td>Electrical Engineering or Engineering Mechanics (should plan on graduate studies.)</td>
</tr>
<tr>
<td>Energy</td>
<td>Mechanical or Chemical Engineering</td>
</tr>
<tr>
<td>Environmental</td>
<td>Civil Engineering</td>
</tr>
<tr>
<td>Petroleum</td>
<td>Chemical Engineering</td>
</tr>
<tr>
<td>Solar Energy</td>
<td>Mechanical Engineering</td>
</tr>
</tbody>
</table>

**College Regulations**

**1. Humanities and Social Science Requirements**

While the Engineering undergraduate student is expected to complete certain requirements during the first two years of study which are directed toward the humanities and social sciences, and which are fulfilled by the completion of the Distribution requirements of the University (or General Education requirements at other institutions), the College of Engineering expects more of its prospective engineering graduates than this minimum. The engineer must not only be a technically competent individual, but
must also be a person who can understand, adjust and contribute to the social environment.

Students who transfer from a State of Florida community college with an Associate of Arts degree and who have met that college's General Education Requirement will normally find that their General Education coursework satisfies the major portion—but not all—of the Social Science and Humanities Core Requirements.

2. English Requirement
Students who have been admitted to the College of Engineering may be required to take an examination in order to evaluate their preparedness in the use and understanding of the English language. The examination will be administered by the faculty of the University's English program.

Students evidencing an English deficiency will be required to initiate the necessary corrective programs, with the assistance of their advisers. It is recognized that such deficiencies can exist even though a student has met the University's minimum English requirements. Correction of any deficiency must commence the term after a student has been notified and must be completed prior to recommendation of the student for graduation by the faculty of the college.

See Continuation Requirements for minimum grade requirements.

3. Mathematics Requirement
Students who are pursuing an engineering program are expected to acquire a facility for the rapid and accurate solution of problems requiring the use of mathematics. This requirement includes the ability to translate physical situations into mathematical models. Students evidencing a lack of manipulative ability or of the ability to apply mathematics will be required to take remedial coursework in engineering analysis and problem solving that is over and above their regular degree requirements. Faculty of the college who encounter students who are deficient in their mathematical ability will refer such cases to the Advising Office.

4. Continuation Requirements
All undergraduate students registered in the College of Engineering are expected to maintain the minimum of 2.0 average (“C” average) for all work attempted while registered in the college, as well as a minimum 2.0 average for all Engineering coursework attempted of 3000 level or above, or the more stringent requirements of specific limited access programs, where applicable. Students who do not maintain this requirement will be declared ineligible for further registration for coursework and degree programs in the college unless individually designed continuation programs are recommended and have been prepared by the student's adviser and approved by the academic committee of the college. All students who are academically dismissed from the University will be denied re-admission to the college until they meet entrance requirements. Exception to this rule will be made by the department chairperson.

Key courses, including but not limited to, Freshman English, Calculus, Physics, and Engineering and Science courses in the student's area of specialization, must be passed with a grade of “C” or better before taking the next course in the sequence.

Transfer credit will be accepted by USF's College of Engineering if the transferred course has been passed with a satisfactory (“C”) grade or better and when the first USF course following in sequence is also passed with a “C” grade or better.

Students pursuing College of Engineering degree programs are expected to take their courses on a graded (ABCD/F) basis. (Exceptions require written approval of department advisor prior to registration.)

Students receiving “I” grades must remove this deficiency at the first opportunity in accordance with a written agreement between student and instructor.

Continuation in the program after 3 withdrawals and/or failures in a specific engineering course of 3000 level or higher requires specific approval from the college.

5. Admission to Upper Division Status
State regulations now require that all university students must comply with the 6A-10.30 rule and CLAST requirements as set forth on page 31 before classification as an upper division student.

6. Requirements for Graduation
In addition to the completion of the coursework and/or project requirements of the respective program of the college, students must be recommended for their degrees by the faculty of the college. It is expected that students completing their master's program would have completed their advanced work with a minimum average of 3.0 or “B.” Students attempting but not completing their master's requirements through the Five-Year Masters degree program may elect to request the awarding of the bachelor's degree, provided they have met that degree's requirements.

The college requires that a student complete the Mathematics and Science Core, Engineering Core, and specialization requirements for the baccalaureate degree in seven years. Deviations require specific prior permission from the Dean of the college.

In addition to the college requirements listed above, degree candidates are expected to meet applicable special departmental requirements.

Students working on design and research projects must register for a minimum of 2 credits of the course titled “Master's Thesis” in the student's department each semester the staff, facilities, and laboratories of the University are used whether or not the student has accumulated the maximum credit allowed for research or design toward the degree. These students must register for 2 credits of the course titled “Master's Thesis” in the student's department during the semester in which they submit their thesis or project report.

■ FIVE-YEAR-PROGRAM—MASTER OF SCIENCE IN ENGINEERING DEGREE

This program permits qualified students to simultaneously pursue the senior year of an undergraduate program and Master's level work. Under this program additional calendar time is available for design or research projects. The degree requirements are minimum of thirty semester hours of work (of which a maximum of six may be for a research or design project) beyond Bachelor's degree requirements. A student may be admitted to this program after a favorable evaluation by his/her department chairman or graduate program adviser.

The program leads concurrently to both the Master of Science in Engineering degree and the Bachelor of Science in Engineering degree (or alternately the Master of Science and the Bachelor of Science in a Designated Engineering Field degrees) with the specialization phase of the program being individually arranged and involving coursework, design, research and/or operational experience. Should the student be unable to complete the full Master's degree requirements, the baccalaureate can be awarded provided the requirements for that degree have been met. Either an engineering report or a research thesis is required. See Graduate Catalog relative to Master's program for additional information.

APPLIED SCIENCE (ENGINEERING)

Degree programs in Engineering Science are offered by the College of Engineering which are designed for students who wish to obtain a strong technical background coupled with other interests.

Engineering Science is an applied science discipline which relates to new and innovative areas of endeavor at the frontiers of technological development and research. It represents a marriage between basic science and its utilization in such varied fields as computer science, biology, social and environmental sciences, applied mathematics, bio-medical engineering, ocean engineering, and energetics. The common denominators to this wide range of subjects is a strong foundation in rigorous scientific and engineering principles and practices.