Undergraduate Catalog
1998 / 1999

USF
University of South Florida
ACCENT ON LEARNING
UNDERGRADUATE CATALOG
OF THE
UNIVERSITY OF
SOUTH FLORIDA
1998-99

Tampa Campus
4202 Fowler Avenue
Tampa, Florida 33620
Telephone: (813) 974-2011
http://www.usf.edu/

Lakeland Campus
3433 Winter Lake Road
Lakeland, Florida 33803
Telephone: (941) 867-7000
http://www.ikln.usf.edu/

St. Petersburg Campus
140 Seventh Avenue South
St. Petersburg, Florida 33701
Telephone: (813) 553-1142
http://www1.stpt.usf.edu/

Sarasota Campus
5700 N. Tamiami Trail
Sarasota, Florida 34243-2197
Telephone: (941) 359-4200
http://www.sar.usf.edu/

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.

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, SVC 1036, University of South Florida 33620-6900; telephone: 813-974-3350.

The University of South Florida is committed to the principles of equal education, equal access, and equal employment opportunities without regard to race, color, marital status, sex, religion, national origin, disability, age, or Vietnam or disabled veteran status 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.
Communicating With The University

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. to 5:00 p.m., Monday through Friday.

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 off I-75.

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, Lakeland, or Sarasota campuses. Making addresses and general telephone numbers for the campuses are given on the previous page. The offices listed below (on the Tampa Campus unless otherwise indicated) may be dialed directly at the telephone numbers shown.

Academic Advising (for Underdeclared and Undecided Students)
Academic Advising, SVC 2011
http://webbase.admin.usf.edu/advising/advt.htm

Academic Advising (for upperclassmen)
Arts & Sciences, SOC 102
http://www.coeds.usf.edu/
Business Admin., BSN 1406
http://www.coba.usf.edu/
Education, EDU 309
http://www.coeds.usf.edu/
Engineering, ENG 104
http://www.eng.usf.edu/
Fine Arts, FAH 120
http://www.arts.usf.edu/
Nursing, MDN 1004
http://www.med.usf.edu/PUBAFF/hsc/nursing1.html
Pre-Medical, SCA 306
http://premed.usf.edu/

Academic Services for Students with Disabilities
Coordinator, SVC 1133
http://webbase.admin.usf.edu/unit/sbsa.htm
Adult and Transfer Student Services
Office of the Director, SVC 1001
http://www.mlt.usf.edu/enroll/atlas/

Admissions and Applications
Office of Admissions, SVC 1036
http://www.mlt.usf.edu/enroll/admiss.htm
bulteye@admin.usf.edu
New College
http://www.newcollege.usf.edu/

Athletics (Intercollegiate)
Director of Athletics, PED 214
http://www.mlt.usf.edu/athletics/go_bulls.htm

Bachelor of Independent Studies Program
External Degree Program, HMS 443
http://www.cas.usf.edu/bds/index.html

Career Development
Counseling Center for Human Development, SVC 2124
http://www.mlt.usf.edu/counseling/

Career Center
Cooperative Education Program, SVC 2088
Senior Placement Services, SVC 2088
http://www.career.usf.edu/

College Level Examination Program (CLEP tests)
Office of Evaluation and Testing Services, SVC 2054
http://www.ugs.usf.edu/edets.htm

Community College and Transfer Students
Adult and Transfer Student Services, SVC 1001
http://www.mlt.usf.edu/enroll/atlas/

Continuing Education Courses and Conferences
Continuing Education, MOZ 144
Division of Conferences and Institutes, MHH 1116
English Language Institute, CPR 107
http://www.conted.usf.edu/

Counseling
Counseling Center for Human Development, SVC 2124
http://www.mlt.usf.edu/counseling/

Educational Outreach
Office of the Dean, MHH 116
http://www.outreach.usf.edu/

Financial Assistance (scholarships, loans, employment)
Office of Financial Aid, SVC 1102
http://usfweb.usf.edu/enroll/finaid/finaid.htm

Graduate Studies
Office of the Dean, FAO 126
http://www.grad.usf.edu/

Health Services (Student)
Health Center, SHS 101
http://www.shs.usf.edu/

Honors Program - University-wide
Office of the Director, CPR 273
http://www.usf.edu/honors/

Housing: Campus Residence Halls
Office of Residence Life, RAR 229
http://www.housing.usf.edu/

International Student and Scholar Services
Office of the Advisor, CPR 259

Library Resources
Tampa Campus: Office of the Director of Libraries, LIB 207
http://www.lib.usf.edu/
St. Petersburg Campus: Office of the University Librarian
http://www.nelson.usf.edu/
Sarasota Campus: Office of the Librarian
http://www.sarasota.usf.edu/library/
Lakeland/Brandon: PCDU/USF Library

Minority Student Advising
Center for Academic Advising, SVC 2011
http://webbase.admin.usf.edu/advising/advt.htm

Orientation
Office of the Director, SVC 1037
http://www.mlt.usf.edu/enroll/orient/orient.htm

PACE
http://www.mlt.usf.edu/enroll/领导/admiss.htm
bulteye@admin.usf.edu

Recording Study Skills
Counseling Center for Human Development, SVC 2124
http://www.mlt.usf.edu/counseling/

Records, Registration
Office of the Registrar, SVC 1034
http://www.mlt.usf.edu/enroll/registrar/registrar.htm
regquest@admin.usf.edu

Speakers Bureau
Media Relations and Publications, ADM 204
http://www.mlt.usf.edu/counseling/

Student Affairs
Office of the Dean, ADM 151
http://www.mlt.usf.edu/counseling/

Transcripts USF
Office of the Registrar, SVC 1034
http://www.mlt.usf.edu/enroll/领导/transcript.htm

Tuition Waiver For Senior Citizens
Division of Lifelong Learning, MZZ 144
http://www.mlt.usf.edu/enroll/领导/transcript.htm

Undergraduate Studies
Office of the Dean, SVC 2002
http://www.ugs.usf.edu/counseling/

University Police
Emergencies
911

Veterans Services
Office of Veterans Services, SVC 2127
http://www.veterans.usf.edu/
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For the latest and most up-to-date information regarding the *Schedule of Classes*, the Search-a-Bull (database of all of USF’s courses), and academic policies, please visit Rocky’s Information Transmission Zone (the RITZ) at [http://www.ugs.usf.edu/ritz.htm](http://www.ugs.usf.edu/ritz.htm).

Cover: The USF Bookstore  
Cover Design by: Ray Cooper
## List of Degree Programs and Common Prerequisites

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<td>Biology [AS] - B.A.</td>
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<td>Business and Office Education [ED] - B.A./B.S.</td>
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<td>Chemical Engineering [EN] - B.S. - Limited Access</td>
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<tr>
<td>Classics [AS] - B.A. (Classics, Classics-Latin/Greek, Interdisciplinary Classics)</td>
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<td>Communication (Speech) [AS] - B.A.</td>
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<td>Computer Engineering [EN] - B.S. - Limited Access</td>
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<td>Criminology [AS] - B.A.</td>
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<td>Dance Performance [FA] - B.F.A.</td>
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<td>Dance Studies [FA] - B.A.</td>
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<td>Dance Education [FA] - B.S.</td>
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<td>French [AS] - B.A. Common Prerequisites</td>
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<tr>
<td>General Business Administration [BA] - B.A./B.S. - Limited Access Common Prerequisites</td>
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<tr>
<td>Geography [AS] - B.A. (Option 1: Environmental Studies, Option 2: Urban Studies, Option 3: General Geography) Common Prerequisites</td>
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<tr>
<td>German [AS] - B.A. Common Prerequisites</td>
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<td>Gerontology [AS] - B.A./B.S.</td>
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<tr>
<td>History [AS] - B.A. Common Prerequisites</td>
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<tr>
<td>Humanities [AS] - B.A. No Common Prerequisites</td>
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<tr>
<td>Industrial Engineering [EN] - B.S. - Limited Access</td>
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<tr>
<td>Information Systems [EN] - B.S. - Limited Access</td>
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<tr>
<td>Interdisciplinary Natural Science [AS] - B.A. No Common Prerequisites</td>
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</tr>
<tr>
<td>Interdisciplinary Social Sciences [AS] - B.A. (Speech, Language, Hearing Science, [ISH]; American Sign Language, [ISA]; Educational Interpreter Training [ISI]) No Common Prerequisites</td>
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<tr>
<td>Program</td>
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<tr>
<td>Interdisciplinary Social Sciences [AS] - B.A.</td>
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<tr>
<td>Pre-Law Emphasis [AS] - B.A.</td>
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<td>Pre-Medical Emphasis [AS] - B.A.</td>
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<tr>
<td>Liberal Studies [AS] - B.A. - Limited Access</td>
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<td>Liberal Studies [AS] - B.A. - Limited Access</td>
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<td>Management [BA] - B.A./B.S. - Limited Access</td>
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<tr>
<td>Mathematics [AS] - B.A.</td>
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<td>Mathematics [AS] - B.A. - Limited Access</td>
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<tr>
<td>Mathematics Education [ED] - B.A./B.S.</td>
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<td>Mechanical Engineering [EN] - B.S. - Limited Access</td>
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<td>Microbiology [AS] - B.S.</td>
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<tr>
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<td>Music Education [FA] - B.A./B.S.</td>
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<tr>
<td>Nursing, Basic [NU] - B.S. - Limited Access</td>
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<td>Common Prerequisites</td>
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<tr>
<td>Nursing, Registered [NU] - B.S. - Limited Access</td>
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<td>Philosophy [AS] - B.A.</td>
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<td>Physical Education [ED] - B.A./B.S.</td>
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<td>Common Prerequisites</td>
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<tr>
<td>Physics [AS] - B.A./B.S.</td>
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<td>No Common Prerequisites</td>
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</tbody>
</table>

Notes:
- [AS] = College of Arts and Sciences
- [BA] = College of Business Administration
- [ED] = College of Education
- [FA] = College of Fine Arts
- [NU] = College of Nursing
- [NC] = New College
- [EN] = College of Engineering
ACADEMIC CALENDAR
FOR UNDERGRADUATE STUDENTS

FALL SEMESTER, 1998

March 2    Monday    Application Deadline Date for international applicants to apply for admission and submit all required credentials and supporting documents
June 1      Monday    Priority processing date for undergraduate and former students returning to apply for admission (except international applicants)
August 24   Monday    Classes begin
August 28   Friday    Last day to withdraw/drop and receive full refund of registration fees
August 28   Friday    Last day to add courses
August 28   Friday    Last day for late registration
August 28   Friday    Last day to pay fees
September 4 Friday    CLAST Registration Deadline
September 7 Monday    Labor Day Holiday
September 18 Friday    Graduation Application Deadline
September 21 Monday    Rosh Hashanah
September 30 Wednesday   Yom Kippur
October 3   Saturday    CLAST Administration Day
October 23   Friday    Last day to drop or withdraw from courses without academic penalty
October 30   Friday    Honors Convocation (Classes cancelled 2:00-5:00 p.m.)
November 11 Wednesday   Veteran's Day Holiday
November 26-27 Thursday-Friday Thanksgiving Holidays
December 4   Friday    Final Examinations
December 5-11 Saturday-Friday    Commencement (St. Petersburg)
December 12   Saturday    Commencement (Tampa)
December 14   Monday    Commencement (St. Petersburg)
December 15   Tuesday    Commencement (Sarasota)

SPRING SEMESTER, 1999

August 3    Monday    Application Deadline Date for international applicants to apply for admission and submit all required credentials and supporting documents
October 19  Monday    Priority processing date for undergraduate and former students returning to apply for admission (except international applicants)
January 5   Tuesday    Classes begin
January 11  Monday    Last day to withdraw/drop and receive full refund of registration fees
January 11  Monday    Last day to add courses
January 11  Monday    Last day for late registration
January 11  Monday    Last day to pay fees
January 18  Monday    Martin Luther King Holiday
January 22  Friday    CLAST Registration Deadline
February 1  Monday    Graduation Application Deadline
February 1  Monday    CLAST Administration Day
March 5     Friday    Last day to drop or withdraw from courses without academic penalty
March 8-12  Monday-Friday    Spring Semester Break
April 23    Friday    Classes End
April 24-30 Saturday-Friday    Final Examinations
May 1      Saturday    Commencement (Tampa)
May 9      Sunday    Commencement (St. Petersburg)
May 14     Friday    Commencement (Sarasota)
### SUMMER TERM, 1999

#### SESSION A
(First Six-week Session)

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<td>Application Deadline Date for international applicants to apply for admission and submit all required credentials and supporting documents</td>
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<td>Monday</td>
<td>Priority processing date for undergraduate and former students returning to apply for admission (except for international applicants)</td>
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<td>May 7</td>
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<td>CLAST Registration Deadline</td>
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<td>May 10</td>
<td>Monday</td>
<td>Classes begin</td>
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<td>May 14</td>
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<td>Last day to withdraw/drop and receive full refund of registration fees</td>
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<td>May 14</td>
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<td>Last day to add courses</td>
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<tr>
<td>May 14</td>
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<td>May 14</td>
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<td>May 28</td>
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<td>Last day to drop or withdraw from courses without academic penalty</td>
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<td>Memorial Day Holiday</td>
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<td>June 18</td>
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<td>June 21-25</td>
<td>Monday-Friday</td>
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<td>June 4</td>
<td>Friday</td>
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<td>June 28</td>
<td>Monday</td>
<td>Classes begin</td>
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<td>July 2</td>
<td>Friday</td>
<td>Last day to withdraw/drop and receive full refund of registration fees</td>
</tr>
<tr>
<td>July 2</td>
<td>Friday</td>
<td>Last day to add courses</td>
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<tr>
<td>July 2</td>
<td>Friday</td>
<td>Last day for late registration</td>
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<td>July 2</td>
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<td>August 6</td>
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<td>Last day of classes</td>
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<td>August 7</td>
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<td>Application Deadline Date for international applicants to apply for admission and submit all required credentials and supporting documents</td>
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<tr>
<td>April 5</td>
<td>Monday</td>
<td>Priority processing date for undergraduate and former students returning to apply for admission (except for international applicants)</td>
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<td>May 7</td>
<td>Friday</td>
<td>CLAST Registration Deadline</td>
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<td>May 10</td>
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<tr>
<td>May 14</td>
<td>Friday</td>
<td>Last day to withdraw/drop and receive full refund of registration fees</td>
</tr>
<tr>
<td>May 14</td>
<td>Friday</td>
<td>Last day to add courses</td>
</tr>
<tr>
<td>May 14</td>
<td>Friday</td>
<td>Last day for late registration</td>
</tr>
<tr>
<td>May 14</td>
<td>Friday</td>
<td>Last day to pay fees</td>
</tr>
<tr>
<td>May 31</td>
<td>Monday</td>
<td>Memorial Day Holiday</td>
</tr>
<tr>
<td>June 4</td>
<td>Friday</td>
<td>Graduation Application Deadline</td>
</tr>
<tr>
<td>June 5</td>
<td>Saturday</td>
<td>CLAST Administration Day</td>
</tr>
<tr>
<td>June 18</td>
<td>Friday</td>
<td>Last day to drop or withdraw from courses without academic penalty</td>
</tr>
<tr>
<td>July 5</td>
<td>Monday</td>
<td>Independence Day Holiday</td>
</tr>
<tr>
<td>July 16</td>
<td>Friday</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>August 7</td>
<td>Saturday</td>
<td>Summer Commencement (Tampa)</td>
</tr>
</tbody>
</table>
**ACCREDITATION**

USF was originally fully accredited in 1965 by the Southern Association of Colleges and Schools, the official accrediting agency for educational institutions in the South. The University of South Florida is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award degrees in the Baccalaureate, Master, Specialist and Doctoral levels, including the Doctor of Medicine.

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### DEGREES* OFFERED AT THE UNIVERSITY

#### Undergraduate Degrees
- Bachelor of Arts: B.A.
- Bachelor of Engineering Technology: B.E.T.
- Bachelor of Fine Arts: B.F.A.
- Bachelor of Independent Studies: B.I.S.
- Bachelor of Music: B.M.
- Bachelor of Science: B.S.
- Bachelor of Science in Chemical Engineering: B.S.C.H.
- Bachelor of Science in Civil Engineering: B.S.C.E.
- Bachelor of Science in Computer Engineering: B.S.C.P.
- Bachelor of Science in Computer Science: B.S.C.S.
- Bachelor of Science in Electrical Engineering: B.S.E.E.
- Bachelor of Science in Engineering: B.S.E.
- Bachelor of Science in Engineering Science: B.S.E.S.
- Bachelor of Science in Industrial Engineering: B.S.I.E.
- Bachelor of Science in Information Systems: B.S.I.S.
- Bachelor of Science in Mechanical Engineering: B.S.M.E.
- Bachelor of Social Work: B.S.W.

#### Master of Health Administration: M.H.A.
- Master of Industrial Engineering: M.I.E.
- Master of Liberal Arts: M.L.A.
- Master of Mechanical Engineering: M.M.E.
- Master of Music: M.M.
- Master of Public Administration: M.P.A.
- Master of Public Health: M.P.H.
- Master of Science: M.S.
- Master of Science in Chemical Engineering: M.S.C.H.
- Master of Science in Civil Engineering: M.S.C.E.
- Master of Science in Computer Engineering: M.S.C.P.
- Master of Science in Computer Science: M.S.C.S.
- Master of Science in Electrical Engineering: M.S.E.E.
- Master of Science in Engineering: M.S.E.
- Master of Science in Engineering Management: M.S.E.M.
- Master of Science in Environmental Engineering: M.S.E.V
- Master of Science in Industrial Engineering: M.S.I.E.
- Master of Science in Information Systems: M.S.I.S.
- Master of Science in Mechanical Engineering: M.S.M.E.
- Master of Science in Medical Sciences: M.S.P.H.

#### Graduate Degrees
- Master of Accountancy: M.Acc.
- Master of Architecture: M.Arch.
- Master of Business Administration: M.B.A.
- Master of Chemical Engineering: M.C.H.E.
- Master of Civil Engineering: M.C.E.
- Master of Education: M.Ed.
- Master of Electrical Engineering: M.E.E.
- Master of Engineering: M.E.
- Master of Environmental Engineering: M.E.V.E.
- Master of Fine Arts: M.F.A.

### Advanced Graduate Degrees
- Education Specialist: Ed.S.
- Doctor of Education: Ed.D.
- Doctor of Philosophy: Ph.D.

### Professional Degree
- Doctor of Medicine: M.D.

*See index for individual degree programs*

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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.
UNIVERSITY OF SOUTH FLORIDA

Statement of Institutional Purpose

The University of South Florida is a multi-campus, comprehensive, research university strongly committed to the balanced pursuit of excellent teaching, significant research, and useful public service. The University generates and disseminates new insights, knowledge, and forms of expression; it prepares students for their personal lives, professional careers, and contributions to society; and it serves its external communities through the citizenship and expertise of its faculty, staff, students, and graduates.

The University of South Florida is committed to supporting and nurturing the free expression of ideas. It embraces the role of the university as a social critic and conscience and respects and defends the rights of faculty, staff, and students to speak out and act responsibly upon the social implications of their knowledge. The University values an intellectually excellent, culturally diverse academic community of faculty, staff, and students. The University strives to provide an educationally challenging environment, within and beyond the classroom, that engages students and faculty in a common inquiry into the values of society and gives them a rational understanding of the need to accept and appreciate differences among people and cultures as a foundation for national and global welfare.

The three traditional activities of teaching, research, and public service are the foundation of the University's mission. In the conduct of this core of its programs, the University recognizes the special characteristics of its students and the opportunities provided by the location of its campuses in thriving metropolitan areas on Florida's gulf coast. The University gives particular consideration to programs and activities that can build on these advantages to achieve national and international distinction.

As an institution dedicated to excellent teaching, the University's fundamental objective is to evoke in its students a lifelong commitment to learning that enables them to become thoughtful, active, productive, and compassionate citizens. The University provides to all undergraduates a strong common curriculum in liberal education that balances the acquisition of general knowledge with the development of intellectual honesty, curiosity, critical thinking, and study skills, and to all students a program of study that include a commitment to advancing the society in which they live. Specialization in the major areas builds upon this strong liberal education and prepares graduates to enter graduate school or to embark directly upon their life's work. Advanced studies at the graduate and professional level enable students to work with faculty at the forefront of their disciplines, to increase their depth of knowledge and personal achievement, and to contribute to the advancement of their professions and the larger society. The University has high expectations of its faculty as inspirational teachers and of its faculty and students as exemplary scholars.

As a comprehensive research university, the University is dedicated to the discovery of new knowledge, insights, and forms of expression through significant innovative research and other creative activity and to the preservation, organization, analysis, and synthesis of existing knowledge. As a leading publicly supported university, the University accomplishes its research mission by building upon existing program strengths, by fostering effective, cross-disciplinary approaches, and by contributing to the resolution of social, cultural, economic, medical, and technological challenges facing the largely metropolitan populations of our state and country within the international community of the 21st century.

As an institution serving the region, state, and nation, the University actively encourages the use of the expertise of its faculty, staff, and students for the advantage of the larger community—to provide intellectual, cultural, health-related, and social services; to contribute to life-long learning opportunities; and to function as a catalyst for improvements within its immediate cultural, economic, and social context. USF has the assigned responsibility to provide continuing education for a five-county area.

Within the mission of the total university, the Tampa campus plays the central role. It incorporates a comprehensive range of teaching, research, and service functions and provides essential academic leadership and administrative services for the University's multiple campuses. The missions of the regional campuses at St. Petersburg, Sarasota and Lakeland emphasize programs that respond to the demonstrated regional need for undergraduate upper level and master's level education. On a selective basis, regional campuses also undertake program initiatives involving special community interests and resources. The mission of New College at Sarasota is to provide a high quality, undergraduate, liberal arts education. The special strengths of all five campuses contribute to an integrated, diversified, and comprehensive university dedicated to educational quality and leadership.

OVERVIEW

Since its beginnings in the late 1950s as a single-campus undergraduate institution, the University of South Florida has become a comprehensive, multi-campus research university serving more than 36,000 headcount students in 10 colleges on four campuses. USF is home to medical clinics and hospitals, a major mental health research institute, and four public broadcasting stations. The University employs more than 1,860 full-time faculty and generates more than $100 million annually in sponsored research. Its endowment exceeds $52 million and includes 39 endowed chairs. USF faculty are making national contributions in their fields, and their commitment to quality education is central to the University's teaching, scholarship, and service mission.

Now the second largest of Florida's state universities, USF serves not only traditional-age, residential students but also adult students already in the workforce and seeking a first degree, professionals seeking to remain or become competitive by continuing their education through graduate study, community college transfer students, and senior citizens. A large number of students attend part-time. This diverse student body requires a broad array of services and programs, delivered at times and in formats that accommodate the needs of all.

USF offers a wide variety of degree programs with both basic and applied orientations, including 77 baccalaureate, 87 master's, and 22 doctoral degrees, as well as the M.D. These degree programs are in the University's Division of Academic Affairs and are administered in one of 10 schools and colleges: Architecture, Arts and Sciences, Business Administration, Education, Engineering, Fine Arts, Medicine, Nursing, Public Health, and an honors college. New College of USF on the Sarasota campus. Specialized credit and non-credit programs are administered by the School of Continuing Education.

As an institution dedicated to excellent teaching, the University's fundamental goal is to evoke in its students a lifelong commitment to learning that enables them to become thoughtful, active, productive, and compassionate citizens. The University is committed to the concept of total student development—intellectual, social, physical, emotional and moral. A major institutional focus is on providing programs and services that reflect standards of quality that foster the development of individual students to the fullest.

This publication discusses the major undergraduate academic programs in the University that serve the people of Florida through the instruction of students, the advancement of knowledge, and community service.
USF AT TAMPA, SARASOTA, ST. PETERSBURG, LAKELAND

The University of South Florida's four campuses are within reach of more than 3 million people, roughly one quarter of the state's population -- in a 10-county area.

The USF academic programs offered in St. Petersburg, Sarasota, and Lakeland are designed primarily to serve students on the part-time, non-traditional, and graduate programs. Programs are offered at times that meet the special needs of students, many 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 Sciences, Business Administration, Education, Engineering and Nursing.

Students may enroll on a part-time or full-time basis on any one of the campuses or elect to enroll on more than one USF campus simultaneously. Dual enrollment may provide students with a schedule both academically flexible and personally convenient.

Resident faculty and Student Affairs staff provide students at all campuses with social, vocational, and academic counseling.

TAMPA: The central campus in Tampa, located on a 1,748-acre tract of land 10 miles northeast of downtown Tampa, serves a three-county area of more than 1.6 million people. This is the largest campus, designed to serve students from throughout the state, nation, and many foreign countries from their freshman year through graduate school.

Nine schools and colleges are located on this campus, including, on the undergraduate level, the colleges of Arts and Sciences, Business Administration, Education, Engineering, Fine Arts and Nursing.

The campus is home to three hospitals or institutions that work closely with the colleges of Medicine, Nursing, and Public Health: the Shriners Hospital for Crippled Children, the Lee Mofitt Cancer Center and Research Institute, and the Tampa General Hospital Psychiatry Center. The University is also home to the Florida Mental Health Institute.

The Sun Dome, a multi-purpose facility with seating for 10,000, hosts an array of athletic contests, concerts, lectures, and programs.

The Phyllis P. Marshall Center, more so than any other campus facility, serves as a focal point for daily activity for students, faculty, alumni, guests, and visitors. The Phyllis P. Marshall Center houses a diversity of programs and services and a Special Events Center auditorium.

SARASOTA: The Sarasota campus, which includes New College and is adjacent to the state-owned Ringling Museum, is located on the north edge of Sarasota about 10 miles south of Bradenton on U.S. Highway 41. The campus serves a population of more than 300,000 persons in a four-county area.

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 opportunities: New College and the University Program. New College is a residential, highly selective and innovative liberal arts college. The college encourages independent study and features small classes and tutorials. All students are four-year, full-time residents.

The University Program emphasizes junior, senior, and graduate courses and degrees in Arts and Sciences, Business, Education, Nursing, and Research. They provide students with a comprehensive liberal education.

Sarasota serves as a center of higher education and research and cultural complex also surrounds the campus.

USF AT ST. PETERSBURG: The St. Petersburg campus is located on Bayboro Harbor in downtown St. Petersburg. This waterfront campus hosts colleges of Business, Education, Arts and Sciences, and is nationally recognized for its graduate program in Marine Science. USF St. Petersburg also houses a Center for Ethics, the Knight Oceangoing Research Center, a 160,000-volume library, a fitness center and other student recreational facilities.

Noteworthy programs include a respected graduate program in journalism studies that emphasizes public journalism and ethics, and related writing components such as the Florida Suncoast Writers' Conference. The campus holds several endowed chairs whose scholars are in the fields of media ethics, ethics and marine science.

USF St. Petersburg serves junior, senior and graduate students, and is the only public university in Pinellas County, an area of 1 million people.

The 33-year-old campus is USF's largest regional branch and was the State University System's prototype for such campuses. The U.S. Geological Survey's Center for Coastal Geology, the Florida Institute of Oceanography and a branch of the Department of Environmental Protection are located here. A medical, research and cultural complex also surrounds the campus.

LAKELAND: The University of South Florida at Lakeland extends access to higher education into central portions of the state in the counties of Polk, Highlands and Hardee with a population of 550,000.

The Lakeland campus opened in January 1988 on a 135-acre site in a new and innovative facility built for the combined use of Polk Community College (PCC) and the University. The facility is located on State Road 540 on the southeastern side of the city, which allows ease of access to residents of the surrounding counties.

PCC offers freshman and sophomore courses while USF provides senior, and graduate courses in selected academic disciplines.

USF at Lakeland is designed to provide not only traditional classroom instruction but also to take advantage of advanced educational technologies. Lakeland has television receiving and transmitting classrooms and labs for individualized computer instruction. The television capabilities provide students access to outstanding faculty at USF through two-way video and audio communication. The computer labs allow students to work with personal computers and still have access to the main computing facility in Tampa, as well as from their homes.

Lakeland offers undergraduate degree programs in Business, Criminology, Interdisciplinary Social Sciences, Education and Engineering. Graduate programs are offered in Education, Engineering, Criminology and Public Administration. The presence of the campus plays an important role in the attraction of new industries to the area and the retention of existing companies by providing highly skilled professionals as a result of completing a bachelors degree in the same location.

FACILITIES AND ATMOSPHERE

The facilities of the University, now including more than 200 major buildings, are currently valued at more than $300 million. The buildings are of similar modern architectural design and all are completely air conditioned. USF’s Tampa campus has a variety of recreational facilities, including: a gymnasium that features a weight room and natatorium; a 400-meter track; two outdoor swimming pools; 22 tennis courts; six handball/racquetball courts; an 18-hole golf course; two parourses, one for running and one for walking; one baseball and four softball fields; four outdoor basketball and volleyball courts; and a new multi-million dollar recreation center.

In St. Petersburg, students can enjoy an outdoor pool or take part in the waterfront program that features sailboats and canoes available for use. In Sarasota, there is a 400-meter track and a new library.
The campus atmosphere is informal. Students and faculty dress casually and enjoy an unusually close relationship. Some classes are even held outside to take advantage of the area's extraordinary climate (average annual temperature 72°F). Most buildings have open hallways, which blend colorful interiors with spacious exteriors, symbolically and architecturally suggesting the casual accessibility that has become a USF trademark.

UNIVERSITY POLICE

The University of South Florida Police Department provides a full range of public safety services to the community 24 hours a day, 7 days a week on the Tampa, Sarasota, and St. Petersburg Campuses. All University Police officers are certified by the State of Florida after completing minimum standards training at the local Regional Police Training Academy. The University of South Florida Police Department is in the process of seeking accredited status through the Commission for Florida Law Enforcement Accreditation, Inc. Accreditation is the certification by an independent reviewing authority that an entity has met specific requirements and prescribed standards, and has long been recognized as a means of maintaining the highest standards of professionalism.

General services provided by the University Police include car patrol, foot patrol, criminal investigation of all misdemeanors and felonies, traffic law enforcement, traffic crash investigation, special events management, and crime prevention programs.

The University Police Department has an excellent working relationship with all local law enforcement agencies which assures the delivery of professional police services. The Florida Department of Law Enforcement and other state and federal agencies are available to assist upon request. Communication and coordination with all area law enforcement agencies are maintained on a 24 hour basis via computer networks, such as the Florida Crime Information Center and the National Crime Information Center.

- On the Tampa Campus the University Police Department is located at the corner of Fletcher Avenue and Maple Drive. The emergency number is 911 and the non-emergency number is (813) 974-2628.
- On the Sarasota Campus the University Police Department is located near the intersection of Tamiami Trail (U.S. Highway 41) and General Spatz Boulevard. The emergency number is 911 and the non-emergency number is (941) 359-4212.
- On the St. Petersburg Campus the University Police Department is located near the intersection of Fifth Avenue South and Second Street South. The emergency number is 911 and the non-emergency number is (813) 553-1140.

The Lakeland Campus of the University of South Florida is located at Polk Community College. Basic public safety services are provided by the security department of the community college. Law enforcement services, including the investigation of criminal acts, are provided on a routine basis by the Polk County Sheriff's Office in Lakeland. The University Police Department provides law enforcement or crime prevention services at this location on an as needed basis.

VICTIMS' ADVOCACY PROGRAM

The Victims' Advocacy Program is available to assist all USF students, staff, faculty and visitors who are victims of actual or threatened abuse/violence. Offenses may include but are not limited to battery, assault, stalking, relationship/domestic violence, childhood victimization, sexual battery (date/acquaintance rape), hate crimes and prior abuse.

Advocates are available 24 hours a day to provide crisis intervention, options, assistance and referrals. Police reports are not necessary to receive services from an advocate, and services are free and confidential. Office hours are 8:00 - 5:00 Monday through Friday.

IMPORTANT NUMBERS

Services are available 24 hours a day, seven days a week.

USF POLICE EMERGENCY 911 OR 974-2628
USF VICTIM ADVOCATE 24-hr. CRISIS LINE 974-5757
REGULAR OFFICE NUMBER 974-5756
LOCATION ADM 273
HILLSBOROUGH COUNTY CRISIS LINE 234-1234

EQUAL OPPORTUNITY POLICY

It is the goal of the University to create and maintain a work and study environment free of discrimination. Discrimination on the basis of race, color, sex, marital status, religion, national origin, Vietnam or disabled veteran status, handicap, or age is prohibited by University policies, federal and state laws. Any person who believes that he or she has been subjected to discrimination may file a complaint with the Office of Equal Opportunity Affairs, ADM 274. The telephone number is 974-4373. It shall be prohibited for any employee of USF to discriminate or take retaliatory action against any 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 under the provisions of applicable law.

GUIDE TO RESOURCES FOR STUDENTS WITH DISABILITIES

All University programs, events, and services are open and available to persons with disabilities. The University of South Florida is committed to the principles of Equal Educational and Employment Opportunities without regard to disability.

Academic Assistance for student with disabilities: Student Disability Services exists to ensure that students with disabilities have the technical, academic, and emotional support necessary to achieve academic and personal success at the University of South Florida. Course related assistance and academic accommodations are provided to eligible students with documented disabilities. Services may include advocacy, reader services, interpreters, alternate exam administration, note takers, and adaptive equipment such as FM systems, large print computer access, and Visualtek. Students are encouraged to contact our office as early as possible prior to enrollment to make arrangements for appropriate services.

Admissions: Students with disabilities apply under the same guidelines as other students. If students believe that their disability has had an impact on grades, course choice or standardized test scores for admission, they may request consideration of this in the admissions process.

Course Substitution: Students with disabilities requesting substitution of course work for General Education, foreign language requirements, or CLAST should contact the Director of Student Disability Services. Students with declared majors requesting substitution of departmental graduation requirements will need to contact the chair of their department. In either case, students will be requested to submit documentation to support their request for an exception.

Disabled Parking: Students with state parking privileges need only supply their state card as documentation for eligibility for a USF disabled parking hangtag/sticker. Students without state privileges need medical documentation to be considered for on-campus disabled parking.
Housing: Accessible on-campus residence hall housing is available for students with special needs. Specific information is available through the Residence Hall Director's Office.

Students with disabilities are encouraged to participate fully in all University events, programs, and other campus activities. Information on whom to contact to request accommodation or assistance should be listed on program information and advertisements. If you are unable to secure the requested assistance or need additional help with accessibility contact the Equal Opportunity Office.

The following offices arrange academic accommodations and assistance for students with disabilities:

Tampa Campus
Director of Student Disability Services
SVC 1133
(voice) 813-974-4309
(TDD) 813-974-5651

Sarasota Campus
Coordinator for Advising for Special Needs Students
PMD 223
813-359-4330

Lakeland Campus
Office of the Director for Academic Services
Building C, USF Offices
941-677-7000

St. Petersburg Campus
Office of the Director, Student Affairs
DAV 118
813-893-9162
Admissions and Related Matters

Admission to the University of South Florida requires evidence of ability to handle academic work, capacity to think creatively, and strong motivation. The minimum admission requirements are designed to help identify applicants whose academic background indicates potential for success at USF; however, satisfaction of minimum admission 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 portfolios. 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, 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 do not meet minimum admission 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 disadvantaged students. Requests for waiver of the $20.00 application fee are considered 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 USF in accordance with the mission and goals of the University and within enrollment limitations established by the Board of Regents and the Florida Legislature.

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 International Student Application for Admission, as well as the SUS Application, may be requested from the Office of Admissions, USF, Tampa, FL 33620-6800. All of the application forms are also available on USF campuses in St. Petersburg, Sarasota, and Lakeland. (When requesting an application, please indicate applicant category - freshman, undergraduate transfer, or international student.) Applications can be requested by e-mail at bullseye@admin.usf.edu.

When to Apply

Applications for admission are accepted as early as 12 months before the requested entry term. Applications for admission and the $20.00 non-refundable application fee should be submitted by the priority date (see academic calendar) for the requested entry term or by the application deadline for the requested degree program (see specific program in this catalog), whichever is earlier. The priority date is normally about ten weeks prior to the first day of classes in each term. Applications for admission and application fees from international citizens (non-resident aliens) must be received at least five months prior to the requested entry term. Applications submitted after the priority date will be accepted but processing for the requested term of entry cannot be guaranteed.

Who Should Apply

An application for admission must be submitted by all students who have not been admitted to and enrolled in a USF degree program within the last three terms. Former or continuing USF degree-seeking students must file another application for admission when applying for a second degree program, another level of study or re-admission (see Readmission). Anyone who has previously been admitted and enrolled as a degree-seeking student and has paid an application fee will not be required to pay another fee.

The Director of Admissions may waive payment of the application fee for disadvantaged applicants if the fee serves as a deterrent to application. In case of confirmed financial hardship, the Director of Admissions will authorize Finance and Accounting to pay the fee for the applicant.

Changing Requested Term of Entry

Applicants may request consideration of admission for other terms that begin within 12 months of the originally requested term of entry without submitting a new application and fee. All requests for changes of entry term must specify any academic work attempted that was not reflected on the original application and must be received by the appropriate published application deadline for the new term of entry or degree program specified, whichever is earlier. Additionally, any issues related to criminal or academic misconduct that were not reflected on the initial application must be reported in writing to the Office of Admissions. A new application and fee must be submitted when applicants wish to be considered for admission for a term that begins more than 12 months after the originally requested entry term.

An applicant who requests a new entry term must meet the admissions requirements in effect for the new term requested. Entry 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.
- All credentials and documents submitted become the property of USF. The originals or copies of the originals will not be returned to the applicant or forwarded to another institution, agency, or person.
- 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 may be submitted. Receipt of final official credentials which fail to substantiate eligibility will result in rescission of admission, reclassification to non-degree status, and denial of continued enrollment in subsequent terms.
- Applicants who do not meet standard Board of Regents minimum admission requirements may be admitted to the University on academic probation. Students admitted on probationary status must accumulate 30 semester credits and maintain a minimum cumulative 2.0 grade point average (GPA) each term enrolled with no single term GPA below 1.0 GPA before the probationary status is removed (A term GPA below 2.0 in the first term of enrollment results in permanent academic dismissal). Advising is mandatory prior to registration. Failure to meet this condition results in permanent academic dismissal from the University.
- An undergraduate applicant who is denied admission may be eligible to appeal and will be advised of applicable appeal procedures by the Office of Admissions.
- An application for admission or a residency affidavit submitted by or on behalf of a student which contains false, fraudulent, or incomplete statements may result in denial of admission, 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 hours of college level academic work are required to earn at least 9 semester hours during one or more Summer terms prior to graduation (see Summer enrollment requirements).
All undergraduate transfer students admitted to USF must earn passing scores on all four sections of the College Level Academic Skills Test (CLAST) prior to receiving an A.A. certificate or baccalaureate degree from the University. Transfer students entering USF with fewer than 45 transferable semester hours must take CLAST during the term in which 45 semester hours will be completed. Transfer students entering USF with 45 or more transferable semester hours must take CLAST the first term it is offered after initial enrollment.

Prior to beginning classes, all new undergraduate students and former students returning should be required to participate in an Orientation/Academic Advising/Registration program on the USF campus where they will take all or the majority of their courses in their first semester at USF. 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.

NOTE: Prior to registration for classes which meet on campus, all students less than 40 years of age must submit acceptable proof of immunity to rubella by the Student Health Service. Students born after December 31, 1956 must also submit proof of immunity to measles. (See Immunization Policy.)

Performance in courses taken as a non-degree-seeking (special) student will not qualify an applicant for admission as a degree-seeking student. Similarly, courses taken as a non-degree-seeking student will not be utilized in determining an applicant’s grade point average for purposes of admission.

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.

Freshman and undergraduate transfer applicants denied admission to USF 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 admission criteria and procedures for quota/limited access programs at USF furnish equal access to A.A. degree holders from Florida public community/junior colleges, transfers from other SUS institutions, and USF students of equivalent status. Transfer applicants with 90 or more transferable semester hours who are seeking admission to quota/limited access programs must meet the grade point average requirement specified by the program to be eligible for admission to USF.

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, Mass Communications, Social Work, and the B.A./M.A. Program in Mathematics in the College of Arts and Sciences; all degree programs in the College of Business Administration; all degree programs in the College of Engineering; all degree programs in the College of Nursing and New College. The admissions requirements for these degree programs may be found with other program information in appropriate sections of this catalog.

Minimum Requirements for Admission

Freshman Applicants

To be considered for admission, freshman applicants must submit an SUS Application for Admission, a non-refundable application fee of $20.00, an official high school transcript, official GED scores if applicable, SAT or ACT scores, and a TOEFL score if applicable.

Although USF has minimum freshman admission requirements, meeting these minimum standards does not guarantee admission. Applicants selected for admission usually exceed the eligibility requirements; however, USF also considers applicants who do not fully meet minimum requirements but who have important attributes, special talents or unique circumstances that may contribute to a representative and diverse student body. These freshman applicants are considered for admission by a faculty committee on the basis of other appropriate evidence of ability to do successful academic work at USF.

For purposes of admission, USF recomputes a high school grade point average (GPA) based on grades earned in all college preparatory academic courses. In recomputing a GPA, USF assigns additional weights to grades earned in honors, advanced placement courses and International Baccalaureate courses.

The University normally requires a diploma from a Florida public or a regionally accredited high school or the state-approved General Education Development (GED) diploma. Students admitted under the Early Admission Programs are exempted from this requirement. Students who are participating in an approved home schooling program are expected to provide acceptable copies of annual evaluations for the equivalent of grades 9 through 12. A portfolio or additional documentation may be requested if deemed necessary to complete an appropriate evaluation for admission. Other minimum requirements are outlined below.

1. Freshman applicants must submit an official test score from the Scholastic Aptitude Test (SAT) or the American College Test (ACT).

2. For freshman applicants earning a high school diploma, the following college preparatory academic units (year-long courses or equivalents) normally offered in grades nine through twelve are required: four units of English (three of the four 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); three units of social sciences (history, civics, political science, economics, sociology, psychology and geography); two units of the same foreign language; and four additional units of academic electives. Substitution for any high school unit requirement may be provided for applicants who are hearing impaired, visually impaired, dyslexic or who have a specific learning disability. Documentation of the disability and its relationship to the substitution of a unit requirement should be submitted with the application for admission.

3. Freshman applicants must minimally meet one of the following to be considered for admission in good standing; however, satisfying these minimum requirements does not guarantee admission:
   a. At least a "B" average (3.0 on a 4.0 scale), as computed by USF (an SAT or ACT score must be submitted but no minimum is required);
   b. A combination of high school GPA (as computed by USF) and admission test scores equivalent to a 2.5 (on a 4.0 scale) and an SAT I verbal and quantitative combined score of 1010 or a comparable composite score on the ACT as indicated in the Admissions Scale below:
REQUIRED TEST SCORE

<table>
<thead>
<tr>
<th>H.S. GPA</th>
<th>SAT Scores</th>
<th>SAT I*</th>
<th>ACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.9</td>
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<td>970</td>
<td>20</td>
</tr>
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</tr>
<tr>
<td>2.0</td>
<td>1050</td>
<td>1140</td>
<td>25</td>
</tr>
</tbody>
</table>
*SAT taken after 3/31/95

1. Have completed the equivalent of the junior year of high school, thus requiring only one additional year to complete requirements for the high school diploma;
2. Must submit a completed SUS Application for Admission and $20 non-refundable application fee;
3. Have proof of a 1200 on the SAT I with no less than 420 on SAT I V (Verbal) and 440 on SAT I Q (Quantitative); or a 27 on the EACT with no less than or a score of 16 on ACT English and EACT Reading and a score of 18 on ACT Mathematics and a 3.5 high school grade point average (computed by USF) and a TOEFL score, if applicable;
4. Must meet regular USF admission criteria for degree-seeking undergraduate students;
5. Submit a personal letter outlining reasons for seeking early admission;
6. Submit a signed statement of approval from high school principal or guidance counselor;
7. Submit completed Supplemental Information for Early Admission Form;
8. Submit a list of credits needed to graduate from high school;
9. Meet with USF Honors Program Director or Academic Advisor;
10. Home schooled students must submit an official copy of their Letter of Intent with the student's home school district;
11. Private school students must submit proof that their school is a SACS certified school.

Undergraduate Transfer Applicants

Applicants with fewer than sixty transferable semester credits are considered lower-level transfers. Upper-level transfers are those with 60 or more transferable semester credits. The requirements for admission for both categories of transfer students are described below. Regardless of category, grade point averages (GPA) for purpose of admission will be computed on a 4.0 scale only on grades earned in course work that are acceptable for transfer credit and as calculated by USF.

USF accepts transfer credits only from institutions that are accredited by one of the regional accrediting agencies/committees recognized by USF at the time the credits are earned. See Evaluation of Transfer Credit. All credits earned during the period of time a regionally accredited institution was in a " candidacy" status for accreditation are considered for transfer credit. Credits earned at an institution that is currently in "candidacy" status will not be considered for transfer credit until such time as the awarding institution receives full regional accreditation. For an applicant applying from a non-regionally accredited school, the admissions decision will be based on prior work at a regionally accredited institution. If all post-secondary work is from a non-regionally accredited school, evaluation will be based on the high school record and test scores and the applicant will be regarded as a freshman for purposes of admission.

USF reserves the right to evaluate specific courses and deny transfer credit. USF does not award transfer credit that is determined to be occupational or vocational in nature.

Lower-Level Transfer Applicants

To be considered for admission, transfer applicants with fewer than 60 transferable semester credits must submit an SUS Application for Admission, a non-refundable application fee of $20.00, an official transcript from each previous college attended, an official high school transcript, official GED scores if applicable, official SAT or ACT scores, and a TOEFL score if applicable.

Lower-Level transfer applicants must minimally meet the following requirements to be considered for admission in good standing; however, satisfying these minimum requirements does not guarantee admission:
1. Be in good standing and eligible to return to the last regionally accredited institution attended as a degree-seeking student;
2. Have an overall "C" average (2.0 on a 4.0 scale) as calculated by USF in all college-level courses acceptable for transfer credit to USF. (In the calculation of the GPA, incomplete grades are computed as failures and course "repeats" are not forgiven when the courses are repeated at different institutions.);
3. Satisfy fully all freshman admissions standards as described in the previous section entitled "Freshman Applicants." (Meeting freshman admission standards is a critical requirement for undergraduate applicants with fewer than 60 transferable credits. Board of Regents rules and policies do not provide for local exceptions to these requirements.)
4. Complete (with passing grades) two years of the same foreign language in high school or 8 to 10 semester hours of the same foreign language at the post-secondary level (as required by Florida Statute 240.233);

5. Present a minimum score of 550 on the Test of English as a Foreign Language (TOEFL) if the applicant's native language is not English. The TOEFL requirement may be waived on an individual basis when appropriate alternative evidence of English language proficiency is presented in writing. If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission on 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.

USF also considers applicants who do not fully meet the minimum requirements as stated in #1. and #2. above but who have important attributes, special talents or unique circumstances that may contribute to a representative and diverse student body. These undergraduate transfer applicants are considered for admission by a faculty committee on the basis of other appropriate evidence of promise for academic success. These applicants should also submit appropriate alternative evidence of academic achievement, ability, motivation, and responsibility that supports potential for academic success at USF.

Upper-Level Transfer Applicants
(with 60 or more transferable semester credits)

To be considered for admission, transfer applicants with 60 or more transferable semester credits must submit an SUS Application for Admission, a non-refundable application fee of $20.00, an official transcript from each previous college attended, and a TOEFL score if applicable.

Any transfer student with 90 or more semester hours who designates a desire for admission to a limited access undergraduate program must meet the overall admission GPA criteria of that program in order to be admitted to the University.

Applicants with Associate of Arts (A.A.) degrees from Florida public institutions will be admitted as juniors into the University within curricular, space and fiscal limitations. A.A. degree holders seeking admission to quota/limited access degree programs must also meet all requirements specified by the desired program. The admission of Florida community/junior college A.A. transfer students is governed by the Articulation Agreement between Florida's public colleges and public community colleges in Florida.

Undergraduate transfer students who have not earned the A.A. degree from a Florida public institution or who have attended another college after receipt of the A.A. must meet the minimum requirements listed below to be admitted in good standing:

1. Be in good standing and eligible to return to the last regionally accredited institution attended as a degree-seeking student;

2. Have an overall "C" average as calculated by USF(2.0 on a 4.0 scale) in all college-level courses acceptable for transfer credit to USF. (In calculation of the GPA, incomplete grades are computed as failures and course "repeats" are not forgiven when the courses are repeated at different institutions.);

3. Complete (with passing grades) two years of the same foreign language in high school or 8 to 10 semester hours of the same foreign language at a previous college or university (as required by Florida Statute 240.233). Students who entered a Florida public community/junior college prior to August 1, 1989 and maintain continuous enrollment until the time of their USF entry as degree-seeking students may be admitted without the required foreign language study;

4. Meet the minimum grade point average required by the program if entering a quota/limited access program and transferring 90 or more semester hours;

5. Present a minimum score of 550 on the Test of English as a Foreign Language (TOEFL) if the applicant's native language is not English. The TOEFL requirement may be waived on an individual basis when appropriate alternative evidence of English language proficiency is presented in writing. (The colleges of Business and Engineering normally require the TOEFL score regardless of prior educational background and/or degrees earned.) If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission on 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.

USF also considers applicants who do not fully meet the minimum requirements as stated in #1. and #2. above but who have important attributes, special talents or unique circumstances that may contribute to a representative and diverse student body. These undergraduate transfer applicants are considered for admission by a faculty committee on the basis of other appropriate evidence of promise for academic success. These applicants should also submit appropriate alternative evidence of academic achievement, ability, motivation and responsibility that indicates a potential for academic success at USF.

Evaluation of Transfer Credit

1. The receipt and evaluation of transfer credit is the responsibility of the Office of Admissions. The Office of Admissions 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. In some instances, exact course equivalents will also be determined by other colleges which offer the same or similar courses as part of their programs of study. Transfer students should be prepared with personal copies of their transcripts of all past course work to discuss advisement and placement with the appropriate academic advisor and should contact the college of their major soon after registration so that an official evaluation may be completed.

2. USF will accept credits only from those institutions accredited by one of the regional accrediting agencies/commis­sions* at the time the credits are earned. (See * below for agencies recognized by USF.) All credits earned during the period of time a regionally accredited institution was in a "candidacy" status for accreditation are considered for transfer credit. Credits earned at an institution that is currently in "candidacy" status will not be considered for transfer credit until such time as the awarding institution receives full accreditation.

3. USF reserves the right to deny credit for specific courses. USF does not award transfer credit from institutions that is determined to be occupational or vocational in nature.

4. Associate of Arts (A.A.) degree holders from Florida public accredited institutions will be considered as having met USF general distribution requirements and are automatically awarded 60 semester hours of credit. A course-by-course transfer credit evaluation will be done for all out-of-state and private in-state A.A. degree holders.

5. Effective Fall Quarter 1976, all courses from a Florida Community College/University bearing the same State Common Course prefix and last three numbers as a USF course 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 such as dance, acting, vocal, and instrumental music.

6. Virtually all USF baccalaureate degrees require that at least 60 semester hours 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 articulated programs based on the A.S. degree. For information regarding specific articulated A.S. degree programs, contact the Office of Adult and Transfer Student Services.

7. Credit will not be awarded for GED tests.

8. 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.

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

10. A maximum of 45 semester hours of College Level Examination Program (subject and general examinations) credits can be accepted for transfer credit.

11. A maximum of 30 semester hours of extension, correspondence, and military service education credits can be applied toward a degree.

12. Grades earned in transferred courses are not computed in the student’s USF GPA except for the purposes of admission to limited access programs, the awarding of honors at graduation, and class ranking of baccalaureate students.

13. International credentials must be evaluated by an independent evaluation service, with associated costs to be paid by the student.

14. A continuously-enrolled USF degree-seeking student must obtain prior written approval from the college of the student’s major in order for courses taken at other regionally-accredited institutions to be applied to the USF degree program.

Accrediting Agencies/Commissions: New England Association of Schools and Colleges, Commission on Higher Learning; Middle States Association of Colleges and Secondary Schools, Commission on Higher Education; North Central Association of Colleges and Schools; Northwest Association of Schools and Colleges; Southern Association of Colleges and Schools, Commission on Colleges; Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Accrediting Commission for Junior Colleges.

Graduate Applicants
Graduate applicants should refer to the USF 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 $20.00 payable in U.S. dollars, a TOEFL score if applicable, a Statement of Financial Responsibility, 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 Visa Clearance Form (if currently in the U.S.). Transcripts in a language other than English must be accompanied by a certified English translation.

International credentials must be evaluated by an independent evaluation service, with associated costs to be paid by the student. Information about recommended and approved independent evaluators is available from the Office of Admissions.

An international applicant (non-resident alien) must meet all admission requirements for the appropriate applicant category (freshman, 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 the applicant has an A.A. degree from a Florida community/junior college or SUS institution. (The colleges of Engineering and Business normally require the TOEFL score regardless of prior educational background.) If otherwise qualified, applicants who present TOEFL scores between 500 and 550 may be considered for admission with the condition that they must take a specified sequence of English courses.

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

3. International applicants must submit the USF Financial Statement substantiating availability of financial resources sufficient to cover all educational, maintenance, and personal expenses while attending USF, without financial assistance from the University.

4. 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 is one who comes to the University from another regionally accredited institution and wishes to take courses at USF for one term only before returning to the parent institution. Transient students may enroll at USF as non-degree-seeking students. (See Non-Degree-Seeking Students.)

Honors Program
Superior students in all majors may avail themselves of Honors opportunities at USF. University Honors Program-Four Year Track is designed for first-time-in-college students. University Honors Program-Two Year Track is designed for transfer or upper-level students. These exciting programs are grounded in the liberal arts tradition and intended for students regardless of major. The primary goals of University Honors are the development of critical thinking skills, an appreciation of the liberal arts tradition and the development of creative, independent thought. (See complete Program description in Undergraduate Studies.)

Potential University Honors Program-Four Year Track students are actively recruited, but any interested student who feels that he/she is qualified may request admission. Students typically have 3.7 high school GPAs and 1270 SAT I or 29 ACT scores. Many scholarships are available for Honors students. Potential University Honors Program-Two Year Track students are actively recruited, but any interested student who feels that he/she is qualified may request admission. Students typically have 3.50 college GPAs and 1270 SAT I or 29 ACT scores. A number of scholarships are available for Honors students.

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. Students enrolled in both University and Departmental Honors are required to take senior honors courses.

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 Honors and graduate with at least an overall GPA of 3.3 and a USF GPA of 3.3 shall be identified as Honors Program Graduates at Commencement as well as on their diplomas and transcripts.

St. Petersburg Campus Honors Program
The St. Petersburg Campus offers an interdisciplinary Campus Honors Program to superior students in all majors who have transferred to USF with or without an A.A. degree. The Campus Honors Committee and Director determine admission to the program. Applications should be submitted to the Director on the St. Petersburg Campus. (See complete Program description in Undergraduate Studies.)

Scholars’ Community
The USF Scholars’ Community is for students who have high school GPAs of 3.50 and SAT I scores of 1200 or EACT scores of 700. Students in the community who wish to participate in Honors should discuss this with the Director of Honors.
Students in the Community and in Honors have the option of living in the Honors residence halls on campus. Living here gives students the opportunity to socialize and study with academic peers, enriching the college experience. The Lounge in Cooper Hall serves as a social hub for students. Organized social activities and social projects are carefully planned for students in the Community. Scholars' Community students are among the first to register each semester. Special advising and counseling are always available to students in the Community.

Learning Communities

In their third year of development, USF's Learning Communities provide groups of up to 50 first-year students the opportunity to work together, with a team of experienced faculty, for many courses taken during the first two years at USF. Students in the Learning Communities complete most of their general education requirements in a specially designed and collaboratively taught interdisciplinary curriculum.

One of the innovative components of the program, writing across the curriculum, allows the students to develop writing skills over the two years of the program as they create writing portfolios rather than enrolling in the traditional Freshman English courses. Students develop computer skills through use of e-mail and internet programs that extend to other community members and people with similar interests through the world wide web.

The Learning Communities are open to all students who are interested in the objectives of the program and whose test scores qualify them for college level English courses. The Communities are designed to serve diverse groups of students who will contribute to the learning of each other in their interactions to each other and with the faculty.

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

USF 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).
2. Recognition of satisfactory performance on tests offered through Advanced Placement Programs of the College Entrance Examination Board (see Advanced Placement Credit Programs).
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]). Community college students should follow eligibility criteria for non-degree seeking students (below) as well as their home school procedures.
4. Early admission for high school students (see Early Admission Freshmen).
5. Open University (O.U.) courses by television.

Credits may be earned through a combination of the above options. Students should contact their college advisors 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.

Non-Degree Seeking Student

Non-degree seeking student enrollment 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 in all levels of 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 undergraduate degree-seeking students may only enroll as non-degree seeking students 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 Office of the Registrar (Attention: Student Records Area) prior to registration.

Individuals enrolling as non-degree seeking students who plan to make formal application to the University may not apply more than 14 semester hours toward an undergraduate degree.

Applicants denied admission to USF as degree-seeking undergraduates may not enroll as non-degree seeking students. Performance in courses taken in this category will not qualify an applicant for admission as a degree-seeking student.

A non-degree seeking 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 Schedule of Classes. Non-degree seeking students are not eligible to receive University honors or participate in the USF/Florida Public Community College cross-registration program.

Non-degree-seeking students also are not eligible to live in University housing nor to receive financial aid. Non-degree students are not eligible for academic recognition in the form of the Academic Regulations Committee (ARC) academic rules as are undergraduate degree-seeking students. Non-degree students are subject to the same academic dismissal policy listed in this catalog. Non-degree seeking students who are academically dismissed from the University may appeal to the Academic Regulations Committee (ARC) through the ARC representative for Academic Support and Achievement/Center for Academic Advising to return. Potential non-degree seeking students should also refer to the previous or current catalog of the college(s) offering the course(s) of interest to them to determine whether any special college requirements exist which must be met prior to enrolling.

NOTE: Prior to registration for classes which meet on campus, all students less than 40 years of age must submit acceptable proof of immunity to rubella to the Student Health Service. Students born after December 31, 1956 must also submit proof of immunity to measles. (See Immunization Policy.)

*Senior Citizen Tuition Waiver

Florida residents who are 60 years of age or older by the first day of a respective semester/term may enroll in certain undergraduate or graduate courses, on a space-available basis, without paying tuition. Academic credit is not awarded, examinations are not required, and grades are not given.

An orientation-registration session is held at the beginning of each semester for the Senior Citizen Tuition Waiver program. Information, registration forms, and advising for senior citizens are available at these sessions or by contacting the Division of Senior Programs for further details.

* See Florida residency requirements in this catalog.
Dual Enrollment (Public/Private High/Home School)

Dual enrollment in USF classes is open to academically qualified students currently enrolled in public/private high schools who are recommended by their guidance counselor or principal and to home school students. The University has articulation agreements with several county school boards to allow public high school students to enroll in classes at USF. Students enrolled in postsecondary instruction that is not creditable toward the high school diploma shall not be classified as dually enrolled.

Students wishing to be accepted as Dual Enrollment students at the University of South Florida must:
1. Be at least 16 years old at start of term, unless enrolled in a special summer program initiated by USF or a special course section involving only dual enrollment students;
2. Have proof of a minimum of 420 on SAT I V (Verbal) and 440 on SAT I Q (Quantitative); or a score of 16 on EACT English and EACT Reading and a score of 16 on EACT Mathematics; or appropriate placement test scores; and
3. Have (a) completed the equivalent of the sophomore year, (b) achieved a grade point average of 3.0 or higher on a 4.0 scale (as calculated by USF), and (c) satisfied any course prerequisites; and
4. Provide a list of courses and the number of credits necessary to complete high school diploma from the school counselor or principal of school stationery;

Please contact the Office of the Dean of Undergraduate Studies (SVC 2002, 4202 E. Fowler Avenue, Tampa, FL 33620-6920) for complete information and student qualifications.

NOTE: Prior to registration for classes which meet on campus, all students less than 40 years of age must submit acceptable proof of immunity to rubella to the Student Health Service. Students born after December 31, 1956 must also submit proof of immunity to measles. (See Immunization Policy.)

Readmission (Former Students Returning)

A former student returning (FSR) is any degree-seeking undergraduate student who has not earned his/her degree, who has not been enrolled at USF in any of the last three terms, and who wishes to re-enroll in the University. Former students returning must be readmitted to the University. In order to be considered for readmission, a former student should file a new Application for Admission with the Office of Admissions by the deadline indicated in the Academic Calendar for the term of requested re-entry. A new application fee is not required. (Back of Catalog: 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. Be in good standing and eligible to return to the last institution attended as a degree-seeking student; and
3. Have achieved a GPA of at least 2.0 as calculated by USF on a 4.0 scale on all college-level academic courses attempted at institution(s) attended since last enrolled at USF. Students who have attended one or more institutions since their last enrollment must request official transcripts of all work attempted at the other institution(s) be sent to the USF Office of Admissions. Acceptability of transfer credits toward completion of USF degree programs will be determined by the college of the student's major.

Prior to registering for classes, former students returning who have been readmitted are required to participate in an orientation program on the USF campus where they will take all or the majority of their courses. Former students returning will receive orientation information after readmission.

Transient students and non-degree-seeking students are not considered former students returning. These students who wish to enter as degree-seeking students must file an application with the Office of Admissions prior to the deadline listed in the Academic Calendar for the requested term of entry. Former USF students who have earned the baccalaureate degree at USF or at another institution and who now wish to return to USF to earn another undergraduate degree must file an Undergraduate Application for Admission with the Office of Admissions. No application fee is required. A student may not work on a second undergraduate degree if he/she has been accepted into a graduate program.

NOTE: Prior to registration for classes which meet on campus, all students less than 40 years of age must submit acceptable proof of immunity to rubella to the Student Health Service. Students born after December 31, 1956 must also submit proof of immunity to measles. (See Immunization Policy.)

Florida Community College System

High schools and community colleges will 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 USF Undergraduate Catalog (USF's Community College Counseling Manual has been incorporated into this catalog) which is available in all counseling offices. This catalog, prepared by the USF Office of Undergraduate Studies, explicitly describes the undergraduate program requirements and Florida's common prerequisites 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

An articulation agreement, in effect since April 13, 1971 and later adopted by the Florida Legislature in statute form as Florida law, governs an effective and orderly transfer of Florida community college students into the State University System (SUS).

The agreement defines and establishes the Associate degree from a Florida public community/junior college as the basis for all articulation rights. Among these guarantees, the following are central to the transfer process:

Admission into the State University System

1. A.A. graduates will be granted admission to a university within the SUS, but not necessarily to the university or program of choice.
2. A.A. graduates will have the same opportunity to enroll in a university limited access program as the native university student.
3. Upon transferring to a state university, A.A. graduates will be awarded at least 60 credit hours towards the baccalaureate degree. Students entering open occupational courses and basic required physical education courses.
4. Credits that are part of the A.A. degree earned through articulated acceleration mechanisms, such as dual enrollment, International Baccalaureate, early admission, advanced placement and credit by exam, will be transferable to the state university.
5. As participants in the Statewide Course Numbering System, receiving institutions must accept all courses taken at the transfer institution if the courses at each institution have the same prefix and the same last three digits of the course number.
6. The university catalog in effect the year the A.A. degree student first enrolled at the community college will remain in effect for the student's entire program, provided the student maintains continuous enrollment as defined in that catalog.
7. Once a student has completed the general education core and this fact is noted on the transcript, regardless of whether or not an A.A. degree is awarded, no other state university or community college to which the student may transfer can require additional courses to the general education core.

Instituted in these guarantees is the assurance that current or former students who wish to appeal decisions to the University and to the Statewide Articulation Coordinating Committee must contact the Office of Adult and Transfer Student Services.
Florida Residency For Tuition Purposes

This notice summarizes the provisions of 240.1201 Florida Statutes, BOR Rule 6C-7.05 and University Policy/Procedure concerning Florida Residency for tuition purposes.

In determining residency classification, students fall into one of two categories. They are either independent students (students not claimed on parent's or legal guardian's federal income tax statement or whose parents do not provide 50% or more of their support) or dependent students (students, regardless of age, who are claimed as dependents by parent or legal guardian on federal income tax statement or whose parents provide 50% or more of their support).

The law basically requires that a U.S. citizen/permanent resident alien/independent student or a dependent student's parent/legal guardian has established and maintained a LEGAL Florida residence for at least twelve (12) months before the first day of classes of the term for which Florida residency status is sought.

USF is required to obtain documentation of 12 months' legal residence before a student is classified as a Florida resident for tuition purposes. A student is required to request Florida residency in writing and submit supporting documents no later than the fifth day of classes in the term for which classification is sought.

The following is acceptable, nonconclusive evidence of the establishment of a legal residence in Florida. At least one such document must be dated/issued at least 12 months before the first day of classes of the term for which Florida residency status is sought:

1. Proof of purchase of permanent home in Florida.
2. Declaration of Domicile.
3. Florida's driver's license.
4. Florida voter's registration.
5. Florida vehicle registration.
6. Florida vehicle title.
7. Professional/occupational license in Florida.
8. Florida incorporation or other evidence of legal residence in Florida.

PLEASE NOTE: Rent receipts, leases, employment records, tax returns, school/college records are NOT evidence of establishing a legal Florida residence. Students who are dependent on out-of-state parents or who come to Florida for educational purposes are generally ineligible for reclassification to Florida status.

In rare cases, the law allows some students (e.g., military, public school teachers, etc.) who do not meet the basic requirements to be classified as Florida residents for tuition purposes. For more information about exceptional categories, contact the Admissions Office, the Office of the Registrar, or the Office of the General Counsel.

Fees

The levels of the Activity and Service Fee, the Health Fee, and the Athletic fee are determined on each campus by a student fee committee appointed by the President of the University and the Student Government President. The committee includes USF faculty and students with the majority of the committee being students. The fees may be reviewed on a yearly basis. The following fee schedule applies to all USF students with the exception of those in the Bachelor of Independent Studies, External Degree Program. For information on the BIS Program fees see paragraph 2b below.

Registration fees are assessed in accordance with Board of Regents rules. All fees are subject to change 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) $20.00
2. Tuition

Schedule/Statement Fees are no longer mailed. Tuition is due by the fifth day of each term. To find out the amount of the total tuition due (the amount will not reflect any payments made on the account), students can bring a photo ID to the Registration HelpDesk located in the Registrar's Lobby, SVC 1034, and request a Registration Confirmation which will reflect total tuition and fees.

The student is responsible for paying fees in full by the appropriate due date stated in the particular term's "Schedule of Classes." Failure to do so may result in cancellation of the student's registration. Fees paid by mail must be postmarked by the post office, not office metered, on or before the fifth day of the term. Checks are payable to USF.

To avoid a $50.00 late payment fee, all tuition fees must be paid or postmarked by the U.S. Post Office, not office metered, by the fifth day of the term. The University cannot be responsible for lost or misdirected U.S. Postal mail. A student whose registration has been cancelled may request registration reinstatement through the fourth week of of the term for the academic term. Upon approval for reinstatement, all fees and other debts owed to the University must be paid in full by cash, money order, or cashier's check before reinstatement will be affected.

a. Spring 1998 Tuition Fee Structure

Tuition Fees are estimated only Subject to change. Tuition Fees are assessed by course level, not student classification.

<table>
<thead>
<tr>
<th>Campus/Course Level</th>
<th>Resident</th>
<th>Non-Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tampa Campus:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$69.53/hr</td>
<td>$266.75/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$134.34/hr</td>
<td>$439.73/hr</td>
</tr>
<tr>
<td>Tampa OU &amp; Off Campus Credit Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$64.47/hr</td>
<td>$261.69/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$129.28/hr</td>
<td>$434.67/hr</td>
</tr>
<tr>
<td>St. Petersburg Campus:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$60.03/hr</td>
<td>$257.85/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$124.84/hr</td>
<td>$430.23/hr</td>
</tr>
<tr>
<td>St. Petersburg OU &amp; Off Campus Credit Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$60.63/hr</td>
<td>$257.85/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$125.44/hr</td>
<td>$430.83/hr</td>
</tr>
<tr>
<td>New College - Sarasota:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$63.53/hr</td>
<td>$260.75/hr</td>
</tr>
<tr>
<td>Sarasota Campus:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$61.41/hr</td>
<td>$258.63/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$126.2/hr</td>
<td>$431.61/hr</td>
</tr>
<tr>
<td>Sarasota: OU &amp; Off Campus Credit Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$59.41/hr</td>
<td>$256.63/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$124.22/hr</td>
<td>$429.61/hr</td>
</tr>
<tr>
<td>Lakeland Campus:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$56.53/hr</td>
<td>$253.75/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$121.34/hr</td>
<td>$426.73/hr</td>
</tr>
<tr>
<td>Lakeland: OU &amp; Off Campus Credit Courses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0001-4999 Undergraduate</td>
<td>$56.53/hr</td>
<td>$253.75/hr</td>
</tr>
<tr>
<td>5000-Over Graduate</td>
<td>$121.34/hr</td>
<td>$426.73/hr</td>
</tr>
</tbody>
</table>

"See "Resident Status," above"

NOTE:
(1) There is no ceiling (maximum) on the amount which a student may be assessed for a single term.
(2) A lab fee of $8.00 to $15.00 is charged on certain courses. Please consult your class schedule to locate the courses that require the fee and the amount of fee that applies to the course.
(3) Students who only register for a co-op assignment must pay a minimum of one (1) hour at the level of the co-op assignment.
(4) Cashier's Office Hours - Regular Registration - See regular registration dates and times in "Schedule of
4. Staff/State Employee Waivers

Employees may obtain the State Fee Waiver Form from the designated fee waiver approving authority in each college/division, or from Human Resources, SVC 2172. The fee waiver is offered on a SPACE AVAILABLE BASIS ONLY and up to six credit hours per term. Fee Waivers for eligible USF employees can be approved by each college/division fee waiver approving authority, and do not have to be brought to Human Resources for approval. State employees using a fee waiver must register during the designated dates for each term (see current Schedule of Classes). If an employee registers prior to the designated dates, he/she will be responsible for payment of fees.

Courses exempt from the fee waiver include (but are not limited to): thesis, dissertation, directed individual study/research, internship, practicum, one-to-one music/theater performance, cooperative education, Program for Adult Credit Education (PACE), Lifelong Learning, Continuing Education, correspondence, Distance and Technology Mediated Learning, and any other non-credit or one-to-one instruction courses.

The original completed/approved fee waiver should be brought to the Cashier's Office, ADM 131, by the fifth day of each term in order to avoid a late payment fee. All charges in excess of six must be paid for at the regular rate by the fee payment deadline. Employees should contact the Registrar/Admission's Office to ensure compliance with admissions, enrollment, and Florida residency requirements.

Notice to Individuals Utilizing State Employee Fee Waivers:

Based on the Internal Revenue Code (IRC), Section 127, the utilization of the State employee fee waiver is a taxable benefit to employees. Employees enrolled in graduate level courses earn taxable income equal to the tuition waived on graduate level courses. The value of all graduate level courses waived by an employee fee waiver that have not been capped by the designee of the drop/add period will be included in an individual's taxable wages. Therefore, make sure to drop all graduate level classes that you do not anticipate completing by the last day of the drop/add period! This taxable income is subject to both Federal income tax and Social Security and Medicare taxes (FICA). Therefore, it is important for employees utilizing State fee waivers to ensure that their income tax withholding is reflected on the Registrar's system so that fees will be properly assessed and subsequently taxed.

Under IRC Section 117 (d), tuition waivers given to employees of universities in the Florida State University System for education below the graduate level are excludable from their income without dollar limit. Graduate students employed as teaching and research assistants are also entitled to the income exclusion for tuition waived.

The taxable value of tuition waived will be reported to the State Comptroller's Office, Bureau of State Payrolls, each semester by the Division of Finance and Accounting. Due to system limitations, the Bureau of State Payroll is only able to withhold FICA tax from individuals' pay. Individuals who anticipate a tax liability from the taxable benefit received from the graduate level fee waiver can adjust their W-4 form in Human Resources to have additional withholding deducted from their pay. Most individuals wishing to claim a tax exclusion for courses reported to the Bureau of State Payrolls by the University, should work through their agency's Human Resource/Personnel Office to file necessary paperwork with the Bureau. USF employees wishing to claim a tax exclusion should contact the USF Payroll Office. We have been advised that agencies with individuals claiming a tax exclusion for the course waived will be given an opportunity to make this claim with the Bureau of State Payrolls before taxable values are included with the employee's earnings.

Any questions on this matter should be directed to the Payroll Manager or the State Employee Controller in Finance and Accounting at 974-6034 or 974-6066, respectively.

8. Tuition Deferment for VA Students

Students receiving VA benefits who have applied in
writing no later than the date specified in the "Schedule of Classes" for the deferment in Veterans Services have until a specified date (see Schedule of Classes) to pay tuition in full.

9. Florida Prepaid College Program
Students who are eligible to receive benefits under this plan are responsible for the local portion of fees. These fees are $18.66 per credit hour, including applicable lab fees.

This fee must be paid or postmarked by the fifth day of the term to avoid being cancelled or charged the $50.00 Late Payment Fee.

10. Mailed Payments
To avoid cancellation of registration or a $50.00 Late Payment Fee, all fee payments must be postmarked, by the post office not office metered, by the applicable fee payment deadline listed in the Academic Calendar.

11. Returned Registration Checks
A student's current registration is subject to cancellation if the check presented in payment of those fees is returned to the University unpaid. Dishonored fee payment checks must be redeemed within 10 calendar days to avoid cancellation of a student's current registration. A $50.00 Late Payment Fee and a $15.00 administrative charge will be assessed on any registration check returned unpaid to the University.

12. 1998/99 Room Rent for Double and Single Occupancy*
Room rent is paid in accordance with information in the Student Housing Contract.

<table>
<thead>
<tr>
<th>Double Occupancy</th>
<th>Fall/Spring</th>
<th>Spring Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha</td>
<td>$2,800</td>
<td>$1,400</td>
</tr>
<tr>
<td>Andros</td>
<td>$2,334</td>
<td>$1,176</td>
</tr>
<tr>
<td>Beta/Gamma</td>
<td>$2,244</td>
<td>$1,122</td>
</tr>
<tr>
<td>Village</td>
<td>$2,536</td>
<td>$1,268</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Single Occupancy</th>
<th>Fall/Spring</th>
<th>Spring Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alpha</td>
<td>$3,700</td>
<td>$1,850</td>
</tr>
<tr>
<td>Andros</td>
<td>$3,360</td>
<td>$1,680</td>
</tr>
<tr>
<td>Beta/Gamma</td>
<td>$3,230</td>
<td>$1,615</td>
</tr>
</tbody>
</table>

13. Meal Plans 1998-99*
Meal Plans for New Residents
(All students who have not lived in the residence halls prior to the 1998-99 academic year are required to purchase a meal plan and select from the following eight choices.)

- Carte Blanche Plan + $100 Flex $1200.00
- Carte Blanche Plan $1150.00
- 14 Meal Plan + $250 Flex $1125.00
- 14 Meal Plan + $150 Flex $1050.00
- 14 Meal Plan $950.00
- 150 Meal Plan + $125 Flex $950.00
- 10 Meal Plan + $80 Flex $950.00
- 10 Meal Plan $875.00

Meal Plan Selections for Returning Residents
(Returning residents may select from the five options below or any of the above eight options.)

- 8 Meal Plan + $350 Flex $1050.00
- 8 Meal Plan + $250 Flex $965.00
- 8 Meal Plan + $100 Flex $825.00
- 100 Meal Plan + $100 Flex $715.00
- $875.00 All Flex $875.00

To find out about these or to sign up simply stop by the Dining Services office located in the Argus Center or call (800) 775-MEAL (6325). In Tampa, call (813) 974-4385.

*Rates subject to change
**Please add sales tax

Refund of Registration Fee Payment
Release of Registration Fee Liability
The following refunds, less deductions for unpaid debts to the University, are authorized. A Refund Request form must be completed and presented to Cash Collections, ADM Rm 106, in the Division of Finance and Accounting to initiate the refund process. A two-week waiting period is observed for each refund to be sure checks have cleared.

1. 100% of registration fees and tuition will be refunded if notice of withdrawal from the University is approved prior to the end of drop/add period and written documentation is received from the student.
2. 25% of registration fees and tuition paid less building and capital improvement fees, will be refunded if notice of withdrawal from all courses from the University is approved prior to the end of the fourth week of classes (summer term is prior to the end of the third week of classes) and written documentation is received from the student.

Fee Adjustment Request After Fifth Day of the Term
Effective January, 1989, USF approves a refund of 100% of the tuition and registration fees if a student withdraws or drops a course due to circumstances determined by the university to be exceptional and beyond the control of the student. Requests for fee adjustments must meet one of the conditions below to be considered.

1. 100% of registration fees and tuition will be refunded when a student withdraws or drops a course due to circumstances determined by the university to be exceptional and beyond the control of the student, including but not limited to:
   a. Illness of a student of such severity or duration, as confirmed in writing by a physician, to preclude completion of the course(s).
   b. The death of the student or death in the immediate family (parent, spouse, child or sibling) as confirmed in writing indicating the student's relationship to the deceased.
   c. Involuntary call to active military duty.
   d. A situation in which the university is in error as confirmed in writing by an appropriate University official.
   e. Other documented exceptional circumstances beyond the control of the student which precluded completion of the course(s) accompanied by letter of explanation and appropriate documentation.

Payment of Accounts Due the University
Charges against students for loss or breakage of University equipment, books, fines and other charges are due immediately. Delinquent accounts may be considered sufficient cause for cancellation of registration. University regulations prohibit renewal or release of transcript, diploma, or grades for any student whose account with the University is delinquent. Payments should be brought into the Cashier's Office in the Administration Building or mailed to Finance and Accounting, USF, Tampa, FL 33620 by the appropriate deadline.

Financial Aid
Grants, scholarships, low interest loans and federal work-study are all forms of financial aid. You apply for most financial aid by submitting the Free Application for Federal Student Aid (FAFSA). Since many programs are funded on a limited basis, it is to your advantage to apply early (Priority application dates are provided each year in the Financial Aid Guide).

Detailed descriptions of the various forms of aid, the FAFSA and application information are available from the USF Office of Financial Aid, SVC 1102. You may also call (813) 974-3730 to request information, financial aid applications, and forms. You can access FastWEB and ExPAN, nationwide scholarship searches; and USF scholarship information; e-mail your counselor and more via the Office of Financial Aid Web page. The address is http://usfweb.usf.edu/enroll/ffaid/ffaid.htm. You may also complete the FAFSA electronically. A link from the financial aid Web site provides either a version you can download or a Web version. Visit the Web site for details. You may also complete the FAFSA electronically in the Office of Financial Aid lobby during regular business hours.
Parking Permits Required
Parking Permits are required to park your vehicle at the University of South Florida 24 hours a day, 7 days a week. Each person may purchase only one vehicle permit and permit type is based on home campus/class location. Parking permit costs vary based on parking lot location.

Bicycle Permits
Permits for bicycles are FREE! Obtaining a bicycle permit registers the bicycle and can provide information to the police in the event of loss.

How to Get a Permit
Parking permits may be purchased at the Parking Services Building (corner of Maple and Fletcher Avenue) on the Tampa campus or the Police Department on the St. Petersburg and Sarasota campuses. (A copy of the vehicle's registration is required.)

Transportation
Shuttle bus service is provided FREE to USF students from 7:30AM to 9:00PM Monday through Thursday and Friday 7:30AM to 5:30PM. Routes cover the entire USF Tampa campus and also travel to University Square Mall from 11:00AM to 2:00PM.

Motorist Assistance
Flat tire? Need a gas can? Keys locked in your car? Need to jump start your car? Call Parking Services at 974-3990, option #5. This FREE service is provided round the clock by Parking Services and the University Police.

Parking Tickets
Parking regulations are designed to provide safe and orderly parking. Violation of these regulations can result in parking tickets, immobilization of your vehicle, towing, or loss of parking privileges in addition to holds on student activity. Respond to parking tickets received to avoid problems.

Questions and Information
Parking and transportation information is located at http://usfweb.usf.edu/parking_services. You may also contact Tampa campus Parking Services at (813) 974-3990.

Special Services
Department of Veterans Affairs (VA) Benefits
USF is approved for the education of veterans, eligible dependents, members of the selected reserve, and active-duty personnel 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 Veterans Services 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, undergraduate students must enroll for 12 or more semester hours, and graduate students must enroll for 9 or more semester hours each normal academic term.

VA regulations require that students take only courses that are applicable to the degree program or other approved program and make satisfactory progress toward their degree. Students should consult the "Handbook for VA Students" (available at their local USF Veterans Services office) for information on various programs/services, and VA rules and regulations. Under no circumstances will the VA pay benefits to a student taking a course by audit. 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 and can only be reinstated after academic counseling.

Veterans with a service-connected disability requesting benefits under Chapter 31 may contact the Office of Student Financial Services no earlier than one week prior to the start of classes for a book and supplies voucher. 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 directly of enrollment and termination of enrollment. The VA toll-free number is 1-800-827-1000.

*See "Resident Status," above
The University of South Florida (USF) is committed to the concept of total student development - intellectual, social, physical, emotional, and moral. The curricular, co-curricular, and extracurricular 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 USF 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 active participants in the diverse community life of the University. University officials, and in particular Office of the Vice President for Student Affairs is charged with interpreting the policies of the Board of Regents to students, their families, and others in the University community.

Division of Student Affairs

The Division of Student Affairs is composed of the areas of Enrollment Planning and Management, Academic Support and Achievement, and Student Life and Wellness. The Division is committed to creating a student-focused learning community distinguished by shared purpose, collaboration, open and timely communication, mutual respect, trust and inclusiveness. Student Affairs will provide leadership for a diverse University community, inspire the pursuit of academic excellence through collaborative learning and foster a caring environment that encourages the personal and professional development of students and those who serve them. In partnership with University faculty and staff and the community, the staff will reach beyond individual perspectives to develop lifelong learners who are broadly educated, ethical, open to differences, capable of critical thinking, and who share responsibility for offering the human condition. The achievement of this vision will contribute to making the University of South Florida the university of first choice.

Student Affairs staff provide new students and prospective students assistance in gaining information about the University before they arrive on campus during the admissions process. The staff also offers services to the students to help them cope more effectively with the many facets of college life that can affect students' academic work: financial aid, health services, individual and/or group counseling, alcohol/drug education, career planning, placement, 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. A variety of programs and services are offered by the Student Affairs staff to provide students opportunities to become involved in college life outside the classroom: orientation for new students, residence halls, student organizations and Phyllis P. Marshall Center programs and activities, student government, student publication, intramural and recreational sports, student health education/wellness programs, and events of special interest.

Division of Student Affairs Diversity Statement

The Division will develop a system that will create a learning community where each individual's primary identity is as a person whose worth and value are inherent. Individuals from diverse ethnic, racial, religious and social backgrounds will willingly interact frequently displaying attitudes and behaviors of respect, shared purpose, commitment to common welfare, mutual support and respect. In this community all persons will be judged on the content of their character and all individuals will have a voice.

ACADEMIC SUPPORT AND ACHIEVEMENT

Academic Support and Achievement operates under the auspices of the Division of Student Affairs and is responsible for providing academic and personal support to students. The units within Academic Support and Achievement focus on addressing the needs of first-time-in-college students and other students who are undecided about a major or who seek admission to limited access programs. Responsibilities also include the coordination of the University Experience course for freshmen as well as the development and monitoring of support programs and strategies to enhance the academic success of these populations, including students with disabilities, student athletes, undergraduate students enrolled in alternative admissions criteria, and other underrepresented groups.

Center for Academic Advising

The Center for Academic Advising is dedicated to promoting the successful achievement of students' academic goals through comprehensive advising services. The Center's primary responsibility is to provide academic advising to undergraduate students, with a special emphasis on the needs of students entering a university for the first time.

The following services are provided to these undergraduate students: advisement regarding academic policies and programs, assistance in the selection of a major, administration of special programs for at risk or underprepared student populations, and special advisement for minority students. The staff prepares students for entrance into all limited access majors (e.g. Engineering, Business, Nursing, and Mass Communications), and evaluates and certifies all students seeking Associate of Arts certificates.

Student Disability Services

Student Disability Services exists to ensure that students with disabilities have the technical, academic, and emotional support necessary to achieve academic and personal success at the University of South Florida. Course related assistance and academic accommodations are provided to eligible students with documented disabilities. Services may include advocacy, reader services, interpreters, alternate exam administration, note takers, and adaptive equipment such as FM systems, large print computers, and voice synthesizers. Students are encouraged to contact our office as early as possible prior to enrollment to make arrangements for appropriate services.

McNair Scholars Program

The Ronald E. McNair Post-Baccalaureate Scholars Program is designed to prepare economically disadvantaged and underrepresented (Hispanic, African American and Native American) juniors and seniors for doctoral programs at the undergraduate level. Special emphasis is placed on the recruitment of students with majors in math, engineering, science, public health, communications, humanities, medical sciences and English. Other disciplines such as education, social sciences and fine arts are considered. This program encourages graduate studies by providing opportunities for academically talented junior and senior level undergraduate students to define their career goals, engage in research, develop the personal and professional skills and participate in student/faculty mentor relationships critical to their success at the doctoral level. Graduate school application assistance is also provided, as well as GRE, GMAT and MCAT preparation. These students are awarded scholarship stipends when they participate in the Summer Research Institute and during their research internship in their senior year. Opportunities to attend and present their research at national and regional conferences are also provided. The criteria for this very competitive scholars program are as follows: 2.8 minimum cumulative GPA, declared major, a minimum of 45 earned credit hours, current enrollment
at USF at the junior or senior level, US citizenship, and a completed McNair application with faculty recommendations.

Project Thrust
Project Thrust is a university-wide retention program designed to assist undergraduate students, minority students, and students admitted "by exception" (pursuant to §240.233(2) Fla. Statutes) at USF achieve their baccalaureate education. Assigned to four of the undergraduate colleges, the major role of the Project Thrust advisors is to provide students with immediate and long-term assistance necessary to insure the successful completion of their college program of choice. Throughout the year, Project Thrust also provides academic advising and counseling, tutoring and test preparation workshops.

Personal Excellence Program
The Personal Excellence Program (PEP) offers a freshman retention program to selected first-year students at the University of South Florida. Throughout the year, PEP provides academic and personal counseling, mentoring, tutoring, career development, peer support, study groups, enrichment seminars, and other student-centered activities (pursuant to §240.233(2) Fla. Statutes) at USF to achieve their baccalaureate education. Assigned to four of the undergraduate colleges, the major role of the Project Thrust advisors is to provide students with immediate and long-term assistance necessary to insure the successful completion of their college program of choice. Throughout the year, Project Thrust also provides academic advising and counseling, tutoring and test preparation workshops.

Student Academic Support System
The Student Academic Support System (SASS) is the State University System computer assisted advising system which enhances undergraduate education. The report produced by this system is available to each undergraduate student through the student's advisor, advising office or SUNLINK. It matches the student's academic record against the requirements of the student's degree program. The central SASS office maintains the data and trains appropriate college personnel.

Student Support Services Program
Student Support Services (SSS) is a federally funded retention program designed to provide academic and personal support to alternatively admitted first generation, low income, and students with disabilities. The program serves a diverse student population and provides an opportunity for students who may not meet all admission criteria but who have their high school records and test scores indicate the potential to succeed in college. SSS has a positive impact on student success. Its participants are retained and graduate at a rate similar to students regularly admitted to the University.

SSS provides a summer program to ease the transition from high school to college, establish a strong academic foundation during the summer semester, and expose students to university resources and facilities. Students receive a comprehensive summer orientation, individualized academic advising, course credit toward graduation and college survival skills.

Program participants have an opportunity to join the SSS Club which serves as a common unit for students to exchange academic information, plan cultural activities, meet former SSS participants, and conduct fund-raiseing activities.

ENROLLMENT PLANNING AND MANAGEMENT
The staff of the division of Enrollment Planning and Management strives to provide convenient and effective services to assist students with admissions to the University, orientation to the campus and semestery services regarding registration, financial aid, scholarships, student employment and grade reporting. Experiential learning, career planning and job placement are vital services to assist students with their career development, degree progress and future employment.

Admissions
The Office of Admissions assists prospective students with securing information about USF. The office is responsible for processing applications for admission for undergraduate and former students returning. Admissions also reviews transfer credit taken at other regionally accredited institutions for determination of transferability. The Office of Admissions is located in the Student Services Building (SVC) 1036, 813/974-3350. Admission services are also available at all regional campuses.

Adult and Transfer Student Services
The Office of Adult and Transfer Student Services (ATSS) is a department created to meet the needs of adult students entering or returning to the university and students transferring from a community college or other academic institution.

ATSS recruits and serves as a central source of information and referral, advising, programming, and advocacy for the non-traditional student by identifying the needs of adult learners and transferring and facilitating their entry into the academic environment. In addition, the office supports the continuation of their educational goals by developing partnerships with community colleges, area employers, and community groups as well as within the USF community. ATSS also focuses on the concerns of women faculty, staff, and students through specialized programming and collaboration with other university services.

The office is located in the Student Services Building (SVC), Room 1001, with hours of operation Monday through Thursday, 8am to 8pm; Friday, 8am to 5pm; and Saturday, 9am to 1pm. For more information, call (813) 974-6444.

The Career Center
The Career Center assists students in making the transition from academic life to professional employment. A staff of experienced career specialists is available to help students plan, refine and implement their career goals and job search plans. The Center also provides information on employment opportunities and creates venues for students to network and interview with local, state and national employers.

The Career Center, located in the Student Services Building, room 2085, is open Monday - Friday from 8:00 am to 5:00 pm. The telephone number is 813-974-2171. The Center's web address is http://www.career.usf.edu. Services include:

Individual Career Advising
Appointments may be scheduled with career specialists, who provide assistance in resume/cover letter preparation and critiques, interview strategies, skills identification, self-directed job search techniques, networking tips and strategies for tapping into the hidden job market.

Career Development & Job Search Workshops
Workshops, on such topics as resume writing, skills identification, interview techniques, government employment, job search strategies, networking and participating in on-campus interviews, are conducted by the staff each semester.

Part-time Student Employment
Part-time employment provides students an opportunity to
earn money while developing employability skills. Vacancies, updated daily, include Federal Work Study, on-campus and off-campus part-time jobs and temporary off-campus opportunities.

Internships

Internship opportunities provide valuable, career related work experience and a chance to affirm the choice of a career field. All majors are eligible for an internship position. Staff is available to talk with students about potential internship sites, preparation for an internship and referrals to internship programs at USF.

Cooperative Education (Co-op)

Co-op is a planned and supervised program which integrates practical work experience with a student's academic program. Students may choose an Alternating or Parallel work plan. The Alternating Plan permits students to alternate full-time semesters of work with full-time semesters of study. The Parallel Plan allows students to take classes half time and work half a day. Participation requires a minimum GPA of 2.5, completion of 60 credit hours, a minimum (or more) of 21-24 hours before graduation and participation in a mandatory orientation.

On-Campus Interviews

Each semester local, state and national recruiters, from business, industry, health care, finance, entertainment, government, education and non-profit organizations visit campus to interview USF students for internship, cooperative education and full-time professional employment. Students from all majors may participate in on-campus interviews. Participation requires attendance at an On-Campus Recruitment Orientation and submission of a completed 1st Place Electronic Resume Disk, which may be obtained from the Career Center.

Candidate Resume Referral

Throughout the year employers, who do not conduct on-campus interviews for full-time professional employees, contact the Career Center to request resumes of USF students. Upon an employer's request, the Career Center electronic database is queried and matching resumes are faxed to the employer. Approximately 11,000 candidate resumes are referred each year.

Full-time Professional Employment Vacancies

In addition to the On-Campus Interviews and Candidate Resume Referral, the Career Center also houses local, state and national full-time job vacancies from education, health care, government, business, communication, finance, entertainment, industry, etc. Full-time employment opportunities, updated on a daily basis, are available in Job Vacancy Notebooks, and a computerized job database.

Career/Networking Fairs

Each semester, employers participate in various Career/Networking Fairs. These events provide a common ground for the student and employer to network and discuss employment/career opportunities. Career/Networking Fairs include: Fall and Spring Networking Fair, Graduate and Professional Day, Part-time Job Fair, Teacher Career Fair and a Statewide Career Fair.

Employer Information and Videotape Library

The Career Center Library maintains current information regarding employer information, in print, video and computerized form. Videos and printed reference materials are also available on resume writing, job search strategies and interview techniques.

Financial Aid

USF makes every effort to ensure that no qualified student is denied access to an education due to inadequate funds. Many student financial aid programs are administered or coordinated through the USF Office of Financial Aid.

The Office of Financial Aid provides assistance to students by offering a variety of services including literature specific to the application process, program specific brochures, a Web site, a voice response telephone system that allows a student to access his or her own financial aid file, and assigned counselors based on the last four digits of students' social security numbers. Counselors and advisors are available by telephone, by appointment, and students may also e-mail questions via the Web site (http://usfweb.usf.edu/financialaid/finaid.htm). General questions may be directed to the office-wide e-mail address - financialaid2@admin.usf.edu.

FastWeb and ExPAN, nationwide scholarship searches, are available via the Web site (in addition to scholarship information specific to USF). Students may also complete their Free Application for Federal Student Aid (FAFSA) electronically. A link from the Financial Aid Web site provides either a version students can download, or a Web version. Students may also complete the FAFSA in the Office of Financial Aid lobby during regular business hours.

The Office of Financial Aid is located in the Student Services Building (SVC) 1102, 813/974-4700. Financial aid services are also provided on all regional campuses.

Orientation

Orientation provides an introduction to both academic and student life aspects of USF. To facilitate the smooth transition of students into the academic environment of the University, academic advising and registration are major components of the program. In addition, Orientation provides opportunities for entering students to develop realistic academic and personal goals, to integrate student support programs and resources and to meet faculty, staff and continuing students. Orientation is required for all new students and former students who were readmitted to the University.

In an effort to aid new students in their transition to USF, the office provides information tents during the first week of classes, Welcome Week activities and daily campus tours. The Orientation Office is located in the Student Services Building (SVC) 1037. Call (813) 974-3060 for more information. Orientation programs are available on all regional campuses.

Office of the Registrar

The Registrar's Office provides a wealth of student, academic, and administrative services. The Registrar's Office is responsible for maintaining the student's academic record from the time of admission to graduation. Therefore, virtually every USF student is a consumer of services provided by the Registrar's Office.

Registrar's staff publish and distribute the University Schedule of Classes, coordinate registration and drop/add activities, process and distribute grade information each semester, prepare transcripts and diplomas, as well as certify student enrollment status. Registrar's staff also review and act upon student requests for reclassification of residency and process changes of name and student I.D. number.

The Registrar's Office also makes available forms and is a repository of information. The Registrar's Office provides forms and makes known the policies and procedures to petition the Academic Regulations Committee (ARC), to request fee adjustments, to make registration fee waivers, to review grades, or to request grade forgiveness. A form is also available to request privacy.

The Registrar's Office provides information and services to students via SUN, the University's Student Use Network. Online technology services are made available over the telephone (SUN-DIAL) and on computer desktops (SUN-LINK/WEB). Using their self-declared personal identification number (PIN), students can register and drop/add, access registration appointment and hold information, view their grades, as well as update their permanent and local addresses. Students can also browse the University Schedule of Classes. Information and services are continually being added for students.

STUDENT AFFAIRS & STUDENT SERVICES
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STUDENT LIFE AND WELLNESS

Student Life and Wellness is a division of the Division of Student Affairs. This division is committed to promoting a diverse community characterized by collaboration, open communication, and values that affirm the worth of individuals. Through shared purpose, critical thinking, and life-long learning, the staff will create a wellness-enhancing environment conducive to student development and academic achievement. The staff will strive to provide leadership that develops caring citizens who value individual differences, the pursuit of excellence, and shared responsibility for enhancing the human condition.

The subdivision of Student Life and Wellness consists of the following Departments:

- Residence Life
- Student Health Services
- Counseling Center for Human Development
- Phyllis P. Marshall Center
- Campus Recreation
- Student Publications
- International Student and Scholar Services
- Student Government
- Student Judicial Services
- Student Relations

Counseling Center for Human Development

The Counseling Center is a comprehensive, student-oriented facility providing services in educational skill enhancement, career development, and mental health to the USF community. The Center offers individual treatment on a time-limited basis and makes referrals to in-house therapy groups or to community settings for appropriate management of problems requiring long-term care. All services preserve the confidentiality of students. For more information about any of the following services, call 974-2831 or stop by SVC (Student Services) 2124. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday (except University holidays).

The Career Counseling Service is designed to assist students in choosing a major and an appropriate career goal. Major emphasis is given to the development of realistic educational and career goals through greater self-understanding, reality-based decision-making, and effective problem-solving. Services include intake evaluation; assessment of abilities, interests, and other relevant characteristics; individual and group counseling; informational services; and consultation. In addition, SIGI PLUS, FOCUS, and CAREER FINDER, computerized career information and guidance systems, are available to assist students in the process of self-assessment and career exploration. A Career Information Library containing current occupational resources is available for student use.

The Personal Counseling Service is designed to enhance the social-emotional adjustment of students who are experiencing stresses that interfere with personal growth and adjustment to university life. Professional counselors seek to enable the student to develop a clear sense of identity, establish autonomy, discover strengths and potential, and become a more insightful, self-directing person. Services, aimed at early detection of potential mental health problems, are as follows: Intake evaluation and disposition, crisis intervention, psychological assessment, time-limited individual psychotherapy, couples therapy, personal growth groups, and both time-limited and ongoing psychotherapy groups. Adjunctive services include psychiatric consultation, anxiety management, and skill-enhancement workshops.

The Reading and Learning Program seeks to provide students with reading skills and learning strategies necessary for academic success in higher education. Diagnostic services include determining an individual's functioning in reading comprehension and study skills. Additionally, two courses are offered for credit-Advanced Reading and Learning Strategies within Academic Disciplines. Students may request individual sessions focused on the application of learning strategies to academic course work. Each semester a variety of workshops focus on reading and study skills topics, as well as CLAST reading workshops for those students preparing for the CLAST test.

Testing and Assessment Services enhance the effectiveness of counseling by providing objective information about students. Tests of abilities, aptitudes, career interests, personality, reading comprehension, study skills, and other complex psychological attributes are maintained in the Center. Additionally, the Learning Disabilities Testing Program receives referrals from the Office of Disabled Student Services and identifies students with specific learning disabilities.

The Outreach Program aims at understanding the needs of the University community and developing programs to meet those needs. Structured groups and workshops are provided for students and staff as methods of primary prevention and education. Through a monthly newsletter, columns in the student newspaper, posters, advertisements, and presentations to student organizations and other groups, Center staff provide information about a wide range of mental health and psychosocial issues that concern students.

Specialized programs include the Center for Alcohol and Substance Abuse (CASA) and Vocational Rehabilitation Services. CASA focuses on research, prevention, and treatment with regard to alcohol and other drug use/abuse. Vocational Rehabilitation services are available for qualifying students and include vocational evaluation, vocational and personal counseling and guidance, coordination of services, training assistance, provision of books and supplies, and treatment.

Veterans Services provides specialized services and programs to veterans, eligible dependents, active duty personnel, and members of the Selected Reserve. The staff assists students with their use of the Department of Veterans Affairs (VA) Educational Benefits, and serves as information and referral resources. Veterans Services was established to act as a liaison, whenever possible, between the VA students and the VA or various USF offices in order to help resolve problems. Veterans Services is the point where students submit all paperwork concerning VA Education Benefits. Programs to help students financially include VA Work-Study Program, VA Deferral of Fees, Advance Payment Program and VA Tutorial Assistance. Office Hours: 8:00 a.m. to 5:00 p.m., Monday through Friday (except University holidays). Under special circumstances, it is possible to call to arrange for an after-hours appointment. For further information, contact the staff in SVC 2127, or call 974-2291.

Student Health Services

Student Health Services (SHS) provides primary health care and health education services to all registered students. The SHS staff is comprised of licensed general practice M.D.s, registered nurses, an advanced registered nurse practitioner, a board certified physician's assistant, licensed practical nurses and assistants, licensed laboratory technologists, certified health educators, a registered dietitian and administrative personnel.

SHS strives to provide the best possible treatments of care for the university student community.

Location and Hours

SHS is located east of the bookstore and north of the Student Services Building. Hours are Monday through Friday 8:00 a.m. to 5:00 p.m.
to 5:30 p.m. (hours may vary on holidays and semester breaks). SHS is closed on weekends.

Emergency Services

SHS does not provide ambulance services. If students require emergency services or immediate medical attention after hours, two nearby facilities are the University Community Hospital (971-6000) on Fletcher Avenue (north of campus) and the Doctor’s Walk-In Clinic (977-2777) on Bruce B. Downs Boulevard (west of campus).

After Hours Telephone Consultation

An SHS physician is available by telephone after hours to provide medical advice and direction for currently enrolled USF students. The on-call physician may be contacted at the SHS telephone number, 974-2331.

Eligibility and Fees

SHS provides services to any registered student with a valid student ID card. USF Tampa Campus students are assessed a health fee that is included in their tuition each semester. Students registered on campuses other than Tampa may pay a voluntary health fee. Students taking a semester off or who graduated the previous semester may elect to pay a health fee at SHS entitling them to the same benefits as any student who is currently registered.

The Health Fee entitles students to:
- Unlimited visits to the clinic nurse or general M.D.s if ill or injured.
- The use of SHS specialty clinics at a reduced cost. Specialty clinics include: Gynecology Clinic, Dermatology Clinic, and Antigen Clinic.
- Reduced cost for laboratory tests.
- Access to the Health Education Department. Students may participate in a wide variety of health education and nutrition programs and services at no cost or a reduced fee. Some popular programs include: “Freedom From Smoking” Clinics, Healthy Choices Nutrition Program, REACH Peer Education and the Wellness Resource Center (WRC). Printed materials and videos are also available. Call 974-4936.

Prescriptions

Although SHS does not operate a pharmacy, an inventory of frequently prescribed medications is maintained, as well as some brands of birth control pills. If the medication prescribed is not available in the inventory, a prescription will be written which can be filled at any local pharmacy. When receiving the prescription, inquire about the local pharmacies which may give discounts to USF students.

Health Insurance

If you do not have health insurance, it is recommended you obtain some form of coverage. USF Student Government offers a student health insurance policy for a nominal fee. Applications are available in Student Health Services. For more information, contact the insurance representative at 974-5407.

Health Care

SHS provides screening and evaluations by nurses, examinations by general practice physicians, laboratory work and antigen, dermatology, and gynecology specialty clinics. Student Health Services does act as a day infirmary, but does not provide x-ray, dental, or optometry services. Referrals are available to private facilities which provide these services.

Specialty Clinics

Dermatology - The on-staff dermatologist provides professional advice, diagnoses, and treatment of skin disorders. These may include irritations, allergies, cancer, acne, or infections such as herpes simplex, warts, and fungi.

Antigen - If you require allergy shots, SHS can store and administer your injections. Complete written instructions must be submitted by the prescribing physician for antigen therapy to be approved by SHS’s medical director.

Gynecology - SHS full-service gynecology clinic provides comprehensive well women’s care. The Gyn. team includes registered nurses, and a female board certified physician’s assistant who specializes in women’s health. Services include: annual Pap and pelvic examinations, STD testing, diagnosing and treating special problems. Evaluation including colposcopy is available at an affordable price. Birth Control and pregnancy testing also available. Referral available for pertinent women’s health issues.

Health Education Programs

Student Health Services Health Education Department, staffed by Certified Health Educators, a Licensed Registered Dietitian, and other support personnel provides services to assist students in obtaining a high level of health and well-being. Staff is available for student consultations on an individual or group basis. Programs can be tailored to fit the special needs of your group or organization. The following describes some of the services provided by the Health Education Department. All are free and offered upon request, unless otherwise stated.

"Wellness Resource Center" - Outreach services including computerized health risk appraisals, a self care cold center and resource library are provided by the Student Health Services Wellness Resource Center, located in the Phyllis Marshall Center Room 150. Call 974-5133 for more information.

"HIV Antibody Testing" - Confidential HIV Antibody testing is available to USF students for a fee. Referrals are made to local community agencies for anonymous testing.

"Nutrition Education Services" - A variety of nutrition education programs ranging from cooking demonstrations to healthy eating seminars are offered each semester by our Registered Dietitian.

"Responsible Education and Action for College Health (REACH) Peer Education Program" - REACH peer educators are trained to provide innovative, non-threatening educational activities regarding sexually transmitted diseases, contraception, alcohol and drugs to fellow students. Workshops are presented in resident halls, academic classes, and to university student organizations.

For more information, contact the Health Education Department at (813) 974-4936.

Mandatory Medical History Form

A Mandatory Medical History Form is required for all students (regardless of age). According to Florida Administrative Code Rule 6C-6.001(4), "Each student accepted for admission shall, prior to registration, submit a form, provided by the institution, a medical history signed by the student." New admits will be provided a Medical History/Immunization Form with their admissions letter. In order to register, this form must be completed, signed, and returned to: Student Health Services University of South Florida 4202 East Fowler Avenue, SHS 100 Tampa, FL 33620-6750 Fax: (813) 974-5688. Telephone: (813) 974-4056 or 974-2331

SUS Immunization Policy

As a prerequisite to matriculation or registration, the State University System of Florida shall require all students born after 1956 to present documented proof of immunity to measles. All students less than 40 years of age shall present documented proof of immunity to rubella. Consistent with Department of Health and Rehabilitative Services guidelines, acceptable proof of immunity is as follows: MEASLES: Students can be considered immune to measles only if they have documentation of at least one of the following:
1. Documentation of immunization with two (2) doses of live measles virus vaccine on or after the first birthday. Persons
vaccinated with killed, or an unknown vaccine prior to 1968 must be re-vaccinated. Persons born before 1957 may be considered to have had a natural infection and, therefore, do not need measles vaccine.

2. Laboratory serologic [IgG] evidence of measles immunity.

3. A written, dated statement signed by a physician on his stationery, that specifies the date seen and stating that the person has had an illness characterized by a generalized rash lasting three (3) or more days, a fever of 101 degrees Fahrenheit or greater, a cough, and conjunctivitis, and, in the physician's opinion, is diagnosed to have had the 10 day measles (rubella).

RUBELLA: Students are considered immune to Rubella only if they have documentation as follows:

1. Documentation of immunization with live rubella virus vaccine on or after the first birthday or,

2. Laboratory (serologic) [IgG] evidence of rubella immunity.

If the student has no documentation of any doses of measles vaccine, vaccine should be given at the time of entry and the second dose no later than thirty (30) days, and no more than three (3) months later. It is recommended that both doses of measles vaccine be given as a combined measles-mumps-rubella (MMR) vaccine.

The documented date of immunization for both measles and rubella should indicate the day, month, and year. However, only month and year will suffice if the month and year indicate that the immunization was given at least 13 months after the month of birth.

Exceptions to this policy may be granted in the event of valid medical contraindications, or for religious reasons.

PLEASE NOTE: ALL FEMALES SHOULD BE AWARE THAT THEY SHOULD NOT BE VACCINATED IF THERE IS ANY POSSIBILITY OF PREGNANCY.

- Temporary Medical exemptions must be submitted by the attending physician and must include reason for exemption and duration of exemption.
- For religious exemption applications, contact Student Health Services.
- For off-campus term exemptions, contact Registrar 974-2000.
- VACCINATIONS AND BLOOD TITERS ARE AVAILABLE AT STUDENT HEALTH SERVICES.

USF Student Health Services, 4202 East Fowler Avenue, SHS 100, Tampa, FL 33620-6750, (813) 974-2331, FAX (813) 974-5888.

International Student and Scholar Services (ISSS)

The University welcomes qualified students from other countries to the campus community. This international exchange leads 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.

ISSS at USF (located in the Phyllis Marshall Center) is the main administrative and counseling office for approximately 1200 international students at the university. The ISSS has four main functions: 1) Administrative: the ISSS has many administrative duties including the issuance and maintenance of visa documentation for internationals on campus, as well as monitoring health insurance for internationals; 2) Counseling: the staff of the ISSS is trained and experienced in cross-cultural counseling and is able to advise students in the areas of immigration, adjustment to life in the U.S., as well as personal and academic issues; 3) Programming: the ISSS develops and implements programs designed to assist international students in their adjustment to life at USF, and these programs include orientation, tax seminars, immigration workshops, and cultural programs; and 4) Community Service: the ISSS is the focal point of community service activity related to assisting international students and scholars, for example the Conversational English Program and the American Mentors Program.

ISSS services also include letters of enrollment and expenses, insurance advising, and numerous social activities (parties, cultural events, International Festival). The ISSS has written information concerning Tampa area activities, transportation and housing, tourist attractions, and Florida driver's licenses.

SUS Health Insurance Requirement for International Students

The Board of Regents of the State University System in Florida requires that all international students have medical insurance in order to be classified as USF. The Florida State University System's International Student Health Insurance Requirement is as follows:

As of Fall, 1992, no foreign student in F-1, F-2, J-1, or J-2 non-immigrant status shall be permitted to register, or to continue enrollment without demonstrating that he/she has adequate medical coverage for illness or accidental injury. An appropriate health insurance policy must have the following elements present:

1. 52 weeks continuous coverage
2. Basic benefits: room, board, hospital services, physician fees, surgeon fees, ambulance, out-patient services and out-patient fees paid at 80%- of usual, customary, and reasonable (UCR) charge after deductible is met.
3. In-patient mental health care: 50% of UCR charges with a thirty (30) day cap.
4. Out-patient mental health care: 50% of UCR charges with a $100.00 cap.
5. Maternity benefits: treated as any other medical condition
6. In-patient/Out-patient prescription medication
7. Repatriation: $7,500.00 coverage to return remains to the home country in the event of death.
8. Medical evacuation: $10,000.00 coverage to permit patient to be returned to home country for medical treatment.
9. Exclusion period for preexisting conditions: six months.
10. Deducible: $50.00 per illness/accident if treatment is given at USF Student Health Services; $100.00 per illness/accident if treatment is given elsewhere.
11. Aggregate cap: $200,000.00 per illness/accident.

Students must show proof of appropriate health insurance coverage before registration. An insurance policy is available which is recommended by the ISSS at USF.

Exchange visitors, such as visiting research scholars must follow Federal Regulations regarding their insurance. These regulations are implemented by the Mutual Educational and Cultural Exchange Act of 1961 as amended by Public Law 87-256.

The Residence Hall Program is an integral part of the total educational experience offered to USF students. Professional and Graduate staff members and Resident Assistants strive to serve our mission to provide students with intellectual and social experiences in a conveniently located residence hall community supported by a concerned and informed staff to promote a safe, secure, and healthy living-learning environment where individual differences are appreciated and respected.

Whether considering the convenient location, the availability of resources and amenities, or the student-oriented personnel associated with the Residence Hall program at USF, campus living has a lot to offer! Every enrolled degree-seeking student is eligible to live on-campus. A student desiring to live in the Residence Halls is encouraged to apply for housing immediately upon receiving his/her official acceptance letter from USF. Florida Prepaid College Program participants with a Prepaid Dormitory Contract should note the Prepaid Dormitory Contract number in the space allotted on the Student Housing Contract.

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On-Campus Housing Facilities

Student housing facilities on the Tampa campus are clustered in three centers of community activity—the Argos, Andros, and Andros-Argos complexes. Each area provides a core of services for its residents including a central service desk, mail delivery, laundry facilities, snack facilities, and swimming pool. Although the complexes provide the same basic services, they represent distinctly different options in campus living.

In the Argos Complex, Beta and Gamma Halls offer traditional student residential living. Gamma Halls houses women, and Beta houses men. The traditional living arrangement in these halls provides room accommodations designed for both sleeping and studying. 40-50 residents of a double occupancy living unit or 20-25 residents of a single occupancy living unit share common bath facilities which are cleaned on a regular basis by the hall's housekeeping staff. Each hall also offers laundry facilities, kitchens, community rooms, and snack machines.

Alpha Apartments house 3-5 students per apartment in single or double occupancy rooms. Sophomores, juniors, seniors and graduate students are eligible to live in Alpha Apartments.

The Andros Complex consists of nine smaller halls with suite arrangements. Delta, Iota, and Epsilon Halls are coed and double occupancy. Epsilon is the designated Honors/International and Exchange Program/Learning Community hall. Zeta and Eta Halls are all female and double occupancy. Theta, Lambda, and Mu Halls are co-ed and single occupancy. Theta is designated as the Leadership House, a program for students interested in leadership development. Kappa Hall is all female and single occupancy. Each suite in Delta, Epsilon, Zeta, and Eta accommodates two students per room, four students per study area, and eight students per bathroom, which includes two sinks, two showers, and toilets. Each suite in Iota accommodates two students per room, four students per study area, and eight students per bathroom, which includes two sinks, one shower, and two toilets. Each suite in Lambda accommodates two students per room, four students per study area, and eight students per bathroom, which includes two sinks, one shower, and two toilets. Each Andros Complex living unit (20-41 students) shares a kitchen/lounge and small laundry room. The housekeeping staff cleans study areas and bathrooms.

The Village Complex consists of 30 individual one story buildings, each containing 10 double occupancy (there are limited single occupancy spaces available) efficiency apartments. These facilities are reserved for students who have attained sophomore, junior, senior, or graduate class standing or have reached 21 years of age. Each fully carpeted apartment has its own private entry and is furnished with a bed, desk, wardrobe, and bookcase for each resident. A refrigerator, cooking facilities, bathroom facilities, and individually controlled apartment heating and air-conditioning units are also provided. Within the Village Complex, the residents have access to a swimming pool, snack machines, recreation room, multi-purpose/study room, laundromat, and a wooded picnic/barbecue area.

All student housing is air-conditioned. All rooms are carpeted, and all rooms are furnished with a bed, desk, chair, dresser, closet, and bookshelf for each resident. All rooms provide basic telephone service and cable TV with a movie channel. Food service facilities are conveniently located in the Andros and Argos Complexes. Near for faculty, alumni and staff, to provide recreational and educational services to the public and to foster a spirit of enthusiasm and community at USF.

The Village Center seeks to add another dimension to the educational experience by providing an environment for informal association outside the classroom. The Village 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, and take advantage of valuable services designed to improve the quality of life of the USF student. In addition, it is the goal of the Village 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 and community at USF.

The Village Center houses a diversity of programs and services: food services, organizational offices, meeting rooms, a Craft Shop, Game Room, study lounges, a travel service, and much more.

The Information Desk, located in the first level lobby, serves as the information center for student activities in the Center and the University. Services available through the Information Desk are discount and other ticket sales, residence hall voice mail sign-ups, Tampa area bus schedules, official USF lost and found, and current events information. Other services located on the first level include a USF Federal Credit Union branch with two automatic teller machines, the USF Card Center, Wellness Resource Center, travel service, food court, and Centre Gallery, a student directed art exhibition space.

The Village Center’s conference and meeting facilities are available through the Reservations office. Meeting rooms hold from 12 to 2,250 people. Large rooms, such as the 1956 Ballroom, are perfect for dinners, social functions and large conferences.

Food service areas in the Village Center include the Tampa Room Food Court, with Taco Bell and Pizza Hut, and Good Stuff, Etc. on the first level. Cafe Bianco restaurant is located on the fourth floor. Catering for events held in the Village Center is available through USF Dining Services for those wishing to hold a luncheon, reception or formal dinner.

The Village Center lower level houses WBUL Student Radio Station, SG Computer Services, the games and arcade area, Centre Studios, Bike Shop, vending machines, SAFE Team/SoberRide Offices and C’Ybor City. The Game Room area has billiard tables, video, computer, and pinball games, food, table tennis, chairs, checkers, and cards. Various college tournaments are also coordinated through the games area. Centre Studios is available to students and non-students with classes offered in ceramics, photography, silkscreening and more. The Bike Shop, located on the lower level west end, provides bicycle repair, supplies, parts and accessories.

Weekly Elm Street is coordinated by the Village Center. The Market offers vendors, food and a social atmosphere for students.

Other Village Center services include a stamp machine, library bookdrop, and U-Ship automated shipping service.

Special Events Center

The Special Events Center adds a special dimension of entertainment to the USF Campus. With spacious stage and
orchestra areas, auditorium-style seating, exceptional acoustics and high quality lighting equipment, this center is ideal for a wide variety of programs. The center, which accommodates 2,250, hosts concerts, cultural events, lecture series, musical and theatrical performances, as well as all types of special events, and is also available for private functions. The Special Events Center is connected to the Marshall Center by a Skyway over Cedar Drive.

Student Government

Student Government (SG) is made up of three branches: the Executive (President, Vice President, Cabinet officers and agencies), Legislative (Student Senate) and Judiciary (Student Supreme Court) in which membership is open to any registered student. Student-wide elections occur in April each year. Student Government represents all student interests in programs, plans, policies, and procedures of the University and secures student representation to University government. The SG office oversees the Activity and Service Fee Fund, which is allocated to student organizations and supports several services which SG offers. SG's agencies include SAFE Team, Computer Services, Soberride, Student Information Services, and the Homecoming Steering committee. Student Government will assist students with any type of grievance by acting as a liaison between students and University administration. To find out more information, please contact the Student Government Office in the Marshall Center, room 203 or call 974-2401.

Student Organizations

The Office of Student Activities, on the second floor of the Marshall Center, provides advising and activities for students to experience growth outside the classroom setting. This office is an outlet for students to learn emotionally, intellectually, and physically while participating within a group. Services are provided to more than 270 student organizations. Traditional USF activities such as Honors Week, Greek Week, and Student Organizations Showcase are coordinated through this office. The Student Organization Advisory Board (SOAB), an all-student committee, is made up of students representing the various organizations and serves as a resource to all organizations in regard to their programs, problems and general welfare. The Campus Activities Board (CAB) is a unique programming organization. Made up entirely of student volunteers, CAB offers students the opportunity to participate in planning and implementing a variety of programs for the University while developing valuable skills in marketing, budgeting, and program planning. Professional advisors are also available to counsel students on their programming needs.

Clubs and Other Organizations

The clubs, councils, and organizations formed by students represent a wide variety of interests. With over 270 student organizations, the Tampa campus of USF has groups organized for all types of activities.

New organizations are continually being formed. Professional staff members are available to assist individuals forming an organization, and to advise registered groups. For a current list of all organizations, or information on forming a group, contact the Office of Student Activities, located on the second floor of the Marshall Center.

Academic

Academic organizations have grown and will continue to grow as the needs of students studying in each of the academic areas increases. These groups include Africana Studies Club, Anthropology Club, Association of Computing Machinery, Association of Library and Information Science Studies, Association of Marketing Students, Association of Medical Science, Cops, Student Association of Minority Communicators, Colloquia for Literature and Linguistics, Economics Club, Engineering Transition Society, Geography Club, Geology Club, Graduate Business Association, Marine and Life Science Consortium, Mathematical Association Student Chapter, Microbiology Club, Minority Organization of Students in Education, National Student Speech Language Association, Minority Organization of Students in Education, Phi Mu Alpha Sinfonia, Religious Studies Community Forum, Sigma Alpha Iota, Social Sciences Education Club, Student Council for Exceptional Children, Student Finance Association, and University Psychology Association.

Councils

Various councils exist on the Tampa campus. Several of these councils unite organizations or people with similar purposes. Others represent specific colleges at USF and coordinate academic, honor, and professional organizations within their colleges. Councils present on campus include Architecture College Council, Argos Events Council, Arts and Sciences Student Council, Black Pan-Hellenic Council, Black Student Union, Business College Council, College of Education Student Council, College of Medicine Student Council, Cooperative Education Advisory Council, Computer Science Council, Empowerment Society, Hellenic Student Council, Panhellenic Council, Student Representative Council, Student Council, and University Psychology Association.

Greek

There are currently 17 national fraternities and 12 national sororities on the Tampa campus. These organizations provide a variety of social, educational, service, and recreational programs for their members. Support for these programs is coordinated through the Interfraternity Council, Panhellenic Council, and Black Pan-Hellenic Council with the advice of faculty and staff members.

Membership is open to any student through a program called Rush. Rush serves as an introduction to Greek life, allowing students to meet members of fraternities and sororities in formal and informal settings. Interfraternity Council Rush is held the first week of school in both the Fall and Spring semesters. Black Pan-Hellenic rush varies among each chapter. Panhellenic holds formal Rush the week prior to Fall Semester.

The fraternities include Alpha Phi Alpha, Alpha Kappa Alpha, Omicron Pi, Chi Omega, Delta Delta Delta, Delta Gamma, Delta Sigma Theta, Kappa Delta, Sigma Gamma, Sigma Delta Tau, and Sigma Lambda Gamma.

The fraternities include Alpha Phi Alpha, Alpha Omega Mu, Delta Theta, Pi Kappa Alpha, Delta Sigma Theta, Lambda Chi Alpha, Phi Delta Theta, Pi Kappa Alpha, Omega Psi Phi, Sigma Epsilon, Sigma Alpha Mu, Sigma Chi, Sigma Lambda Beta, Sigma Nu, Sigma Phi Epsilon, Sigma Tau Gamma, and Zeta Beta Tau.

The Greek recognition society is the National Order of Omega.

Honor Societies

Honor societies recognize outstanding students for their scholastic or service achievements. Membership in honor organizations is usually by invitation. Honor organizations include Alpha Epsilon Delta, Alpha Phi Sigma, Alpha Pi Mu, Arts and Science Honors Society, Beta Alpha Psi, Chi Epsilon, Gamma Theta Upsilon, Golden Key, Kappa Delta Pi, Mortar Board, Omega Chi Epsilon, Order of Omega, Phi Eta Sigma, Phi Alpha Theta, Pi Kappa Phi, Phi Sigma Iota, Pi Gamma Mu, Pi Sigma Alpha, Psi Chi, and Tau Beta Pi.

International

International student organizations help meet the needs of international students and to increase the awareness of the University and the community about international students. International organizations include Association of Filipino Students, Caribbean Cultural Exchange, Chinese International Cultural Exchange, Chinese Student Union, Circulo Cultural Italiano, French Club, Friendship Association of Chinese Students and Scholars, German Club, Hellenic Student Associa-

Political
Organizations for political and social change include College Republicans, College Democrats, Conservative Society, and Young for Gramm.

Professional
The professional societies at USF focus their groups on profession oriented needs and interests of students. They include Accountants National Black Association, Advertising Club, American Chemical Society, American College of Health Care Executives, American Criminal Justice Association, American Institute of Aeronautics and Astronautics, American Institute of Chemical Engineers, American Medical Association, American Medical Student Association, American Medical Women's Association/Women in Medicine, American Society of Civil Engineers, American Society of Mechanical Engineers, Associated Students for Public Administration, Black Graduate Association, and Professional Student Organization, College Music Educators Conference, College of Nursing Student Council, Delta Sigma Pi, Family Practice Student Organization, Florida Engineering Society, Florida Medical Association, Graduate International Business Board, IEEE Computer Society, Institute of Electrical and Electronics Engineers, Institute of Industrial Engineers, Mathematical Association of America, National Council of Educational Information Systems Society, Minority Preprofessional and Sciences Society, Pi Mu Epsilon, Pre-Dental Society, Pre-Nursing, Semper Fi Society, Society for Technical Communications, Society of Professional Journalists, Society of Women Engineers, Special Libraries Association, Student Broadcasting Association, Student National Medical Association, and University Film and Video Association.

Religious
The University has encouraged student religious organizations to develop. Currently some of the religious groups are members of the Campus Ministry Association (CMA). The members of CMA include Baptist Campus Ministry, Episcopal Student Center, and Hillel Foundation. In addition to the religious organizations, there are diverse student religious organizations on campus. The religious organizations are: Alpha Omega, Association of Pagan Expression (APEX), Baha'i Club, Campus Advance for Christ, Campus Bible Fellowship, Catholic Student Union, Chi Alpha, Dynamis, Fellowship of Christian Students, Friends of Israel Gospel Ministry, International Fellowship, Intervarsity Christian Fellowship, Latter Day Saints Student Association, New Generation Campus Ministry, Pagan Allied Network, Students of Biblical Research, Winner's Circle, Young Israel Jewish Student Union, and Young Life Leadership.

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


Special Interest
Special-interest organizations cover a wide range of diverse activities. Those of the Tampa campus include Adventurer's Guild, AFROTC, Alpha Sigma Lambda, Bull Spirits, Campus Ecology, Classics Society, Club Greco, Comic Denominator, College/Bisexual Coalition, Florida Web, Fraternities Association, Greek Week Committee, Groove Team, International Studies Organization, Meditation Society, USF, Minority Business Association, Model United Nations, NASW Sub Unit (National Association of Social Workers), Non Traditional Students, NOW (National Organization for Women), Rhythmic Motives, Student Admissions Representatives, Student Dance Production Board, Student Support Services Club, Students Organized Against Rape (SOAR), Students Taking An Active Role in Society, USF Gospel Choir, USF Middle Eastern Dance Association, USF Radio and Electronics Club, Vegetarian Dinner Club, Virtual Reality Exploration Society, WUBL, Student Radio, Wellness Committee, and Women's Studies Student Association.

Sports and Recreation
Sports and recreational organizations offer students the opportunity to enhance their physical well-being as well as their social lives. The Tampa campus has many organizations dedicated to leisure activities. Sports and recreational organizations include Aikido Club, Badminton Club, Barber's Club, Baseline Bulls "Zoo Crew", Bicycle Club, Bicycle Racing Club, Bowling Club, Chito Ryu Karate, Crew Team, Ice Hockey Club, Karate Club, Lacrosse Club, Rugby Football Club, Sailing and Windsurfing Club, Scuba Club, Surf Club, Table Tennis Club, Ultimate Frisbee Club, USF Men's Volleyball, Wado Kai Karate/Taijutsu Club, Water Ski Club, and Women's Rugby.

Campus Recreation
The Campus Recreation Program is designed to provide opportunities for participation in a wide variety of sports and recreational activities for the entire University community.

The Campus Recreation Department offers five distinct divisions: informal recreation, outdoor recreation, intramurals, fitness/noncredit instruction, and sports clubs. The informal recreation division administers all recreational facilities. The division assists groups in reservations and ensures availability of facilities. A list of facilities and available activities include indoor and outdoor pools, gymnasium, weight room/activity rooms, tennis courts, racquetball courts, intramural fields, and jogging trails.

Through the fitness/noncredit instruction division, students have the opportunity to take a wide variety of noncredit classes ranging from aerobics to scuba. Also, the Campus Recreation Center offers the opportunity to work out in a state-of-the-art weight room as well as participate in racquetball on six 4-wall courts.

The Outdoor Recreation Division offers students the opportunity to become involved in adventure trips (sailing, hiking, canoeing, skiing, etc.) as participants or as group leaders. The division also administers a fully equipped outdoor rental center (Campus Recreation Center). In addition, the division is responsible for the USF Riverfront Park, a complete riverfront recreational site located on the Hillsborough River.

The Intramural program offers competitive and recreational tournaments in a variety of sports and recreational activities. The activities represent a broad selection of sports, varying from those of a noncompetitive type and include individual, team, and aquatic sports.

The sports clubs program supports student-organized groups ranging from aerobics to yoga. The sports clubs provide for instruction, recreation, and competition in various sports activities.
Injuries occurring in any of the Campus Recreation programs are not covered by the University or the Campus Recreation Office.

Information about any of the above activities can be found at the USF Campus Recreation Center, located directly northwest of the Sun Dome, or by calling 974-3177.

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 during the Fall and Spring, and two times weekly, Monday and Thursday, during the Summer. Containing 12 to 20 pages in each issue, it provides professional experience for those students interested in print journalism.

Omnibus, a literary magazine, published annually, contains prose, poetry, photos, and graphics produced by students. Interested students are invited to apply for staff positions on both publications.

STANDARDS AND STUDENT JUDICIAL PROCEDURES

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 the University Student Code of Conduct. The Student Code of Conduct sets forth a foundation of values that represent a standard of expected behavior both inside and outside the classroom.

Student judicial 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 interests in the purpose of the University. The University Judicial procedures are described in the student handbook.

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.

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 activity in which the individual is engaged.

Grievance Procedure

In order to assure students the right to redress of grievances, the Office of Student Relations is responsible for a grievance procedure involving non-academic matters. Any student may file a question, complaint, or statement of grievance in the Office of Student Relations, in person or in writing. A course of action or other answer will be given by the Associate Dean for Student Relations, as soon as possible. For academic grievances, the student should see the college dean in which the cause for the grievance occurred.

OTHER STUDENT SERVICES

Intercollegiate Athletics

USF fields 18 intercollegiate sports for men and women, all at the NCAA Division I level. In men's competition, USF has baseball, basketball, football, soccer, cross country, outdoor track, golf and tennis. On the women's side are basketball, softball, tennis, golf, cross country, indoor and outdoor track, soccer and volleyball.

The school became a charter member of ConferenceUSA in 1995.

The athletic facilities at USF are also second to none. The Sun Dome, opened for the 1980-81 basketball season, is undoubtedly one of the most unique and dynamic multipurpose facilities in the Southeast. Lighted stadiums for the school's softball, baseball, soccer, and track team provides pleasant conditions for both the athletes and the spectators. The school also has an 18-hole championship golf course, and varsity tennis courts. The Bulls football team competes in a state of the art stadium opened in 1998 and shared with the Tampa Bay Buccaneers.

University Bookstores

The on-campus bookstores are owned and operated by the University of South Florida and are self-supporting auxiliaries. The primary function of the university bookstores is to extend services to the students, faculty, staff, alumni and visitors of the university. The University Bookstore and the Health Sciences Bookstore are located on the Tampa Campus. The St. Petersburg Campus Bookstore is located on the Bayboro Campus. VISA, MasterCard, Discover and American Express are accepted at all stores. The USFCard may also be used for purchases in the Tampa Campus store.

University Bookstore - The University Bookstore is located on Martin Luther King Plaza between the Marshall Center and the Student Services Building.

The bookstore offers a wide variety of books and merchandise including: all course-required supplies and textbooks; a complete selection of writing implements, folders, paper and other class supplies; a wide selection of fiction, nonfiction and magazine titles; college clothing; class rings; compact discs; imprinted souvenirs and gift items. Macintosh and IBM computers, as well as most popular software applications, are available at greatly reduced educational pricing, only to USF students, faculty and staff members.

Personnel are available to assist customers in finding and/or ordering course texts and general books. A continuous Buyback Program offers a source for cashing in used textbooks. The store is open Monday through Thursday from 8:00 a.m. - 7:00 p.m., Friday from 8:00 a.m. - 5:00 p.m. and Saturday from 10:00 a.m. - 4:00 p.m. During the beginning of each term, the store has extended hours and additional registers open to provide the fastest service possible. Ample parking is available in the Crescent Hill Parking Facility.

Health Sciences Bookstore - Located in the Medical Center (MDC 1021), the Health Sciences Bookstore offers medical textbooks. Supplies, greeting cards, clothing, candy and other items are also provided. The Health Sciences Bookstore is open Monday through Friday from 8:00 a.m. to 4:55 p.m.

St. Petersburg Bookstore - The USF Bookstore at the St. Petersburg campus is located in Coquina Hall 101 and offers textbooks for St. Petersburg classes, general books, clothing, school supplies and a variety of general merchandise items. Store hours are from 9:00 a.m. to 6:00 p.m. Monday through Thursday and Friday from 9:00 a.m. to 5:00 p.m.
Campus Dining Services

USF Meal Plans offer a wide array of dining options. Convenience, flexibility and value are built into each plan. So no matter how hectic your schedule may be, we've got a plan to fit your time table, lifestyle and budget.

We offer 13 plans for resident students. New freshmen resident students and other students living on campus for the first time have eight plans to choose from. Returning residents can choose from this list of eight or select from an additional five plans.

Freshmen and Other New Resident Meal Plans

If you are a new freshman and will be living on campus or a transfer or returning student living on campus for the first time, you must select from one of the following eight meal plans:
- Carte Blanche with $100 flex bucks, Carte Blanche, 14 Meal Plan with $250 flex bucks, 14 Meal Plan with $150 flex bucks, 150 Block with $125 flex bucks, Straight 14 Meal Plan, 10 Meal Plan with $80 flex bucks, and Straight 10 Meal Plan.

Please note: Any unused flex bucks will be carried over from the fall to spring semester. They will not be lost; however, all unused flex bucks at the end of Spring semester will be forfeited.

Returning Resident Meal Plans

In addition to all the meal plans listed above, returning students can select from a list of five additional meal plan choices: 8 Meal Plan with $350 flex bucks, 8 Meal Plan with $250 flex bucks, 8 Meal Plan with $100 flex bucks, 100 Block Plan with $100 flex bucks, and $850 Full Declining Balance Program.

Resident Dining

- Crossroads Café (located in the Argos Center) - Crossroads offers breakfast, lunch and dinner seven days a week on an "all-you-can eat" basis.
  - Andros Center Dining (Andros Center) - Brand new to the USF campus! (So new we haven't had a chance to name it yet.)
  - The Corner Grocery (Andros Center) - Serving the resident student's needs seven days a week.

Other Campus Dining Locations

- Tampa Room (Marshall Center) - An exciting food court featuring Taco Bell and Pizza Hut.

Good Stuff, etc. (Marshall Center) - USF's own gourmet coffee shop. Featuring espresso based coffee drinks, freshen's frozen yogurt and smoothies, Manhattan bagels and much, much more.
- Caffé Bianco (Marshall Center) - Serving Tampa's finest Italian cuisine from atop the Phyllis P. Marshall Center.
- The Corner Store (USF Bookstore Complex) - Located adjacent to the Bookstore and the Copy Center, another convenient store for all (or most) of your grocery needs.
- Cooper Café (Cooper Hall) - Featuring the Bay area's largest Subway sandwich shop.
- Firehouse Grill (College of Business) - Located conveniently in the College of Business Administration, serving great burgers, chicken sandwiches, fries and a whole lot more.
- The Gourmet Bean (USF Library) - Fresh brewed gourmet coffee, sandwiches, salads, bagels, snacks and more.
- Fast Break I (College of Engineering) - Pizza Hut pizza, sandwiches, salads, soup, bagels, snacks and more.
- Fast Break II (College of Health Sciences) - Same as Fast Break I but located in the Health Sciences Complex.
- Evos Express (USF Recreation Center) - Looking for a healthy snack or beverage? Stop by Evos before or after your workout.

For More Information, call our toll free number 1 (800) 775-MEAL (6325). In Tampa call 974-4385. When visiting campus, stop by our office located in the Argos Center adjacent to Crossroads.

USFCard

The USFCard is the official I.D. card of the University of South Florida. University policies require that all student, faculty and staff members carry the USFCard while on campus. Students may be denied services if they do not have one. The USFCard may also be used to make purchases from on-campus copiers, snack and vending machines equipped with card readers. Value can be added to the vend stripe at Cash-to-card machines located around campus and at most coin/card copiers in the Library. This eliminates the need to carry coins and even saves money. If a student has an account with the USF Federal Credit Union, the USFCard can be used as an ATM card. The USFCard can also serve as a campusMCI calling card. For additional information: http://www.auxsvc.usf.edu/
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.

Academic Regulations and Information

Semester System

USF operates on a semester system. Semesters begin in August and January with Summer Sessions beginning in May and June. See Academic Calendar for appropriate dates.

Academic Load

The maximum load of an undergraduate student is 18 hours (Fall & Spring semesters) and 14 hours (Summer Term) unless approval is received from the dean or an authorized representative of the student’s college. Students classified as Undecided must receive approval from the Center for Academic Advising. In the Fall or Spring Semester 12 hours is the minimum load for a student to be considered as full-time.

Full-time Undergraduate Student Definition - Summer Term

For: Academic purposes 6 hours or more each session
For: Financial aid Students must enroll for 12 hours (undergraduate) in any combination of Sessions "A", "B" and "C."

Session "C" (10 weeks)
For: Academic purposes 9 hours or more
For: Financial aid Students must enroll for 12 hours (undergraduate) in any combination of Sessions "A", "B" and "C."

Students receiving Veterans’ Administration benefits should confirm their Summer Term enrollment with the Office of Veterans' Services or Veterans’ Coordinator.

Undergraduates may not enroll in 6000-level courses or higher without approval of the college/department in which the course is offered.

Availability of Courses

USF 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.

Transfer of Credit To USF

USF will accept credits only from those institutions accredited by one of the accrediting agencies/commissions recognized by USF. However, USF reserves the right to deny credit for specific courses. The receipt and evaluation of total transfer credit are the responsibility of the Office of Admissions. The college of the student’s major will determine which courses are applicable toward a specific degree and will assign equivalent courses (see Evaluation of Transfer of Credit under Admissions and Related Matters).

USF subscribes fully to all of the provisions of the statewide Articulation Agreement (Rule 6A-10.024) and strongly recommends that students complete the associate of arts degree, or in certain prior-approved areas the associate of science degree, before transferring. Special details for students who do not plan to complete the associate degree requirements are available from the Office of Admissions. Also, all transfer students should refer to other entries about undergraduate transfers in the Admissions section of this catalog.

Former Student Returning

The Office of Admissions will evaluate the acceptability of transfer of credits taken at regionally-accredited institutions since last enrolled at USF. The college of the student’s major will determine which courses are applicable for his/her major. In some instances, exact course equivalents will also be determined by other colleges which offer the same or similar course(s) as a part of their programs of study.

Continuously Enrolled Degree-Seeking Student

The Office of Admissions will determine the acceptability of transfer credits taken at regionally-accredited institutions while enrolled at USF as a continuing, degree-seeking student. However, PRIOR WRITTEN APPROVAL MUST BE OBTAINED FROM the college of the student’s major if these credits are to be applicable to the USF degree program. A properly-executed Transient Student Form or Cross Enrollment Form should be used for this purpose.

Registration for Admitted Degree-Seeking Students

Continuing degree-seeking students register by appointment for their next semester’s courses during the preceding term, either by telephone or in person (regional campuses only). Appointment times and instructions for all registration periods are published in the Schedule of Classes for the appropriate semester.

Prior to initial registration, all newly admitted undergraduate students and readmitted former undergraduate students returning are required to participate in an orientation/academic advising program on the USF campus where they will take all or the majority of their courses. Newly admitted students and readmitted Former Students Returning receive Orientation/Academic Advising/Registration instructions from the USF Office of Orientation.

Registered students may make schedule adjustments in the regular registration period during the preceding term or in the drop/add period during the first week of classes. (Deadline information is available in the Academic Calendar.)

Degree-seeking students who do not register prior to the first day of classes may late-register the first week of classes. A $100.00 late registration fee is charged during this week. (See the section on fees for additional information and the appropriate term’s Schedule of Classes for dates.) To avoid cancellation of registration, fees are due and payable for all registered courses by the fifth day of classes (end of drop/add period). (See Academic Calendar for dates.)

NOTE: A Mandatory Medical History Form is required for all students (regardless of age). According to Florida Administrative Code Rule 6C-6.001(4), “Each student accepted for admission shall, prior to registration, submit on a form, provided by the institution, a medical history signed by the student.”

Immunization Proof Required

As a prerequisite to matriculation or registration, the State University System of Florida requires all students born after 1956 to present documentation of proof of immunity to MEASLES (Rubella). All students less than 40 years of age shall present documented proof of immunity to RUBELLA (German Measles). (See Immunization Policy.)

Academic Advising for Admitted Undergraduate Students

USF 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 six colleges offering baccalaureate degrees as well as in the Center for Academic Advising. This latter office serves also 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. Students are cautioned that admission to the University does not imply admission to all the programs and courses offered by the individual colleges; this is especially true with respect to colleges with limited access programs. Colleges such as Business Administration, Engineering, and Nursing have been designated as limited access colleges and require completion of certain prerequisites before a student may declare a major in one of them. It is important that students check the college section of the catalog for advising and admission requirements. Students planning to enter a limited access program should be aware that their admission by the college may be delayed or refused and should be prepared with alternative plans of action.

Lower-level transfer students (entering the University with fewer than 60 semester hours) and upper-level transfer students (entering with 60 or more semester hours) who do not meet the requirements of a limited access major are assigned initially to the Center for Academic Advising for advising. In the case of non-limited access colleges, students may declare a major by completing a form in the appropriate college advising office, usually during one of the orientations required by the University. Students who do not wish to declare a major or who cannot meet the necessary prerequisites of a limited access major are advised by the Center for Academic Advising. Upper-level transfer students (entering the University with 60 semester hours or more) who meet the admission requirements of a major are assigned to the college of that major for advising. A student must declare a major no later than the end of the junior year (90 semester hours).

It is necessary that all students determine their appropriate college and attend the appropriate University-mandated Orientation Program. The purpose of this initial contact is to assign an academic advisor and to provide the advising unit with routine information which assists it in collecting and maintaining the necessary records to assure the student's proper progress toward education goals. Transfer students should bring an unofficial or student copy of their transcript(s) at the time of advising.

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

The University provides advising services to assist students with academic planning, the responsibility for seeing that all graduation requirements are met rests with the student.

Course Attendance at First Class Meeting
This policy has been put into effect so that USF may effectively utilize classroom space and to insure that all students have maximum opportunity to enroll in classes where demand exceeds availability of seats.

Students are required to attend the first class meeting of undergraduate courses for which they registered prior to the first day of the term. Names of students who register prior to the first day of the term are printed on the first class roll for each course section. The first class roll is used by professors to drop students who do not attend the first day of class. Students having extenuating circumstances beyond their control and who are unable to attend the first class meeting must notify the instructor or the department prior to the first class meeting to request waiver of the first class attendance requirement. Students who add courses or late-register during the first week of classes will not be on the first class roll and, therefore, will not be dropped for non-attendance by the instructor. To avoid fee liability and academic penalty, the student is responsible for insuring that he/she has dropped or been dropped from all undesired courses by the end of the 5th day of classes.

This policy is not applicable to courses in the following categories: Bachelor of Independent Studies (BIS), Programs for Adult Credit Education Program (PACE), Open University (TV), FEEDS Program, Community Experimental Learning (CEL), Cooperative Education Training, and courses that do not have regularly scheduled meeting days/times (such as, directed reading, or study, individual research, thesis, dissertation, internship, practicums, etc.). Students are responsible for dropping undesired courses in these categories by the 5th day of classes to avoid fee liability and academic penalty.

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 Schedule of Classes for detailed instructions and dates.

Drops
A student may drop a course(s) during the regular registration and drop/add periods (first five days of classes). No entry of the course(s) will appear on any permanent academic records and full refund of fees is due for course(s) dropped within those periods.

Effective Fall, 1986 a student may also drop a course(s) between the second and ninth week of the semester (except for Summer Sessions see Schedule of Classes for dates), with the following limitations: From 0-59 cumulative semester hours (classification "1" and "2") the student is limited to three drops; from 60-99 cumulative semester hours (classification "3" and "4") to the end of the undergraduate degree a student is limited to three drops. Students classified as "5" are limited to three drops. Non-degree seeking students are treated as lower-level undergraduate students and are limited to only three drops while they are classified as either non-degree or degree-seeking lower-level students. [Regardless of student classification, courses at the 5000 level and above are not counted as part of this drop limitation policy.] Additional drops above these numbers will result in an automatic "F" ("U") grade. Registration fees must be paid for all course(s) dropped after the first week, and the academic record will reflect a "W" grade for the dropped course(s) that are within the limitations of this policy. Courses dropped after the nine week deadline (see Academic Calendar for dates) will result in an automatic "F" grade. Students may not continue to attend classes once they are dropped.

Appeals for additional drops will be made to the Academic Regulations Committee representative in the appropriate college or Undergraduate Studies. Further appeal is to the Academic Regulations Committee.

Total withdrawals from the University are not counted as part of the drop limitation policy.

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/her 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 Schedule of Classes 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 Purchasing and Financial Services.

Withdrawal
A student may withdraw from the University without academic penalty during the first nine weeks of any term (except for Summer Sessions). 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 classes.
week of the term. All subsequent withdrawals (through the ninth week of classes in the Fall and Spring Semesters) are posted to the academic record with "W" grades assigned to the courses. Withdrawal deadlines for the Summer sessions are listed in the Academic Calendar and are published in the Schedule of Classes for the Summer Term. Students who withdraw may not continue to attend classes.

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 Purchasing and Financial Services. No refund is allowed after this period except for specified reasons. See "Refund of Fees" under Financial Information for complete details.

Repeat Course Surcharges

Initiated by the Florida Legislature (H.B. 1545 of 1997) to reduce costs, all state universities must charge students the "full cost of instruction" for certain repeats of undergraduate courses. This policy, which became effective Fall 1997, requires USF to charge students a substantial per credit hour surcharge when they attempt a course for a second time at USF, unless the course is specifically designed to be repeated or is required to be repeated by their major. Requirements to earn a passing or higher grade than previously earned in a course do not exempt the surcharge. The surcharge is $153.06 per credit hour during Summer 1998, but will be higher in the Fall. Students will be required to pay the surcharge in addition to the appropriate in-state or out-of-state tuition rates.

The surcharge is $153.06 per credit hour during Summer 1998, and thereafter. The "excess" hour surcharge during Fall 1998 is $21.96 per credit hour; i.e., 50% of the current matriculation fee per hour ($43.92) but may be higher beginning Fall 1998.

"Excess" Hour Surcharges

Also initiated by the Florida Legislature (S.B. 2330 of 1995) to reduce costs, all state universities must charge students an additional fee for all hours they attempt beyond 115% of the hours necessary to complete the baccalaureate degree — once they have been admitted to a state university. This policy affects all students who began as FTIC's (first time in college students) Fall 1996 and thereafter, and all students who transfer from a community college to a state university during Fall 1998 and thereafter. The "excess" hour surcharge during Fall 1998 is $21.96 per credit hour; i.e., 50% of the current matriculation fee per hour ($43.92) but may be higher beginning Fall 1998.

FTIC students will be given an "interval to surcharge" (ITS) of 138 which is 120 hours plus 15% of the typical degree at USF. The ITS is the number of hours a student may take without being subject to an excess hour surcharge. If the student's major requires more than 120 hours, then the ITS will be 115% of that number of required hours. Undeclared or undecided FTIC students will be assigned an ITS of 138 and will have their ITS recalculated if they choose a major requiring more than 120 hours. The ITS will be calculated for transfer students based on the number of credits needed to complete their degree at USF, including the 30 hour residency requirement, plus 15%. Undeclared or undecided transfer students will be given an ITS of 120, less their transferable hours, plus 15% and will have their ITS recalculated when they choose a major and are able to determine the actual number of transferable hours applicable toward their degree.

Similar to repeat course calculations, all attempts count toward "excess" hour calculations but exceptions for medical or personal hardship are possible via petition to the Academic Regulations. Other exceptions to the "excess" hour calculations include:

• exam credits (e.g., AP, IB, CLEP and Dual Enrollment);
• hours necessary to complete an additional major;
• extra hours attempted to fulfill Honors Program requirements;
• extra hours attempted because of a documented learning disability or other ADA disability; ROTC hours;
• extra hours required because of active military service;
• extra hours created by internships, cooperative education, Washington Internship Program, and study abroad courses;
• extra hours necessary to earn additional teacher certification.

The "excess" hour surcharge will be applied to graduate hours that are applied to the undergraduate degree and transfer work taken after a student matriculates at USF.

Further, the "excess" hour surcharge will be applied to the following categories of coursework unless the work is taken to fulfill State-mandated professional or licensure requirements, or to achieve or maintain teacher certification:

• all coursework taken to attempt a second baccalaureate degree if the first baccalaureate degree was earned at any SUS institution;
• all hours taken in excess of 115% of one degree for students attempting two baccalaureate degrees;
• all post-baccalaureate coursework for students who earned a baccalaureate degree before Fall 1996, requires 115% of the current matriculation fee per hour ($43.92) but may be higher beginning Fall 1998.

Transcript Information

Transcripts of a student's USF academic record may be requested by the student through 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. By law, the request must include the student's signature and date. In order for transcripts to be issued, the student must have no financial obligations to the University. Transcripts are normally mailed/ready for pick-up within two working days after the request is received. students to USF Transcripts office. Forms are available in the following offices: Tampa Campus Registrar's Office, regional campuses' Records & Registration offices, and all campuses' Cashier's offices.

Letter requests must include: (1) date of request and student's current address; (2) student ID number and full name; (3) name and complete address of recipient; and (4) number of copies and special instructions, such as, "hold for degree statement" or "hold for current term grades," and the student's signature. Degree statements are posted approximately five weeks after the graduation ceremony. Current term grades are posted approximately one week after the final exams end. If grades for the current term are needed, clearly indicate that the transcript request is to be held for grades.

To order transcripts by mail, send payment ($5.00 per copy, check or money order only) and Request Form or letter to:

Transcript Clerk, Registrar's Office
USF - SVC 1034
4202 E. Fowler Avenue
Tampa, FL 33620-6950

To order transcript in person, hand-carry payment (check, money order or cash) and Request Form or letter to a USF Cashier's Office at any of the following Campus locations:

Tampa - ADM 131
St. Petersburg - Davis Hall, Rm. 129
Sarasota - Lobby, Building D
Lakeland (Drop Box) - Bldg. E, Rm. 2127

Transcript request forms are available in these locations. Students may complete the request process in one step at the cashier's offices.

College Level Academic Skills Test

The College Level Academic Skills Test (CLAST) is a part of Florida's system of educational accountability. CLAST is a state-mandated achievement test that measures attainment of communication and mathematics skills expected of students.
completing their sophomore year in college. These skills were identified by the faculties of community colleges and state universities and adopted by the State Board of Education. A student must pass the CLASTor achieve alternate criteria to receive an Associate in Arts or a baccalaureate degree from any Florida public institution.

Students who have already earned a baccalaureate degree from a regionally-accredited institution are exempt from the CLAST requirement at USF.

The State Board of Education has established minimum CLAST score standards for the awarding of the Associate in Arts degree and for the Bachelor's degree from October 1, 1992 as follows: Reading, 295; English Language Skills, 295; Mathematics, 295; and Essay, 6.

CLAST may be taken by undergraduate, degree-seeking students who have earned 18 semester hours or the equivalent and who apply to take the test on or before the deadline established for registration. Students at USF are required to take the CLAST by the time they complete 45 semester hours. First-time-in-college and lower-level transfer students are encouraged to take the CLAST as early as possible. Transfer students should take the CLAST the first semester they are enrolled as degree-seeking students if they have already exceeded the 45 hours from previous institutions.

If one or more subtests of the CLAST have not been passed or exemptions have not been awarded by the time a student completes 70 semester hours, the student may not register for classes until he/she has met with the appropriate college CLAST advisor. A course or method of preparation to remediate content covered in the failed subtest(s) will be selected and required. Further registration may be restricted for failure to attend the designated preparation.

If a student has completed 36 hours of upper level (3000 and 4000) courses after the first attempt to pass CLAST and has not satisfied the CLAST requirement, registration will be restricted to 1000 and 2000 level courses. Preparation will be required in each of the subtests failed. Further registration at USF will be denied for failure to complete the required preparation.

Please Note: Several options for meeting CLAST requirements are available. However, none of those options (exemptions or waivers) are acceptable for admission to or graduation from programs in the College of Education. Refer to the Office of Evaluation and Testing, SVC 2054, for the current policies on CLAST.

Courses to Satisfy Rule 6A-10.030

("Gordon Rule")

Prior to receiving an Associate of Arts degree from a public community college or university or a Bachelor's degree from a public university, a student shall complete successfully 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 study area of the humanities in which the student is required to produce written work of at least 6000 words. 2. Six semester hours of mathematics coursework at the level of college algebra or above. For the purpose of this rule, applied logic, statistics, and other such computation coursework, 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-10.030, students must receive a grade of "C" or higher in each course (no "S" grades).

In order to follow the specifics of 6A-10.030, USF 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)

<table>
<thead>
<tr>
<th>AFA 2000 Introduction to the Black Experience in Africa and Its Diaspora</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFA 4150 Africa and the United States</td>
<td>3</td>
</tr>
<tr>
<td>AFA 4335 Black Women in America</td>
<td>3</td>
</tr>
<tr>
<td>AFS 2250 Culture and Society in Africa</td>
<td>3</td>
</tr>
</tbody>
</table>

AMH 3510 U.S. Diplomatic History to 1898 | 4 |
AML 3604 African-American Literature | 3 |
AMS 3604 American Culture 1890-1915 | 4 |
AMS 3620 American Culture 1830-1860 | 4 |
AMS 3370 Southern Women: Myth and Reality | 3 |
ANT 4172 Historical Archaeology | 3 |
ANT 4226 Anthropology of Art | 3 |
ANT 4231 Folklife | 3 |
ANT 4241 Magic and Religion | 3 |
ANT 4340 The Caribbean | 3 |
ANT 4432 The Individual and Culture | 3 |
ANT 4620 Language and Culture | 3 |
ANT 4750 Language and Social Interaction | 3 |
ANT 4935 Rethinking Anthropology | 3 |
ARCH 4784 The City | 3 |
ARCH 3001 Introduction to Art | 4 |
ARCH 4710 History of Photography | 4 |
ARCH 4796 Critical Studies in Art History | 4 |
CCJ 4934 Seminar in Criminology | 3 |
CES 4000 Structures and Urban Environment for Non-Engineers | 3 |
CHM 4070 Historical Perspectives in Chemistry | 3 |
CIS 4250 Ethical Issues and Professional Conduct | 3 |
CLT 3102 Latin American Literature | 3 |
COM 4020 Communicating Illness, Grief, and Loss | 3 |
COM 4030 Women and Communication | 4 |
COM 4710 Writing Lives | 3 |
CRW 2100 Narrative and Description | 3 |
CRW 3111 Fiction I | 3 |
CRW 3112 Fiction II | 3 |
CRW 2100 Introduction to Dance | 3 |
CRW 4111 Survey History of Dance | 3 |
EDF 3228 Human Behavior and Environmental Selection | 4 |
EEC 4008 Literature in Early Childhood Education | 3 |
EX 4742 Narrative Perspectives on Exceptionality: Cultural and Ethical Issues | 3 |
ENC 1101 Freshman English I | 3 |
ENC 1102 Freshman English II | 3 |
ENC 1121 Freshman English I: Honors | 3 |
ENC 1122 Freshman English II: Honors | 3 |
ENC 2210 Technical Writing | 3 |
ENC 3101 Professional Writing | 3 |
ENC 3310 Expository Writing | 3 |
EV 4651 Equity in Schools and the Workplace | 3 |
FIL 2001 Film: Language of Vision | 4 |
FIL 3510 World Cinema | 4 |
GEO 3405 Geography of Latin America | 4 |
GEO 3500 Geography of Europe | 4 |
GEO 4372 Global Conservation | 3 |
GEO 2625 Sociocultural Aspects of Aging | 3 |
HUM 4931 Seminar in Humanities | 4 |
IDS 3115 Values and Choices | 3 |
IDS 3663 Critical Issues Affecting the Arts | 3 |
LAE 4414 Literature in Childhood Education | 3 |
LAE 4464 Adolescent Literature for Middle & Secondary Students | 3 |
LIN 3801 Language and Meaning | 3 |
LIT 2000 Introduction to Literature | 3 |
LIT 2010 Introduction to Fiction | 3 |
LIT 2030 Introduction to Poetry | 3 |
LIT 2040 Introduction to Drama | 3 |
LIT 3073 Contemporary Literature | 3 |
LIT 3101 Literature of Western World - Ren. | 3 |
LIT 3102 Literature of Western World - Since Ren. | 3 |
LIT 3103 Great Literature of the World | 3 |
LIT 3144 Modern European Novel | 3 |
LIT 3301 Cultural Studies and the Popular Arts | 3 |
LIT 3383 The Image of Women in Literature | 3 |
LIT 3411 Literature and the Occult | 3 |
LIT 4386 British and American Literature by Women | 3 |
MHF 4403 The Early History of Mathematics | 3 |
ACADEMIC POLICIES AND PROCEDURES

MUL 2111 Introduction to Music Literature 3
NUR 4194 An Interdisciplinary Perspective on HIV 3
PHH 2000 Introduction to Philosophy 3
PHH 4600 Contemporary Philosophy 3
PHH 4700 American Philosophy 3
PHI 3700 Philosophy of Religion 3
PHI 4300 Theory of Knowledge 3
PHI 4320 Philosophy of Mind 3
PHI 4800 Aesthetics 3
PHM 3100 Social Philosophy 3
PHM 4322 Ancient and Medieval Political Philosophy 3
PHM 4331 Modern Political Philosophy 3
PHM 4340 Contemporary Political Philosophy 3
PHP 3786 Existentialism 3
PHP 4000 Plato 3
PHP 4010 Aristotle 3
PHP 4740 The Rationalists 3
PHP 4745 Empiricism 3
PHP 4784 Analytical Philosophy 3
PHP 4788 Philosophy of Marxism 3
PHY 4031 Great Themes in Physics 3
POS 4413 The American Presidency 4
POS 4694 Women and Law II 4
POT 4109 Politics and Literature 3
PUP 4323 Women and Politics 3
REL 2300 Introduction to World Religions 3
REL 3111 The Religious Quest in Contemporary Films 4
REL 3114 Comedy, Tragedy and Religion 3
REL 3145 Women and Religion 3
REL 3155 Life After Death 3
REL 3170 Religion, Ethics and Society Through Film 4
REL 3362 Introduction to Islam 3
REL 3367 Islam in the Modern World 3
REL 3465 Religion and the Meaning of Life 3
REL 3501 History of Christianity 3
REL 3551 Catholicism 3
REL 3600 Introduction to Judaism 3
REL 3602 Classics of Judaism 3
REL 3613 Modern Judaism 3
REL 4113 The Hero and Religion 4
REL 4171 Contemporary Christian Ethics 3
REL 4221 Who Wrote the Bible (Genesis-Kings) 3
REL 4274 Judaism and Christianity After the Holocaust 4
RUS 3500 Russian Civilization 3
RUT 3110 Russian Classics in English 3
RUT 3111 20th-Century Russian Literature in English 3
SCE 4237 Science, Technology & Society Interactions 5
SPC 4305 Communicating Emotions 3
SYA 3310 Qualitative Inquiry 3
THE 4300C Modern Theatre Practice 3
THE 4180 Theatre Origins 4
THE 4320 Theatre of Myth & Ritual/Northern European & Oriental 4
THE 4330 Shakespeare for the Theatre 3
THE 4360 The 19th Century Theatre Revolution 3
THE 4401 O'Neill and After 3
THE 4435 Theatre of Pluralism 3
THE 444Z The Comedy of the Classic & Neoclassic Stage 3
THE 4562 Contemporary Performance Theatre 4
WST 3210 Women in Western Civilization I 3
WST 4260 Research Issues on Women of Color 3
WST 4262 Literature by American Women of Color 3
WST 4263 Third World Women Writers 3
WST 4310 Feminism in America 3

All the above courses will require 6,000 written words per course. IDH courses will fulfill the writing requirement for all University Honors students only.

Computation (6 semester hours)

At least 6 hours must be at the level of college algebra or above, with at least 3 hours from the Mathematics Department. Any course offered by the Mathematics Department may be used. Three hours may be taken from outside the Mathematics Department but must be taken from the following list of courses. For students under the General Distribution Requirements, CGS 2060 Computers in Business I (3 semester hours) may also count toward fulfilling the computation requirement but will not count toward Area III.

Department
CGS 2060 Introduction to Computers and Programming in Basic 3
PHI 2100 Introduction to Formal Logic 3
QMB 2100 Business and Economics Statistics I 3
STA 2023 Introduction to Statistics 4
STA 2122 Social Statistics 3

CLEP general/subject examinations in mathematics, calculus, college algebra, college algebra-trigonometry, and trigonometry may satisfy this requirement.

Grades, Scholarship Requirements, and Review Procedures

The University is interested in each student making reasonable progress towards his/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 toward 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 and is ineligible to re-enroll, it may be in his/her best interest to re-evaluate his/her educational goals with an academic advisor 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/she has gained adequate maturity and motivation, he/she may petition the Academic Regulations Committee for permission to re-enroll. See "Academic Regulations Committee," 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
FF Failure/academic dishonesty
Incomplete
I Complete
IU Incomplete grade changed to Unsatisfactory
M No grade submitted by instructor
MF Missing grade changed to Failure
MU Missing grade changed to Unsatisfactory
N Audit
R Repeated course
S Unsatisfactory
ST Course repeated, not included in GPA
W Withdrawal from course without penalty
Z Indicates continuing registration.

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 (GPA) is computed by dividing the total number of quality points by the total hours attempted at USF. 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. Credit hours for courses with grades of I, IU, M, MU, N, S, U, W, Z, and grades which are preceded by a "T" are subtracted from the total hours attempted before the GPA is calculated.
Credit hours for repeated USF coursework will be awarded only once per course unless the course is a university-approved repeatable course. "D" and "F" grades, however, for repeated USF coursework will be counted in the computation of the student's GPA as many times as those grades for that course are recorded. If a student originally earns a "C" or higher in a course that may not be repeated for additional credit and earns a "C" or higher on a subsequent enrollment the new grade is not computed in the USF GPA unless the forgiveness policy is being applied.

"I" Grade Policy
An "I" grade indicates incomplete coursework and may be awarded to graduate and undergraduate students. (Undergraduate rules apply to non-degree-seeking 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 GPA 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 two academic semesters, 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 "IF" or "IU," whichever is appropriate. Whether or not the student is in residence, any change to an "I" grade of a student not enrolled, or withdrawn, or academically dismissed. Students are not required to re-register for courses in which they are not 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.

"M" Grade Policy
An "M" is automatically assigned as a default grade when the instructor does not submit any grade for an undergraduate student. (Undergraduate rules also apply to non-degree-seeking students.) Until removed, the "M" is not computed in the GPA. The time limit for removing the "M" may not exceed one academic semester (whether or not the student is enrolled) and/or graduation, whichever comes first. "M" grades that are not removed by the end of the next academic semester or by the end of the time limit may be changed to "MF" or "MU," whichever is appropriate. Whether or not the student is enrolled, any change to "MF" grades will be computed in the cumulative GPA, and, if applicable, the student will be placed on appropriate probation or academically dismissed.

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. Courses to satisfy 6A-10.30 (Gordon Rule) may not be taken on an S/U basis.
4. Courses to satisfy USF's B.A. foreign language requirement may not be taken on an S/U basis.
5. 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 the 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/she wishes to take the course on an S/U basis.
2. The instructor shall assign final letter grades (A, B, C, D, 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 grade D or F shall be equivalent to a letter grade of "U." "S" and "U" grades are not computed in the student's GPA.

Grade Forgiveness Policy
USF's 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 (except - see, Honors at Graduation). A course that is repeated and the repeat grade is F will have both grades calculated into the GPA. Normally, grade forgiveness may only be applied to a specific course that a student chooses to repeat. No course taken on the S/U grade basis may have the grade forgiven. 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 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 "F" to indicate that the course has subsequently been repeated and the original grade is not computed in the GPA. The repeated course will be annotated with "R" to indicate repeat course.
   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-to-5000-level courses. Once students have been awarded a bachelor's degree from USF, they 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.

Good Standing
USF students will be considered in Good Standing if they are currently enrolled or eligible to return to USF.
**Academic Record**

The student's academic record shall not be changed after the student has graduated.

**Academic Probation and Academic Dismissal for Undergraduate Students**

The first time the academic record of an undergraduate or non-degree seeking student falls below a cumulative 2.00 grade point average (GPA), counting only USF grades, he/she will be placed on Academic Probation (AP). If the cumulative GPA is not raised to 2.00 or higher at the end of the next term of enrollment, the student will be placed on Final Academic Probation (FP). A student on Final Academic Probation who fails to raise his/her GPA to 2.00 or higher at the end of the next term of enrollment will be Academically Dismissed (AD) from the university.

A student admitted to the university on probationary status will be placed on Academic Probation (AP) his/her first term with the above rules related to Final Academic Probation and Academic Dismissal applying. Academic advising prior to registration is mandatory until the student is removed from probationary status.

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

The determination and notification of probationary status or academic dismissal will be made by the Registrar’s Office on the student's semester grade report and academic record.

A student who attends another college or university during academic dismissal will be classified as a transfer student and readmission will be based on the total record accumulated from all colleges and universities attended.

If a student who has accumulated fewer than 60 semester hours is academically dismissed from USF or falls below a 2.0 GPA and subsequently achieves an A.A. degree or an articulated A.S. degree from a Florida public community/junior college (or other SUS institution), that student, when returning to the University, will be automatically credited with a maximum of 60 semester hours and have his/her academic record cleared and the USF GPA will begin again.

If a student who has accumulated 60 or more semester hours is academically dismissed from USF or falls below a 2.0 GPA and subsequently receives an A.A. degree or an articulated A.S. degree from a Florida public community/junior college (or other SUS institution), that student, when returning to the University, will not automatically have his/her record cleared. The student must consult with his/her Academic Regulations Committee representative and must either:

- a. Request that his/her academic record be cleared. If the student chooses this option and the Academic Regulations Committee approves the request, the student will be credited with a maximum of 60 semester hours and the USF GPA will begin again; or

- b. Request that the USF hours and GPA be retained and receive specific stipulations from the Academic Regulations Committee to clear the academic record.

In either case, the decision must be made in the term of USF enrollment following the receipt of the AA degree and is considered to be a binding decision.

If a student is academically dismissed or falls below a 2.0 GPA from USF and subsequently receives a BA/BS from another four-year institution, that student, when accepted to the University with the post-baccalaureate status, will have his/her academic record cleared.

A student who has earned credit at USF and is academically eligible to return to the university and who subsequently receives an A.A. from a Community College, the posting of the AA shall not remove the previous GPA generated at USF.

**Academic Amnesty**

USF recognizes that not every student's academic record is flawless and that many times students get off to such a poor start that their future academic opportunities are limited. USF can offer many of those students a second chance. The University's Academic Amnesty policy allows students, who have been engaged in non-academic activities such as work or the military for at least five years and who provide evidence that they might now achieve academic success, to renew their pursuit of baccalaureate degrees without the burden of having to overcome the effects of low grades and low grade-point-averages that reflect academic work attempted years earlier.

Students who believe that the Academic Amnesty policy might apply to their circumstances should contact the Office of Admissions for additional information.

**College Policies For Academic Progress**

Colleges may determine and implement standards of academic progress for undergraduate students (majors in the college) in addition to those established by USF. Students who do not meet the academic standards of progress set by their colleges will be placed on probation and may be disenrolled. The college dean is responsible for implementing standards of academic progress and notifying students of their probationary or disenrollment status.

Colleges may restrict the course selections and the number of hours a student may take which do not apply toward completion of degree requirements. Students who exceed this limit may have part or all of their registration canceled.

Colleges are responsible for publicizing and students are responsible for knowing their college’s policies for academic progress.

**Class Standing**

A student's class is determined by the number of credits he/she has earned without relation to his/her GPA.

- 0C Unclassified Non-degree seeking students
- 1F Freshmen 0 through 29 semester hours passed
- 2S Sophomore 30 through 59 semester hours passed
- 3J Junior 60 through 89 semester hours passed
- 4R Senior 90 or more semester hours passed; however, no baccalaureate degree earned here or elsewhere
- 5B Baccalaureate degree-holder working on a second undergraduate program or degree
- 6M Graduate student admitted to Master's Degree Program
- 6A Graduate student admitted to Specialist Degree Program
- 6D Graduate student admitted to a Doctoral Degree Program
- 7A Professional Program (M.D.) or Post-Doctoral Status

**Admission to a College**

All newly-admitted students must be advised initially by an academic advisor. All undecided students are assigned to the Center for Academic Advising 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. New transfer students who have completed 90 or more hours may remain undecided for a maximum of two terms following initial USF entry.

**Change of Major**

All undergraduate students desiring to change their major should consult the Advising Office in the old and new college(s) of their interest.

**Administrative Holds**

A student may be placed on administrative hold by failure to meet obligations to the University. When a student is on administrative hold, 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 administrative hold should determine from the Office of the Registrar which office placed him/her in this status and clear the 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 Examinations
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. USF 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.

Testing in General: 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 USF that all academic examinations (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.

Comprehensive Final Examinations: The last 6 days of the Fall and Spring semesters shall be set aside for final examinations, and any comprehensive final examination must be given during this designated period. If a segment examination is give in lieu of a comprehensive examination, the segment examination must be given in the period designated during final examination week. Take-home final examinations, papers, projects, or oral examinations shall be scheduled to avoid any violations to the above rule and may be scheduled for completion at any time at the discretion of the instructor. 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 degree-seeking undergraduate students for high academic performance during the previous academic year.

To be eligible to participate in the Fall Honors Convocation, an undergraduate student must (1) have been enrolled during Fall, Spring, or Summer of the previous academic year; (2) have completed at least 24 USF graded (A-F) hours during that academic year; (3) have at least a 3.500 USF GPA for those minimum 24 hours; (4) have no incomplete ("I") grades; and (5) be in the top 10% of the qualified students for the college in which the student is enrolled at the end of Summer Term.

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) 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 or the Dean of Undergraduate Studies for undeclared students will recognize this academic honor. Students who are eligible should contact their College Advising Office for information.

Academic Regulations Committee
The Academic Regulations Committee (ARC) 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.

Effective Fall, 1998/99, the University is implementing a statute of limitations on student petitions for retroactive adds, drops, withdrawals, and registration. A student will be limited to two calendar years (six academic semesters/terms) for such appeal, whether the student is in attendance or not.

The committee normally meets once a week on Tuesday. To petition the committee, a student must secure the appropriate form from the Office of the Registrar and consult with the ARC representative from his/her college prior to submitting the petition form. Completed forms should be returned to the Office of the Registrar no later than the preceding Thursday, to be reviewed at the next week's meeting. Students will receive notification of the committee's action the following week.

Student Academic Grievance Procedures
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 undergraduate college 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 USF are awarded degrees in recognition of successful completion of coursework in their chosen fields of study. Each individual is expected to earn his/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. Disruption of the classroom or teaching environment is also unacceptable. This cannot be tolerated in the University community and will be punishable, according to the seriousness of the offense, in conformity with this rule.

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, each direct quotation, as well as ideas and facts that are not generally known to the public at large, or the form, structure, 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.

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


2. Examples of proper citation (in body of text):
a. Shaw (1972) 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.]
b. Shaw (1972) was correct when he stated that "plagiarism, from a Latin word meaning 'kidnapping,' ranges from inept paraphrasing to outright theft." [Quotation; complete information about source will be cited in a section at the close of the text.]

3. The following are examples of plagiarism because sources are not cited and appropriate quotation marks are not used:
a. Plagiarism, from a Latin word meaning "kidnapping," ranges from inept paraphrasing to outright theft.
b. Plagiarism comes from a Latin word meaning "kidnapping" and ranges from paraphrasing to theft.
c. Plagiarism from a Latin word meaning "kidnapping," ranges from inept paraphrasing to outright theft. [Footnoting/citation styles will depend upon those used by different academic disciplines. Many disciplines in the Natural Science areas, for example, will cite the sources within the body of the text.]

Punishment Guidelines: The student who submitted the subject paper, lab report, etc. shall receive an "F" with a numerical value of zero on the item 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.

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

Punishment Guidelines for Academic Dishonesty: Punishments for academic dishonesty will depend on the seriousness of the offense and may include receipt of an "F" or "Zero" on the subject paper, lab report, etc., an "F" in the course, suspension or expulsion from the University. The University's code of academic dishonesty shall be revoked for a student accused of academic dishonesty. The internal transcript of a student who is accused of an "F" for academic dishonesty will read "FF."

a. For observation of or exchanging test information with other students during the course of a classroom test, the students who receive or give such information may receive an "F" with a numerical value of zero on the item 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.
b. For 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, the student using such prohibited device may receive an "F" in the course.

c. For the use of another student, a stand-in, to take an examination for the enrolled student, it is suggested that the enrolled student receive an "F" in the course and be suspended from school for one year and that the stand-in, if a University student, be suspended from school for one year.

d. For cheating, borrowing, or buying of research papers, creative works, speeches or tests and other exam materials, or the dissemination of such materials, or the manipulation of recorded grades in a grade book or other class records, the student, if enrolled in the course, may receive an "F" in the course and may be expelled from the University.

e. It is suggested that students who receive or give stolen computer programs receive an "F" with a numerical value of zero on the program or programs, and the "F" be used to determine the final course grade. It is the option of the instructor to fail the student in the course.

Disruption of Academic Process Disruption of academic process is defined as the act or words of a student in a classroom or teaching environment which in the reasonable estimation of a faculty member: (a) directs attention from the academic matters at hand, such as noisy distractions; personal disrespectful or abusive interruptions of lecture, exam or academic discussions, or (b) presents a danger to the health, safety or well being of the faculty member or students.

Punishment Guidelines for Disruption of Academic Process: Punishments 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," if the student is passing the course, shown on the student record. If the student is not passing, a grade of "F" will be shown on the student record.

Procedures for Handling Student Violations Involving Alleged Academic Dishonesty and Disruption of Academic Process Alleged violations of academic dishonesty or alleged disruptions of academic process will be handled initially by the instructor, who will discuss the incident with the student. It must be noted that the Faculty Senate considers the traditional relationship between student and faculty member as the primary means of settling disputes that may arise. 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 or disruptions.

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 or equivalent, e.g., campus dean, 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 no solution is reached, the matter should be referred to the chairperson of the department or the equivalent, e.g., campus dean, for attempt at resolution. If no resolution is reached, the matter should be referred to the dean of the college for attempt at resolution. 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.

Academic Committee Hearing Procedure. Within a reasonable time following the failure of the student/instructor/dean meetings to bring about a solution, and in no event later than
three (3) months after such failure, the dean shall cause formal charges to be filed with the appointed academic committee. The charged student shall be provided a written notice of charges, in sufficient detail to prepare for the hearing, no less than three (3) days before the hearing, except in cases of emergency as specified below.

**Hearings**

*Emergency Hearings.* An expedited emergency hearing may be held before an academic administrator appointed by the dean or by the appointed academic committee in cases which involve the safety, health or welfare of any student or staff member.

**Non-Emergency Hearing before the Academic Committee General Principles**

**Burden of Proof.** The burden of proof shall be on the complainant. The standard of proof for decision shall be "substantial evidence," that is, whether it is reasonable to conclude from the evidence submitted that the student did commit the violations for which he/she has been charged and shall not be the strict criminal law standard of proof beyond a reasonable doubt.

**Record.** The proceedings of all hearings shall be recorded.

**Inspection of Evidence.** The student may inspect the evidence which will be presented against him/her.

**Presentation Evidence.** The student may present evidence on his/her own behalf.

**Question Witnesses.** The student may hear and question adverse witnesses.

**Self-Incrimination.** The student shall not be forced to present testimony which would be self-incriminating.

**Advisor.** The student may have an advisor of his/her choice present; however, the role of such an individual shall be that of an advisor to the student only. The advisor may speak to and consult with the student but may not serve as the student's advocate, question witnesses or otherwise participate in the proceedings.

**Decision Based on Evidence.** The decision of the academic committee or appointed academic administrator shall be based solely on the evidence presented at the hearing.

**Decision in Writing.** The decision of the academic committee or appointed academic administrator, including findings of fact and a determination of penalty or sanction if any, shall be presented to the student in writing within a reasonable period of time following the hearing.

**Enrollment Status.** The student's enrollment status will remain unchanged pending final decision, except in cases of emergency as described above. If the issue remains open at the end of the semester, the instructor shall give the student an "I" grade in the course until all issues are resolved.

**Closed Hearings.** All hearings shall be closed unless specifically requested otherwise in writing by the charged student prior to the hearing.

**Failure to Appear.** If a student against whom charges have been made fails to appear, the academic committee or academic administrator may proceed in his/her absence.

**Hearing on Appeal.** The charged student may appeal the decision of the academic committee or appointed academic administrator within thirty (30) working days of decision to the Dean of Undergraduate Studies or the Dean of the Graduate School, whichever is appropriate. The record of the initial hearing may be considered on appeal and the student is entitled to access the record when appealing. The decision of the Dean of Undergraduate Studies or the Dean of the Graduate School is final.

**Liberal Arts Requirements**

All new USF students and Former Students Returning are required to take 45 semester hours to satisfy the complete liberal arts requirements. Thirty-six (36) semester hours will satisfy the general education course requirements and 9 semester hours will satisfy the exit requirements. These requirements are distributed as follows:

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**Exit Requirements**

| Major Works and Major Issues     | 6              |
| Literature and Writing           | 3              |

*Courses may be certified in more than one area, but students may use each course in only one (1) area.

Courses in the liberal arts requirements should incorporate the following components whenever they are relevant to the specific discipline: the learning skills of conceptual thinking, analytical thinking, creative thinking, written expression, oral expression, and the dimensions of values and ethics, international perspectives, environmental perspectives, race and ethnicity, and gender. When warranted, the specific features of each course must incorporate consideration of at least one of the dimensions and one of the thinking skills to meet the liberal arts requirements.

Departments should ensure that courses proposed for the liberal arts have sufficient depth and breadth. These courses will share the substantive rigor and intellectual challenge of courses offered for major credit, with the specific feature of offering an integrative perspective of the discipline and its relationship to academia as a whole. Additionally, such courses will encourage majors to interact with students from other disciplinary backgrounds.

Whenever possible, courses will encourage creativity and development in the written and oral uses of language. The writing experience for students will emphasize the qualitative aspects of developing writing skills. Writing requirements will entail substantive feedback for students rather than merely the correction of spelling and punctuation. The goal is to include a writing component in all appropriate liberal arts course requirements, even if this component is not equivalent to the Gordon Rule requirement. Courses will also encourage the development of oral expression skills. Students should be given opportunities to improve the ability to express ideas orally, and to listen and comprehend with the ear and eye attuned to both verbal and non-verbal forms of communication. Oral skills can be enhanced by employing active learning techniques such as student presentations, instructor-student dialogues, debates, and discussion groups.

It is essential that the information about the dimensions of values and ethics, international perspectives, environmental perspectives, race and ethnicity, and gender be integrated, whenever possible, throughout courses included in the new requirements, rather than provided as a separate set of lectures or activities. While a particular course may emphasize only one of these themes, the liberal arts requirement in its entirety will have a significant portion of its course content devoted to these dimensions. This requirement may necessitate a revision of the ways in which many courses are taught. The University is committed to supporting faculty as they prepare to teach these new aspects of the curriculum. Opportunities for faculty workshops will be made available through the Center for Teaching Enhancement.

A student's liberal arts education will continue throughout the college years and not be limited to a relatively small number of required courses in the first two years of college. Exit requirements will provide students with an opportunity during their junior and senior years at USF to integrate their knowledge within the context of liberal arts. Courses that satisfy the exit requirements will, where appropriate, incorporate considerations of values and ethics; international and environmental perspectives; race and ethnicity; and gender. By their junior and senior years, students will have a foundation in liberal arts and
be better able to reflect upon ethical issues in a constructive way.

In the major works and major issues courses, students will build upon the principles, concepts, and knowledge acquired in lower-division courses. The major works strengthen their knowledge of discipline-related to their majors or careers or to develop depth and/or breadth in areas of interest that are not necessarily related to their majors.

The literature and writing requirement is intended to provide an opportunity for students to continue their liberal arts education by allowing students to read significant literature of the world and write at least 6,000 words.

All exit requirement courses will be seminar-size courses in which enrollment will be targeted at approximately 20 to 25 students. These courses will be taught by regular faculty.

**GENERAL EDUCATION COURSE REQUIREMENTS (36 Semester Hours)**

**English Composition:** This requirement consists of a minimum of six (6) semester hours of approved course work in English Composition. Students may satisfy this requirement during the second semester freshman level of composition in the following ways: by earning a letter grade of "C" or better at USF or another institution, by obtaining a sufficient score on the CLEP Freshman English test, or by receiving AP English credit. With the exception of the CLEP test, these courses will also allow students to meet a portion of their Gordon Rule 6A-10.30 Gordon Rule requirements. To satisfy the Gordon Rule, students must earn a letter grade of "C" or better in these courses.

**Quantitative Methods:** Competence in a minimum of six (6) semester hours of approved mathematics coursework at the level of college algebra or higher is required. These courses should include both a practical component, providing students with an appreciation of how course content relates to their everyday experiences; and a historical component, providing students with an understanding of the application of the material to other disciplines. At least three (3) semester hours must be taken in a mathematics department. The remaining hours may be taken in any approved mathematics, statistics, or logic courses that include both a practical and historical component as previously described.

**Natural Sciences:** Students should successfully complete a minimum of six (6) semester hours of approved coursework in the natural sciences. Students are encouraged to enroll in courses with a laboratory component. It is a goal that all students have at least one science course with a laboratory; however, personal resources prohibit this requirement at this time. Courses may be interdisciplinary. The courses may deal with the content, theories, history, presuppositions, and methods of the discipline. They will include demonstrations and address problems, ambiguities, and different perspectives in the discipline. They will also provide students with an appreciation of how the discipline fits within the natural sciences and relates to their own lives and the broader human experience.

**Social Sciences:** Students must successfully complete a minimum of six (6) semester hours of approved coursework in the social sciences; the courses may be interdisciplinary and need not be sequential. Courses in the social sciences shall involve those disciplines considered to be social sciences in that they deal theoretically and empirically with individuals and their relationships to each other and to society. Courses must deal with the content, theories, history, presuppositions, and methods of the discipline. They should also address problems, ambiguities, and different perspectives in the discipline. These courses will provide students with an appreciation of how the discipline fits within the social sciences and relates to their own lives and the broader human experience.

**Historical Perspectives:** A minimum of six (6) semester hours of approved coursework in artistic, cultural, economic, intellectual, religious, social, and/or political history is required. At least three (3) semester hours will be in the history of Western Civilization. Courses are not limited to those in the discipline of history; however, the courses will have a historical perspective in that they provide students with a sense of the evolution of societies and peoples, including analysis of their history. A sense of chronology is necessary in these courses, but not sufficient. A historical perspective also entails analyses of various elements, such as the intellectual, cultural, artistic, economic, social, political, and religious characteristics of societies and peoples.

**Fine Arts:** Students are required to successfully complete a minimum of three (3) semester hours of approved coursework in the fine arts. Courses in the fine arts shall involve those disciplines considered to be fine arts in that they deal theoretically and experientially with the aesthetic dimensions of individuals and groups. Courses will concern the creative experience that takes into account the perspectives of both the artist and the public. They may be interdisciplinary and must involve the content, theories, history, presuppositions, and methods of the fine arts. They will address problems, ambiguities, and different perspectives in the disciplines of fine arts. These courses will also provide students with an appreciation of how the disciplines fit within fine arts and relate to their everyday experiences.

**African, Latin American, Middle Eastern, or Asian Perspectives:** Students will take a minimum of three (3) semester hours of approved coursework in one of the above listed geographical areas. Course content may include social, political, and economic as well as artistic, cultural, and intellectual subject matter. The material will be presented within a geographical, chronological, and/or humanities background and will necessarily be selective.

All courses listed are certified as meeting the General Education requirement as of April, 1997. Additional courses may have been certified since that date. Please consult with an academic advisor for current and additional information.

**GENERAL EDUCATION REQUIREMENT**

**ENGLISH COMPOSITION**

ENC 1101 Freshman English I -6A
ENC 1102 Freshman English II -6A
ENC 1121 Freshman English I: Honors -6A
ENC 1122 Freshman English II: Honors -6A

**QUANTITATIVE METHODS**

MAC 2102 College Algebra -6A
MAC 2132 College Algebra and Trigonometry -6A
MAC 2230 Business Calculus -6A
MAC 2233 Elementary Calculus I -6A
MAC 2234 Elementary Calculus II -6A
MAC 2281 Engineering Calculus I -6A
MAC 2282 Engineering Calculus II -6A
MAC 2311 Calculus I -6A
MAC 2312 Calculus II -6A
MGF 2131 Chaos and Fractals -6A
MGF 2202 Finite Mathematics -6A
MGF 3301 Bridge to Abstract Mathematics -6A
Phi 2100 Introduction to Formal Logic -6A
QMB 2100 Business and Economic Statistics I -6A
STA 2022 Basic Statistics -6A
STA 2023 Introductory Statistics I -6A
STA 2122 Social Science Statistics -6A

**NATURAL SCIENCES**

ANT 3511 Biological Anthropology
ANT 4583 Prehistoric Human Evolution
AST 2005 Astronomy of the Solar System
AST 2006 Stellar Astronomy and Cosmology
AST 3033 Contemporary Thinking in Astronomy
BMS 4402 Principles of Human Pharmacology
BSC 1005 Biological Principles for Non-Majors
BSC 2010 Biology I - Cellular Processes

USF
REL 3170 Religion, Ethics and Society Through Film -6A
REL 3382 Introduction to Islam -6A
REL 3367 Islam in the Modern World -6A
REL 3501 History of Christianity -6A
REL 3600 Introduction to Judaism -6A
SPC 3230 Rhetorical Theory
SPC 3631 Rhetoric of the Sixties
WST 2309 The Female Experience in America
WST 3210 Women in Western Civilization I -6A
WST 3220 Women in Western Civilizations II

FINE ARTS
AFS 3251 Environmental Cultural Study in Africa
ARH 2050 History of Visual Arts I
ARH 2051 History of Visual Arts II
ARH 3001 Introduction to Art -6A
ART 2201C Fabrications
DAN 2100 Introduction to Dance -6A
FIL 2001 Film: Language of Vision -6A
FIL 3510 World Cinema -6A
HUM 2024 The Enjoyment of Music
IDS 3662 Arts Connections
MUH 2051 Folk and Traditional Music of World Cultures
MUH 2632 Music in the United States
MUH 3016 Survey of Jazz
MUL 2011 The Enjoyment of Music
MUL 2111 Introduction to Music Literature -6A
MUL 3001 Issues in Music
MUL 3012 The Enjoyment of Music

ALAMEA PERSPECTIVES
AFS 3251 Environmental Cultural Study in Africa
AFS 4150 Africa and the United States -6A
AFH 3100 African History to 1850
AFH 3200 African History since 1850
AFS 2250 Culture and Society in Africa -6A
AFS 3251 Environmental Cultural Study in Africa
ANT 2000 Introduction to Anthropology
ANT 2410 Cultural Anthropology
ANT 3005 The Anthropological Perspective
ASH 3404 Modern China
ASN 3014 China Today
ASN 3030 The Middle East
ASN 3105 The Pacific Century
CPO 4034 Politics of the Developing Areas
CPO 4201 Development and Politics in Africa
EUS 3022 Russia
GEA 2000 Global Geography
GEY 3625 Sociocultural Aspects of Aging -6A
HUM 3271 Eastern & Western Culture From Antiquity to 1400
HUM 3273 Eastern and Western Culture Since 1400
INR 1015 World Perspective
INR 3084 International Terrorism
INR 4250 The Political Economy of the Southern Nations
INK 4502 International Organizations
LAH 2020 Latin American Civilization
LAH 2734 Latin American History in Film
LAS 3116 Latin America Through Film
MUH 2051 Folk and Traditional Music of World Cultures
MUL 3001 Issues in Music
REL 3330 The Religions of India
REL 3362 Introduction to Islam -6A
REL 3367 Islam in the Modern World -6A
REL 3600 Introduction to Judaism -6A
SPT 2524 Women Writers of Latin America
SYD 3441 Peasant Perspectives
WST 3010 Introduction to Women's Studies

EXIT REQUIREMENTS
(9 Semester Hours)

Major Works and Major Issues: A portion of the exit requirements consists of a minimum of six (6) semester hours of approved coursework concerning major works and major issues. Courses will focus on major issues, documents, or works, and will allow students to read primary texts. These courses may allow students to delve into topics on an interdisciplinary basis. Students will be encouraged to write enough to fulfill Gordon Rule requirements. At least one of the Major Works and Major Issues courses will be taken outside the student's major discipline(s) and may, with the consent of the instructor, be taken for S/U credit. The major works and major issues of the discipline will be decided by the department offering the course. For purposes of this document, the term "discipline" refers to the following fields: business, education, engineering, fine arts, health sciences, letters, natural sciences, and social sciences. Major Works and Major Issues courses must offer the opportunity for integration of content. These courses will have a liberal arts content and, when appropriate, will contain in-depth discussions of values and ethics, international and environmental perspectives, race and ethnicity, and gender. Courses may be interdisciplinary and may be team taught. This will provide students with an opportunity to explore, in-depth and on an interdisciplinary basis, major topics that are important but outside of the major field of study.

Literature and Writing: In addition, students will take three (3) semester hours of approved exit requirement coursework in literature and writing. These courses will allow students to read significant literary works of the world and write at least 6,000 words. Significance of the literature will be determined by the department offering the course. The 6,000-word requirement meets Gordon Rule requirements and is for students who may wish to satisfy some of this requirement with upper-level courses. The writing requirement may be satisfied with assignments that include, for instance, revision and rewriting, and process writing. This requirement may be satisfied through comparative literature courses. These literature courses need not be limited to the English Department. The course may be taken within the major if appropriate. The courses will focus on the dimensions of values and ethics, international and environmental perspectives, race and ethnicity, and gender.

All students must achieve an overall average of "C" (2.0GPA) in the lower level requirements and a grade of "C" or better in each of the exit requirement courses. Students will take at least one of the Major Works and Major Issues courses outside their discipline(s). This course may be taken for S/U credit, with the consent of the instructor. Only courses numbered 3000 or above may be used to satisfy the exit requirements. Exit requirements must be taken at USF.

Although post-secondary foreign language courses may not be required for all graduates, students are encouraged to become competent in at least one foreign language. Foreign language study enriches the command of English, enlarges cultural perspective, and enhances learning skills.

All courses listed are certified as meeting the Exit requirement as of April, 1997. Additional courses may have been certified since that date. Please consult with an academic advisor for current and additional information.

EXIT REQUIREMENT COURSES

MAJOR WORKS AND MAJOR ISSUES
AFS 3251 Environmental Cultural Study in Africa
AFS 4150 Africa and the United States -6A
AFH 3100 African History to 1850
AFH 3200 African History since 1850
AFS 2250 Culture and Society in Africa -6A
AFS 3251 Environmental Cultural Study in Africa
ANT 2000 Introduction to Anthropology
ANT 2410 Cultural Anthropology
ANT 3005 The Anthropological Perspective
ASH 3404 Modern China
ASN 3014 China Today
ASN 3030 The Middle East
ASN 3105 The Pacific Century
CPO 4034 Politics of the Developing Areas
CPO 4201 Development and Politics in Africa
EUS 3022 Russia
GEA 2000 Global Geography
GEY 3625 Sociocultural Aspects of Aging -6A
HUM 3271 Eastern & Western Culture From Antiquity to 1400
HUM 3273 Eastern and Western Culture Since 1400
INR 1015 World Perspective
INR 3084 International Terrorism
INR 4250 The Political Economy of the Southern Nations
INK 4502 International Organizations
LAH 2020 Latin American Civilization
LAH 2734 Latin American History in Film
LAS 3116 Latin America Through Film
MUH 2051 Folk and Traditional Music of World Cultures
MUL 3001 Issues in Music
REL 3330 The Religions of India
REL 3362 Introduction to Islam -6A
REL 3367 Islam in the Modern World -6A
REL 3600 Introduction to Judaism -6A
SPT 2524 Women Writers of Latin America
SYD 3441 Peasant Perspectives
WST 3010 Introduction to Women's Studies
LITERATURE AND WRITING

AML 3604 African-American Literature -6A
EEC 4008 Literature in Early Childhood Education -6A
EXX 4742 Narrative Perspectives on Exceptionality: Cultural and Ethical Issues -6A
LAE 4414 Literature in Childhood Education -6A
LAE 4464 Adolescent Literature for Middle & Secondary Students -6A

LIT 3073 Contemporary Literature -6A
LIT 3103 Great Literature of the World -6A
LIT 3301 Cultural Studies and the Popular Arts -6A
LIT 3374 Bible as Literature -6A
LIT 3383 The Image of Women in Literature -6A
LIT 3451 Literature and the Occult -6A
LIT 3486 British and American Literature by Women -6A
LIT 4804 Literature as Cultural Study

MFH 4403 The Early History of Mathematics -6A
MHS 4052 Human Relations Skills in Counseling
MUS 3301 Music History/Baroque and Classic
MUS 3302 Music History/Romantic and 20th Century
MUS 4058 Intercultural Music in the Twentieth Century
NUR 3829 Ethical Legal Aspects in Nursing and Health Care
NUR 4194 An Interdisciplinary Perspective on HIV -6A
PHH 4600 Contemporary Philosophy -6A
PHH 4700 American Philosophy -6A
PHI 4073 African Philosophy
PHI 4300 Theory of Knowledge -6A
PHI 4320 Philosophy of Mind -6A
PHI 4632 Feminist Ethics
PHI 4800 Aesthetics -6A
PHM 4120 Major Black Thinkers
PHM 4322 Ancient and Medieval Political Philosophy -6A
PHM 4331 Modern Political Philosophy -6A
PHM 4340 Contemporary Political Philosophy -6A
PHP 4000 Plato -6A
PHP 4010 Aristotle -6A
PHP 4788 Philosophy of Marxism -6A
PHY 4031 Great Themes in Physics -6A
POS 4694 Women and Law II -6A

“Outside the Discipline” Major Works & Major Issues Liberal Arts Exit Courses

“Outside the discipline” in Major Works and Major Issues courses is defined as outside a cluster of departments or programs. Students with majors from one cluster, must take at least one certified Liberal Arts Exit course from any of the other clusters identified below.

Cluster 1: Arts & Letters - Students with majors in these programs must take at least one certified Majors Works & Major Issues course in Clusters 2-8.
American Studies | Humanities
Classics & Classical Languages | Italian
Communication | Liberal Studies
English | Mass Communications
French | Philosophy
German | Religious Studies

Cluster 2: Natural Sciences - Students with majors in these programs must take at least one certified Major Works and Majors Issues courses in Clusters 1 or 3-8.
- Biology
- Chemistry
- Environmental Science
- Geology
- Interdisciplinary Natural Sciences
- Mathematics
- Medical Technology
- Microbiology
- Physics

Cluster 3: Social Sciences - Students with majors in these programs must take at least one certified Major Works & Major Issues course in Clusters 1 or 2 or 4-8.
- Anthropology
- Criminology
- Economics (Social Sciences)
- Geography
- Gerontology
- History
- Interdisciplinary Social Sciences
- International Studies
- Psychology
- Sociology
- Women's Studies

Cluster 4: Business - Students with majors in these programs must take at least one certified Major Works & Major Issues course in Clusters 1-3 or 5-8.
- Accounting
- Economics (Business)
- Finance
- General Business Administration
- Management Information Systems
- Management
- Marketing

Cluster 5: Engineering - Students with majors in these programs must take at least one certified Major Works & Major Issues course in Clusters 1-4 or 6-8.
- Chemical Engineering
- Computer Engineering
- Computer Science
- Electrical Engineering
- Engineering Science
- Industrial & Management Engineering
- Information Systems (Engineering)
- Mechanical Engineering

Cluster 6: Fine Arts - Students with majors in these programs must take at least one certified Major Works & Major Issues course in Clusters 1-5 or 7-8.
- Art
- Art History
- Dance
- Music
- Theatre

Cluster 7: Education - Students with majors in these programs must take at least one certified Major Works & Major Issues course in Clusters 1-6 or 8.
- Behavior Disorders
- Business and Office Education
- Distributive Education
- Early Childhood Education
- English Education
- Foreign Languages
- Education
- Industrial-Technical Education
- Mathematics Education
- Mental Retardation Education
- Physical Education
- Science Education
- Social Studies Education
- Specific Learning Disabilities Education

Cluster 8: Nursing - Nursing majors must take at least one certified Major Works and Major Issues course in Cluster 1-7.

Exceptions to the Cluster Rule: For the degree programs below, the "outside the discipline" criterion is met differently.
- Art Education - A certified course from either Education or Fine Arts Cluster can meet criterion.
- Dance Education - A certified course from either Education or Fine Arts Cluster can meet criterion.
- Drama Education - A certified course from either Education or Fine Arts Cluster can meet criterion.

Dance Education - a certified course from either Education or Fine Arts Cluster can meet criterion.
Music Education - a certified course from either Education or Fine Arts Cluster can meet criterion.

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 1102 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 should 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 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. Students should contact the Office of Evaluation and Testing through the College Level Examination Program (CLEP) and others may be offered within departments. Interested students should obtain additional information from their advisors or the Office of Evaluation and Testing.

Graduation Requirements
Baccalaureate Degree
University Requirements
University minimum requirements for graduation consist of the following: earn a minimum of 120 semester hours with an overall 2.00 GPA, including a 2.00 GPA in all courses attempted at USF; a transfer student must have a GPA of 2.0 or higher when combined with all work attempted at other institutions; satisfactorily complete CLAST and the writing and computation course requirements of 6A-10.30; earn a minimum of 40 semester hours of upper-level work (courses numbered 3000 and above); complete Liberal Arts requirements; complete residency requirement; complete program requirements as determined by the college; and be recommended for graduation by the dean of the appropriate college. The requirements must be met by every student upon whom a degree is conferred. The total number of semester hours needed to complete the baccalaureate degree depends upon the academic major field of study. No grades may be changed following graduation.

All students entering USF 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.)

Summer Enrollment Requirement
As stated above, effective September 1, 1976, all students entering USF 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 semes-
ters. The University may waive the application of this rule in
cases of unusual hardship. A student who wishes to have the
rule waived must complete a "Request for Waiver of Mandatory
Summer Enrollment" available in the Office of the Registrar.
After submission of the form to the Office of the Registrar,
the student will be notified by mail of the action taken.

The requirement may be fulfilled only by attending one of
the universities in the State University System. They are: University
of South Florida, Tampa; Florida Agricultural and Mechanical
University, Tallahassee; Florida Atlantic University, Boca Raton;
Florida Gulf Coast University, Fort Myers; Florida International
University, Miami; Florida State University, Tallahassee; Uni-
versity of Central Florida, Orlando; University of Florida,
Gainesville; University of North Florida, Jacksonville; and Uni-
versity of West Florida, Pensacola.

Foreign Language

Graduation Requirements for B.A. Students

In addition to the foreign language entrance requirement (as
required by FS 240.233) all students applying for a Bachelor of
Arts degree from USF must demonstrate competency in a
foreign language. To demonstrate this competency, students
may take either two semesters of a beginning college-level
foreign language or one semester of a higher-level course and
earn a letter grade of "C" (no "S" grades) or above in the
appropriate level course or demonstrate equivalent compe-
tency by passing an examination. Languages should be
selected from among the ones listed below:

Classical Languages
Greek (Ancient) Hebrew (Classical)
Greek (New Testament) Latin

Modern Languages
Arabic Hebrew (Modern) Portuguese
Chinese Italian Russian
French Japanese Spanish
German Polish Yoruba
Greek (Modern)

American Sign Language

Approval needed by the student's program/department ma-
jor. The following programs accept Sign Language Compe-
tency for the exit requirement: Africana Studies, Anthropology,
Communication, Criminology, Geography, Gerontology, Mass
Communications, Political Science, Theatre, Women's Stud-
ies, and all programs in the College of Education.

Students electing to take the examination in French, Ger-
man, Italian, Portuguese, Russian, or Spanish should apply to
the Director of the Division of Languages and Linguistics. Students
taking the examination in Ancient or Modern Greek or
in Latin should also apply to the Director of the Division
of Languages and Linguistics. Students taking the examination
in New Testament Greek or in Hebrew should apply to the Chair-
person of Religious Studies. Students utilizing American Sign
Language should apply to the Chairperson of Communication
Sciences and Disorders.

Foreign Language Placement

Students with two or more years of study in a foreign
language in high school, or with postsecondary course(s) in
foreign language, or with experiential learning of a foreign
language may not enroll for credit in courses in that language
without first taking a placement examination administered by
the Division of Languages and Linguistics. Should the place-
ment examination indicate that remedial work is required (1120-
1121), the student will be allowed to enroll with the understand-
ing that the grade eventually earned will be either an "S" or "U."

Under no circumstances will a student who places above the
first year level or who passes a higher-level course be allowed
to register for or receive credit for a first-year-level course in that
specific language. Students to whom this regulation applies
should inquire of the Division of Languages and Linguistics for
the placement examination.

Academic Residence

Candidates for graduation must have completed at least 30
hours of the last 60 hours of their undergraduate credit in USF
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, coopera-
tive education students enrolled in other institutions (prior
approval having been secured from their USF advisors) while
on their training periods, and students taking correspondence
work from the University of Florida. CLEP credit does not count
ward academic residency.

Academic Major

USF offers curricula leading to the baccalaureate degree in
the following fields. The degree is indicated in parentheses after
each major code. For clarification, the following terms are
defined:

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

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

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.

College of Arts and Sciences:

African Studies (AFA) (B.A.)
American Studies (AMS) (B.A.)
Anthropology (ANT) (B.A.)
Biology (BIO) (B.S.)
Cell and Molecular (CAM) (B.S.)
Ecology (ECL) (B.S.)
Marine (MRN) (B.S.)
Phyiology (PY) (B.S.)
Chemistry (CHM) (B.A.)
Biochemistry/Biotechnology (CBY) (B.A.)
Environmental (CHV) (B.A.)
Health Professions (CHP) (B.A.)
Chemistry (CHS) (B.S.)
Environmental (CHV) (B.S.)
Classics (CLASS) (CLS) (B.A.)
Communication (SP) (B.A.)
English (ENS) (B.A.)
Intercultural Organizational (SIO) (B.A.)
Performance (CRM) (B.A.)
Public & Cultural (SPL) (B.A.)
Theater (TSTA) (B.A.)
Criminology (CJC) (B.A.)
Community Corrections (COC) (B.A.)
Juvenile Justice (JNC) (B.A.)
Urban Law Enforcement (ULE) (B.A.)
Economics (ECO) (B.A.)
English (ENG) (B.A.)
Literature (LIT) (B.A.)
Creative Writing-Fiction (CWF) (B.A.)
Creative Writing-Poetry (CWP) (B.A.)
Professional-Technical Writing (CTW) (B.A.)
Environmental Science and Policy (ESP) (B.S.)
French (FRE) (B.A.)
Geography (GYP) (B.A.)
Environmental (EVG) (B.A.)
Urban and Social Justice (USJ) (B.A.)
Geology (GLY) (B.A.)
Geology (GLS) (B.S.)
Environmental (GLE) (B.S.)
German (GER) (B.A.)
Gerontology (GEY) (B.A.)
Gerontology (GES) (B.S.)
History (HTY) (B.A.)
Humanities (HUM) (B.A.)
Interdisciplinary Classics (ICL) (B.A.)
Interdisciplinary Natural Sciences (INS)
Biology (INB) (B.A.)
Chemistry (INC) (B.A.)
Clinical Laboratory Sciences (INL) (B.A.)
Environmental Science and Policy (INE) (B.A.)
Geology (ING) (B.A.)
Mathematics (INM) (B.A.)
Physics (INP) (B.A.)
Interdisciplinary Social Science (ISS) (B.A.)
American Sign Language (ISA) (B.A.)
Speech/Language/Hearing Science (ISH) (B.A.)
Urban Studies (ISU) (B.A.)
Interpreter Training (IST) (B.A.)
Interdisciplinary Studies (BIS) (B.I.S.)
International Studies (INT) (B.A.)
Italian (ITA) (B.A.)
Liberal Studies (ALA) (B.A.)
Mass Communications (COM)
Advertising (ADV) (B.A.)
Broadcast News (NWS) (B.A.)
Broadcast - Program & Production (PGM) (B.A.)
Journalism - Magazine (MAG) (B.A.)
Journalism - News Editorial (JOU) (B.A.)
Public Relations (PUR) (B.A.)
Mathematics (MTH) (B.A.)
Environmental Biology (MEB) (B.A.)
Environmental Chemistry (MEH) (B.A.)
Environmental Geology (MEY) (B.A.)
Mathematics - 5-year program (MBM)
Medical Technology (MET) (B.S.)
Microbiology (MIO) (B.S.)
Philosophy (PHI) (B.A.)
Physics (PHY) (B.A.)
Physics (PHS) (B.S.)
Political Science (POL) (B.A.)
Psychology (PSY) (B.A.)
Religious Studies (REL) (B.A.)
Russian (RUS) (B.A.)
Social Work (SOK) (B.S.W.)
Sociology (SOC) (B.A.)
Spanish (SPA) (B.A.)
Women's Studies (WST) (B.A.)

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

College of Education (B.A./B.S. option):
Business and Office Education (BEE)
Distributive and Marketing Education (DEC)
Early Childhood Education (BEC)
Elementary Education (BEE)
English Education (BEN)
Foreign Language Education (FLE)
French (BFF) (B.A.)
German (BFG) (B.A.)
Italian (BFI) (B.A.)
Russian (BFR) (B.A.)
Spanish (BSF) (B.A.)
Industrial Arts-Technology Education (BIT)
Mathematics Education (BMA)
Physical Education (PET)
Elementary (BPE)
Secondary (BPS)
Wellness (BPW)
Science Education (SCE)
Biology (BSB)
Chemistry (BSC)
Physics (BSY)
Social Science Education (BSS)
Special Education
Behavior Disorders (BBD)
Mental Retardation (BMR)
Specific Learning Disabilities (BLD)
Varying Exceptionalities (5 yr. Program) (BVE)

College of Engineering:
Chemical Engineering (ECH) (B.S.C.E.)
Civil Engineering (ECE) (B.S.C.E.)
Environmental Engineering (ENV) (B.S.C.E.)
Computer Engineering (ECN) (B.S.C.E.)
Computer Science (ECO) (B.S.C.E.)
Electrical Engineering (ELE) (B.S.)
Engineering, General (EGU) (B.S.)
Engineering Science (EGC) (B.S.E.)
Industrial Engineering (EIE) (B.S.E.)
Information Systems (IFS) (B.S.)
Mechanical Engineering (EME) (B.S.)

College of Fine Arts:
Art (ART) (B.A.)
Art History (ART) (B.A.)
Art Education (AED) (B.A./B.S.)
Dance (DAN) (B.A.)
Dance Education (DNE) (B.S.)
Dance Performance (DFA) (B.A.)
Dance Studies (DAS) (B.A.)
Music (MUS) (B.M.)
Composition (MUC) (B.M.)
Jazz Composition (JMC) (B.M.)
Jazz Performance (JMP) (B.M.)
Performance (MPF) (B.M.)
Piano Pedagogy (MPB) (B.M.)
Music Education (MEU) (B.A./B.S.)
General (MEG) (B.A./B.S.)
Instrumental (MI) (B.A./B.S.)
Voice (MEV) (B.A./B.S.)
Theatre (TAR/FA) (B.A./B.F.A.)
Arts (TAA) (B.A.)
Design (TAD) (B.A.)
Performance (TAP) (B.A.)
Theatre Education (TAE) (B.A.)

College of Nursing (B.S.):
Nursing (NUR)
Nursing (Registered Nurse) (NUR)

Academic Minor
In addition to major programs, many departments offer an academic minor that requires approximately one-half the upper-level 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. A minimum of 8 semester hours of credit used to satisfy the requirements of a minor must be from USF courses.
2. A student desiring a minor must have a major in a different program.
3. USF coursework for a minor must have a GPA of at least 2.0.
4. Only an undergraduate degree-seeking student at USF is eligible for a minor.
5. 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 undergraduate coursework at the University and applying for the certification.

USF offers curricula leading to an academic minor in the following fields:

**College of Arts and Sciences:**
- Africana Studies
- African Studies
- African-American Studies
- American Studies
- Anthropology
- Communication
- Criminology
- Economics
- English: Creative Writing
- English: English and American Literature
- English: Professional-Technical Writing
- French
- Geography
- Geology
- German
- Gerontology
- Greek
- History
- Humanities
- Interdisciplinary Classics
- International Studies
- Italian
- Latin
- Linguistics
- Mass Communications
- Mathematics
- Modern Greek
- Philosophy
- Physics
- Political Science
- Psychology
- Religious Studies
- Russian
- Sociology
- Spanish
- Women's Studies
- Women's Studies: Women of Color

**College of Business Administration:**
- Business Economics
- Finance
- General Business Administration
- International Business
- Management
- Management Information Systems

**College of Fine Arts:**
- Art
- Dance
- Music
- Theatre

**Student's Choice of Catalog**

In order to graduate from USF, 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 USF, "continuous enrollment" is defined as enrolling as a degree seeking student at least one term each twelve month period. 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.

USF's 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. (See Repeat Course Surcharges.)

**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 advisor 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.

*Note that those students who complete the requirements for a second major must be aware that they will not receive a second degree.

**Two Degrees (USF Students)**

A student at USF may receive two baccalaureate degrees provided he/she meets University graduation requirements for both degrees. In addition to the minimum 120 semester hours that apply toward the first degree and include at least 60 semester hours from a baccalaureate institution, the student must also earn at least a minimum of 30 semester hours in an on-campus USF undergraduate courses that will apply toward the second 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 USF undergraduate courses to apply toward his/her second baccalaureate degree. Students must also meet the University's regular graduation requirements, including the 9 semester hours of Exit Requirements, as well as the requirements of the college awarding the degree and the residency requirements.

**Availability of a Baccalaureate Degree for Students Enrolled in 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 advisor in the five-year program and an advisor in the baccalaureate-level program and
with the approval of the college dean(s) offering the program(s), 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 Arts and Sciences (see College of Arts and Sciences).

Application for Graduation

In order to graduate, a student must submit an application for the bachelor's degree, graduate degree, or associate of arts certificate to the Office of the Registrar. This application must be submitted in the term of expected graduation by the deadline noted in the academic calendar. If a student applies for graduation and is not approved, a new application for degree must be submitted by the deadline in a new term. In order for the degree statement to appear on a student's academic record, the student must file the aforementioned application whether or not participation in the commencement ceremony is desired.

The application for the bachelor's degree is available from the student's college advising office. The application for a graduate degree is available from the Office of the Registrar or the student's college advising office. The application for an associate of arts degree is available from the Center for Academic Advising in Academic Support and Achievement.

The application must first be certified (signed or stamped in the section, "Office Use Only") by the student's college (Center for Academic Advising for the A.A. degree). The college retains one copy, and the student must submit the remaining copies to the Office of the Registrar prior to the graduation application deadline. Inquiries concerning approval or denial of graduation should be made to the appropriate college or to the Center for Academic Advising in Academic Support and Achievement.

It is the student's responsibility to clear all "I" grades (incomplete) in 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; and
3. Have no "I" grade in required courses.

For purposes of honors recognition at the ceremony, students must have a 3.500 GPA before the term in which they plan to graduate to have honors recognized publicly at the commencement ceremony.

Honors at Graduation

A baccalaureate candidate must first have an overall GPA for all work attempted at USF on the standard grading scale of a 3.500 or higher to be considered for honors. In addition, transfer students and USF students who have post-secondary work elsewhere to be eligible for honors must have a GPA of 3.500 or higher when combined with all work attempted at other institutions (including developmental classes). The forgiveness policy at USF or other institutions will not be applicable in computing the GPA for honors nor are plus/minus grades awarded at other institutions.

Candidates with a GPA of 3.500 but below 3.710 shall receive a diploma designation of cum laude (with honor).

Candidates with a GPA of 3.710 but below 3.900 shall receive a diploma designation of magna cum laude (with higher honor).

Candidates with a GPA of 3.900 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.

Please note, for purposes of honors recognition at the ceremony, students must have a 3.500 GPA before the term in which they plan to graduate to have honors recognized publicly at the commencement ceremony.

Commencement

Commencement ceremonies at USF (Tampa) are held three times a year: Fall, Spring, and Summer. To receive information regarding the Commencement ceremonies, students must submit an application to graduate. Information regarding the ceremony will be mailed to the students during the term in which they should participate. If information is not received, the student should contact the Office of the Registrar. Graduate students (masters, specialists, and doctorates) will not participate in commencement exercises until all requirements for such degrees have been fulfilled.

Certification Requirements

Associate of Arts

Upon the student's successful completion of the minimum requirements for the Associate of Arts Certificate, the University will present the student who has properly made application with an appropriate certificate.

1. To receive the Associate of Arts, the student must complete 60 semester hours of university credit; at least twenty of the last thirty semester hours must be completed in residence at USF; the minimum grade point average must be 2.0 based on work attempted at the USF; in addition, a transfer student must have a GPA of 2.0 or higher when combined with transfer work accepted and evaluated by the USF Office of Admissions; and the General Education Requirements of USF must be satisfied. Physical Education and military science credits do not count within the 60 semester hours toward the Associate of Arts. In addition the student must present a score (passing score after August, 1994) on the College-Level Academic Skills Test and fulfill the writing and computation course requirements of 6A-10.030 prior to receiving the Associate of Arts Certificate.

2. Application Procedure for the Associate of Arts Certificate. The Application for an Associate of Arts Certificate can be obtained from the Center for Academic Advising prior to the application deadline. The deadline to apply for a degree in each semester is stated in the Academic Calendar in the catalog.

3. The Associate of Arts certificate must be awarded prior to the term that the student becomes eligible for the baccalaureate degree.

4. Final processing for the Associate of Arts will be done after grades are processed at the end of the semester for which the student applied. All work, including transfer work, taken in that semester will be evaluated with respect to the requirements for the Associate of Arts Certificate.

5. Any incomplete grades shown on the permanent record of an Associate of Arts applicant at the time grades are processed will be treated as F in the calculation of grade point average.

6. The General Education Requirements will be based on the approved University policy in effect in the catalog year the student chooses to graduate. The student chooses according to the University policy regarding the choice of catalog. The consideration of whether or not General Education Requirements are met will be made without consideration of the student's choice of catalog.

7. Residence credit will be broadly defined to include USF sponsored student exchange programs and the University of Florida Correspondence Division. Correspondence courses from these institutions, except those earned through the University of Florida Correspondence Division, are recorded on the
permanent record at USF, and included in the grade point average calculation, they will also be counted in the student's grade point average as work attempted at USF for the Associate of Arts Certificate.

8. An applicant who has not been enrolled at USF for three semesters may be contacted to ascertain whether or not that applicant meets the residency requirements.

9. In approving any application for the Associate of Arts Certificate, satisfactory/unsatisfactory grades will be accepted according to the approved University policy in effect during the terms of the student's enrollment without regard for the student’s declared major. Students must be aware that if they have taken any courses on a satisfactory/unsatisfactory basis where such grades are not acceptable by the college of the major, the students may be required to repeat particular courses for a traditional letter grade or take additional courses for a traditional letter grade to meet the college requirements.

10. All USF colleges with undergraduate programs will accept the Associate of Arts from USF. That is, the student will be placed at least, at the junior level and will be considered to have met the University’s General Education Requirements. The applicability of the courses taken by the student toward his/her major program will be determined by the college of the student’s major. Similarly, any special requirements for a student’s professional certification (e.g., Education and Engineering) are not necessarily met by the Associate of Arts certificate, but could be included as part of the General Education Requirements. Thus, students should check with their colleges concerning meeting any special requirements in an efficient manner.

11. The awarding of the Associate of Arts is posted on the permanent record but does not alter the calculation of the grade point average nor does it interrupt the accumulation of the student’s record.

12. Students who follow a baccalaureate degree program as recommended by a college will not necessarily be eligible for the Associate of Arts certificate prior to the completion of 90 semester hours.

**Student Records Policy**

Pursuant to the provisions of the Family Educational Rights and Privacy Act (FERPA; 20 USC Par. 1232g), 34 CFR Par. 99.1 et seq, Florida Statutes Sub. Par. 228.093 and 240.237 and USF Rule 6C4-2.0021, Florida Administrative Code, students have the right to:

1. Inspect and review their education records
2. Privacy in their education records
3. Challenge the accuracy of their education records
4. Report violations of FERPA to the FERPA Office, Department of Education, 400 Madison Avenue, SW, Washington, D.C. 20202 and/or bring actions in Florida Circuit Court for violations of Rule 6C4-2.001, Florida Administrative Code.

Copies of the University’s student records policy, USF Rule 6C4-2.0021, may be obtained from:

- University Registrar or USF Agency Clerk
- SVC 1034
- Office of the General Counsel
- 4202 Fowler Avenue
- Office of the Registrar
- 4202 Fowler Avenue -ADM 254
- Tampa, Florida 33620
- Tampa, Florida 33620

**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 USF (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, full- and part-time status, and the most recent previous educational agency or institution attended, and other similar information.

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 the public, as well as to students, faculty, and staff.

Students must inform the USF Office of the Registrar in writing (forms available for that purpose), if they wish directory information to be withheld. Such requests must be received within the first two (2) weeks of the semester and will remain in effect until the student has not been enrolled at USF for three (3) consecutive terms.

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.
Special Academic Programs
USF/Florida Public Community College
Cross Enrollment

Some undergraduate students may find it advantageous to complete all or a Florida public community college while attending USF. Procedures to permit this type of registration are available during specific times printed in the University Schedule of Classes. 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 advisor. The grade point average will not transfer to USF. See a USF college advisor for detailed registration instructions and course approval.

Transient Students

USF degree-seeking students who wish to enroll at another regionally-accredited institution MUST HAVE PRIOR WRITTEN APPROVAL from their college academic advisor to receive credit for courses taken. The transient student/cross enrollment form should be used for this purpose.

College Level Examination Program (CLEP)

USF grants credit for partial fulfillment of the Liberal Arts General Education 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 and community colleges 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. 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 1102
   Mathematics MAC 2102 and MGF 2202

2. Transfer students from SUS or Division of Community College institutions must have scores or CLEP credit posted on their transcripts to receive CLEP credit at USF. Transfer students from non-SUS or non-Division of Community College institutions must have scores which meet the State Board of Education minimum score standards posted on official transcripts. The receiving college will determine, based upon guidelines, the applicability of these credits to the student's (baccalaureate) degree requirements.

3. 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.

4. CLEP Examinations (General or Subject) for English do not satisfy the writing requirements for SBE 6A-10.030, although they do provide credit for the appropriate English courses.

5. CLEP General/Subject Examinations in mathematics, calculus, college algebra, trigonometry satisfy the semester hours of mathematics required (College Algebra or above) for SBE 6A-10.030.

6. CLEP credit does not count toward academic residency. Applications for and additional information on CLEP are available in the Office of Evaluation and Testing.

Advanced Placement Credit Program

USF 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 or 5. No credit is allowed for scores of 1 or 2. Additional information is available in the Office of Evaluation and Testing.

Independent Study

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, periodic class attendance, term papers, etc.

Not all courses in the University may 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.

College Reach-Out Program

College Reach-Out is an academic program designed for low-income and educationally disadvantaged junior and senior 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 to prepare students to meet high education requirements established for admission to colleges and universities. Tutoring services are provided to enhance students' academic skills.

The program is structured to provide counseling in personal, social, academic, educational, career opportunities, and a summer enrichment program. Admission requirements are listed as follows:

1. Family income must meet federal and state guidelines.
2. Students must have completed the 8th grade.
3. Students must have a 2.0 grade average in English, mathematics, history, and science.
4. Students must attend schools in Hillsborough County.

Applications should be forwarded to the College Reach-Out Program, HMS 497 or 499, USF. Information may be obtained by calling (813) 974-3713.

Enrollment in Evening Courses

Evening courses at USF 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 evening registration dates and times.

Community Experiential Learning Program

The Community Experiential Learning (CEL) Program offers students the opportunity to explore the relationship between their classroom learning and the broader community. With faculty guidance, students design their own community experiences and receive credit for the work they perform during the term. The community can be as close as a neighborhood just beyond the campus or on the other side of the world.

Students may participate in the CEL Program at any level during their academic career. Good standing at the University and a 2.0 GPA is required for acceptance into the Program. CEL courses are offered throughout the year. Students should plan their CEL projects during the term prior to their implementation.

State University System, External Degree Program

Bachelor of Independent Studies (BIS)

The Bachelor of Independent Studies Program is available through participating state universities in Florida. The universities currently involved are the Florida International University,
Florida State University, the University of Florida, the University of North Florida, and the University of South Florida.

Founded in 1968, the external degree program is for adults who find it difficult to attend regular university classes because of career or family commitments. The BIS student proceeds at his/her own pace and, for the most part, in his/her own setting. The exception is the summer seminars which require periodic, short-term campus residence.

The administration office for the Program is located on USF's Tampa Campus. For detailed information, see the College of Arts and Sciences.

State University System Correspondence Courses

The University of Florida’s Department of Independent Study by Correspondence administers all correspondence instruction for Florida’s State University System (SUS). Over 150 college credit, high school credit and continuing professional education courses are available anytime, anywhere through regular mail or fax. In many cases, students also have the option to e-mail their assignments to the instructor.

Enrollment in all courses is possible at any time of the year; however, prior approval of an advisor is needed if a course is to be used toward a diploma or a degree.

For a FREE brochure, please contact: Department of Independent Study, 2209 NW 13th Street, Suite D, Gainesville, FL 32609-3498; (352) 392-1711, ext. 200; or e-mail: Learn@nervm.nerdc.ufl.edu. Be sure to check out the home page: http://www.doe.ufl.edu/indstudy.

USF considers independent study by correspondence as resident credit. Grades are not transferable. Exception: grades for courses taken by Cooperative Education students while on a training period are transferred and will be used in computing the USF GPA.

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 guidelines.
2. Applicant should be a potential first-generation college student.
3. Student must have completed the 9th grade and presently be enrolled in the 10th or 11th grade in an accredited high school.
4. GPA must be 2.0 ("C") or above in basic pre-college courses.
5. Attend weekly scheduled tutorial sessions.
6. Attend six-week summer residential component on the USF Tampa Campus.

Applications should be forwarded to Director, Project Upward Bound, USF.

International Student Exchange Program (ISEP)

USF maintains cooperating programs for the exchange of undergraduate students with various universities in England, France, Scotland, Australia, Israel, Sweden, Japan, Korea, Russia, Wales, and Mexico. These exchanges are provided through the International Student Exchange Program (ISEP). Because new schools are continuously added to the ISEP, an updated listing of exchange universities is available from the ISEP office.

It is much less expensive to attend a foreign university on exchange than it would be on one’s own. Costs approximate those at USF. Decisions about covered charges and services are based upon cooperating contractual agreements. There is a deposit of $250.00 for international exchange, which is refunded only if a qualified applicant cannot be placed. While on exchange, students are considered to be enrolled full-time for all purposes including financial aid. Duration of exchange can be a full year or one semester depending on the specific exchange agreement.

A minimum 2.5 (3.0 for some institutions) cumulative GPA is required for exchange. It is recommended, though not required, that students exchange during the sophomore or junior years. Courses and grades earned on exchange are accepted and entered into the USF record (transcript) and grades earned on exchange are merged into the USF GPA.

Students who wish to exchange in the Fall are advised to apply by March 1. Students wishing to exchange in the Spring are advised to apply by September 15. The number of placements is limited, so early application is desirable. The date of application (as well as year in college, scholastic record, etc.) carries considerable weight in situations where demand exceeds supply. The ISEP office maintains a library of materials about the universities cooperating with USF.

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 University of South Florida as well as by many other U.S. colleges and universities, national educational organizations, and foreign institutions of higher learning.

* The following overseas study programs are administered by USF under the auspices of the Overseas Study Programs Office of the International Affairs Center (located in CPR 468).

   * One, two, three months or longer programs in Paris, Tours, and in Aix-En-Provence or Avignon, France. An intensive program in French culture is offered in June or July, which combines lectures, on-site visits and day-long excursions.
   * A four-week summer program of Italian language and culture located at Perugia, Italy in conjunction with the Italian University for Foreigners.
   * A four-week summer program of study of Spanish language and culture centered in Madrid, Spain, with a study tour to Barcelona or Andalucia.
   * A year-round program in San Jose, Costa Rica in collaboration with the Forester International Institute. This flexible program of Spanish study offers intensive courses from two weeks to three months.
   * A summer program in Mexico offered in collaboration with the University of the Americas in Cholutla, Mexico. It provides participants with an opportunity to study Spanish language, Mexican culture and to visit many archeological sites.
   * A summer program in photography or art history conducted in Paris, France. (Class alternates each year.)
   * A three-week to eight-week summer program in German language and culture in Berlin.
   * A six-week summer program in Russian language and culture in Moscow, Russia.
   * A two, three, or four-week international summer school program at Cambridge University in England.
   * And approximately 3 dozen semester and summer academic programs in more than 25 countries available through USF's membership in the College Consortium for International Studies (CCIS).

New study abroad opportunities are added each year. In addition to residential programs, USF offers a variety of short-term study-tour programs managed by the Overseas Study Programs Office (CPR 468.). These programs include classroom study on the Tampa campus prior to the travel segment. Recent programs have focused on Africa, the Caribbean, South America, France, Germany, Ireland, and Tahiti/Morocoo.

The programs described in this section are approved study-abroad programs and all carry USF credits. The University of South Florida also offers reciprocal exchange programs for students in the following countries: Australia, Brazil, China, Costa Rica, England (10 universities), Estonia, France (6 universities), Israel, Italy, Japan, Korea, Mexico, Netherlands, Russia, Scotland, Spain, Sweden, Venezuela, and Wales.
A sampling of residential or study-travel programs offered by other universities in the SUS follows:

- Administered by Florida A & M University: study and exchange programs to Haiti, Jamaica and Sri Lanka.
- Administered by Florida Atlantic University: study and exchange programs to Australia, China, Denmark, Finland, Lithuania, Poland, and Russia.
- Administered by Florida International University: study and exchange programs to the Bahamas, the Czech Republic, France, Germany, Mexico, and Sweden.
- Administered by Florida State University: study and exchange programs to Australia, Barbados, Costa Rica, Eastern Europe, Italy, Korea, Switzerland, and England.
- Administered by the University of Central Florida: study and exchange programs to Austria, Canada, Chile, China, Korea, Russia and Switzerland.
- Administered by the University of Florida: study and exchange programs to Denmark, England, Finland, Germany, Greece, Italy, Japan, Mexico, Sweden, Taiwan and Venezuela.
- Administered by the University of North Florida: study and exchange programs to the Czech Republic, England, France and Ireland.
- Administered by the University of West Florida: study and exchange programs to Austria, Canada, Costa Rica, Germany, Israel, Japan, Norway and Taiwan.

Students who plan to participate in study abroad programs should consult their departmental advisors to determine whether the courses that they plan to pursue will be acceptable for meeting degree requirements.

Information about these and other programs, as well as advising on study abroad, may be obtained from the Overseas Study Programs Office in CPR 468, 974-4314; e-mail: jhale@lang.usf.edu.

Florida College Exchange Program

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

Costs for students under these cross enrollment plans are based on credit hours of work taken, and payment is made to the participating university in accordance with its per-hour fee rate.

Florida College students enjoy full privileges of the state-wide articulation agreement and of USF transfer student policies, such as academic salvage and full acceptance of the Associate of Arts degree.

Washington, D.C. Internship Program

All USF undergraduates seeking to live and learn in the nation's capital are eligible to apply for the Washington, D.C. Internship Program. Students participate in either the fall, spring or summer semesters and can earn course credit. Study in Washington, D.C. consists of two major components: (1) working 35 hours per week at your selected internship and, (2) taking one seminar which meets once per week. Opportunities for internships are not limited to government positions, but include a vast array of non-profit and for-profit options.

In conjunction with the Washington Center located in Washington, D.C., students are housed in a conveniently located apartment complex within walking distance to public transportation (the Metro). The Washington Center also provides a student lecture series and a number of special events (e.g., breakfasts with Members of Congress, cultural events at the Kennedy Center). The costs of the program vary depending upon your date of attendance. Generous scholarships are available.

Applications for the program can be obtained in the Department of Government and International Affairs, SOC 352. For details on the USF Washington, D.C. Internship Program, please contact Dr. Lynn Dunn Tenpas, Faculty Liaison for the Washington, D.C. Internship Program, 4202 East Fowler Avenue, SOC 107, Tampa, FL 33620-8100 or call 813-974-0830.

Academic Services and Support

EDUCATIONAL OUTREACH

Educational Outreach provides access to the University experience through credit courses and noncredit programs using a wide variety of delivery systems, formats, content and scheduling options. These offerings provide personal and professional development opportunities for individuals, promote workforce development through customized training, and enable students constrained by time and/or place to meet their educational goals. Educational Outreach advances USF's teaching, research and service missions by supporting faculty, students and the programs in which they enroll, both on- and off-campus. Visit our website at http://www.outreach.usf.edu.

Educational Outreach supports the teaching and learning process for distance and residential instruction through its Distance and Technology Mediated Learning (DTML) unit. Services are organized around four primary areas of support: faculty, students, courses, and classrooms.

Distance Learning Faculty Support helps faculty incorporate a range of instructional technologies to enhance the learning experience of the students. This support involves course production and development assistance for web-based instruction, videoconferencing, two-way video/audio courses, telecourses, videotaped courses, one-way video/two-way audio instruction, and classroom instruction. These applications of technology expand access for students constrained by time and/or place.

Educational Outreach provides additional faculty support through its participation in USF's Teaching, Learning and Technology Roundtable (TLTR) and VITAL (Virtual Instructional Technical Laboratory) for the Advancement of Learning.

Distance Learning Student Support provides registration, invoicing, and materials distribution services for students enrolled in USF's distance learning and off-campus courses, including PACE (Program for Adult Credit Education). These students may be remote learners in technologically delivered distance learning or off-campus face-to-face instruction, or those whose schedules and lifestyles make it difficult to enroll in traditionally formatted courses. This support unit serves students at participating corporate and community sites, as well as individuals in distributed learning programs. Students have easy access to information through the USF Distance Learning Catalogue, a comprehensive institution-wide listing of courses. (To request a catalogue, please call 813/974-2996 or send e-mail: distance@usf.edu).

Distance Learning Course Support provides network services and coordination for USF's distance learning infrastructure, including the Instructional Television Fixed Services (ITFS) network and other broadcast video systems, videoconferencing, Open University (in conjunction with WUSF-TV), and satellite uplink/downlink capabilities. Support is provided for courses delivered to corporate and other educational sites, as well as courses delivered to individuals through asynchronous models of instruction. Some of these courses are collaborative efforts with other SUS institutions, expanding students' options by sharing instructional resources.

Technology in the Classroom Support includes delivery, set-up, and maintenance of audiovisual equipment; management of a multi-media distribution system; and graphic design support to help faculty communicate and display ideas and concepts through print-based media and computer-generated displays. This comprehensive service model includes traditional audiovisual equipment, such as overhead projectors, slide projectors, and VCR's and more recent additions to the classroom, including computer projection systems and digital cameras. Automated sound/lighting/audiovisual systems are being introduced to selected classrooms, giving faculty greater control over their educational environment and enhancing the teaching and learning process.

PACE (Program for Adult Credit Education)

Program for Adult Credit Education (PACE) offers credit courses for adult and non-traditional students. Methods of delivery include, but are not limited to: off-campus classes
offered with instructors coming to the site, concentrated classes offered in one or two weeks, weekend classes, and Internet courses. These courses complement USF’s Distance Learning offerings, enhancing access for students constrained by time and/or place.

PACE enables USF to respond quickly and flexibly to meet the region’s professional educational needs, e.g., licensure or certification. PACE also works with area businesses, school boards, and organizations to offer credit courses to their employees, often by contract with a sponsor.

All courses delivered by PACE are listed in the USF Undergraduate or Graduate Catalog and are taught by USF instructors. Students in PACE programs must meet all USF admissions, academic standing, and graduation requirements. All registration is handled through PACE. Textbooks are delivered to off-campus sites or made available at convenient locations.

Payment for PACE courses is made directly to PACE, usually by mail. Costs are ordinarily a bit higher than regular Tampa Campus rates to cover additional expenses incurred in coordinating and offering a largely off-campus program. VISA and MasterCard are accepted by phone or in person on campus (but not at off-campus locations) as payment for course fees.

For details, contact the University of South Florida, 4202 East Fowler Ave., SVC 1072, Tampa, FL 33620-6910; e-mail: pace@dtml.usf.edu or 813/974-2996.

Open University (O.U.) Courses Via Television

The Open University offers credit courses via USF-TV, Channel 16, for the Tampa, St. Petersburg, Sarasota, Lakeland campuses and their surrounding areas.

Some of the courses are available only on audio or video tapes. This method of instruction is especially convenient for those students who cannot attend on-campus due to work/home responsibilities or transportation difficulties. Some courses are recorded and others are taped on a student’s portable equipment. These tapes can be used as elective credit for most degree programs. Students should check with the department of their college major for clarification. Registration dates/times coincide with the University’s registration periods. A complete list of Open University classes is in the Schedule of Classes. Or, visit the Open University’s web page at http://www.outreach.usf.edu.

Courses have on-campus sessions or web-based modules for orientation, reviews and student interaction components. The majority of review sessions are videotaped and available for viewing in the Open University office during office hours in Tampa. The majority of Open University courses DO NOT have a mandatory first day attendance policy.

Most Open University telecourse programs are broadcast over cable systems in Tampa and Hillsborough County. Some courses are broadcast over the Tampa Educational Consortium at (813) 254-1072, Tampa, FL 33620; fax: (813) 974-5201. For additional information, contact the University of South Florida, 4202 East Fowler Ave., SVC 1072, Tampa, FL 33620-6910; e-mail: pace@dtml.usf.edu or 813/974-2996

www.outreach.usf.edu. Textbooks and materials for courses may be purchased at the Tampa campus bookstore in the YOU section.

For more information call the Open University office at (813) 974-2864 or the 24 hour University information hotline at (813) 974-3063.

Continuing Education

Educational Outreach, through its Continuing Education unit, provides personal and professional development opportunities for individuals and promotes workforce development through customized training programs for businesses and organizations. In 1996-97, more than 14,000 people were served through a wide variety of noncredit and credit programs. Primary programming divisions include: Community Music, Conferences and Institutes, Lifelong Learning, Mediation Institute, and Senior Programs.

Division of Lifelong Learning

The Division of Lifelong Learning provides open enrollment college-level education courses and services for workforce education, professional development, and personal growth. Courses are noncredit and offer instruction in writing and communication skills, foreign languages, computer applications, visual and performing arts, test preparation, and personal development. The Division also offers specialized certificate programs and pre-college programs for youth. Various educational programs (workshops, seminars, and short courses) are scheduled throughout the year in conjunction with the Colleges and Departments of the University. The programs vary in length from one day to one year, and the subject matter is concentrated as needed for the group being served.

The Division of Lifelong Learning also develops programs for workforce development in business and industry, government, and the community. A variety of instructional methods assures maximum educational effectiveness and encourages individual participation. Distinguished faculty from USF and national and international resource persons serve as consultants, instructors, and facilitators in the programs.

The Continuing Education Unit (CEU) is awarded to participants who successfully complete programs that are sponsored by the Division and approved by the appropriate academic unit. Transcripts indicating awarded CEUs are available on written request.

Professional program coordinators provide program planning, budget preparation and evaluation, and are available to assist organizations, both within the University and in the local community, in developing programs consistent with the needs of the group and the overall educational objectives of the University.

The Florida Center for Writers, a joint project of the Department of English and the Division of Lifelong Learning at USF, was established to foster an appreciation of literature and to help writers of all levels master their craft. The Center sponsors the annual Florida Suncoast Writers’ Conference and Workshop, offering classes in writing, the publication of Sunscripts: Writing from the Florida Suncoast Conference and Workshop, and various lectures and readings.

For more information, contact the Division of Lifelong Learning, Educational Outreach, University of South Florida, MH 116, 13301 Bruce B. Downs Blvd., 33612; 813/974-5201.

Mediation Institute

The USF Mediation Institute provides Florida Supreme Court approved courses used for certification in family and circuit civil mediation. In addition, the Mediation Institute provides educational programs that incorporate conflict resolution skills in parenting classes for divorcing families; juvenile dependency mediation; orientation materials for mediating parties; advanced mediation training; and assistance in developing training programs in emerging areas of conflict resolution through mediation.
For further information, contact the USF Mediation Institute, Educational Outreach, 13301 Bruce B. Downs Blvd., MHH 116, Tampa, FL 33612-3899.

Community Music Division
The USF Community Music Division is a full-service community music school and a member of the National Guild of Community Schools of the Arts. Utilizing facilities of the School of Music, the Division also uses music facilities in selected area schools and brings quality music instruction to various neighborhoods. The Division provides non-credit instruction for children and adults in both private and group settings. The school year is divided into two semesters of fourteen weeks each plus a summer session. Programs range from pre-school music classes through adult private instruction.

Dedicated to providing the highest quality musical instruction, the Division has a talented teaching staff comprised of musicians active as both teachers and performers. These include Florida Orchestra members in addition to leading community-based music teachers and free-lance musicians. For details, contact the USF Community Music Division, 13301 Bruce B. Downs Blvd., MHH 116, Tampa, FL 33612-3899. Phone 813/974-5792.

Division of Conferences and Institutes
As a unit of Educational Outreach, the Division of Conferences and Institutes plans and implements continuing education programs such as conferences, seminars, workshops, symposia and institutes for University units and external sponsors. The Division provides comprehensive program management services including program development/planning, financial management, registration, logistical support, site management, online registration and billing. Over 6,000 people participated in DCI programs during the 57-97 academic year. The Division is committed to excellence in services and the enhancement of continuing education opportunities for constituents. Programs assisted by the Division are educational in nature, complementary of the University's mission, nonproprietary and approved by appropriate University units.

For additional information about developing programs or learning about upcoming programs, contact the Division of Conferences and Institutes, Educational Outreach, USF, 13301 Bruce B. Downs Blvd., MHH 116, Tampa, FL 33612-3899. Phone 813/974-5792; fax 813/974-5792; e-mail laura@conted.usf.edu.

Division of Senior Programs
The Division of Senior Programs initiates and coordinates programs for adults at retirement age. Many of these programs are planned in conjunction with seniors who play an active volunteer role in facets of the programs. Programs include:

Senior Citizen Tuition Waiver Program: Florida residents who are 60 years of age or older by the first day of a respective semester may take certain undergraduate or graduate courses on a space available basis without paying tuition. Academic credit is not awarded, examinations are not required, and grades are not given. An orientation-registration is held at the beginning of each semester. Peer advisors are available for advising.

SeniorNet: An international, non-profit organization, SeniorNet is for seniors age 55 and over who are interested in learning to use computers. Members who join SeniorNet share and exchange knowledge and interest with members through an online network. Members may take courses taught by senior volunteers with extensive computer experience. Courses and fees are described in information sent to seniors who ask to be on a SeniorNet mailing list.

Learning in Retirement Institute: As an outgrowth of Elderhostel, the Learning in Retirement Institute builds on the motivations and experiences of adults in retirement as they continue learning, expanding their horizons and enhancing their personal development. Learners develop intellectually stimulating educational programming within an organizational structure which distinguishes the Institute as an educational community of older learners. Learners must be members of the Institute and pay fees for study groups each semester. Membership information, study groups and study group leaders are described in information available to seniors who request inclusion on the LIR mailing list.

Other programs and courses are offered each term. For details on all Senior Programs, or to be placed on our mailing list, contact Division of Senior Programs, USF, 13301 Bruce B. Downs Blvd., MHH 116, Tampa, FL 33612-3899; e-mail lee@conted.usf.edu or call (813) 974-2403.

The English Language Institute
- College of Arts and Sciences
The English Language Institute offers intensive English as a Second Language (ESL) to non-native speakers of English. Students are given a placement test upon registering for the program. This test determines the proficiency level into which the student is placed, ranging from elementary, low-intermediate, high-intermediate, to advanced pre-university ESL. Students attend non-credit classes 25 hours a week. The curriculum includes training in 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 ELI 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.

The cost of the program is $2,485.00 per semester. There is an additional non-refundable $50.00 application fee.

For complete details, contact the English Language Institute, USF, Tampa, FL 33620, or call (813) 974-3433; fax (813) 974-2768.

THE USF LIBRARY SYSTEM
The six libraries of USF consist of the three libraries of the Tampa campus: Tampa Campus Library, Health Sciences Library, Florida Mental Health Institute Library; Nelson Poynter Library at the St. Petersburg Campus; Jane Bancroft Cook Library at the New College/Sarasota Campus; and Polk Community College in Lakeland. The System provides access to information resources to fulfill the instructional, research, and artistic needs of students, faculty, and staff of USF. In addition, the System also has a responsibility to serve the educational, cultural, business, and professional information needs of the citizens of USF's service area and the national academic community.

The USF library system contains over 1,500,000 volumes, and the SUS libraries together contain over 10,000,000 volumes of information resources. Books and periodicals are cataloged and arranged on open shelves using the Library of Congress Classification System. Books may be checked out with a valid university privilege. Periodicals may not be checked out.

Library User Information Service (LUIS), the online catalog, may be searched by author, title, subject, and keyword to identify the library's holdings. LUIS contains records for the USF libraries, all ten SUS libraries in Florida, online catalogs worldwide, and serves as a gateway to over 140 periodical and full-text databases. Workstations located in various USF libraries provide access to the online catalog. Remote access to the online catalog is also possible through any campus workstation linked to the USF mainframe, via dial-in procedures or the World Wide Web.

Regional Exchange Center (REC) service can obtain materials from other USF campus libraries upon request. Thus, students and faculty have access to resources beyond the on-site collections at each campus. REC forms are available at reference and circulation services desks.

More information about the USF Library System, including the new Virtual Library and statewide library services to dis-
Tampa Campus Library

Central to the philosophy of the Tampa Campus Library is the view that the people it serves are equally as important as the books on its shelves. Students are encouraged to become familiar with the collection, to master the techniques of using it, and to achieve a familiarity with information resources that will carry over into later life.

The Tampa Campus Library contains a collection of more than 960,000 volumes, 4,500 periodicals, and 2 million microforms of all types to support a broad range and depth of faculty and student research, as well as personal knowledge and cultural advancement.

Reference Collection: The Reference Collection is located on the first floor of the Tampa Campus Library. Reference librarians assist students and faculty with both electronic and print resources. The Reference Collection consists of over 40,000 volumes including encyclopedias, dictionaries, indexes, and abstracting services. Reference librarians present library orientation sessions as well as subject specific lectures. Access to electronic information includes LUIS and the Web version called WebLUIS, the online catalog for USF and the other nine state universities; over 140 databases; full-text material and document delivery service; over 5,000 CD-ROM databases; and Web database and Web delivery. CALL/USF, the fee-based information service for community users, offers borrower’s cards, document delivery, and customized research.

Periodicals Collection: The Periodicals Collection is located on the second floor with service provided at the Periodicals Information Desk and the Copier Assistance Desk. The collection contains more than 4,500 current periodicals and selected newspapers from Florida and major cities in the U.S. and foreign countries. A large collection of periodicals and newspapers in microfiche and microfilm are also located in the Periodicals Microform Room. LUIS and Internet workstations provide access to full-text databases and electronic journals. Also located here is a fee-based copy service as well as self-service photocopying equipment.

Government Documents: The Library is a selective depositary for U.S. and Florida government publications, maintains a U.S. patent depository, and acquires United Nations committee reports on microfiche. The documents collection, which is housed in the lower level of the Library, contains over 2.5 million items, including a wide variety of materials in print, microform, and electronic format. The collection is augmented by the acquisition of selected publications of other public agencies, selected reference tools, and other specialized indexes and finding aids. Assistance with the location and use of government publications is provided at the Documents Information Desk.

Special Collections: The fourth floor Special Collections Department houses the library’s rare books, maps, documents, manuscripts, and the University Archives. With more than 1 million items, the Department contains a number of nationally significant research resources, including the papers of Florida’s governors, congressmen, and other key leaders. Other important collections include the nationally recognized Children’s Book Collection, the NationsBank Black Sheet Music Collection, and the extensive holdings of mutual aid societies and insurance historical materials. These rich resource items are shelved on the third through fifth floors and can be checked out at the service desk. The Library uses an automated circulation system which facilitates easy and quick check out of books. A statement of the Library’s circulation policy is available at the Access Services desk on the first floor.

Library Media Center and Lab: The Library Media Center (LMC) provides media materials for instruction, research, and curriculum support. Videocassettes, sound recordings, slides, transparencies, kits, and other audio-visual formats as well as music scores are available for loan. The LMC Lab provides equipment to utilize all media in the collection, including large projection screen multimedia classrooms. The LMC houses media supporting distance learning programs, including the Open University, Engineering FEEDS, and the Instructional Television Fixed Service (ITFS).

Instructional and Open-Use Labs: The Library supports three state-of-the-art labs of networked workstations. Two labs, located on the second and sixth floors, are reserved for library instruction. The third lab, located on the first floor, is jointly maintained with Academic Computing as an instructional and open-use lab with facilities for word processing, electronic mail, and printing.


ACADEMIC COMPUTING

Academic Computing provides services in direct support of instruction and research. Support for USF’s “corporate” computing, including all aspects of student records, is provided by Information Technologies. All USF students are provided with computing accounts, email and Internet access upon request.

Contact the appropriate college support group or Academic Computing.

Systems and Facilities

There are several locations on campus where small computers are maintained in open access labs. These labs may also provide access to the second tier computing facilities and the Internet. Second-tier facilities include a variety of UNIX servers operated by the colleges and Academic Computing. In many cases the individual Colleges have support groups. Students and faculty should regard these groups as their PRIMARY resources for computing information. When no local group is available or when the general academic facilities are involved, Academic Computing will provide assistance.

Programming Languages

Compilers for the usual range of applications are available on a variety of machines across campus. Guidance is available concerning access to the compilers, but we are not able to provide programming assistance. There are some exceptions to this. For numerically intense applications, the mathematical packages, and certain statistical programming languages, help is available.

Applications Software

For second tier computing, the principal applications available deal with mathematics, statistics and database activities. Support is available in each of those categories. In the PC area, support is available for a variety of common office applications and free classes are provided for many of these. See the www site for details and registration or contact Academic Computing.

User Services

There are service groups within many of the colleges and units. Users are encouraged to seek help from these groups first, because of the intimate knowledge of local systems. For IBM 9672 problems, or those associated with USF’s corporate student record activities, call Information Technologies. Users with problems associated with Novell networks should also seek help from Information Technologies if no local help is available. In general, faculty and students may seek help from Academic Computing if no local help is available. The excep-
A more comprehensive version of the missing text could include:

**INFORMATION TECHNOLOGIES/CFRDC**

USF is the host institution for a large scale computing facility designated as the Central Florida Regional Data Center (CFRDC). This facility operates as a computing utility within the SUS and provides instructional, research, and administrative computing support for the University and numerous other agencies. CFRDC is a division within Information Technologies (IT) and its support staff consists of Computer Operations, Voice Network Operations, and Technical Support. Computing accounts are established through the IT Financial Services group.

Central site computing equipment located in the Student Services Building on the Tampa campus includes an IBM 9672 Model R32 Enterprise Server supporting tape and disk storage subsystems, laser and impact printers, providing MVS/VM operating system environments, in addition to a UNIX platform, and large NT file and print servers. CFRDC manages and operates the campus-wide Backbone Network providing access to research facilities on campus and the world via SURAND PC and workstations available at various locations on campus. In addition, remote access workstations are located at the St. Petersburg, Sarasota, and Lakeland campuses. Microcomputers, printers, and other associated equipment are also maintained in "open use" areas to enable students, faculty, and staff access to the network and central site processing support. These remote open use areas may vary in their scheduled hours of operation; however, generally speaking, each provides significant amounts of access, normally seven days a week.

**PUBLIC BROADCASTING**

**WUSF-TV** (Channel 16, Tampa) is a noncommercial educational television station serving the communities of the Tampa Bay region as an important outreach arm of the University. One of the most-watched public TV stations in Florida, WUSF-TV provides high-quality educational, instructional, informational, cultural, and public affairs television programming and services to viewers in the greater Tampa/St. Petersburg/Sarasota area, and numerous other metropolitan areas. The station is a member of the Public Broadcasting Service (PBS), National Educational Telecommunications Association (NETA), Florida Public Broadcasting Service Inc. (FPBS), American Public Television Station Inc. (APTS), and WUSF-TV is a charter member of the Program Resources Group (PRG).

**WUSF(FM) 89.7MHz** (Tampa/St. Petersburg) is a member supported noncommercial public radio station serving USF and its campuses and surrounding communities with 24 hours a day of classical music, jazz, educational, and news and information programming. The station is a member of National Public Radio (NPR), Public Radio International (PRI), Florida Public Broadcasting Service Inc. (FPBS), and Southern Public Radio (SPR). The station's program service reaches more than 4 million people from Crystal River to Winterhaven to Venice.

The WUSF and Radio Reading Service (RRS) broadcasts daily readings of newspapers, magazines, and other materials from Tampa and Sarasota for the print and physically disabled. More than 300 volunteers provide material on a 24-hour schedule. RRS airs on sub-carrier frequencies of WUSF-FM and on the SAP channel of WUSF-TV; qualified listeners receive the programming on special crystal-tuned receivers, loaned from the RRS.

**INSTITUTE ON BLACK LIFE**

As an outgrowth of the University of South Florida's concern for and commitment to cultural diversity, the Institute on Black Life was established in the Fall of 1986, under the Office of the Provost, to serve as a bridge between USF and the global community. The main purpose of the Institute on Black Life is to serve as a vehicle to utilize the research expertise of faculty, students, and staff to identify and assist in the needs for research, training, and program development that will enhance the economic, educational, social, political and religious life of the community. The Institute on Black Life provides support and encouragement for African-American and other minority students, faculty, and staff through scholarships, fellowships, research grants, conferences, and program development. The Institute also accomplishes its mission through three major components: research, development, and University/community service.

The Institute on Black Life maintains a highly professional applied research program. Faculty from various disciplines conduct research in the areas of cultural diversity and other issues critical to the quality of life. Funding to support research projects is sought through contracts, grants and private foundations. This support assists in either the initiation of new projects or in providing resources to faculty and student research that is already in progress. The Institute holds workshops, seminars and conferences to discuss the findings of its research projects.

The Development component links the Institute with the private sector to establish support for students through scholarships, fellowships, book funds, and program development. The Institute on Black Life seeks funds from private foundations, corporations, and community organizations to assist in recruiting and retaining minority students.

The Institute develops community enhancement programs concerned with minority issues. These programs include a Speaker's Bureau, lectures, workshops, seminars, forums and conferences. These programs are offered in conjunction with civic, non-profit organizations, local government agencies and businesses/corporations.

**Center for African Diaspora**

In November 1992, the Institute on Black Life initiated an agreement between the University of South Florida and the International Center for Bantu Civilizations (CICIBA) in Libreville, Gabon (Africa); thus becoming the first American university to officially affiliate with CICIBA. The Center for African Diaspora was established within the Institute on Black Life as an outgrowth of the CICIBA Agreement. The Center is a major partner of the Institute on Black Life's commitment and ongoing efforts to combine and provide more focus on African issues and activities. The mission of the Center is to promote research and cultural activities through educational, economic, and cultural exchanges between the University of South Florida students, faculty, scholars, and the community regarding the political and socio-economic issues facing Africa and its descendants.

**OFFICE OF RESEARCH**

Creative research and scholarly activities are essential aspects of the undergraduate educational experience at USF. The promotion and administration of such are the responsibilities of the Office of Research and its divisions, which provide services that enable USF faculty, staff, and students at all academic levels to be competitive in a dynamic research environment. The Office of Research administers both sponsored and non-sponsored activities and projects that include institutional research projects, research contracts and grants, patents and copyrights, federal and state research compliance regulations, USF's own internal award programs, economic development initiatives, public-private partnerships, participation on the local research and development authority, research park development, technology transfer, and research activities of affiliated hospitals and institutes.

From developing a grant proposal to filing a patent to removing biohazardous waste from laboratories, the Research Staff are trained professionals committed to meeting the needs of USF researchers. In turn, the dedication of USF undergraduate and graduate students and faculty researchers has

**USF**
contributed to the phenomenal growth in research that USF has experienced. In 1996/97, USF received over $106 million in research funding—quite a feat when compared to the $22 million received just 11 years ago.

USF faculty, students, and staff are active in the search for new knowledge and consistently demonstrate their concern about the world in which they live. With the support of private and public agencies, they contribute to our knowledge about the world in which we live and apply their findings and skills to solving many of the problems facing contemporary society. Many contributions evolve from basic research; others, from practical applications of new knowledge. Other projects make specialized training available to public officials, to organizations working for social betterment, to religious and educational institutions, and to business and manufacturing organizations. Through sponsored and non-sponsored activities, USF faculty, students, and staff make significant contributions to the University's instructional programs. Additional information about services and programs is available on the World Wide Web (http://www.research.usf.edu/).

LOUIS DE LA PARTE FLORIDA MENTAL HEALTH INSTITUTE

The de la Parte Florida Mental Health Institute's (FMHI) mission is to strengthen mental health services in the State of Florida by providing research, training, and education on mental health services (Florida Statute 240.514).

The Institute's programs are conducted by four departments: Aging and Mental Health, Child and Family Studies, Community Mental Health, and Mental Health Law and Policy. The Institute conducts a broad range of applied research, training, and dissemination activities related to the planning, development, delivery, and evaluation of public mental health services. FMHI's training and consultation activities are provided for a variety of audiences including mental health and health care professionals, the Florida legislature, administrators, policy makers, planners, consumers, students, and the public.

FMHI provides continuing education opportunities for mental health and health professionals. FMHI is approved to provide continuing education credits for the following professional organizations: American Psychological Association, Florida Department of Professional Regulation, Florida Board of Nursing, and the Certification Board of Addiction Professionals of Florida. FMHI also provides continuing education credits to professional groups such as physicians and attorneys through the following organizations: the USF Continuing Medical Education Office and the Florida Bar Association.

FMHI offers undergraduate and graduate students research assistantships, volunteer and part-time employment opportunities. Students may earn academic credit for independent research performed at the Institute in conjunction with USF courses. FMHI faculty teach credit courses in degree-granting programs in cooperation with other USF colleges.

FMHI's pre-doctoral internship program for psychologists is approved by the American Psychological Association. Undergraduate and graduate students participate in FMHI's Multicultural Mental Health Training Program designed to attract minority students to the mental health field.
The College of Arts and Sciences is a community of scholars dedicated to the idea that educated people are the basis of a just and free society. The essence of education is a capacity for and an appreciation of social change within a context of prior human achievement. The faculty of the Arts and Sciences serve to instill in their students a history of human ideas, a sense of love for learning, and an understanding of the means which scholars have used in their search for beauty and order in the natural world.

The education provided by the disciplines of the Arts and Sciences is the foundation upon which the lives and professions of our students are built, and the basis from which personal growth occurs. The College of Arts and Sciences takes as its goal a melding of the natural, humanistic and social philosophies into a comprehensive whole that encourages the development of new ideas and new approaches to the understanding of our universe.

Great universities provide direction for their communities and service for their needs. The faculty of the Arts and Sciences and the staff, who support and encourage their work, explore their scholarly interests within the home and community created by the academic society. It is the responsibility of scholars to share their discoveries for the betterment of society. Thus, the Arts and Sciences embrace disciplines that prepare to make immediate use of knowledge in the service of social goals as well as disciplines whose discoveries contribute to the fund of basic information which is the steppingstone of applied knowledge.

COMMUNITY INITIATIVE

Universities have become major actors in today's knowledge based society. As such they can no longer remain secluded ivory towers, removed from the social problems that surround them. Recognizing this, the College of Arts and Sciences has launched the Community Initiative, a new focus that identifies the community outside the University as an integral part of its educational mission to acquire, disseminate, and apply knowledge. The Community Initiative will develop concrete and integrated efforts to link the teaching, research, and service components of our College with the interests and needs of resident community-based organizations and businesses in the local area. Two major components of the Community Initiative are the Urban Studies Certificate Program and the Community Experiential Learning (CEL) Program. The Urban Studies Certificate Program gives students the opportunity to supplement their education and training with a focus on the urban world around us. Through the Community Experiential Learning (CEL) Program students can explore the relationship between their classroom learning and the broader community as they do community-based independent research or internships.

ADMISSION TO THE COLLEGE

Admission to the College of Arts and Sciences is open to students who have been accepted to the University of South Florida and who declare a major in a particular field. Liberal Studies, Mass Communications, and Social Work are limited access degree programs and have additional requirements listed under Programs and Curricula. Undergraduate students must submit a formal application for admission into the College. This usually occurs during Orientation and Advising for New Students. This application is also available in the Arts and Sciences' Office of Academic Affairs (SOC 102) for continuing students. Following admission, students are counseled by an academic adviser in his/her major field. Students preparing for a science or mathematics career should plan their courses carefully because of the sequential nature of the science curricula, and students seeking entrance into a professional school or the medical technology internship program require specialized counseling. Therefore, immediate application for admission into the College is strongly recommended.

Information on admission criteria, departments, majors, programs, counseling and other services of the College may be obtained from the Office of Academic Affairs (SOC 102), College of Arts and Sciences, University of South Florida, Tampa, Florida 33620.

CASPER

The College of Arts and Sciences Program for Emergency Relief (CASPER) is the ombudsperson program in the College for freshmen. The CASPER staff is dedicated to assisting freshmen in the college to overcoming academic and personal problems which might contribute to leaving USF during the first year. For more information call 974-6957 and ask for CASPER.

LEARNING COMMUNITIES

The Learning Communities are special programs for groups of 50 students and select faculty which provide the opportunity for enrolled students to complete most of the USF General Education component of the Liberal Arts requirement in a unique format. Students in the Learning Communities are enrolled together during the first two years at USF in a specially developed interdisciplinary curriculum. The courses are taught collaboratively by the faculty, and incorporate the dimensions of values, ethics, interpersonal and environmental perspectives, race/ethnicity, and gender.

Writing across the curriculum is one of the innovative components of the Learning Communities. Instead of taking separate Freshmen English, students develop writing skills over two years as they create a writing portfolio.

In all communities, students develop computer literacy through the use of e-mail and internet programs that extend to other community members and people with similar interests through the World Wide Web.

The Learning Communities are open to all students who are interested in the objectives of the program, and who are prepared for Freshmen English as determined by test scores.

The goal is to have a diverse group of students who will contribute in different ways in their interactions with each other and with the faculty.

SCIENCE ADVISING CENTER

The Science Advising Center provides a complete range of advising and informational services to Biology, Chemistry, Interdisciplinary Natural Sciences, and Medical Technology Majors. In addition, the center provides a wide range of services to Pre-medical, Pre-dental, Pre-podiatry, Pre-veterinary and other Health Pre-Professional students. These services include advising, workshops on application to professional school, maintenance of evaluation files for professional school applicants, and coordination of health professions student organizations. Center advisors are prepared to assist students with planning their academic program and with incorporating career enhancement opportunities into their educational experience. The center maintains a large library of resource materials related to post-bachelor degree schools and programs, and to careers in the sciences and health professions. Offices are located in CHE 306. Phone: 974-2674, FAX: 974-5314.

TRANSFER CREDITS

Transfer credit for MAT 1033 will only be acceptable towards a bachelor's degree in the College of Arts and Sciences if it was earned as part of an Associate of Arts degree awarded by a public community college in the State of Florida or is part of a Florida public community college transcript which explicitly indicates that general education or general distribution requirements have been met.

Students enrolled in the College of Arts and Sciences must receive prior approval to take courses at another institution to apply toward a degree at USF.
GENERAL REQUIREMENTS FOR DEGREES

The College of Arts and Sciences offers three undergraduate degrees: Bachelor of Arts, Bachelor of Science, and Bachelor of Social Work. A minimum of 120 semester hours credit (124 semester hours for Mass Communications) with an overall average of 2.0 or better in all work completed at the University of South Florida must be attained in order to earn the undergraduate degree. The Bachelor of Independent Studies is an external degree program in which the student proceeds at his/her own pace.

IT IS YOUR RESPONSIBILITY TO MEET GRADUATION REQUIREMENTS.

1. You must complete at least 120 accepted semester hours with an overall GPA of 2.000. Mass Communications requires 124 hours for the 1987-88 catalog and after.
2. You must have an overall major GPA of 2.000. Note: In Mass Communications you must have a 2.500 GPA in major courses in the 1989 catalog or after, Social Work requires a 2.75 major GPA.
3. You must complete the Foreign Language Entrance Requirement if you entered USF fall semester, 1987 or later. If you are pursuing a B.A. degree, you must complete the Foreign Language Exit Requirement.
4. If you first enrolled in a college in January, 1983 or after, you must satisfy State Rule 6A-10.30 (Gordon Rule) concerning computation and communications. Transfer students who enter the University of South Florida with 60 or more semester hours from a regionally accredited institution are considered to have met the communications portion of the Gordon Rule.
5. You must satisfy Liberal Arts Requirements.
   General Education Requirements (36)
   Six (6) hours credit in English Composition
   Six (6) hours credit in Quantitative Methods
   Six (6) hours credit in Natural Sciences
   Six (6) hours credit in Social Sciences
   Six (6) hours credit in Historical Perspectives
   Three (3) hours credit in Fine Arts
   Three (3) hours credit in African, Latin American, Middle Eastern, or Asian Perspectives
   Exit Requirements (9)
   Six (6) hours credit in Major Works and Major Issues
   Three (3) hours credit in Literature and Writing
   Elective Physical Education is limited to 2 semester hours.
   ROTC is limited to 9 semester hours.
   Maximum of 20 hours of S/U option; none in major courses.
6. The Audit option is allowed only during the first 5 days of classes; none permitted later.
7. You must complete at least 9 semester hours during summer terms if you entered USF with fewer than 60 semester hours.

11. "D" grades are not acceptable in the major and supporting sciences for all natural sciences majors. "D" grades are not acceptable for the major area in Communication Sciences and Disorders, Psychology, Social Work, Sociology, Mass Communications, English, History, Humanities, and Communication. Only one "D" is allowed in the major for Criminology. (Important: All grades including "D"s and "F"s are used to calculate all Arts and Sciences major GPA.)
12. You must satisfy all major course requirements.
13. You must complete a minimum of 40 hours of upper-level courses (numbered 3000 and above). Most of the major hours fit here. Lower-level course work from 2-year or 4-year schools, though equivalent to a 3000-level course at USF, does not meet this requirement.
14. Thirty (30) of the last 60 semester hours must be completed at USF to fulfill the residency requirement. The departments of Biology, Chemistry, Mathematics, and Physics have established minimum major course hours to be taken in residency at USF. See the department section of the catalog for the required hours. There must be a minimum of 80 hours (90 for Mass Communications) outside of your major department for all majors in arts and letters and social sciences.
15. You must take and pass the CLAST (College Level Academic Skills Test) exam the semester in which you achieve or pass 45 semester hours or in your first term as an upper level transfer student. Only students with a baccalaureate degree or who have a previous exemption do not have to take the test. If (not passed by 70 hours, remediation will be required. You may still take other courses. If not passed by 96 hours, contact the Office of Evaluation and Testing for further information regarding course work.
16. A maximum of 14 hours of non-degree seeking hours (special student classification) will count for graduation.
17. All USF degree seeking and non-degree seeking students are bound by the drop policy. From the second through the ninth week of classes (time period is different in summer--check class schedule) and between 0-5 semester hours, 3 drops are allowed and between 60 semester hours and graduation 3 more drops are allowed. Students classified as 5 (usually second degree seekers) are also allowed only 3 drops. Additional drops above these numbers result in an automatic "F" grade. Drops within the first 5 days of classes are not considered. Students can drop classes by phone or by submitting a drop form to the Registrar's Office. Total withdrawal from all classes in a term is not considered toward the drop limitation. After the ninth week or for additional drops students must petition the Academic Regulations Committee (ARC).
18. Students must be in attendance the first day each class meets for all classes registered before classes begin. Failure to attend will result in an automatic drop from the class. Do not use this policy as a way to drop classes. Submit a drop slip or drop by telephone. Mandatory First Day Attendance policy is not in effect for any classes for which registration occurs during the first week. Open University courses and certain other categories of courses as indicated in the Schedule of Classes must be dropped with a drop slip or by telephone.
19. Students are allowed to repeat a course in which a B,C,D or F has been earned and have only the second grade of A, B, C, or D count in the GPA by submitting a Grade Forgiveness Form. A maximum of 3 grade forgiveness are allowed only in major courses. Students must petition the Academic Regulations Committee (ARC).
20. Students are in good academic standing unless the grade point average fails below a cumulative 2.000 for USF courses. (Transfer grades are not considered.) The first semester the GPA falls below a cumulative 2.000 students are placed on academic probation (AP). If the GPA is not raised to a 2.000 the next term of enrollment, students will be placed on final academic probation (FP). Students in this category who fails to raise his/her GPA to 2.000 or higher at the end of the next term of enrollment will be academically dismissed (AD) from the University. Students who have documentation to support readmission may petition the Academic Regulations Committee.

Turn in your graduation application to SOC 102 during the 1st to the 4th week of the semester in which you plan to graduate. Applications are not accepted late.

The Departmental Minor
In order to help students develop some concentration in elective work taken in conjunction with their chosen major, the College of Arts and Sciences offers minors in the following
departments/programs: Africana Studies, American Studies, Anthropology, Classics, Communication, Communication Sciences and Disorders, Criminology, Economics, English, Foreign Languages, Geography, Geology, Gerontology, History, Humanities, International Studies, Linguistics, Mass Communications, Mathematics, Philosophy, Physics, Political Science, Psychology, Religious Studies, Sociology, and Women's Studies. In general, these require half as many hours as are required for the major. There are certain restrictions that apply to students earning a minor: (a) students who major and minor in the social sciences and arts and letters may not use courses in the major for the minor or for general education requirements; and (b) ISS majors may not earn a minor in any of the social and behavioral sciences incorporated in their contracts. In some departments, S/U grades within the minor curriculum are not countable. Specific requirements for the different minors appear under the departmental summaries listed under Programs and Curricula.

S/U Grades
In the College of Arts and Sciences some courses have S/U grading as an option. S/U contracts must be negotiated in writing within the first three (3) weeks of the term. A maximum of 20 hours of optional S/U credits may be counted towards the 120 hours (124 hours for Mass Communications) needed for the degrees. None of the 20 credits may be taken in the student's major unless S/U is the only grading option. Freshman English may not be taken S/U.

Community Experiential Learning Program
The Community Experiential Learning (CEL) Program offers students the opportunity to explore the relationship between their classroom learning and the broader community. With faculty guidance, students design their own community experiences and receive one and four academic credit(s) upon completion. Students may choose to work as an intern with a community organization/agency or to explore a community issue through independent research. The community can be as close as a neighborhood just beyond the campus or on the other side of the world.

Students may participate in CEL anytime during their academic career. Good standing at the university and a 2.0 GPA is required for acceptance into the Program. CEL courses are offered throughout the entire year. Students should plan their CEL projects during the term prior to their implementation.

PROGRAMS LEADING TO THE BACCALAUREATE DEGREE
The departments and programs in the College of Arts and Sciences are Africana Studies, American Studies, Anthropology, Biology, Chemistry, Classics, Communication, Communication Sciences and Disorders, Criminology, Economics, English, Environmental Science and Policy, Geography, Geology, Gerontology, Government & International Affairs, History, Humanities, Independent Studies, Interdisciplinary Social Sciences; International Studies, Liberal Studies, Library and Information Science, Marine Science, Mass Communications, Mathematics, Medical Technology, Modern Languages and Linguistics, Philosophy, Physics, Political Science, Psychology, Public Administration, Rehabilitation Counseling, Religious Studies, Social Work, Sociology, and Women's Studies. The College of Arts and Sciences offers 53 major fields of study as described in the following pages. In addition to the departmental majors, interdisciplinary majors are offered. Economics offers two majors, one in the College of Arts and Sciences and the other in the College of Business Administration.

Bachelor of Arts
Africana Studies (AFA)
American Studies (AMS)

Anthropology (ANT)
Biology (NSB)*
Chemistry (CHM) (NSC)*
Classics - Latin (CL) - housed in Division of Languages and Linguistics
Classics - Latin/Greek (CLS) - housed in Division of Languages and Linguistics
Communication (SPE)
Criminology (CCJ)
Economics (ECN)
English (ENG)
French (FRE)
Geography (GPY)
Geology (GLY)
German (GER)
Gerontology (GEY)
History (HTY)
Humanities (HUM)
Interdisciplinary Classics (ICL) - housed in Division of Languages and Linguistics
Interdisciplinary Natural Sciences:
Biology (INB)
Chemistry (INC)
Geology (ING)
Geography (INL)
Geology (INM)
Physics (INP)
Interdisciplinary Social Sciences (ISS)
Communication Sciences and Disorders
Speech-Language-Hearing Concentration (ISH)
American Sign Language Concentration (ISA)
Educational Interpreter Concentration (ISI)
International Studies (INT) - housed in Government & International Affairs
Italian (ITA)
Liberal Studies (ALA)
Mass Communications (COM)
Mathematics (MTH, MAE*)
Philosophy (PHI)
Physics (NSP*, PHY)
Political Science (POL) - housed in Government & International Affairs
Psychology (PSY)
Religious Studies (REL)
Russian (RUS)
Sociology (SOC)
Social Science Education (SSE)*
Spanish (SPA)
Women's Studies (WST)

Bachelor of Science Degree
Biology (BIO)
Chemistry (CHS)
Environmental Science and Policy (ESP)
Geology (GLY)
Gerontology (GES)
Medical Technology (MET)
Microbiology (MIC) - housed in Biology
Physics (PHS)

Bachelor of Social Work Degree (B.S.W.)
Social Work (SOK)

Bachelor of Independent Studies (B.I.S.)
Independent Studies (BIS)

*Offered jointly with the College of Education.

Honors Programs
Faculty and selected students in the college participate in the University Honors Program. In addition, the College of Arts and Sciences offers undergraduate honors programs in Anthropology, Biology, Classics, Communication, Geology,
Criminal History.

Languages:

Int'l Studies:

Political Humanities:

The Certificate of Concentration is a short-term program for students who are interested in taking a series of courses in a selected area of Arts and Sciences, but are not necessarily interested in a degree. A minimum of 16 hours of approved course work are required. Students working for a Certificate of Concentration register as special rather than as degree-seeking students. For more information, contact the Coordinator of Advising in the College office.

Certificate in Asian Studies

Requirements for the Certificate in Asian Studies:
The certificate in Asian Studies is designed for majors in any field who wish to gain a broad knowledge of a world area that is of unique importance. Requirements are as follows:
1. 18 semester hours from the courses listed below.
2. At least two courses must be from Group A and at least two courses must be from Group B. (Other relevant courses may be substituted with the approval of the program advisor.)
3. Students must declare their intention to be awarded the certificate by notifying the program advisor at least one full semester prior to graduation.
4. Students who fail to achieve a cumulative 2.5 GPA or higher in the program will be denied the certificate.

Courses credited toward the Asian Studies Certificate:

Group A - Art:

ARH 4530 (4) ARH 4796 (4)

Humanities:

HUM 3271 (4) HUM 3273 (4) HUM 4402 (4)

Languages:

CHI 1120 (4) CHI 1121 (4) CHI 2200 (4)

CHI 2201 (4) CHI 4905 (1-5) CHI 4930 (1-5)

JPN 1120 (4) JPN 1121 (4) JPN 2000 (3)

JPN 2200 (3) JPN 4905 (1-5) JPN 4930 (1-5)

Religion:

REL 3300 (3) REL 4343 (4) REL 3350 (3)

REL 4333 (4) REL 4344 (4)

Group B - Geography:

GEO 3194 (4)*

History:

ASH 3404 (4) ASH 3501 (4)

Int'l Studies:

ASN 3012 (3) ASN 3014 (3) ASN 3105 (3)

INR 4900 (1-3)* INR 4910 (1-3)* INR 4931 (1-4)*

Political Science:

CPO 4930 (3)* CPO 5934 (3) INR 5086 (3)

*with approval by the Advisor for the Certificate in Asian Studies

The advisor for the Certificate in Asian Studies is Professor Renu Khator. She may be contacted at SOC 363, 974-5019, and by e-mail: khator@luna.cas.usf.edu.

Certification in Corrections

The Department of Criminology offers a certificate in corrections. This certificate is recognized by the Florida Criminal Justice Standards and Training Commission (FCJSTC) and by the Florida Department of Corrections (FDOC) as satisfying some of the Basic Recruit Training objectives for Correctional Probation Officers (CPO). This certificate program consists of 21 semester hours comprised of the following courses: CCJ 3024 (3) CCJ 4282 (3)

CCJ 4316 (3) CCJ 4331 (3) CCJ 4341 (3) CCJ 4306 (3) and CCJ 4940 (3). Students must receive approval from the department prior to starting their coursework within this certification program. The program is open to all USF students including Criminology majors and minors as well as to persons who have already received their baccalaureate degrees. All of the required coursework within this certification program must be taken at USF and all additional training requirements must be taken at an FCJSTC approved program in order to qualify as a Florida Correction Probation Officer. Students working toward corrections certification are also subject to the Department’s “2 D” rule.

Certificate in Latin American and Caribbean Studies

The College of Arts and Sciences offers a Certificate in Latin American and Caribbean Studies for students who wish to gain an intensive multi-disciplinary understanding of this important area. This certificate is designed for students who want to learn more about the region and have that knowledge formally recognized in their academic record.

The Certificate is granted to a person who takes a minimum of 15 semester hours of courses about Latin America and the Caribbean plus at least two semesters of relevant foreign language credit. One course must be taken in each of four areas: 1) Anthropology, 2) Geography/Government & International Affairs, 3) History, and 4) Art/Humanities/Literature. A fifth course must be taken from a list of other courses or from one of the four core areas. Students must take at least one of the indicated surveys (*). If ANT 4162 and ANT 4163 are both taken, they will also count as the required survey.

Students must also demonstrate proficiency in a Latin American or Caribbean language (Spanish, French, Portuguese). Study abroad programs are encouraged and will be credited toward the Certificate.

The following courses fulfill the certificate requirement.

CCJ 3024 Latin American History*

ANT 4162 South American Archaeology**

ANT 4163 Mexican American Archaeology**

ANT 4340 The Caribbean

ANT 4324 Mexico and Central America

ANT 4495 Methods in Cultural Research***

2) Geography/Government & International Affairs

GEA 3300 Geography of Middle America

GEO 3400 Geography of Latin America*

CPO 4930 Latin American Politics*

GEO 3202 Latin American Culture*

INR 4931 Americas (TV)*

INR 4931 Latin America through Film

CPO 5934 Selected Topics: Latin America

3) History

LAH 2734 Latin American History in Film

LAH 3130 Colonial Latin America

LAH 3200 Modern Latin America*

LAH 3430 History of Mexico

LAH 3470 History of the Caribbean

LAH 3480 History of Cuba

LAH 3930 US/Latin American Relations

4) Art/Humanities/Literature

ARH 4796 Latin American Art

HUM 4462 Ancient Latin American Culture

HUM 4464 Latin American Culture Since 1492*

SPN 3520 Spanish American Civilization*

SPN 5525 Modern Spanish American Civilization

SPW 3030 Introduction to Hispanic Literature

SPW 4131 Survey of Spanish American Literature*

SPW 5135 Colonial Spanish American Literature

SPW 5355 Spanish American Drama and Poetry

SPW 5387 Spanish American Prose
Certificate in Modern Western European Studies

The College of Arts and Sciences offers this certificate through the collaboration of the Departments of English, Geography, History, Humanities and American Studies, Government and International Affairs, Languages & Linguistics and Philosophy. It is designed for majors in any field who wish to gain a multi-disciplinary understanding of a part of the world that has shaped much of our civilization and holds great significance for Americans in present and future.

The student and the Coordinator will plan the individual course of study, which requires between 21 and 24 semester hours. Students must declare their intention to be awarded the certificate by notifying the Coordinator at least one full semester prior to graduation. A cumulative GPA of 2.5 in the certificate course work is required. Please contact Professor Georg H. Kleine at SOC 274, 974-3547, and by e-mail: kleine@luna.cas.usf.edu.

I. Language Requirement. (6)

Students will enroll in two additional semesters of the foreign language they have taken in fulfillment of the College of Arts and Sciences language requirement.

II. Core Courses. (9-10)

Students will take a total of three courses from the following: one of them must be either EUS 3000 or GEA 3500.

- EUS 3000 Europe
- GEA 3500 Geography of Europe
- EUH 3206 History of Twentieth Century Europe
- HUM 3251 Studies in Culture: The Twentieth Century
- LIT 3144 Modern European Novel
- PHM 4331 Modern Political Philosophy

III. Elective Courses. (6-8)

A. Overseas Experience

Students should make Western European study and travel an important component of their academic work. They are required to enroll for at least 3 elective credit hours in courses that involve Western European study and travel. These may be taken in one of three ways: (1) as IDS 4955 (Off-Campus Term International Program), (2) as one or two of the courses listed below as Elective Courses, or (3) as part of overseas study courses offered by other U.S.F. colleges and other universities. Western European study and travel allows students to concentrate on one of the areas of electives. Elective courses under options (2) and (3) will be chosen in consultation with the Coordinator and an Advisory Committee.

Students may want to use overseas experience credits to fulfill their summer enrollment requirement.

A structured alternative experience in the United States may be substituted for the Overseas Experience. The Certifi cate accepts IDS 4943 (Off-Campus Term Special Project) or any of the courses listed below as Elective Courses for credit for this requirement. Coordinator, Advisory Committee and student will tailor the experience to fit the student's individual needs.

B. English (3)

- ENL 3230 British Literature 1616-1780
- ENL 3251 British Literature 1780-1900
- ENL 3273 British Literature 1900-1945
- ENL 3331 Early Shakespeare
- ENL 3332 Late Shakespeare
- LIT 3102 Literature of the Western World II

C. History (1-4)

- EUH 3142 Renaissance and Reform
- EUH 3202 History of 17th and 18th Century Europe
- EUH 3205 History of Nineteenth Century Europe
- EUH 3206 History of Twentieth Century Europe
- EUH 3461 German History to 1870
- EUH 3462 German History 1870 to Present
- EUH 3501 British History to 1688
- EUH 3502 British History 1688 to Present
- HIS 3930 Special Topics
- HIS 4900 Directed Reading

D. Humanities and American Studies (1-4)

- HUM 4437 Italian Renaissance Culture
- HUM 4438 Northern Renaissance Culture
- HUM 4440 Arts and Letters if the 17th and 18th Centuries
- HUM 4442 Arts and Letters of the Romantic Period
- HUM 4444 19th Century European Arts and Letters
- HUM 4445 20th Century European Arts and Letters
- HUM 4905 Directed Study
- HUM 4941 Study on Location

E. Government and International Affairs (3)

- CPO 4930 Comparative Government and Politics
- INR 3955 Overseas Study
- POS 3931 Selected Topics
- POS 4905 Independent Study
- POT 4054 Modern Political Theory

F. Languages and Linguistics (1-4)

(Note: the student should take courses from the list below after completing the two additional semesters of the foreign language requirement see I ) or, if already advanced in language, with the instructor's approval. These courses are generally taught in the target language.)

- FRENCH
  - FRE 3230 Reading in French Literature and Culture
  - FRE 3440 French for Business
  - FRE 3500 French Civilization
  - FRW 4100 Introduction to French Novel
  - FRW 4101 Introduction to French Drama and Poetry
  - FRE 4905 Directed Study
  - FRE 4930 Selected Topics

- GERMAN
  - GER 3500 German Civilization
  - GET 3100 German Literature in English
  - GEW 4100 Survey of German Literature I
  - GEW 4101 Survey of German Literature II
  - GEW 4900 Directed Study
  - GEW 4930 Selected Topics

- ITALIAN
  - ITW 4100 Survey of Italian Literature I
  - ITW 4101 Survey of Italian Literature II
  - ITW 4905 Directed Study

- SPANISH
  - SPN 3440 Spanish for Business
  - SPN 3441 Advanced Spanish for Business Writing
  - SPN 3500 Spanish Civilization
  - SPW 3030 Introduction to Hispanic Literature
  - SPW 4100 Survey of Spanish Literature I
Certificate in Russian Studies

The College of Arts and Sciences offers a Certificate in Russian Studies for students who wish to gain an intensive multidisciplinary understanding of this important area. A minimum of 23 to 26 semester hours is required of all students seeking such a certificate, and the program if approved by the Coordinator and an Advisory Committee.

Language-Linguistics-Literature.

Twelve hours from the following courses, 8 of which must be in language:

- LIN 4930 Selected Topics in Linguistics (1-3) (Russian or another Slavic language)
- RUS 2200 Russian III (4)
- RUS 2201 Russian IV (4)
- RUS 3240 Conversation I (4)
- RUS 3500 Russian Civilization (3)
- RUS 4241 Conversation II (4)
- RUT 3110 Russian Classics in Translation (3)
- RUT 3111 Twentieth Century Russian Literature in Translation (3)
- RUS 2270 Overseas Study (1-6)
- RUS 3470 Overseas Study (1-6)
- RUS 4471 Overseas Study (1-6)

History-Political Science-Economics.

Six to eight hours from the following courses:

- CPO 3002 Introduction to Comparative Politics (4)
- ECO 4323 Marxist Political Economy (3)
- ECO 4935 Russian Political Economy (3)
- EUH 3571 Russian History to 1865 (4)
- EUH 3572 Russian History from 1865 to Present (4)

International Studies-Geography-Philosophy.

Six to eight hours from the following courses:

- EUS 3022 Russia (3)
- GEA 3554 Geography of the USSR (4)
- INR 5086 Issues in International Relations (3)
- INR 3018 World Ideologies (3)
- INR 3770 Comparative Military Systems (3)
- PHP 4788 The Philosophy of Marxism (3)
- INR 4900 Directed Readings* (1-4)
- INR 4910 Directed Research* (1-4)
- INR 3955 Overseas Study* (1-6)
- INR 4931 Selected Topics* (1-4)

*When topic is defined as Russian or directly related area.

Other courses may be substituted for those listed above upon approval of the Russian Studies Coordinator.

Certificate in Urban Studies

The Urban Studies Certificate offers students the opportunity to supplement their education and training with a focus on the problems and potentials of the urban world around us. Eighty percent of Americans live in one of the country's nearly 400 major metropolitan areas. Understanding the economic, social, cultural, political and spatial phenomena of urban areas, and how they came to be, is essential if one is to thrive in today's world. The Urban Studies curriculum begins with an interdisciplinary Introduction to Urban Studies and then weaves the multidisciplinary urban offerings into a coherent understanding of urban life. The Urban Studies Coordinator helps each student fashion a curriculum that meets his/her unique intellectual and career needs. The curriculum, through its courses and internship possibilities, focuses on the "real world," thus providing students with a valuable foundation for their career planning and advancement. With the help of the Urban Studies Coordinator, students can design concentrations in urban planning, urban management, community development, community organizing, etc. The Certificate requires a minimum of 24 credits.

I. CORE COURSES (9-10 credits)

- URS 3002 Introduction to Urban Studies 3
- And 2 of the following:
  - ANT 4442 Urban Life and Culture 3
  - EPC 3613 Economic and the Urban Environment 3
  - GEO 3602 Urban Geography 4
  - POS 3142 Introduction to Urban Politics and Government 3
  - SYD 4410 Urban Sociology 3
  - ISS 4162 City and Urbanization 3

Courses may have prerequisites within the discipline.

II. METHODS COURSES (select 1 of the following: 3-4 credits)

- ANT 4495 Methods in Cultural Research 3
- ECO 4935 Economics Statistics 3
- POS 3713 Empirical Political Analysis 3
- STA 2122 Social Science Statistics 3
- SYA 3300 Research Methods 3
- SYA 3310 Qualitative Inquiry 3
- GEO 4100C Cartography 4
- GEO 4114C Geographic Techniques and Methodology 4
- GEO 4164C Quantitative Methods 4

Courses may have prerequisites within the discipline.

III. ELECTIVES (select 4 from the following list or from the CORE COURSES not counted above: minimum of 12 credits)

- African Studies
  - AFA 4331 Social Institutions and the African-American Community 3
  - AMH 3572 African American History since 1865 3
  - AMS 3700 Racism in American Society 3
  - AFA 4335 Black Women in America 3
  - AFA 4931 Social and Cultural Issues in Black Urban Life 3
  - PUP 3313 Blacks in the American Political Process 3

- Anthropology
  - ANT 4316 Ethnic Diversity in the U.S. 3
  - ANT 4462 Medical Anthropology 3
  - ANT 4705 Applied Anthropology 3
  - ANT 4930 Special Topics in Anthropology 3

- Architecture
  - ARC 4784 The City 3

- Communications
  - SPC 3712 Communications and Cultural Diversity 3
  - SPC 4714 Communications, Culture and Community 3

- Civil and Environmental Engineering
  - TTE 4004 Transportation Planning and Economics
### College of Arts and Sciences

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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>AMH 3003</td>
<td>Crime and Justice in America</td>
<td>3</td>
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<tr>
<td>AMH 3024</td>
<td>Survey of the Criminal Justice System</td>
<td>3</td>
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<tr>
<td>AMH 3610</td>
<td>Theories of Criminal Behavior</td>
<td>3</td>
</tr>
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<td>AMH 3621</td>
<td>Patterns of Criminal Behavior</td>
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<tr>
<td>AMH 4110</td>
<td>American Law Enforcement Systems</td>
<td>3</td>
</tr>
<tr>
<td>AMH 4501</td>
<td>Juvenile Justice System</td>
<td>3</td>
</tr>
<tr>
<td>AMH 4511</td>
<td>Police and Juvenile Delinquency</td>
<td>3</td>
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<td>AMH 4550</td>
<td>Developmental Aspects of Juvenile Delinquency</td>
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<tr>
<td>AMH 4652</td>
<td>Juvenile Substance Use</td>
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<td>ECO 4323</td>
<td>Radical Political Economy</td>
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<td>ECO 4504</td>
<td>Public Finance</td>
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<td>ECP 3201</td>
<td>Economics of Women and Work</td>
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<td>ECP 3203</td>
<td>Labor Economics</td>
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<td>ECP 3302</td>
<td>Environmental Economics</td>
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<td>ECP 3530</td>
<td>Economics of Health</td>
<td>3</td>
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<td>ECO 4935</td>
<td>Economics of Crime</td>
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<tr>
<td>GEO 4502</td>
<td>Economic Geography</td>
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<td>GEO 4604</td>
<td>Advanced Urban Geography</td>
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<td>GEO 4700</td>
<td>Transportation Geography</td>
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<td>URP 4052</td>
<td>Urban and Regional Planning</td>
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<tr>
<td>HUS 1001</td>
<td>Introduction to Human Service</td>
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<td>AMH 3423</td>
<td>Modern Florida</td>
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<td>AMH 3500</td>
<td>American Labor History</td>
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<tr>
<td>AMH 3530</td>
<td>Immigration History</td>
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<tr>
<td>AMH 3572</td>
<td>African American History since 1865</td>
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<td>HIS 3930</td>
<td>Special Topics: The City in History</td>
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<td>HIS 3930</td>
<td>Special Topics: The History of Tampa</td>
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<td>Special Topics: The History of St. Petersburg</td>
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<td>AMS 3700</td>
<td>Racism and American Society</td>
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<td>ISS 4162</td>
<td>The City and Urbanization</td>
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<td>ISS 4164</td>
<td>Urban Social Issues: An Interdisciplinary Approach</td>
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<td>POS 2112</td>
<td>State and Local Government and Politics</td>
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<td>POS 3145</td>
<td>Governing Metropolitan Areas</td>
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<td>POS 4165</td>
<td>Community Leaders and Politics</td>
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<td>POS 3931</td>
<td>Special Topics: Politics of St. Petersburg</td>
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<td>PUP 3313</td>
<td>Blacks in the American Political System</td>
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<td>PUP 4002</td>
<td>Public Policy</td>
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<tr>
<td>POS 5155</td>
<td>Issues of Urban Government and Politics</td>
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<td>PAD 3003</td>
<td>Introduction to Public Administration</td>
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<td>PAD 4204</td>
<td>Public Financial Administration</td>
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<td>PAD 5333</td>
<td>Concepts and Issues in Public Planning</td>
<td>3</td>
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<td>PAD 5807</td>
<td>Administration of Urban Affairs</td>
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<tr>
<td>SOW 3203</td>
<td>The American Social Welfare System</td>
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<td>SYG 3120</td>
<td>Sociology of Families</td>
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<td>SYO 3530</td>
<td>Social Stratification</td>
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<td>SYD 3700</td>
<td>Racial and Social Relations</td>
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<tr>
<td>SYP 4510</td>
<td>Sociological Aspects of Deviance</td>
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<tr>
<td>SYP 4530</td>
<td>Sociology of Juvenile Delinquency</td>
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#### IV. Internships (1 of the following can be substituted as an ELECTIVE)

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<tr>
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<td>CCJ 4940</td>
<td>Internship for Criminal Justice Majors</td>
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<tr>
<td>HUM 4941</td>
<td>Study on Location</td>
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<td>IDS 4942</td>
<td>CEL Community Internship</td>
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<tr>
<td>IDS 4956</td>
<td>CEL International Community Internship</td>
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<tr>
<td>POS 4941</td>
<td>Field Work</td>
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<tr>
<td>SYA 4949</td>
<td>Sociological Internship</td>
<td>3</td>
</tr>
</tbody>
</table>

#### IV. Majors, Concentrations etc.

- **The Certificate is available in addition to existing majors, to degree seeking and special (non-degree seeking) students.** Through the careful selection of electives and courses in a student's major a number of concentrations can be created. Here is a possible list of concentrations:
  1. Anthropology,
  2. Administration
  3. Criminology,
  4. Economics,
  5. Geographies,
  6. Gerontology,
  7. Policy and Politics,
  8. Social Work

- **When the student has completed the above requirements, the Urban Studies Coordinator will recommend the student for the Certificate, which will be awarded upon the successful completion of all degree requirements for the major.** Information and advice about the certificate program may be obtained from the Urban Studies Coordinator. Call 974-8452. The Office is SOC 220.

#### Special Non-Degree Program

- **The HUMAN SERVICES courses are designed for students interested in careers in the human sciences and services, and may be taken in conjunction with any major or by special students. These courses are coordinated by the Department of Gerontology, and the courses are listed as:**
  - HUS 1001
  - HUS 2100
  - HUS 4020

#### Health Professions

The University of South Florida is an excellent location to prepare for a health profession. The Veterans Administration Hospital, University of South Florida Medical Center, Shriner's Hospital for Crippled Children, H. Lee Moffitt Cancer Center and Research Institute, University of South Florida Mental Health Institute, and University Community Hospital are within walking distance of the campus and offer students excellent opportunities for observation, research, and experience.

- **The College of Arts and Sciences offers programs designed to prepare students for admission to professional schools of medicine, osteopathic medicine, dentistry, optometry, podiatric medicine, and veterinary medicine.** Usually these professions require four years of preprofessional preparation followed by four years of training in a professional school. A few well prepared students with exceptional qualifications may be admitted to some professional schools as early as the completion of the junior year of preprofessional work. The preprofessional programs do not meet requirements for a degree, but students should plan to also complete a degree while at USF because, while not specifying a major, professional schools prefer students with a bachelor's degree. Most preprofessional students major in the sciences because of their interests in the health sciences, and because of the considerable overlap between the preprofessional curriculum and the degree requirements for majors in the biology and chemistry departments. Entrance into all professional schools or programs is competitive, and
students should begin establishing a record of excellence with the first semester at USF. Furthermore, it is essential that students pursue courses developing a sense of understanding of cultural and humane values and basic social problems.

The College of Arts and Sciences provides academic advising in the Science Advising Center. The office maintains a library of current catalogs and books on admission requirements for professional schools and is an important resource center for preprofessional students. Students considering one of the health professions should contact the College of Arts and Sciences during the first semester at USF to declare their interest in a health professions program. Students are then assigned to the Science Advising Center for curriculum planning, and each semester the office provides students with updated academic records. At the time of application to professional schools, students are provided information about admission tests and the application process, and they are assisted in the process of obtaining faculty evaluations.

Pre-dental - Pre-medical - Pre-pediatric Program

This program is designed to prepare students for admission to professional schools of dentistry, medicine, osteopathic medicine, and podiatric medicine. All of these professional schools have in common the following course requirements, which should be completed by the end of the junior year, the usual time of application:

**Biology:**
- BSC 2010, 2010L (3,1)
- BSC 2011, 2011L (3,1)

**Chemistry:**
- CHM 2041 (3)
- CHM 2045L (1)
- CHM 2046 (3)
- CHM 2046L (1)

**Physics:**
- PHY 2053 (3)
- PHY 2053L (1) or PHY 2048L (1)
- PHY 2054 (3)
- PHY 2054L (1)

In addition to these requirements it is generally expected that preprofessional students will complete two semesters of English and mathematics appropriate for their degree. Some schools require calculus and some require one or two courses in both. Biology credit usually is not acceptable to professional schools.

The following courses are recommended by some professional schools:

**Biology:**
- MCB 3030C (4)
- PCB 3023, 3023L (3,1)
- PCB 3063, 3063L (3,1)
- PCB 5235 (3)
- ZOO 4603 (4)

**Chemistry:**
- BCH 3023 (3)
- BCH 4034 (3)
- CHM 3120C (4)
- CHM 3400 (3)
- CHM 3401 (3)

An early admission program has been established in affiliation with the University of Florida College of Dentistry, which would allow students to be admitted to dental school after three years at the University of South Florida, completing a baccalaureate degree and dental school in a total of seven years. In order to be eligible for early admission to the College of Dentistry, a high school student must be accepted by the University of South Florida and must meet the following requirements: overall high school GPA of no less than 3.4, as computed by the University of Florida; total SAT of no less than 1200, or ACT of no less than 28, or EACT of no less than 29; high school science GPA of no less than 3.0 with courses completed in both biology and chemistry; and apply during the senior year of high school and be approved for admission by the College of Dentistry Admissions Committee following a formal interview. Following admission into the joint program, final acceptance to the College of Dentistry is contingent upon the student completing all required courses; earning a GPA of no less than 3.2 for all courses attempted and no less than 3.0 for courses in biology, chemistry, physics, and mathematics; and completing the Dental Admissions Test with a score of no less than 15 on each section of the test. It is also possible for students to apply for early admission during the freshman and sophomore years at the University of South Florida. Additional information is available in the Health Professions Advising Office.

Pre-optometry Program

Optometry programs differ somewhat in requirements, but all optometry schools require at least two years of pre-optometry studies, and most schools require the following courses:

**Biology:**
- BSC 2010, 2010L (3,1)
- BSC 2011, 2011L (3,1)
- MCB 3030C (4)

**Chemistry:**
- CHM 2041 (3)
- CHM 2045L (1)
- CHM 2046L (1)
- CHM 2211 (3)

**Mathematics:**
- MAC 2233 (4)
- STA 2023 (4) or STA 2122 (3)

**Physics:**
- PHY 2053 (3)
- PHY 2053L (1)
- PHY 2054 (3)
- PHY 2054L (1)

Most schools require at least one semester of psychology (PSY 2012). Students should check requirements of individual schools and complete requirements for those schools where they plan to apply for admission.

A joint program between USF and Nova-Southeastern University College of Optometry allows students to complete a baccalaureate degree and doctor of optometry degree in a seven-year program. Freshmen may apply for the joint program by applying for admission to USF and also applying for admission to Nova Southeastern. To be eligible for admission, students must meet all admission requirements for USF, and in addition must have an SAT minimum score of 1100, an ACT minimum of 25 or an EACT minimum of 27; a minimum high school GPA of 3.3; three years of high school science including biology and chemistry; and high school mathematics through algebra and trigonometry. Once admitted to the program, students must earn a minimum GPA of 3.0 each term and satisfactorily complete required courses and the Optometry Admissions Test. Students must be Florida residents by the time they enter Nova-Southeastern.

Pre-veterinary Medicine Program

The pre-veterinary medicine program meets admission requirements of the University of Florida College of Veterinary Medicine, the only veterinary school in the state. Admission into veterinary school is highly selective, and to be competitive students should obtain experience working with animals, preferably through employment with a veterinarian. Pre-veterinary students should complete a degree in one of their choice while including the following entrance requirements:

**Biology:**
- BSC 2010, 2010L (3,1)
- BSC 2011, 2011L (3,1)
- MCB 3030C (4)
- PCB 3063, 3063L (3,1)

**Chemistry:**
- CHM 2041 (3)
- CHM 2045L (1)
- CHM 2046L (1)
- CHM 2211 (3)

**Mathematics:**
- MAC 2233 (4) and MAC 2234 (4) or MAC 2311 (4)
- STA 2023 (4)

**Physics:**
- PHY 2053 (3)
- PHY 2053L (1) or PHY 2048L (1)
- PHY 2054 (3)
- PHY 2054L (1)

It is required that students have a minimum of 60 hours...
including 6 hours of English composition, 6 hours of social science, 9 hours of humanities, and 8 hours of animal science courses, which must be completed at the University of Florida. Recommended courses are ZOO 2713C (4), ZOO 4603 (4), and PCB 4723, 4723L (3,1).

B.A. Degree for Early Admission Students

Early admission to professional school is exceptional with today's competitive applicant pool; however, a few students may be admitted prior to completion of the bachelor's degree through special programs such as those described above or the University Honors Program.

Students who are admitted to an accredited U.S. medical or dental school after completing their junior year at the University of South Florida may be awarded the B.A. degree in Interdisciplinary Natural Sciences from the College of Arts and Sciences subject to the following conditions:

1. Transfer of a minimum of 30 semester hours in science courses from an accredited medical or dental school.
2. Fulfillment of the following minimum requirements in attendance at the University of South Florida:
   a. 90 hours with at least a "C" average (2.000).
   b. Completion of a minimum of 24 hours in the department of major concentration and a minimum of 16 hours in supporting courses in sciences outside the department of major concentration. The 24 hours in the department of major concentration must be in courses applicable to a major in that department. The 16 hours in supporting courses must also be taken in courses applicable to a major in that department and must include a minimum of two courses at the 3000 level or above. At least a "C" must be earned in each course in both major concentration and supporting courses.
3. Credit in the following courses:
   Biology:
   BSC 2010, 2010L (3,1)                       BSC 2011, 2011L (3,1)
   Chemistry:
   CHM 2041 (3)                             CHM 2045L (1)                       CHM 2046 (3)
   CHM 2046L (1)                             CHM 2210 (3)                       CHM 2210L (2)
   CHM 2211 (3)                             CHM 2211L (2)

   Physics:
   PHY 2053 (3)                             PHY 2054L (3)                       PHY 2054L (1)
   PHY 2053L (1)                             or                                    PHY 2049L (1)
   PHY 2054 (3)                             PHY 2049L (1)
   PHY 2054L (1)
4. A minimum of 20 credits from the following courses:

   Biology:
   MCB 3030C (4)                             PCB 3023, 3023L (3,1)
   PCB 3063, 3063L (3,1)                     PCB 4723, 4723L (3,1)
   PCB 5235 (3)                             ZOO 2713C (4)
   ZOO 4603 (4)                             ZOO 4753C (4)
   NOTE: Students in the University Honors Program who are admitted early to USF's College of Medicine should not take PCB 4723, 4723L. They will complete Physiology at the College of Medicine in the Spring of the junior year and will receive 6 semester hours of credit in place of PCB 4723, 4723L listed above.

   Chemistry:
   BCH 3023 (3)                             CHM 3120C (4)
   CHM 3400 (3)                             CHM 3401 (3)

   Mathematics:
   MAC 2233 (4)                             MAC 2132 (4)
   MAC 2234 (4)                             MAC 2311 (4)
   STA 2023 (4)                             MAC 2312 (4)
5. Completion of the University Liberal Arts requirements and foreign language requirement for the B.A. degree.
6. The last 30 credit hours prior to transfer to a medical or dental school in residence at the University of South Florida. Application for the baccalaureate must be received no later than two years from the date of entrance into the professional school.

Students admitted to professional schools of veterinary medicine, optometry, or podiatric medicine prior to completion of their degree may also be able to transfer courses from the professional school and receive their bachelor's degree. However, approval of the courses to be transferred must be obtained on an individual basis from the College of Arts and Sciences, and in some cases it may be necessary for students to complete more than 90 hours prior to leaving the University of South Florida.

Prerequisites (State Mandated Common Prerequisites)

Students are encouraged to complete the A.A. degree and include the following courses, if available, during the program of study at the community college:

One year each, if offered, of:

General Biology
(BSC 2010, 2010L and BSC 2111, 2111L) 8
General Chemistry
(CHM 2041, 2045L and CHM 2046, 2046L) 8
Organic Chemistry
(CHM 2210, 2210L and CHM 2211, 2211L) 8-10
General Physics
(PHY 2053, 2053L and PHY 2054, 2054L or PHY 2048, 2048L) 8
College Mathematics
(some schools require calculus) 8

Depending upon the professional school, additional science courses may be required or strongly recommended as indicated in the preceding sections. Exposure to a health profession is also strongly recommended.

There are no State Mandated Common Prerequisites for this degree program.

TEACHER EDUCATION PROGRAMS

The College of Arts and Sciences offers B.A. and M.A. degree programs for secondary school teachers and the M.A. degree for junior college teachers.

B.A. Degree Program for Secondary School Teachers

The College of Arts and Sciences in cooperation with the College of Education offers degree programs in Mathematics (MAE), in Biology (NSB), in Chemistry (NSC), in Physics (NSP) and in Social Science Education (SSE). Because requirements exist in both colleges, a student will have an advisor in each college. At the outset, the planned courses in mathematics and science must be approved by the student's advisor in the College of Arts and Sciences.

There are two options available to the student to satisfy the science portion of the program:

1. The student may complete the requirements of the departmental major. The departmental requirements of Biology, Chemistry, Mathematics, and Physics are found in this section of this catalog under the respective headings in Biology, Chemistry, Mathematics, and Physics.

2. The student may complete requirements of the Interdisciplinary Natural Sciences major with concentration in Biology, Chemistry, Physics, and Mathematics. A complete description of this major is found in this section of this catalog under the heading Interdisciplinary Natural Sciences.

Prospective students should consult the College of Education portions of this catalog under the heading "Science Education (SSE)" or "Social Science Education (SSE)" for the required education courses and sample programs.

PROGRAMS AND CURRICULA

AFRICANA STUDIES (AFA)

Africana Studies is a liberal arts program which offers both a major and a minor. This program provides all students with the opportunity (1) to study the history, culture and lived
experiences of people of African descent in the United States, Africa, the Caribbean, and elsewhere; (2) to study the influence of Africa and people of African descent on world and U.S. thought, culture, and politics; (3) to study the social construction and consequences of race and racism; (4) to develop needed critical thinking skills to address the often narrow and Eurocentric bias in the current knowledge base; and (5) to examine their personal experiences, prejudices, and possible contributions in a multi-racial, multi-cultural society.

Students who major or minor in Africana Studies have the option of emphasizing African-American Studies (including the Caribbean), African Studies, or Africana Studies (both). The requirements for the Africana Studies major or minor is open to all students who have been duly admitted to the University of South Florida.

- **Requirements for the Major in Africana Studies**

  The major in Africana Studies consists of a minimum of 36 hours. Students may choose an area of emphasis in African-American Studies, African Studies, or Africana Studies (both). The requirements for the majors are as follows:

  **Required Core Courses for all areas (15 cr. hours):**
  - AFA 2000 (3)
  - AFH 3200 (3) or AMH 3572 (3)
  - AFH 3100 (3) or AMH 3571 (3)

  **Required Electives (select 21 cr. hours):**
  - African-American Studies (suggested)
    - AFA 4331 (3)
    - ANT 4340 (3) or PUP 3313 (3)
    - AFA 4335 (3)
    - AML 3604 (3) or HUM 2420 (3)
    - AMS 3700 (3) or PHM 4120 (3) or AFA 4931 (1-3)
  - African-American Studies (suggested)
    - AFS 2250 (3)
    - CPO 4244 (3)
    - INR 4254 (3)
    - AFS 2450 (3)
    - CPO 4204 (3) or HUM 2420 (3), or AFA 4931 (1-3)
  - Africana Studies (suggested)
    - AFA 4331 (3)
    - ANT 4340 (3) or PHI 4073 (3)
    - AFA 4335 (3)
    - CPO 4204 (3) or PHM 4120 (3)
    - AFS 2250 (3)
    - CPO 4244 (3) or PUP 3313 (3)
    - AML 3604 (3) or HUM 2420 (3) or AFA 4931 (1-3)

- **Requirements for the Minor in Africana Studies**

  The minor in Africana Studies requires a minimum of 18 credit hours. As in the major, students may choose an area of emphasis in African-American Studies, African Studies, or Africana Studies (both). The requirements for the minor are as follows:

  **Africana Studies (Minimum of 18 hours):**
  - Required Core Courses (select 9 cr. hours)
    - AFA 2000 (3) or AMH 3571 (3) or AMH 3572 (3)
  - Required Electives (select 9 cr. hours)
    - AFA 4150 (3) or AML 3604 (3) or INR 4254 (3)
    - AFA 4335 (3) or ANT 4340 (3) or PHI 4073 (3)
    - AFA 4931 (1-3) or CPO 4204 (3) or PUP 3313 (3)
    - AMS 3700 (3) or HUM 2420 (3)

  **African-American Studies (Minimum of 18 hours):**
  - Required Core Courses (9 cr. hours)
    - AFA 2000 (3) or AMH 3571 (3) or AMH 3572 (3)
  - Required Electives (select 9 cr. hours)
    - AFA 4150 (3) or AML 3604 (3) or HUM 2420 (3)
    - AFA 4331 (3) or AMS 3700 (3) or PUP 3313 (3)
    - AFA 4335 (3) or ANT 4340 (3) or AFS 2450 (3)
    - AFA 4931 (1-3) or HUM 2420 (3) or INR 4254 (3)
  - African-American Studies (Minimum of 18 hours)
    - Required Core Courses (select 9 cr. hours)
      - AFH 3100 (3) or CPO 4204 (3)
    - Required Electives (select 9 cr. hours)
      - AFA 4150 (3) or AML 3604 (3) or INR 4254 (3)
    - AFA 4331 (1-3) or HUM 2420 (3) or INR 4254 (3)

  **Prerequisites (State Mandated Common Prerequisites)**

  Complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured from the university advisor listed above. If you transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, you must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

  Students are encouraged to complete the following prerequisites, or major, support, or elective courses if available, during the program of study at the community college, and when feasible in General Education/Gordon Rule courses.

  AFA 2000 Introduction to the Black Experience

  In Africa & Its Diaspora

  - AFS 2250 Culture and Society in Africa
  - AMH 3571 Afro-American History I
  - AMH 3572 Afro-American History II

  There are no State Mandated Common Prerequisites for this program.

  Please be aware of the immunization, foreign language, and continuous enrollment policies of the university. This is a non-limited access program with the above courses recommended.

## ANTHROPOLOGY (ANT)

Anthropology aims at comprehending people as biological and social beings. It is concerned with all forms of people through time and space. One consequence of this broad-ranging view is the presence within anthropology of four branches: physical anthropology, archaeology, cultural anthropology, and linguistics. Exposure to anthropological information and the cross-cultural perspective produces heightened sensitivity in the student to the world about him/her. This helps the student to adopt an intellectual posture of disciplined skepticism with respect to any scheme which purports to define and account for regularities in human life.

In 1986 the department instituted an honors program to provide its best students with an opportunity to engage in a significant academic experience. Outstanding seniors may participate in a year-long course of study and original research in an area of their choosing under the guidance of a faculty mentor.

Students majoring in other fields may find anthropology coursework an exciting and valuable supplement to their primary academic interest. A minor in anthropology has been developed with this purpose in mind. The minor program is structured to allow the student maximum flexibility in course selection within a broadly defined progression of anthropological concerns. Thus, the student is able to tailor a minor in anthropology to best suit special wants and needs in the context of an overall curriculum.

The Center for Applied Anthropology is concerned with applying anthropological knowledge, theory, method, and perspectives to problems of contemporary society. Illustrative areas of activity include human services needs assessment, program planning and evaluation, social and environmental impact assessment, and public policy analysis.

- **Requirements for the Major in Anthropology**

  The major in Anthropology consists of a minimum of 33 credit hours. ANT 2000 is prerequisite to all subsequent courses. ANT 3100, ANT 2410, ANT 3511 and ANT 3610 are required as intermediate level training in the main subdivisions of the field, and ANT 4034 and ANT 4935 complete the specific requirements. Majors are required to complete a minimum of 12 hours of 4000-level elective coursework, including courses from at least three of the four subfield areas shown below.

**Archaeology**

- ANT 4153 (3)
- ANT 4180 (4) or ANT 4124 (4)
- ANT 4162 (3)
- ANT 4181 (4) or ANT 4158 (4)
- ANT 4172 (3) or ANT 4163 (3)
Physical Anthropology
ANT 4520 (3) ANT 4552 (3) ANT 4583 (3)
ANT 4587 (3)

Anthropological Linguistics
ANT 4620 (3) ANT 4750 (3)

Cultural Anthropology
ANT 4226 (3) ANT 4312 (3) ANT 4442 (3)
ANT 4231 (3) ANT 4316 (3) ANT 4462 (3)
ANT 4241 (3) ANT 4324 (3) ANT 4495 (3)
ANT 4302 (3) ANT 4340 (3) ANT 4705 (3)
ANT 4305 (3) ANT 4432 (3) MUH 4054 (3)

Anthropology majors are urged to become competent readers and speakers of a relevant foreign language, to acquire communicative and quantitative skills appropriate to their interests, and to achieve at least a minimal level of computer literacy. Exceptions to course prerequisites require the consent of the instructor.

Required Core Courses (21 cr. hrs.)
ANT 2000 (3)
ANT 2410 (3)

• Requirements for the Minor in Anthropology

The minor in Anthropology consists of a minimum of 18 credit hours with a "C" average (2.0), distributed among three areas. Students will normally progress through these areas in the order listed below, selecting courses prerequisite or otherwise appropriate to courses desired in subsequent areas. Exceptions to this pattern must be approved by the department's undergraduate advisor. Students are urged to consult with the major and minor student advisors to create the most beneficial specific set of courses.

1. 2000-level required core course (3 cr. hrs.)
   ANT 2000 (3)

2. Intermediate level core courses (3-6 cr. hrs.)
   ANT 2410 (3) ANT 3100 (3)
   ANT 3610 (3)

3. 4000-level elective courses (9-12 cr. hrs.) (as described above)

• Requirements for the Anthropology Honors Program

The purpose of the Honors Program is to provide outstanding Anthropology undergraduates with advanced, individually tailored training in areas of anthropology of interest to them. The program, operating independently of the major itself, involves a year of coursework and research culminating in the writing of an Honors thesis. Students in the second semester of their Junior year, prior to completion of 90 semester hours, may apply to the program, which begins in the Fall semester.

Admission is competitive, based on the student's overall academic record (minimum 3.0 GPA overall, 3.5 GPA for USF anthropology course work) and a letter of recommendation from a member of the Department of Anthropology. Successful completion of the program requires maintenance of a 3.0 overall and a 3.5 major GPA levels, completion of ANT 4932 (4) (Honors Seminar) with a grade of "B" or better, completion of ANT 4970 (3) (Honors Thesis) with a grade of "S" and completion of all other requirements for graduation. See the Anthropology Department Undergraduate Advisor for further information and application forms.

Prerequisites (State Mandated Common Prerequisites)

Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured. If students transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course require-

ments. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Students should complete two lower level, introductory courses in Anthropology prior to entering the University. If not taken at the community college, they must be completed before the degree is granted. A grade of "C" is the minimum acceptable grade.

■ BACHELOR OF INDEPENDENT STUDIES (BIS)

The Bachelor of Independent Studies (BIS) Program is the State University System External Degree Program. The universities currently involved are Florida International University, Florida State University, the University of Florida, the University of North Florida, and the University of South Florida. The administrative office for the statewide program is located at USF in Tampa.

Founded in 1968, the external degree program is for adults who find it difficult to attend regular university classes because of career or family commitments. The BIS student proceeds at his/her own pace and, for the most part, in his/her own setting. The exception is the summer seminars which require periodic, short-term campus residence.

Curriculum

The curriculum consists of four study areas: the Humanities, Natural Sciences, Social Sciences and Inter-area Study. The first three areas of study are completed through a tutorial and a resident seminar. While the seminar is of short duration, the tutorial for each area requires a longer commitment of time. The student may begin in any of the first three study areas and is encouraged to start in his/her area of strength.

Tutorials

The tutorial or guided independent study is predominantly print intensive, with core and suggested readings drawn from the BIS Guide to Independent Studies. In the Humanities tutorial, for example, the student reads across the disciplines of the Humanities Study Area which include Language, Literature, Philosophy, Art, Drama, and Architecture. Selected works are reviewed within the framework of historical periods. Tutorial objectives include knowledge of the basic principles of each of the genres and periods, the ability to visualize relationships between the disciplines, grasp of the nomenclature of the disciplines, and the capacity to apply basic concepts to current issues. The student is responsible for systematic interaction with the faculty mentor who directs the reading process and evaluates the student's progress.

In the Natural Sciences tutorial, the BIS learner studies Science - Science for the non-scientist. Emphasis is placed on the interrelationships of the disciplines of Science. Topics illustrative of this interdisciplinary approach to Sciences include Mathematics, Physics, Chemistry, Biology, Astronomy, Geology, Ecology, History, and Philosophy of Science, and the impact of Science on Technology. As is the case with other tutorials the learning objectives involve concepts, nomenclature, cross-disciplinary insights, and application of concepts/methods to current issues.

In the Inter-area Study tutorial, the student reads selected core and supplementary reading and completes written projects in each of the basic disciplines of the Social Science Study Area. These include Anthropology, Economics, Geography, History, Political Science, Psychology, Women's Studies, and Sociology. Tutorial objectives include knowledge of the basic concepts and principles of each discipline, familiarity with major social science research techniques, understanding of the relationships among the different disciplines, and the ability to apply disciplinary or interdisciplinary concepts or models to current issues.

Following each tutorial, the student completes a comprehensive examination in order to demonstrate that a satisfactory level of proficiency has been attained in the independent
study component of a particular area. The exam may be taken on or off campus. A major research paper is also undertaken in each of the tutorials. It is normally done at the end of a tutorial.

Seminars

Students are required to attend two-week long seminars on the USF campus. There is a seminar for each of the first three study areas (Humanities, Natural Sciences, and Social Sciences). Each seminar represents a period of intensive residential learning under the direction of a team of faculty members. Seminar faculty teams identify the subject matter and activities of each seminar. Humanities seminars, for example, are often theme-oriented but the focus is on interdisciplinary concerns. A number of historical periods may be approached through discussion of art, music, literature, and architecture. In a Natural Sciences seminar, the focus is on an interdisciplinary approach to learning about Science. Social Sciences seminar faculty focus on the knowledge gained in the tutorial with an emphasis on synthesis, extension, and application of this learning to selected topics such as current, political, economic, and human rights.

Seminar activities also vary with the study area. A visit to a museum or art gallery goes with a Humanities Seminar. In Science, laboratory experiences and field trips are utilized to show students the ways of Science and to allow them to experience the excitement of discovery. Many of the activities described in a Social Sciences seminar syllabus are used in other seminars as well, i.e., lectures by faculty team members, guest lecturers, presentations by group members, group discussion, library research, learning journals, and a research paper.

Students in all seminars may be asked to read materials related to the seminar theme prior to the seminar and to complete written assignments after the completion of the two-week seminar. Seminars may last for two consecutive six-day and weeks and activities take up a full day. Further study and assignments occupy the evening hours.

Undergraduate Thesis

The fourth study area or Inter-area Study calls for a synthesis of the first three study areas via the preparation and defense of an undergraduate thesis. The student begins the Area with Inter-area Reading leading to the completion of an undergraduate thesis prospectus under the direction of a primary adviser. Following approval of the prospectus by a committee composed of three faculty, the student writes the study under the direction of the committee chairperson. The final step is to complete successfully an oral examination on the thesis.

Admission Procedures

Applicants must qualify for admission to the University of South Florida and for admission to the B.I.S. 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. BISP applicants typically welcome the challenge of liberal studies and the rigor of independent study. BIS students pay regular USF tuition for undergraduate students.

Mechanisms for Recognizing Prior Learning

Program policy allows for recognition of prior learning. Applicants, for example, who demonstrate sufficient competence may waive up to a maximum of two areas of guided independent study. Applications for waivers are processed after pre-enrollment procedures have been completed. Individuals with an A.A. degree from a State of Florida community or junior college, 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. In other words, those with an appropriate associate's degree complete two substantive study areas involving two tutorials and two seminars. The two study areas (Social Sciences & Natural Sciences or Humanities & Social Sciences or Natural Sciences & Humanities) are stipulated by the BIS Committee. The BIS Committee normally picks the two areas in which a student has the least background.

The Program is academically responsible to the Dean of the College of Arts and Sciences. The BIS Committee is advisory to the Provost.

For further information, contact the State University System, External Degree Program, Bachelor of Independent Studies (BIS) located at HMS 443, University of South Florida, Tampa, Florida 33620-8400. Telephone: 813-974-4058. E-mail: bis@luna.cas.usf.edu

Prerequisites (State Mandated Common Prerequisites)

Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured. If students transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

There are no State Mandated Common Prerequisites for this degree program.

BIOLOGY (BIO/MIC)

Two specific Bachelor of Science degrees, Biology and Microbiology, are available for students interested in the biological sciences. The B.S. in Biology allows students to concentrate in such areas as Ecology, Cell & Molecular Biology, Physiology, and Marine Biology. The degree is preparatory for careers in such areas as teaching, agriculture, medicine, dentistry, conservation, and biotechnology, or for post-baccalaureate study in the various life sciences. The B.S. in Microbiology provides students with the broad range of courses necessary to qualify for certification by the National Registry of Microbiology Technicians and employment in microbiology and related fields.

In addition to a set of courses in biology, students must have a thorough preparation in other areas of natural sciences to be competitive for jobs or for further study beyond the baccalaureate. A modern biology curriculum is built on a foundation of mathematics, chemistry and physics. Students should study the requirements listed below and make maximum use of the vigorous advising program maintained by the Department in structuring their programs. See the Undergraduate Program Assistant for further details of advising.

Requirements for the Biology B.S. Major (BIO)

1. Department of Biology Courses - minimum 40 credit hours
   a. BSC 2010, BSC 2010L, BSC 2011, BSC 2011L
   b. PCB 3023, PCB 3043, and PCB 3063
   c. ONE of the following: PCB 3023L, PCB 3043L, or PCB 3063L
   d. ONE of the following (with laboratory): BOT 3373, MCB 3030, ZOO 3205, ZOO 3232C, ZOO 4603, or ZOO 4753
   e. ONE of the following (with laboratory): BOT 4503, MCB 4404, or PCB 4723
   f. The remaining credit hours to meet the minimum requirements must come from among structured departmental courses that are applicable to the major and BCH 3023. At least eight (8) of these credit hours must be at the 4000 level or higher.
   g. Maximum of (45) credit hours of Undergraduate Research (BSC 4910) or Biology Honors Thesis (BSC 4970) may be applied.
2. Supporting Courses in the Natural Sciences - minimum 34 credit hours
   a. CHM 2041, CHM 2045L, CHM 2046, and CHM 2046L
   b. CHM 2210, CHM 2210L, CHM 2211, and CHM 2211L
   c. MAC 2233 and MAC 2234 OR MAC 2281 and MAC 2282
      OR MAC 2311 and MAC 2312 OR MAC 2233 and STA 2023
   d. PHY 2048, PHY 2048L, PHY 2049, and PHY 2049L OR
      PHY 2053, PHY 2053L, PHY 2054, and PHY 2054L
   e. BCH 3023
3. Liberal Arts Courses - minimum 45 credit hours
4. Free Elective Courses needed to complete 120 credit hours.

Prerequisites (State Mandated Common Prerequisites)
Students should complete the following prerequisites courses listed below at the lower level prior to entering the University. If these courses are not taken at the community college, they must be completed before the degree is granted. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.

BSC 1010/1010L Introduction to Biology I-Cellular Processes
   (with lab)
   Acceptable substitutes: PCX X010, PCB X011, PCB X021, BBC X131, BBC X040, BBC 2012
BSC 1011/1011L Introduction to Biology II-Diversity (with lab)
   Acceptable substitutes: ZOO X010, BOT X10, BBC X041, BOT X013
CHM 1045/1045L General Chemistry I (with lab)
CHM 1046/1046L General Chemistry II (with lab)
CHM 2210/2210L Organic Chemistry I (with lab)
   Acceptable substitutes: PHY 2043/2043L, PHY 2048/2048L, PHY 2049/2049L, or equivalent
CHM 2211/2211L Organic Chemistry II (with lab)
   Acceptable substitutes: PHY 2053/2053L, PHY 2048/2048L, PHY 2049/2049L, or equivalent
MAC X311 Calculus I
   Acceptable substitutes: MAC 2233, MAC 2253, MAC X281
MAC X312 Calculus II
   Acceptable substitutes: STA 2122, 2014, 2023, 2034, 2321 or equivalent; MAC 2234, 2254, 3282

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university. This is a non-limited access program with the above courses recommended.

• Requirements for the Microbiology B.S. Major (MIC)
1. Department of Biology Courses - minimum 42 credit hours
   a. BSC 2010, BSC 2010L, BSC 2011, BSC 2011L
   b. PCB 3023, PCB 3023L, PCB 3043, and PCB 3063
   c. MCB 3030, MCB 4115, MCB 4404, and MCB 4404L
   d. Ten (10) hours from the following list: BOT 4434, MCB 4502, MCB 4652, MCB 4910, MCB 4934, MCB 5206, MCB 5815, PCB 5235, ZOO 5235, BCH 3023L
   e. A maximum of four (4) credit hours of Undergraduate Research (MCB 4910) or Biology Honors Thesis (BSC 4970) may be applied.
   f. A minimum of twenty (20) hours of Biology courses must be taken in residency and be applicable to the major.
2. Supporting Courses in the Natural Sciences - minimum 37 credit hours
   a. CHM 2041, CHM 2045L, CHM 2046, and CHM 2046L
   b. CHM 2210, CHM 2210L, CHM 2211, and CHM 2211L
   c. MAC 2233 and MAC 2234 OR MAC 2281 and MAC 2282
   d. MCB 5815, PCB 5235, and PCB 5235OR MAC 2233 and STA 2023
   e. PHI 2048, PHI 2048L, PHI 2049, and PHI 2049L OR
      PHI 2053, PHI 2053L, PHI 2054, and PHI 2054L
   f. BCH 3023
3. Liberal Arts Courses - minimum 45 credit hours
4. Free Elective Courses needed to complete 120 credit hours.

Prerequisites (State Mandated Common Prerequisites)
Students should complete the following prerequisites courses listed below at the lower level prior to entering the University. If these courses are not taken at the community college, they must be completed before the degree is granted. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.

BSC 1010/1010L Introduction to Biology I-Cellular Processes
   (with lab)
   Acceptable substitutes: PCB X010, PCB X011, PCB X021, PCB X131, BBC X040, BBC 2012
BSC 1011/1011L Introduction to Biology II-Diversity (with lab)
   Acceptable substitutes: ZOO X010, BOT X10, BBC X041, BOT X013
CHM 1045/1045L General Chemistry I (with lab)
CHM 1046/1046L General Chemistry II (with lab)
CHM 2210/2210L Organic Chemistry I (with lab)
   Acceptable substitutes: PHY 2043/2043L, PHY 2048/2048L, PHY 2049/2049L, or equivalent
CHM 2211/2211L Organic Chemistry II (with lab)
   Acceptable substitutes: PHY 2053/2053L, PHY 2048/2048L, PHY 2049/2049L, or equivalent
MAC X311 Calculus I
   Acceptable substitutes: MAC 2233, MAC 2253, MAC X281
MAC X312 Calculus II
   Acceptable substitutes: STA 2122, 2014, 2023, 2034, 3231 or equivalent; MAC 2234, 2254, 3282

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university. This is a non-limited access program with the above courses recommended.

Minimum Grade for Majors
A student must receive a "C" grade or better in all Department of Biology courses and Supporting Courses in the Natural Sciences, except if they are used as Free Elective courses. This specification applies to both USF and transfer courses. D and F grades earned in attempting to satisfy major requirements will be used in calculating the GPA, except if they are removed by grade forgiveness.

Biology Honors Program
The Honors Program provides a greater depth and breadth of knowledge to outstanding biology students, provides them with an intensive research training opportunity, and encourages them to pursue very high academic standards. In addition to satisfying requirements for the Biology or Microbiology degree, successful completion of the program requires a GPA of 3.5 in Department of Biology coursework, an overall GPA of 3.0 in USF coursework, and successful completion of BSC 4931, BSC 4932, and BSC 4402L. The culmination of the Honors Program is the completion and defense of an honors thesis. Invitation to participate in the Program will take place during the spring semester of each academic year. Criteria for selection include, but are not limited to, freshman/sophomore status; A/B in science courses at USF, including BSC 2010; and recommendation from BSC 2010L laboratory instructor. See the Honors Program Coordinator for further details of the program.
CHEMISTRY (CHS/CHM)

The Department of Chemistry awards two degrees at the baccalaureate level, the Bachelor of Arts in Chemistry and the Bachelor of Science in Chemistry. In addition, a Master of Arts degree is offered as part of a carefully integrated accelerated B.A.-M.A. program. The Chemistry faculty is comprised of 24 full-time members all of whom hold the Ph.D. degree. The combination of a large and strong faculty with a wide variety of courses and electives provides students with programs of study which can be tailored to fit individual needs while maintaining a sound background in all general aspects of chemistry.

 Majors in chemistry are well-prepared to enter a wide range of chemical careers as well as many interdisciplinary activities which are the hallmark of modern science and technology. These include teaching and research in academic, government and private settings, bio-medical research and clinical practice, environmental activities, materials science, law, business and other professions. The Bachelor of Science is particularly designed for students who anticipate graduate training in chemistry and closely-allied disciplines and graduates are certified for membership in the American Chemical Society. The Bachelor of Arts provides opportunities for curricula individually tailored to meet many career objectives.

- **Requirements for the Majors in Chemistry**

A grade of C or better is required in each chemistry course and each supporting course specified for a chemistry degree. All courses in a chemistry program must be taken with letter grade (A, B, C, D, F) except those courses which are graded S/U only. (D and F grades earned in attempting to satisfy chemistry major requirements will be used in calculating the major GPA.) Nine hours of upper-level chemistry courses must be completed at USF.

The required sequence of Chemistry courses should be started immediately in the freshman year and the mathematics and physics requirements should be completed before the junior year so that CHM 3400 (B.A. degree) or CHM 4410 (B.S. degree) can be commenced by that time. CHM 4410 is a prerequisite to other advanced courses required for the B.S. degree in chemistry. CHM 4060 also is a prerequisite to several B.S. degree courses.

**Liberal Arts Requirement.** The student is required to complete the University's Liberal Arts Requirement. Chemistry and Mathematics courses required for chemistry degrees satisfy the Liberal Arts requirements in the areas of Natural Science and Quantitative Methods.

**Free Electives.** Courses over and above the required courses should be taken to complete a 120-hour program. Recommended courses are listed in the degree requirements below. Additional courses in computer programming, economics, management, engineering, statistics, writing, and other applied disciplines are strongly recommended to strengthen the degree for subsequent professional employment.

BA in Chemistry (CHM)

The B.A. degree in Chemistry provides a course of study for students whose careers will require a thorough understanding of chemistry required for a variety of professional activities such as in health-related professions, science teaching, business, law and other areas. Inherent in this program is a high degree of flexibility which permits tailoring a course of study to the student's own educational objectives. The B.A. student whose goals change in the direction of graduate study should supplement this curriculum by addition and/or substitution of a selection of advanced courses from the B.S. program.

**Required Chemistry Courses**

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**BA in Chemistry, emphasis in Biochemistry (CHM)**

The Chemistry B.A. offers a unique opportunity for students to pursue later studies and/or professional emphasis in Biochemistry and Biotechnology along with a strong foundation in the chemical knowledge and skills that are essential to these areas. The following schedule of courses meets the requirements for a B.A. in Chemistry and provides core courses in other disciplines basic to biochemistry and biotechnology.

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**BA in Chemistry, emphasis for Health Professions (CHM)**

A chemistry core is essential for preparation for medical, dental, veterinary and other health-related professions. The B.A. in Chemistry includes this core as well as the flexibility to incorporate the other science courses required for admission to programs in the health professions. The course of study outlined below incorporates the goals for health-related careers.

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<td>CHM 3401C</td>
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CHM 3400 (3)  CHS 4300 (3)  CHS 4301 L (2)
BCH 3023 (3)

Required Chemistry Electives.  (9 cr. hrs.)
Minimum of 9 hrs. selected from the following:
CHM 3400  (3)  CHM 3401 (3)  CHM 4060 (1)
CHM 3610 (4)  BCH 3023L (2)  CHS 4310 (4)
BCH 4034 (3)

Required Supporting Courses  (22-24 cr. hrs.)
MAC 2311 (4)  or  MAC 2281 (3)
MAC 2312 (4)  MAC 2282 (3)
PHY 2053 (3)  PHY 2054 (3)
PHY 2053L (1)  PHY 2054L (1)
BSC 2010 (3)  PCB 3023 (3)
BSC 2010L (1)  PCB 3023L (1)

Other suggested electives important for advanced studies in health professional vocations: BSC 2011, PCB 3063, PCB 5235, PCB 5525, STA 3023, MCB 3030, PCB 4723, ZOO 4753, ZOO 3713, MCB 4502, CHM 4932*, PCB 4253, PCB 5845.

*Content varies each semester.

BS in Chemistry (CHS)
The Bachelor of Science in Chemistry is a rigorous program which supplies the foundation in chemistry required for both the student who begins a chemical vocation immediately upon graduation as well as the one who pursues advanced study in chemistry or related areas. In accord with this goal, the curriculum for the B.S. degree in Chemistry meets the requirements for degree certification by the American Chemical Society. Because of the strong base developed in this curriculum, the B.S. in Chemistry also provides entry into other chemistry-related advanced studies.

Required Chemistry Courses  (50 cr. hrs.)
CHM 2045 (3)  CHM 2045L (1)  CHM 2046 (3)
CHM 2046L (1)  CHM 3120C (4)  CHM 2210 (3)
CHM 2210L (2)  CHM 2211 (3)  CHM 2211L (2)
CHM 3610C (4)  CHM 4060 (1)  CHM 4130C (4)
CHM 4131C (4)  CHM 4410 (3)  CHM 4411 (3)
CHM 4412 (3)  CHM 4610 (3)  BCH 3023 (3)

Required Supporting Courses  (20-23 cr. hrs.)
MAC 2311 (4)  or  MAC 2281 (3)
MAC 2312 (4)  MAC 2282 (3)
MAC 2313 (4)  MAC 2283 (3)
PHY 2048 (3)  PHY 2049 (3)
PHY 2048L (1)  PHY 2049L (1)

A natural science or engin. elective (except PHY 3020)  (3)
Suggested courses: PHY 3101, BSC 3092, MAP 4302, CGS 2060, EVD 3001.

Other suggested Chemistry electives: CHM 4970, BCH 3023L, CHM 4070, CHM 4932*.

*Content varies each semester.

Environmental Concentration:
Chemical science is a core component of environmental science both in the analysis of environmental conditions and in the solution of environmental problems. B.A. and B.S. chemistry majors wishing to concentrate on environmental concerns should complete BSC 2011C and 2010C, GLY 2010 and 2010L, and EVR 2001 and 2001L. Electives that should be considered include GLY 4822, GLY 5246, STA 3023 and EVR 4910.

Transfer Credit:
It is strongly recommended that students transferring from community/junior colleges to the University of South Florida complete whole sequences of chemistry courses, such as general and organic chemistry, before the transfer. Even though courses may carry the same common course number, topics may vary sufficiently from school to school to lengthen the transfer student ill-prepared to proceed within a sequence.

Teacher Education Programs:
For information concerning the degree programs for secondary school teachers, see College of Education section this Catalog and junior college teachers, see USF Graduate Catalog.

- Combined BA-MA Program
  Admission
Regular admission to the program will normally occur towards the end of the sophomore year or early in the junior year, or at transfer from junior college. Students who have completed less than ten semester credit hours of chemistry courses, and have maintained a "B" average in chemistry courses and overall, may apply. Applications will be considered individually and applicants may be called for interview. Provisional admission may be granted to incoming freshmen whose academic background and performance indicate the likelihood of their meeting the regular requirements in due course. It should be noted that, in view of the heavy research component and orientation of the program, and the limitations of facilities and individual faculty time available for research direction, admission to the program is by no means automatic upon meeting minimum requirements.

Course Requirements
Undergraduate: The B.A. coursework curriculum (q.v.) is augmented as follows:
1. CHM 4410, 4412, and 4130C (or CHS 4310C) replace CHM 3400, 3401 and 3402C.
2. Chemistry coursework hours (excluding research) total 42 rather than 41.

Graduate: Not less than 20 credit hours of formal, regularly scheduled chemistry graduate courses, including not less than two of the five core courses (BCH 5065, BCH 5225, BCH 5245, BCH 5621, BCH 6150). At least 10 of the credit hours must be at the 6000 level. The core course requirement may be waived in part or entirely by recommendation of the supervisory committee on the basis of past work, performance on a test, or substitution of more comprehensive and advanced courses.

Research and Thesis
CHM 4970 (12) CHM 6973 and CHM 6971 (10)
To satisfy the research credit hour requirements and to produce results suitable for publication in a refereed scientific journal, it will be necessary for the student to be enrolled during the summers of his junior, senior and graduate years. Completion of the program will require the presentation and formal defense of a research thesis for the master's degree.

Supervision and Promotion
A supervisory committee consisting of two faculty members will be appointed for each student admitted to the program. A carefully planned individual timetable will be worked out and progress will be monitored each semester. Departure from the senior year into the graduate year will be contingent upon the maintenance of the "B" average in chemistry and overall, and upon satisfactory recommendation by the student's research director. Diagnostic and qualifying examinations will not be required of students in this program. The supervisory committee during the graduate year will consist of three faculty members, including the research director.

Prerequisites (State Mandated Common Prerequisites)
Students should complete the following prerequisite
courses listed below at the lower level prior to entering the University. These include two semesters each of General Chemistry lecture and lab, Organic Chemistry lecture and lab, Calculus, and General Physics lecture and lab. If these courses are not taken at the community college, they must be completed before the degree is granted. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.

CHM 2210C/2211L Organic Chemistry I (with lab) or CHM 1040C/1041, or 1045C, or 1048C

MAC 2311 Calculus I
MAC 2312 Calculus II

• Communication major. Courses may not be taken for credit hours from the Education major.

students to pursue advanced study. A minor in Communication is one of three areas of concentration described below.

CHM X045/X045L General Chemistry I (with lab) or CHM 1046C, or 1046E

PHY 2053 General Physics II

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university. This is a non-limited access program with the above courses recommended.

COMMUNICATION (SPE)

Communication studies focus on the concepts, theories, and practice of human communication in a variety of contexts. Students apply their understanding of communication research and principles to personal, professional, and community relationships and concerns.

The department encourages students to tailor their program of study to meet their own interests. Majors select from one of three areas of concentration described below.

The Honors Program in Communication allows qualified students to pursue advanced study. A minor in Communication is also available.

• Requirements for the Major in Communication

A major in Communication requires a minimum of 36 credit hours from departmental offerings. A final grade of "D" within a departmental course will not be counted toward a Communication major. Courses may not be taken S/U where a grade option exists. The requirements for the Communication major are:

I. Prerequisites (3 hours)
   SPC 2600 Public Speaking (3)

II. Core Distribution Requirements (12 hours)
   Students must take each of these four courses as early as possible in the major. These courses are prerequisites for taking many of the more advanced courses in the respective areas.

   COM 2000 Introduction to Communication (3)
   ORI 2000 Introduction to Communication as Performance (3)
   SPC 3301 Interpersonal Communication (3)
   SPC 2541 Persuasion (3)

III. Area of Concentration (9 hours)

   Students must take a minimum of nine hours in one of the three areas of concentration.

   Performance Communication
   ORI 3950 ORI 4931 ORI 4120
   ORI 4310 SPC 4201

   Interpersonal and Organizational Communication
   COM 3120 COM 3014 COM 4020
   SPC 4310 SPC 4305

   Communication (SPE)
   SPC 3210 SPC 3441 SPC 4632 SPC 4680
   SPC 4714

IV. Departmental Electives (12 hours)

Students must take twelve additional hours of elective coursework in the Department of Communication at the 3000-level or higher, which must include at least six hours from outside the student's "area of concentration."

Communication Honors Program

The Honors Program in Communication provides an opportunity for exceptional undergraduate students in Communication to work closely with a faculty member in an intensive research experience. Each Honors student is required to complete and defend an undergraduate Honors Thesis. Application to the program ordinarily occurs during the second semester of the junior year or prior to completion of 90 semester hours. Admission to the program is based on the student's overall academic record, performance in communication courses, and recommendations of faculty. To be admitted to the program, students should have at least a 3.5 GPA in all communication courses and a 3.0 cumulative GPA. Students are required to complete 3 hours of Honors Reading and 3 hours of Honors Thesis. Students interested in the Honors Program should consult the department for further information about admission and program requirements.

• Requirements for the Minor in Communication

The minor in Communication is available to students pursuing any other major at USF. The minor in Communication requires a minimum of 18 hours of departmental coursework, including:

   SPC 2600 Public Speaking (3)
   COM 2000 Introduction to Communication (3)

   These 12 hours may be selected from among departmental offerings and must include a minimum of 6 hours at the 3000-level or higher. A grade of "D" will not be counted toward a Communication minor. Courses may not be taken S/U where a grade option exists.

Prerequisites (State Mandated Common Prerequisites)

Students must complete SPC 2600, Public Speaking, before being admitted to the Communication major. A student can be admitted to the University without SPC 2600, but it must be completed as part of requirements for the major. A grade of "C" is the minimum acceptable grade.

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university. This is a non-limited access program with the above courses recommended.

COMMUNICATION SCIENCES AND DISORDERS (ISH, ISA, ISI)

Undergraduate concentrations in the Communication Sciences and Disorders are available through the program of Interdisciplinary Social Sciences (ISS). Concentrations in Speech-Language-Hearing Science, American Sign Language, and Educational Interpreter Training lead to the B.A. degree. The undergraduate concentration in Speech-Language-Hearing Science (ISH) provides preprofessional study for Master's level preparation as a Speech-Language Pathologist, Audiologist, or Deaf Educator. The American Sign Language (ISA) concentration focuses on the study of deaf culture through the development of communicative proficiency in ASL and prepares individuals to work with the deaf in a variety of service agencies. The Educational Interpreter Training (ISI) concentration prepares individuals to work in educational settings with students who require assistance with educational skills due to their hearing impairment or deafness. Students interested in these concentrations should contact the Department of Communication.
Sciences and Disorders regarding academic advising. The department also offers the Master's of Science (M.S.) degree in Speech-Language Pathology, Audiology, and Deaf Education, as well as a Ph.D. specialization in Speech, Language, or Hearing Sciences through the department of Psychology (Experimental Psychology). The department offers a 5-year M.S. course of study combining undergraduate with graduate courses; however, enrollment into this program is currently not available.

- Concentrations in Communication Sciences and Disorders (ISH)

A. General Information

All undergraduates seeking enrollment in this concentration must be in good academic standing as undergraduate students at the University of South Florida. Prior to beginning coursework in the junior year in the concentration, most students should complete general academic distribution requirements, successfully pass the CLAST, and have achieved 60 semester hours of coursework. Students with advising concerns relative to their first 60 semester hours are encouraged to meet with undergraduate departmental advisors since required and recommended courses for admission into the ISH or ISA concentration will also meet other university requirements.

B. Prerequisites for Admission

1. Required Courses

- BSC 1085 Human Anatomy and Physiology I
- BSC 1085L Human Anatomy and Physiology I Lab
- BSC 1086 Human Anatomy and Physiology II
- BSC 1086L Human Anatomy and Physiology II Lab
- BSC 2092 Human Anatomy and Physiology Lab

2. Recommended Courses

- LIN 3010 or LIN 3801 or CGS 2060

Courses in this category must be completed with a minimum grade of "C."

C. Other Requirements for the ISH Degree (min. 9 cr. hrs.)

1. Required Courses (6-7 cr. hrs.)

- STA 2122 (3) or PSY 3213 (4) and ISS 3010 (3)

2. Additional Courses (3 cr. hrs.)

- SYG 2000 or ANT 2000 or equivalent

D. Speech-Language-Hearing Concentration (ISH) (min. 39 cr. hrs.)

Coursework is sequenced for the ISH concentration in Speech-Language-Hearing Science. All students must complete study in basic knowledge of the communication sciences and in basic knowledge of communication disorders. Upon admission to the concentration, each student will be assigned an advisor to provide guidance in academic planning.

The course of study includes:

- SPA 3002 (3) SPA 3112 (3) SPA 4222 (3)
- SPA 3004 (3) SPA 3110 (3) SPA 4363 (3)
- SPA 3011 (3) SPA 4050 (3) SPA 4562 (3)
- SPA 3030 (3) SPA 4201 (3)
- SPA 3101 (3) SPA 4210 (3)
- SPA 3380 (4) (Recommended)

Students interested in teacher certification in deaf education must complete required education courses in addition to all ISS requirements listed under Sections B and C. Effective July, 1989, the academic requirement for employment in the public school system for Speech-Language Pathologists is the Master's degree.

E. American Sign Language Concentration (ISA) (min. 30 cr. hrs.)

New students are not being admitted to the ISA Major for the 1998/99 year while the curriculum is being restructured.

The ISA concentration seeks to educate students to communicate with the deaf and to apply this knowledge in work settings where knowledge of the deaf culture is essential for the provision of social services. This ISA concentration is not intended to prepare interpreters for the deaf although excep-
Communication Sciences and Disorders (CSD) curriculum with at least a 3.5 average in these courses, and (3) a letter of recommendation from a CSD faculty member. After acceptance to the Honors Program, the student will complete the requirements for the major with a GPA above 3.5 for courses taken within the department and an overall GPA above 3.25. The Honors Student will complete 6 credit hours in advanced level courses that pertain to the major, complete 2 credits in Honors Colloquia and write an Honors Thesis.

- Requirements for the Minor in American Sign Language

Students seeking a minor in American Sign Language (ASL) must complete a minimum of 18 credits:

1. A minor must include these four courses:
   - SPA 3380 - Basic ASL
   - SPA 4382 - Intermediate ASL
   - SPA 4383 - Advanced ASL
   - SPA 4383 - Nature and Needs of the Hearing Impaired

2. In addition, a minor must include one of the following:
   - SPA 4331 - Fundamentals of Finger Spelling
   - SPA 4332 - Structure of Sign Language

3. Students transferring credit hours toward a minor in ASL must complete 12 credit hours within the Department of Communication Sciences and Disorders regardless of the number of credit hours transferred.

4. A GPA of 2.0 or better must be achieved in minor course work in order for a student to be certified for graduation with a minor in American Sign Language.

Prerequisites (State Mandated Common Prerequisites)

Complete the A.A. degree at the community college. Some course requirements for the Speech-Language-Hearing (ISH) or ASL (ISA) major may also meet General Education Requirements thereby transferring maximum hours to the university.

A minimum of 60 semester hours must be completed at the university unless prior approval is secured.

Students entering the university without an A.A. degree and fewer than 60 semester hours of acceptable credit, must meet the university's entering freshman requirements including ACT and SAT test scores, GPA, and course requirements.

Students who plan to major in ISH and ISA are encouraged to complete the following prerequisites during the program of study at the community college:

I. ANT 2000 Introduction to Anthropology 3
   or
   PSY 2012 Introduction to Psychology 3
   or
   SYG 2000 Introduction to Sociology 3

II. And each of the following:

   BSC 1085 Human Anatomy & Physiology I 3
   or
   BSC 1085L Human Anatomy & Physiology I Lab 1
   BSC 1086 Human Anatomy & Physiology II 3
   or
   BSC 1086L Human Anatomy & Physiology II Lab 1
   or equivalent work such as:
   BSC 3092 Human Anatomy & Physiology 5
   or
   STA 1023 Introduction to Statistics 4
   (or equivalent)

III. Complete the foreign language requirement

NOTE: Students who select ASL as their foreign language and are seeking a bachelor of arts degree in ASL are required by the Department of Communication Sciences and Disorders to complete satisfactorily at least one upper level course in ASL at the University of South Florida or to demonstrate proficiency in ASL.

IV. Admission to the program of study for Educational Interpreters requirement: ability to use ASL at the intermediate level of a standardized ASL competency test such as the Sign Communication Proficiency Index (SCPI) or other equivalent evaluation. It is further recommended that the candidate will have completed a community college interpreter training program curriculum.

There are no State Mandated Common Prerequisites for this degree program.

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university. This is a non-limited access program with the above courses recommended.

**CRIMINOLOGY (CCJ)**

The major in Criminology provides students with an in-depth exposure to the total criminal justice system including law enforcement, detention, the judiciary, corrections, and probation and parole. The program concentrates on achieving balance in the above aspects of the system from the perspective of the criminal justice professional, the offender, and society. The program provides a solid background in the theory, issues and methodology comprising Criminology.

The objective of the undergraduate program in Criminology is to develop a sound educational basis either for graduate work or for professional training in one or more of the specialized areas comprising the modern urban criminal justice system. The program offers four areas of concentration within the major as well as a certification program in corrections.

- Requirements for the Major in Criminology:

A minimum of 42 semester hours is required of all undergraduate majors in Criminology including the following courses or their equivalents:

CCJ 3024 (3)  CCJ 3025 (3)  CCJ 3610 (3)
CCJ 4501 (3)  CCJ 4934 (3)

These are gateway courses and must be taken first.

In addition to the above, the student must select and complete the course requirements from within one of the four areas of concentration described below.

1. Generalist:
   CCJ 3621 (3)  CCJ 3701 (3)  CCJ 4110 (3)
   CCJ 4273 (3)  CCJ 4306 (3)  CCJ 4700 (3)
   plus a minimum of 9 hours of Criminology electives.

2. Law Enforcement:
   CCJ 3701 or 4700 (3)
   CCJ 4109 or 4450 (3)
   CCJ 4110 (3)  CCJ 4273 (3)  CCJ 4306 (3)
   CCJ 4511 (3)  CCJ 4940 (3)  CJT 4100 (3)
   plus a minimum of 3 hours of Criminology electives.

Students may earn up to 6 hours toward their major by successfully completing the Florida Criminal Justice Standards and Training Commission (FCJSTC) approved Basic Recruit Training Academy in Law Enforcement as part of the internship experience within the Law Enforcement area of concentration.

3. Corrections:
   CCJ 3701 or 4700 (3)
   CCJ 4110 (3)  CCJ 4273 (3)  CCJ 4316 (3)
   CCJ 4331 (3)  CCJ 4341 (3)  CCJ 4306 (3)
   CCJ 4940 (3)
   plus a minimum of 3 hours of Criminology electives.

4. Juvenile Justice:
   CCJ 3701 or 4700 (3)
   CCJ 3621 (3)  CCJ 4511 (3)  CCJ 4513 (3)
   CCJ 4540 (3)  CCJ 4550 (3)  CCJ 4682 (3)
   CCJ 4940 (3)
   plus a minimum of 3 hours of Criminology electives.

**Note:** No more than five (5) hours of CCJ 4900, CCJ 4910 or any combination of the two will be accepted toward the minimum number of hours in the major.

Transfer students should be aware that by University regulation they are obligated to establish academic residency by completing the equivalent of one academic year (30 semester hours) in "on-campus" courses. All undergraduate
transfer students electing Criminology as their major will be required, moreover, to take a minimum of 30 credit hours in major coursework at the University of South Florida.

These residence requirements are designed to ensure that transfer students who subsequently receive their baccalaureate degree from the University of South Florida with a major in Criminology will have been exposed to the same body of knowledge in their major as those students who complete all or a major portion of their coursework at the University of South Florida.

Any student who receives a grade of "D" or lower in more than one USF CCJ course will be automatically barred from continuing as a Criminology major.

Certification in Corrections:
The Department of Criminology offers a certificate in corrections. This certificate is recognized by the Florida Criminal Justice Standards and Training Commission (FCJSTC) and by the Florida Department of Corrections (FDOC) as satisfying some of the Basic Recruit Training objectives for Correctional Probation Officers (CPO). This certificate program consists of 21 semester hours comprised of the following courses: CCJ 3024 (3) CCJ 4282 (3) CCJ 4356 (2) CCJ 4331 (3) CCJ 4341 (3) CCJ 4306 (3) and CCJ 4940 (3). Students must receive approval from the Department prior to starting their coursework within this certification program. The program is open to all USF students including Criminology majors and minors as well as to persons who have already received their baccalaureate degrees. All of the required coursework within this certification program must be taken at USF and all additional training requirements must be taken at an FCJSTC approved program in order to qualify as a Florida Correction Probation Officer. Students working toward corrections certification are also subject to the Department's "2 D" rule.

• Requirement for a Minor in Criminology:
The Department of Criminology offers a minor in Criminology. The minor consists of three required courses (CCJ 3024, 3204, and 3610) totaling 9 credit hours, and the selection of two of the following 3 hour courses (CCJ 4110, 4273, 4306, 4501) for a total of 15 semester hours. Students must receive approval from the Department prior to starting their minor work. A minimum of 9 semester hours must be completed at USF. Students minor in Criminology are subject to the Department's "2 D" Rule.

Prerequisites (State Mandated Common Prerequisites)
Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured. If students transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

There are no State Mandated Common Prerequisites for this degree program.
The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Students are encouraged to take the community college Criminology or Criminal Justice programs. Because courses in these programs will not substitute for the USF major requirements listed below, these students should be aware of and look forward to revisiting many of the content areas at the junior and senior levels at USF.

Suggested Electives:
ACG 2001 Accounting I 3
ACG 2011 Accounting II 3

ECONOMICS (ECN)
Economics offers a clear and logical way of thinking about complicated issues such as unemployment, inflation, pollution, and crime. The department offers broad course choices allowing students to tailor their programs to provide training for professional careers in business, teaching, government, and law. Students interested in majoring or minoring in economics should contact the undergraduate academic advisor in the Economics Department for more information. The Department also offers a minor in economics.

• Requirements for the Major in Economics:
A student may earn a Bachelor of Arts degree with a major in Economics by satisfactorily completing 33 credits in Economics in addition to college requirements. The 33 credits must include at least:

ECO 2013 Economic Principles: Macroeconomics (3)
ECO 2023 Economic Principles: Microeconomics (3)
ECO 3101 Intermediate Price Theory (3)
ECO 3203 Intermediate Income & Monetary Analysis(3)
ECO 4935 Economic Statistics (3)
or QMB 3200 Business and Economics Statistics II (3)
Economics electives numbered 3000 or higher (18)

ECO 3100, Managerial Economics, may be substituted for ECO 3101. Either ECO 1000 (if taken before both ECO 2013 and ECO 2023) or QMB 2150 (if taken as a prerequisite to QMB 3200) may be substituted for a maximum of 3 hours of upper level elective credit. Students must obtain a grade of "C" or higher in ECO 3101 or ECO 3100 in order to enroll in any course for which ECO 3101, ECO 3100 or ECO 3203 is a prerequisite. At least 9 of the 15 hours of upper level economics electives must be in courses for which either ECO 3101, ECO 3100 or ECO 3203 is a prerequisite. No more than 3 hours credit can be applied toward a major from ECO 4905 and/or ECO 4914. At least 12 hours must be taken in residence at USF. Grades of "C" or better in ECO 2013 and ECO 2023 are required for graduation with a major in Economics. Economics majors working at the regional campuses cannot expect to fulfill all economics course requirements at those campuses.

• Requirements for the Minor in Economics:
Students from throughout the University may earn a minor in Economics by satisfactorily completing 18 hours in Economics including:

ECO 2013 Economic Principles: Macroeconomics (3)
ECO 2023 Economic Principles: Microeconomics (3)
Economics electives numbered 3000 or higher (12)
ECO 1000, if taken before both ECO 2013 and ECO 2023, may be substituted for 3 hours of upper level electives. Before being recognized as a minor in economics a student must obtain program approval by the Economics Department Undergraduate Advisor. A grade point average of 2.0 or higher must be achieved in minor course work for certification of the minor for graduation. ECO 4905 and ECO 4914 may not be counted toward the minor. At least 6 hours must be taken in residence at USF.

The Economics Pre-Law Curriculum
Economic principles provide the foundation for much of our legal system. Economics offers a series of courses to provide the abstract and applied skills required by those seeking legal careers.

Beyond ECO 2013 Economic Principles (Macroeconomics) and ECO 2023 Economic Principles (Microeconomics),

AFA 2001 Introduction to the Black Experience 3
POS 1001 Introduction to Political Science 3
POS 2041 American National Government 3
POS 2112 State and Local Government 3
PSY 2012 Introduction to Psychology 3
SYG 2000 Introduction to Sociology 3
students should elect ECP 4451 (Law and Economics), ECP 3413 (Economics of Regulation and Antitrust) and ECO 4355 (Economics of Employment: Labor). Additional courses of interest are: ECO 4504 (Public Finance), ECP 3530 (Economics of Health), ECP 3302 (Environmental Economics), ECP 3203 (Labor Economics), ECP 3201 (Economics of Women and Work).

The Economics Pre-Law Curriculum fits easily within the Economics major or minor but is open to other students. The Economics Department Undergraduate Advisor has helpful advice for students taking the Law School Admissions Test or applying for admission to law schools.

Prerequisites (State Mandated Common Prerequisites) Students should complete the following prerequisite courses listed below at the lower level prior to entering the University. If these courses are not taken at the community college, they must be completed before the degree is granted. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.

ECO X013 Economic Principles I (Macroeconomics) and ECO X023 Economic Principles I (Microeconomics) or ECO XXXX Any level economics course, 3 semester hours, and ECO XXXX Any level economics course, 3 semester hours

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university.

■ 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 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 1102 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 in high demand and it is possible that registration space will not always be available.

2. First-time-enrolled students (a) who do not take 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 with appropriate AP English credit.

• Requirements for the Major in English: The program in English provides options in English and American literature, creative writing, and professional and technical writing. The literature option covers the major periods of English and American literature. The creative writing option includes training in writing and coverage of English and American literature. The professional and technical writing option combines the study of English and American literature with an introduction to writing found in the professional workplace. The English Education program is described under the section for the College of Education. Major requirements for English majors 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.

OPTION I: English and American Literature.

Twelve courses (36 hrs.) as follows:

1. Both of the following:
   AML 3031 AML 3032

2. Four of the following:
   ENL 3015 ENL 3230 ENL 3251
   ENL 3273 ENL 3331 or ENL 3332

3. Five of the following, at least two of which must be at the 4000 level:
   AML 3051 AML 3604 AML 4111
   AML 4121 AML 4261 AML 4330
   ENG 4060 ENL 3015 ENL 3230
   ENL 3251 ENL 3273 ENL 3331
   ENL 3332 ENL 4122 ENL 4132
   ENL 4171 ENL 4303 ENL 4311
   ENL 4338 ENL 4341 LIN 4671
   LIN 4680 LIT 3022 LIT 3043
   LIT 3073 LIT 3101 LIT 3102
   LIT 3144 LIT 3301 LIT 3374
   LIT 3410 LIT 3700 LIT 4011
   LIT 4930

4. ENG 4013

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.

1. Writing Requirements
   CRW 3111 or CRW 2100
   CRW 3311
   Any three of the following:
   CRW 3112 CRW 3121 CRW 3312
   CRW 3321 CRW 4120 CRW 4320
   CRW 4930
   Note: CRW 3111 must be taken before any other courses in the Fiction series, and CRW 3311 must be taken before any other courses in the Poetry series.

2. Literature Requirements
   The student must select six literature courses from those listed in OPTION I. Two courses must be from group "1," two more from group "2," and two from group "3."

OPTION III: Professional and Technical Writing.

This 36-hour program allows undergraduates to concentrate their studies in professional writing, wherein they will master special writing skills demanded by industry, business, government, and the professions. Semester-long internships may be arranged by the English Department with local businesses, industries, and professional organizations. Interns will earn three credit hours and, in some cases, receive compensation for their duties.

Students choosing this concentration will also assure themselves of a core of liberal arts studies since they must take 21 credit hours of literature courses in addition to 15 hours of composition courses.

1. Composition requirements:
   Five of the following:
   CRW 2100 ENC 2210 ENC 3213
   ENC 3310 ENC 4260 ENC 4311
   ENC 4931

2. Literature requirements:
   The student must select seven literature courses from those listed in OPTION I as follows:
   Two courses from group "1," four courses from group "2," and one course from group "3."

• Requirements for the Minors in English

English and American Literature Minor (15 hours)

1. One of the following:
   AML 3031 AML 3032

2. Two of the following:
   ENL 3015 ENL 3230
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3. One course at the 4000 level
4. One additional 3000- or 4000-level course with AML, CRW, ENC, ENL or LIT prefix

Creative Writing Minor (15 hours)
1. CRW 3111 or CRW 2100
CRW 3311
Any two of the following:
CRW 3111 CRW 3121 CRW 3312
CRW 3321 CRW 4120 CRW 4320
CRW 4930
2. One AML or ENL course listed in OPTION I.

Professional and Technical Writing Minor (15 hours)
1. ENC 2210
2. ENC 4260
3. One AML or ENL course listed in OPTION I
4. Two of the following courses:
CRW 2100 ENC 3213 ENC 3310
ENC 4311 ENC 4931

Prerequisites (State Mandated Common Prerequisites)
Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured. If students transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Students should complete the following prerequisite courses listed below at the lower level prior to entering the University. If these courses are not taken at the community college, they must be completed before the degree is granted. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.

ENC 1101 Freshman English I
ENC 1102 Freshman English II
or
Six semester hours earned in courses taught in the English Department, each with 6,000 words of evaluated writing for a total of 12,000 words.

Suggested electives:
AMH 2010 American History I 3
AMH 2020 American History II 3
EUH 2021 Medieval History I 3
EUH 2022 Medieval History II 3

Environmental Science and Policy (EVR)
The status of the earth's environment has been a major concern since the 1960s. As we enter the 21st century, it represents one of the most critical issues facing nearly all nations individually as well as the earth community as a whole. Increased population, technology, globalization and diminishing natural resources all play an important role in the changing environment. As a consequence, governments at all levels are devoting resources to help understand the problems that we are facing and to aid in their mitigation. This includes everything from public education to cleaning toxic waste sites. The environmental industry is a growing arena for employment for degree holders at all levels.

The Bachelor of Science (B.S.) in Environmental Science and Policy was approved in 1995. This interdisciplinary program spans multiple colleges within the University but is housed in the College of Arts and Sciences. All students must complete the University's General Education Requirements. All majors in the program must complete the required courses including two introductory courses in environmental science and policy, 2 semesters each of general biology and general chemistry, environmental ethics, environmental policy, statistics or physical science (either geology or physics). In addition, majors take six courses that allow them to sub-specialize in science or in policy. Students choosing to sub-specialize in science take 2 semesters of calculus and 4 electives related to physical, earth or life science. Students choosing to sub-specialize in policy take environmental law and environmental economics and 4 electives related to policy and planning, ethics or economics. Finally, all majors must complete an upper division seminar and an internship or project. ESP majors are advised by the Program Advisor.

Requirements for the Major in Environmental Science and Policy
All students majoring in Environmental Science and Policy are required to see the advisor each semester prior to registration for the following term. Students who are eligible for an internship must see the internship coordinator four weeks prior to the beginning of the semester in which they will complete the internship.

Requirements for All Majors
EVR 2001 EVR 2001L EVR 2861
BSC 2010C BSC 2011C CHM 2041
CHM 2045L CHM 2046 CHM 2046L
PUP 4203 PHI 3640 EVR 4921
STA 2023 or QMB 2101 GLY 2010 (with lab) or GLY 2100 (with lab) or PHY 2048 (with lab) or PHY 2053 (with lab)
EVR 4910 or EVR 4940

Science Track
MAC 2233 and MAC 2234 OR MAC 2281 and MAC 2282 OR
MAC 2311 and MAC 2312
plus four approved science/engineering electives: only one of which may be an introductory course and three must be selected from within one of the areas of earth science, life science or physical science.

Policy Track
ECO 3302 and POS 3697
plus four approved policy-related electives: only one of which may be an introductory course.

Prerequisites (State Mandated Common Prerequisites)
Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured. If students transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

There are no State Mandated Common Prerequisites for this degree program.

The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Students should complete the following prerequisite courses listed below at the lower level prior to entering the University. If these courses are not taken at the community college, they must be completed before the degree is granted. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.
MAC 2233 & MAC 2234 Elementary Calculus  4  
or  
MAC 2281 & MAC 2282 Engineering Calculus  4  
or  
MAC 2311 & MAC 2312 Calculus  3  
and  

CHM 2045 & CHM 2045L General Chemistry & Lab  4  
CHM 2046 & CHM 2046L General Chemistry II & Lab  4  

plus  
STA 2023 Statistics  3  
One approved Geology or Physics Course with Lab  4  

**GEOGRAPHY(GPY)**  
The degree program in Geography provides options in Environmental Studies, Urban Studies, and General Geography. The Environmental Studies option focuses on major environmental systems including the geosphere, hydrosphere, atmosphere, pedosphere, and biosphere. Particular emphasis is put on the human modification of the natural environment and the global interconnections of the major earth systems. The Urban Studies option focuses on the social and spatial effects of the growth of cities, including issues such as the historical evolution of urban form and function, land-use changes and conflicts, economic restructuring, the growth and decline of inner-cities, and urban racial and ethnic relations. The General Geography option offers instruction in a broad range of topics in geography, including both physical and human processes.  

**Requirements for the Major in Geography**  
A major in geography consists of 37 credit hours as follows:  

**Required core courses (21 credit hours):**  
GEO 3013 (4)  GEO 4100C (4)  GEO 4933 (1)  
GEO 3402 (4)  GEO 4114C (4) or GEO 4164 (4)  
Plus one course with a GEO prefix (4)  

**Supporting Courses (16 credit hours):** Students may select  
Option 1 (Environmental), Option 2 (Urban), or Option 3 (General).  

**Option 1: Environmental Studies**  
In addition to required Geography core courses, students in Option 1 select:  

- Required: GEO 4372 (4) and  
- Two of the following (8 credit hours):  
  MET 4002 (4)  GEO 4201C (4)  GEO 4280C (4)  
  MET 4010C (4)  GEO 4210 (4)  GEO 4340 (4)  
Any additional 4 credit hours in Geography excluding:  
GEO 3901  GEO 4900  GEO 1930  
GEO 3931C  GEO 4910  

**Option 2: Urban Studies**  
In addition to required Geography core courses, students in Option 2 select:  

- Required: GEO 3602 (4) and  
- Two of the following (8 credit hours):  
  URP 4052 (4)  GEO 4502 (4)  GEO 4604 (4)  
  GEO 4470 (4)  GEO 4700 (4)  
Any additional 4 credit hours in Geography excluding:  
GEO 3901  GEO 4900  GEO 1930  
GEO 3931C  GEO 4910  

**Option 3: General Geography**  
In addition to required Geography core courses, students in Option 3 select:  

- One of the following (4 credit hours):  
  MET 4002 (4)  GEO 4210 (4)  
  MET 4010C (4)  GEO 4280C (4)  
- One of the following (4 credit hours):  
  GEO 3602 (4)  GEO 4460 (4)  GEO 4604 (4)  
  GEO 4421 (4)  GEO 4470 (4)  GEO 4700 (4)  
  GEO 4440 (4)  GEO 4502 (4)  

Any additional 8 credit hours in Geography excluding:  
GEO 1930  GEO 3901  GEO 4900  
GEO 3931C  GEO 4910  

**Requirements for the Minor**  
A minor in Geography consists of 16 credit hours, with a minimum grade-point average of 2.0. The required courses are:  
GEO 3013 (4)  GEO 3402 (4)  
One GEA elective (4) and one upper level GEO, MET or URP elective (3000-5000 level) (4).  

**Prerequisites (State Mandated Common Prerequisites)**  
Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A minimum of 60 semester hours must be completed at the university unless prior approval is secured. If students transfer without an A.A. degree and have fewer than 60 semester hours of acceptable credit, the students must meet the university’s entering freshman requirements including ACT or SAT test scores, GPA, and course requirements. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.  

Students should complete two lower level, introductory courses in Geography prior to entering the University. If these courses are not taken at the community college, they must be completed before the degree is granted. Students are encouraged to complete the following prerequisites, or major, support, or elective courses if available, during the program of study at the community college, and when feasible in General Education/Gordon Rule courses. Unless stated otherwise, a grade of "C" is the minimum acceptable grade.  

**Major and Supporting Courses:**  
- GEA 2000 General Geography  
- GEO 3013 Introduction to Physical Geography  
- GEO 3402 Human Geography  
- GEO 4421 Cultural Geography  
- And any other geography course offered in the community college A.A.  

**Electives:**  
- AMH 2010 American History I  
- AMH 2020 American History II  
- World Civilization I, II (EUH Courses)  
- POS 2041 National Government  
- POS 2112 State and Local Government  
- GLY 2100 Geology  
- BOT 2010 Botany  
- ANT 2000 Anthropology  

**GEOLOGY(GLY)**  
The Department of Geology offers programs leading to Bachelor of Arts, Bachelor of Science, Master of Science, and Doctor of Philosophy degrees. Geology is one of the broadest of all sciences because of its dependence on fundamentals of biology, chemistry, mathematics, and physics as applied to the study of the earth. As a result, undergraduate students are expected to obtain a broad background in the other sciences as well as a concentration in geology.  

The Bachelor of Science degree program has two tracks, the Geology Track and the Environmental Geology Track. Both provide the student with a broad foundation in the basics of the science. The Geology track is designed for the student interested in pursuing graduate studies or employment in industrial and government agencies. The Environmental Geology track is designed for the student interested in the fields of hydrogeology or environmental geology. The Bachelor of Arts program is designed primarily for the liberal arts student who has interest in the subject but is not preparing for a career in the field or for the pre-professional school student. A