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General
Information

College of
Arts and
Sciences

College of
Business

College of
Education

College of
Engineering

College of
Health
Professions

College of
Pharmacy

School of Applied
Technology

Policy Statements

Catalogs, bulletins, course and fee schedules, etc., are not to be considered as binding contracts between Idaho State University and students. The university and its divisions reserve the right at any time, without advance notice, to: (a) withdraw or cancel classes, courses, and programs; (b) change fees schedule; (c) change the academic calendar; (d) change admissions and registration requirements; (e) change the regulations and requirements governing instruction in, and graduation from, the university and its various divisions; and (f) change any other regulations affecting students. Changes shall go into force whenever the proper authorities so determine, and shall apply not only to prospective students but also to those who are matriculated at the time in the university. When economic and other conditions permit, the university tries to provide advance notice of such changes. In particular, when an instructional program is to be withdrawn, the university will make every reasonable effort to ensure that students who are within two years of completing the graduation requirements, and who are making normal progress toward the completion of those requirements, will have the opportunity to complete the program which is to be withdrawn.

Idaho State University subscribes to the principles and laws of the State of Idaho and federal government, including applicable executive orders pertaining to civil rights, and all rights, privileges, and activities of the institution are made available without regard to race, creed, color, sex, age, disability, or national origin. The university is an Equal Opportunity and Affirmative Action employer. Evidence of practices which are not consistent with such a policy should be reported to the Office of the President of the university.

Postmaster

Third class single rate postage paid at Pocatello, Idaho. The Idaho State University Undergraduate Catalog is published annually in the spring. The Graduate Catalog is published annually in the spring. Copies are made available through the Bookstore. The Undergraduate Catalog is published by the Office of the Vice President for Academic Affairs, Box 8063, Idaho State University, Pocatello, Idaho 83209-0009.

Undergraduate Educational Programs

(For Graduate Programs, see Graduate Catalog)

College of Arts and Sciences

American Indian Studies (minor only)
 American Studies
 Anthropology
 Art :
 • Art
 • Art History (minor only)
 • Pre-Architecture
 • Studio (minor only)
 Biochemistry
 Biology
 Botany
 Chemistry
 Criminal Justice
 Ecology
 Economics:
 • Applied Economics
 • Economic Theory
 English:
 • Creative Writing (minor only)
 • General Option
 • Writing Option
 French
 General Studies
 Geology
 German
 Health Physics
 History
 International Studies:
 • Political and Economic Development
 • Language, Literature, and Culture
 • The United States and World Affairs
 Mass Communication:
 • Advertising/Public Relations
 • Journalism
 • Media Studies
 • Photography
 • Television
 Mathematics:
 • Mathematics
 • Computer Science Emphasis
 Medical Technology
 Microbiology
 Music
 Philosophy
 Physics:
 • Health Physics Emphasis
 • Physics
 Political Science
 Pre-Architecture
 Psychology
 Russian (minor only)
 Social Work
 Sociology
 Spanish
 Speech Communication:
 • Organizational Communication Emphasis
 • Speech Communication Emphasis
 Theatre:
 • Acting (minor only)
 • Acting and Directing
 • Costume
 • Technical Theatre and Costume
 • Theatre History and Dramatic Literature
 Women's Studies (minor only)
 Zoology

College of Business

Accounting
 Business Administration
 Computer Information Systems
 Computer Science (Interdepartmental)
 Finance
 International Commerce (minor only)
 Management:
 • Entrepreneurship/Small Business
 • Human Resources/Industrial Relations
 • Management
 Marketing

College of Education

Business Education
 Coaching (minor only)
 Corporate Training
 Dance (minor only)
 Foods and Nutrition
 Family and Consumer Sciences (Home Economics)
 Human Exceptionality
 Music Education
 Physical Education
 Vocational Teacher Education
 Teacher Education Programs
 Early Childhood Education
 Elementary Education
 Family and Consumer Sciences Education
 Junior High School/Middle School
 Secondary Education
 Single Subject Teaching Majors (18)

College of Engineering

Engineering:
 • Civil Engineering
 • Electrical Engineering
 • Environmental Engineering
 • Mechanical Engineering
 • Nuclear Science and Engineering
 Engineering Management

College of Health Professions

Dental Hygiene
 Dietetics
 Health Care Administration
 Health Education
 Idaho Dental Education Program
 Nursing
 Physician Assistant Studies
 Radiographic Science
 Speech Pathology and Audiology

College of Pharmacy

Doctor of Pharmacy
 Pre-Pharmacy

Individualized Educational Programs

Bachelor of Applied Technology
 Bachelor of University Studies

Pre-Professional Programs

Pre-Dentistry
 Pre-Law
 Pre-Medicine
 Pre-Optometry
 Pre-Osteopathic Medicine
 Pre-Physical Therapy
 Pre-Podiatric Medicine
 Pre-Veterinary Medicine

School of Applied Technology

Adult Basic Education
 Aircraft Maintenance Technology:
 • Airframe Option
 • Power Plant Option
 Automotive Collision Repair and Refinishing:
 • Automotive Collision Repair
 • Automotive Refinishing
 • Automotive Collision Repair and Refinishing
 Automotive Technology
 Building Construction Technology
 Business Equipment/Computer Technician
 Child Development
 Civil Engineering Technology
 Computer Software Engineering Technology:
 • Computer Operator
 • Computer Programmer
 • Computer Software Engineering/Language Specialist
 • Computer Software Engineering/Network Specialist
 • Microcomputer Specialist
 Cosmetology:
 • Cosmetology Option
 • Nail Technology Option
 Culinary Arts Technology
 Dental Laboratory Technology
 Diesel/Diesel Electric Technology:
 • Diesel Technology
 • Diesel Electric Technology
 Design Drafting Technology:
 • Drafting Technology—Machine Drafting
 Electrical Technician
 Electromechanical Drafting Technology:
 • Integrated Circuit Design
 Electromechanical Technology
 Electronic RF/Telcom Technology
 Electronic Systems Technology:
 • Laser/Electro-Optics Technology
 Farm Business Management
 Fire Service Technology
 Graphic Arts/Printing Technology:
 • Graphic Arts-Electronic Imaging
 • Graphic Arts-Offset Press
 Health Information Technology
 Instrumentation Technology
 Laser/Electro-Optics Technology
 Law Enforcement
 Machining Technology:
 • Machine Tool Operator
 • Machine Tool Technology
 Marketing and Management Occupations:
 • Business Technology
 • Hospitality Management Technology
 • Management Technology
 • Marketing Technology
 Medical Assistant
 Office Technology:
 • Accountant Clerk
 • Administrative Office Technology
 • Legal Office Technology
 • Medical Office Technology
 Physical Therapist Assistant
 Practical Nursing
 Welding:
 • Weldor General
 • Weldor-Fitter

General Information

Idaho State University has served the citizens of the state since 1901 when the institution was first established as the Academy of Idaho. Renamed the Idaho Technical Institute in 1915 and reorganized as the Southern Branch of the University of Idaho in 1927, it was established as Idaho State College in 1947. By action of the 37th Idaho Legislature, the institution became Idaho State University on July 1, 1963.

Bachelor's and masters' degrees in a variety of fields are awarded by the College of Arts and Sciences, College of Business, College of Education, College of Engineering, College of Health Professions, and the Graduate School. Terminal degrees offered at ISU include Master of Fine Arts, Doctor of Philosophy, Doctor of Arts, and Doctor of Education. Certificate programs of varying lengths and an Associate of Technology degree are included in the curricula of the School of Applied Technology.

Role and Mission

Idaho State University is a broad-based regional public university, providing a broad range of educational services to a culturally diverse population of students and to the state. The university is Idaho's center for education in the health professions. Idaho State University offers a wide array of academic programs: in the health professions and supporting sciences and educator preparation (its areas of primary emphasis); in business and engineering (its areas of continuing emphasis); and in the liberal arts. It is committed to maintaining a strong liberal arts program as the basis of other academic disciplines and as an independent, multifaceted field of inquiry. The university offers graduate programs in a number of fields and is a national center for the Doctor of Arts degree. Its School of Applied Technology provides high-quality education and training in response to the needs of students and private industry. Idaho State University is dedicated to excellence in teaching. The university engages in sustained and significant re-

search as an essential component of its academic and public service programs. It views public service as an integral part of its mission. Idaho State University is committed to providing accessible, high quality education to the diverse citizenry of its region and state, and delivers comprehensive and creative outreach programs using the latest available technology. The university offers a range of academic and support services to help all students succeed. It encourages student and public participation in its cultural, recreational and athletic programs, and welcomes the continuing involvement of alumni and other friends in its endeavors.

Idaho State University . . .

is a broad-based regional public university . . .

Idaho State University provides both general education and specialized programs and fulfills a community college role. It offers certificates, associate, baccalaureate, master's and doctoral degrees, and post-doctoral residency programs. The university serves the current and emerging needs of the state and region through its wide range of education, research and public service programs for students, the general public, public agencies, and private industry.

Idaho State University is committed to serving the higher education needs of the citizens of the state and the intermountain region. The university seeks to attract and retain high quality undergraduate and graduate students from Idaho and the Intermountain West, while regarding eastern Idaho—an area including the Magic Valley east to Wyoming, north to Montana and south to Utah—as its primary service area.

is Idaho's center for education in the health professions . . .

The university serves as Idaho's lead institution for education in the health professions and related biological and physical sciences. Idaho State University delivers statewide comprehensive academic programming, professional continuing education, basic and applied research, and specialized public service in the health sciences.

offers an array of academic programs . . .

Idaho State University offers students a full range of academic programs, including majors in the liberal arts and a number of professional fields—the health sciences, business, education and engineering. All Idaho State University academic programs strive for the highest standards of academic excellence, and are responsive to the changing and increasingly complex needs of students and the professions they serve. They recognize that ongoing research is critical to maintaining that excellence and to providing high quality service to public agencies, private enterprise and to the citizens of Idaho.

has a primary emphasis in educator preparation . . .

The State Board of Education has designated educator preparation as a primary emphasis area at all Idaho universities. Idaho State University views this area as a field of major importance. The university provides strong educator preparation programs as well as a comprehensive outreach component, serving school districts throughout Idaho.

is committed to maintaining a strong liberal arts program . . .

Idaho State University recognizes that the heart of its undergraduate program is its rigorous liberal arts core—its arts and sciences curricula. These programs provide focused study in arts and sciences, essential general university courses, and the foundation for an understanding of other disciplines. Their emphasis on critical thinking skills is essential to the life-long education of an informed citizenry. The liberal arts must remain strong and responsive to the needs of students, of other academic units at the university, and the professions which its graduates enter.

offers graduate programs in a range of disciplines . . .

Idaho State University's Office of Graduate Studies and Research fosters and coordinates an array of high quality post-baccalaureate programs at the Master's and Doctoral levels. The graduate school encourages monitoring of students by faculty and provides support for research activities throughout the university. The graduate school is committed to increasing public awareness of the importance of the university's Doctor of Arts program and its role as a national center for that program.

provides high quality applied technology programs . . .

Applied technology programs help Idaho State University fulfill its community college function and are responsive to the emerging needs of business and industry. These programs are well-coordinated with university academic courses, particularly those designated as primary emphasis areas. The School of Applied Technology designs and provides programs in response to the employment and economic development needs of the region and state.

is dedicated to excellence in teaching . . .

Idaho State University recognizes the importance of effective teaching and provides regular instructional improvement opportunities for all faculty. Part-time faculty and graduate students who teach are given appropriate guidance and oversight, and are expected to participate, along with full-time faculty, in activities related to instructional improvement. Teaching excellence is recognized and rewarded by the university.

engages in sustained, significant research . . .

Idaho State University recognizes that ongoing research is essential to increasing our understanding of the world around us, to developing quality instruction, to promoting economic development and enhancing the quality of life. The university will encourage, support and reward quality research activity, particularly that which is related to its mission and to the needs of communities, businesses and industries in the region.

considers public service an integral part of its mission . . .

The university views professional and public service as a crucial component of its role as a public institution, and will continue to provide a wide range of programs and services in response to the changing needs of the citizens of Idaho. The public service work of faculty, staff and students is recognized and rewarded.

provides accessible, high quality education . . .

Idaho State University is committed to serving the citizenry of the region and state through an open enrollment policy

for general university students. The university encourages and respects diversity among its students, faculty and staff. Idaho State University maintains high academic standards through a carefully managed process designed to provide the greatest opportunity for academic success for entering students.

delivers comprehensive and creative outreach services . . .

Idaho State University provides degree and non-degree outreach programs in a coordinated, integrated effort which is responsive to the needs of students. Outreach efforts are clearly related to the university's statewide and regional missions, and provide high quality programs in the most effective and efficient manner possible, through on-site classes taught by faculty and via telecommunications or other distance learning systems.

offers a range of academic and support services to students . . .

Idaho State University's student services programs are committed to the development of the whole person, and recognize that each student is unique and has worth and dignity. The Division of Student Affairs, Offices of Enrollment Planning and Academic Services and faculty offer programs to meet the current and projected needs of students. These offices provide programs on admissions, admissions counseling and advising, registration, financial aid, health care, child care, housing, employment, career and personal counseling, testing, academic skills development and placement. Student organizations and campus committees provide opportunities for personal and social growth.

encourages student and public participation in a variety of cultural programs . . .

Idaho State University offers its students and all Idaho citizens a chance to participate in, learn from, and simply enjoy a variety of cultural programs and events in music, the visual arts, drama and natural history, to name a few. The Idaho Museum of Natural History, designated as a state museum, provides visitors with a window on Idaho's past. The museum offers Idahoans and students at any educational level an array of on-campus and outreach programs about our natural heritage.

encourages student and public participation in a variety of recreational and athletic programs . . .

Recreational and athletic programs are integral parts of the university, offering diverse opportunities for student competition and public involvement. The programs are guided by the principle that student-athletes are students first, with their academic success as the first priority. The public service work of these programs provides encouragement and instruction to young student-athletes throughout the region. They foster and enhance a positive institutional spirit and sense of community through their on-campus and outreach efforts.

welcomes the involvement of alumni and other friends . . .

Idaho State University's extended community includes its alumni and other friends—citizens of Idaho and from around the world who maintain an active interest in, and who may wish to support, the

development and progress of the university. Idaho State University welcomes their ongoing involvement in its endeavors. The university strives to keep them informed about its activities, and to provide them with opportunities for participation in a range of programs serving the educational needs of the state and region.

Accreditation

Idaho State University is accredited by the Northwest Association of Schools and Colleges. In addition the university is accredited or approved for specific programs by the following organizations: Accreditation Board for Engineering and Technology, Inc.; American Assembly of Collegiate Schools of Business; American Association for Accreditation of Laboratory Animal Care; American Association of Health Information Management; American Association of Medical Assistants; American Chemical Society; American Council on Graduate Medical Education; American Council on Pharmaceutical Education; the American Dental Association, Council on Dental Education; American Dietetics Association; American Physical Therapy Association; American Speech, Language, Hearing Association; Association for the Advancement of Health Education; Association of University Programs in Health Administration; Automotive Standard Excellence; Bureau of Occupational Licenses; Commission of Education of the Deaf; Commission on Accreditation in Physical Therapy Education; Council for the Accreditation of Counseling and Related Educational Programs; Council on Social Work Education; Federal Aviation Administration; Idaho Cosmetology Board; National Accrediting Agency for Clinical Laboratory Sciences; National Association for the Education of Young Children; National Association of Schools of Music; National Association of State Directors of Teacher Education and Certification; National Association of Radio Telecommunications Engineers; National Council for Accreditation of Teacher Education; National League for Nursing; Peace Officers Standards and Training; State of Idaho Board of Nursing.

The university holds membership in numerous organizations which have specific academic requirements. Among these are the American Association of University Women, the Council of Graduate Schools

in the United States, the Western Association of Graduate Schools, the National Commission on Accrediting, and the American Association of State Colleges and Universities.

University Library

The University Library, located in the Eli M. Oboler Library building, contains major collections of books, maps, microforms, periodicals and government publications and provides a full range of services to students and staff.

The book collection of over 387,000 volumes is accessed via an on-line catalog which is linked to an automated circulation system. The library subscribes to some 3,300 periodicals and serials and has a periodical collection totalling over 109,000 bound volumes. The government publications collection comprises over 420,000 printed items. ISU has been a depository for federal publications since 1908 and for Idaho state publications since 1972. The government publications department contains a collection of approximately 1,500,000 items published in microform. In addition, the library has dramatically enhanced its offerings of electronic access systems.

An integral part of library service is the provision of reference and research assistance to patrons. General reference service is provided at the reference desk and is available during most hours that the library is open. Those patrons exploring the periodical and government document collections can utilize a wide range of printed and electronically based indexes which currently total over 30 databases and systems. Library instruction is available to classes and student groups and is tailored to address students' specific needs, from general library orientation to subject-specific bibliographic research.

In addition to supplying informational materials from its own collections, the library provides an interlibrary loan facility which is equipped to locate and deliver books and periodical articles from other libraries' holdings. Utilizing Fax transmission as well as postal services, the interlibrary loan service handles over 16,000 transactions each year.

In the summer of 1994, the library also opened an Information Services Center at University Place in Idaho Falls. The 1,700 square foot facility includes study tables, a lounge area, and reference desk, plus public access workstations on which students and faculty are able to access many of the same information databases available to students within the main campus library. With the assistance of trained staff, students are able to request the delivery of books and journal articles through the university library.

Computer Facilities and Services

The Computer Service Center, located in the basement of the Business Administration building, is dedicated to meeting the computing needs of students.

Computer workshops are offered on a regular basis free of charge to students, faculty and staff. Courses include:

- Beginning and Advanced WordPerfect for Windows
- Beginning and Advanced Quattro Pro for Windows
- Electronic Mail
- Introduction to UNIX
- Internet Browsing with Netscape
- Introduction to Apple Macintosh
- ISU Computing - An Overview
- Getting Started - For New Users
- Windows Tips & Tricks
- Computing Concepts - DOS, Windows
- Network...

Monthly workshop schedules are available in the microcomputer labs and at the computer center administrative office, Room B-24.

Eight microcomputer labs on campus, one in Idaho Falls and one in Twin Falls are open to ISU students. Additional departmental labs are also available. Microcomputer labs are equipped with DOS based machines and run mouse-operated as well as keyboard software. Some labs also contain Apple Macintosh machines. Use of the microcomputer labs requires a Local Area Network (LAN) account. LAN accounts may be purchased for \$10.00 per

semester and \$5.00 for a summer session at the computer center administration office, Idaho Falls and Twin Falls microcomputer labs. Many ISU computer resources, including e-mail, can be accessed remotely via modem. Remote access requires installing Co-Session communication software on the remote computer. Co-Session can be acquired free of charge from any of the microcomputer labs. Students with an active LAN account (access to DOS, Windows and MacIntosh software, including Internet access and e-mail) also have a UNIX account and access to a variety of UNIX software.

Idaho State University maintains a home page on the World-Wide Web with access to a wide variety of university information (such as campus events, online library access and this Catalog), community events and world-wide information available on the Internet. Internet resources include News and Weather, E-mail, Telnet and FTP services to access other computers throughout the world.

College of Business Basement

College of Business Room 507

Turner Hall Basement

College of Education Instructional Materials Center

College of Pharmacy Room 232

Student Union Building Fourth Floor

Liberal Arts Building Room 270

Oboler Library Basement

ISU Residence Center, Idaho Falls

ISU Residence Center, Twin Falls

Student Union

The Earl R. Pond Student Union Building, or PSUB, serves the campus as the focal point for an informal education. Among its many facilities are lounges, check cashing service, automatic teller machine, food service areas, bowling, billiards, film theatre, computer lab, copy service, ballroom, barber shop, bookstore, meeting rooms, and much more. The facilities are in constant use by various campus groups, individual students, and off-campus groups from the community and area. The Program Board, appointed by the Student Senate, is

responsible for the entertainment and social programs which take place on campus. This student committee has the responsibility of programming movies, dances, homecoming, concerts, art displays, games, tournaments, speakers, family programming, and many other activities.

The Student Union Program Office is also home for Special Delivery Productions, the program responsible for providing activities to part-time students. This program modifies traditional student activities to meet the needs of commuting and non-traditional students. Programs are presented both on campus and in outlying towns where commuter students live.

The Student Union and the Union Hypostyle house various other offices in addition to Student Senate. The Student Affairs offices in the hypostyle include the Dean and Associate Dean of Student Affairs and the International Student Advisor. Other offices within the building include non-credit continuing education, the arts and crafts center, the outdoor program office, the wilderness equipment rental center, the program board office, the ticket office, reservations and catering, Marriott Foods, the student employment office, post office, and the university newspaper.

Idaho Museum of Natural History

Founded by a faculty committee in 1934, the museum has evolved through its field research and growing collections into a museum of regional stature in anthropology and natural history. Dr. Edson Fichter and Dr. Sven Liljebblad gathered the collections from temporary campus storage places and prepared an exhibit in the library building opening a new era of growth on November 18, 1956.

In 1986 the legislature recognized the museum as the state museum of natural history with a mission "to preserve, increase and disseminate knowledge of natural history of the state of Idaho and northern intermountain west."

In November of 1993 following renovation and expansion, the museum opened a new exhibit, THE NATURE OF IDAHO. The exhibit traces the evolution of life forms seen in fossils of Idaho and features artifacts of Native Americans over an 11,000 year period. Other features are a seismograph recording earthquake activity, a high desert food web and an exhibit on Idaho's threatened and endangered species. Short-term exhibits on a variety of subjects of cultural as well as natural history interest are scheduled on a regular basis.

Faculty curators from biological sciences, geology and anthropology carry out teaching and research utilizing the collections. The museum offers a course on museum history and practices describing vocational options in the museum field.

Educational programs serve visiting school classes and offer programs to schools in the region. Programs for adults are sponsored by Friends of the Museum, the Audubon Society, the Idaho Archaeological Society and the Idaho Native Plant Society among other associations. The Museum Store offers a variety of natural history books, games, posters and toys.

Physical Facilities

Classroom and laboratory buildings include Leonard Hall, home of the College of Pharmacy; the Kegel Liberal Arts Building; the Arthur Tranmer Dental Arts Building; the Physical Science Building; the College of Education Complex; the Fine Arts Building; the College of Business Building; Lillibridge Engineering Laboratory; and the Gale Life Sciences Complex, which houses biological, psychological, biochemical, and microbiological sciences, and two departments of the College of Health Professions (nursing, and speech pathology and audiology). The School of Applied Technology is quartered in the Trade and Technology Building, the Vocational Arts Building, the Industrial Crafts Building, and the Roy F. Christensen Complex. The school also makes use of several off-campus facilities.

Frazier Hall, the university's main auditorium building, also houses the Department of Communication and Theatre. Other auditorium facilities are located in the

Fine Arts Building, the College of Education Building, the Gale Life Sciences Complex, and the Earl R. Pond Student Union Building. The Earl R. Pond Student Union Building provides a central meeting place

for students, offering dining facilities, numerous meeting rooms, facilities for bowling and other games, student affairs offices, U.S. Post Office and the University Bookstore.

Alumni Association and Foundations

Alumni Association

The goals of the Idaho State University Alumni Association are based on the principle of service to the university and to the people of the state of Idaho. Founded in 1901, the association is governed by a board of directors and administered through the Office of Alumni Relations, located at 554 South Seventh, Pocatello, in the Magnuson Alumni House. Specific objectives are to foster, cultivate and maintain a unified alumni association representative of the best traditions of the institution; to generate general concern and interest in the needs of Idaho State University; to encourage its support by a composite of all groups in its history; and to further a constructive program of progress in all aspects of the university.

The officers and directors meet three times each year with the director of alumni relations, who is appointed by the university administration.

An annual minimum contribution of \$25 is required to maintain active alumni status.

ISU Bengal Foundation

The ISU Bengal Foundation is a nonprofit organization of sports fans committed to the support of ISU's athletic program. Luncheon meetings are held weekly during football and basketball seasons.

ISU Foundation, Inc.

The ISU Foundation is a nonprofit corporation established in 1967 under the laws of the State of Idaho. It operates exclusively for the benefit of Idaho State University. The Foundation works to solicit, receive, hold and manage funds and property for the benefit of all the programs of the university. Foundation leaders bring a wide range of business and professional competence to their efforts on behalf of the university.

Gifts to the Foundation may be unrestricted to be used by the university in areas of greatest need, or donors can specify the area where they would like their contributions to go. Private funding helps provide scholarships, professorships, scientific equipment, building funds, and other assistance to academic and vocational/technical programs and instruction. Private support is recognized as a vital and necessary supplement for the funding of Idaho State University. All contributions to the Foundation, when itemized, are tax deductible.

The ISU Foundation is located on the third floor of the Administration Building.

Graduate Programs and Graduate Courses

Idaho State University offers many masters and several doctoral programs as well as a Family Practice Residency Training Program for Physicians. Numerous graduate courses are delivered in almost all disciplines. Undergraduates who are last semester seniors may take up to six credits at the graduate level in the 500 series with

permission. Enrollment in graduate courses requires admission to graduate school, except the professional development courses which are the 597 series. For additional information regarding graduate courses and programs of study, please see the Graduate Catalog.

University. Once all required documents and materials are received, copies are forwarded to the academic college of the student's major where an advisor is assigned. Those who are undecided about a major and those requiring academic assistance are assigned an advisor from the Supplemental Academic Advising Center.

Students submitting an application for admission to Idaho State University indicate an intent to major in a specific academic program. **Acceptance to the university does NOT mean acceptance into the student's major program.** Many departments have admission requirements that must be met prior to the student being formally accepted into their declared major. Students are encouraged to contact academic departments early to learn about admission requirements into specific programs.

NOTE: It is critical that students submit necessary admission documents early so they may be cleared to pre-register ahead of time. Pre-registration programs are held in early spring for accepted students. Those submitting application materials late cannot be assured of registration for the current semester.

Admissions

Inquiries about ISU and Admissions should be directed to:

Office of Enrollment Planning
& Academic Services
Idaho State University
Campus Box 8054
Pocatello ID 83209
(800) 888-4781 • (208) 236-3277

Questions related to the School of Applied Technology:

School of Applied Technology
Student Services
Idaho State University
P. O. Box 8380
Pocatello ID 83209
(208) 236-2622 • (800) 999-4781

Questions about admission applications:

Office of Admissions
Idaho State University
Campus Box 8270
Pocatello ID 83209
(800) 888-4781 • (208) 236-2475

Idaho State University welcomes all students of good character who provide evidence of suitable preparation for work at the college level. Write directly to the Office of Admissions for required admission forms and accompanying instructions. The following information applies to undergraduate students applying for admission to academic programs for Fall 1996 through Summer 1997. Please refer to the School of Applied Technology regarding admission to applied technology programs. Graduate students should refer to the Graduate Catalog.

Current undergraduate courses, degree requirements and academic programs are listed in the Undergraduate Catalog, which is published each March for the upcoming academic year. Upon admission to the University, new students receive a coupon that may be exchanged at the Bookstore for a complimentary copy of the Catalog. Be sure to keep your catalog as a reference tool for your educational planning. Each student needs to complete degree requirements as outlined in any one catalog in effect during his/her dates of registration. The Class Schedule, available free of charge from the Registrar's Office, lists the classes to be offered each semester and describes telephone pre-registration procedures.

Admission Requirements

Application Deadlines:

Fall Semester: August 1

Spring Semester: December 1

Summer Sessions: Open

**NOTICE TO ALL STUDENTS:
ALL REQUIRED ADMISSIONS
DOCUMENTS MUST BE
RECEIVED PRIOR TO
ENROLLMENT**

Students should hear from the Admissions Office approximately 3-4 weeks following their application to Idaho State

New Freshmen

STUDENTS GRADUATING FROM HIGH SCHOOL IN MAY 1989 AND LATER, AND TRANSFER STUDENTS WITH LESS THAN 14 CREDITS

Students graduating from high school in May 1989 and later and transfer students with less than 14 college credits who are seeking a degree at ISU are required to submit the following documents to the Office of Admissions:

1. Application for Admission
2. Application Fee (\$20, non-refundable)
3. Official ACT/SAT Test Scores. (Students making application for the fall semester should take one of these exams early in their senior year and have the scores sent to ISU directly from the appropriate testing service. Scores must be received prior to enrollment.) Students 21 years or older are exempt from taking the ACT/SAT test.
4. Six or preferably seven semester high school transcript. (Students making application for the fall semester should have a copy of their six or seven semes-

ter high school transcript indicating credits and grades from the 9th grade through the start of the 12th grade sent to the Office of Admissions early during their senior year.)

- Final, official high school transcript (eight semester) listing all classes completed, grades and graduation date should be sent directly from the high school records office to the Office of Admissions, immediately following the students graduation from high school.

Regular Admission

The following college entrance, core subject requirements were established by the State Board of Education and were implemented the Fall 1989 semester and thereafter. Students must meet these minimum credit requirements with an average GPA of 2.0 to be eligible for Regular Admission. Students must comply with the requirements at the time of their high school graduation.

| Subject Area | Applicable Grad. Yrs. | H.S. Req. | Cr. | Select from these Subject Areas |
|------------------|-----------------------|-----------|-----|--|
| English | 1989 on | 8 cr. | | Composition and Literature |
| Math | 1989, 1990 | 4 cr. | | Algebra I & Geometry OR Algebra I & Algebra II. Other courses may be selected from: Analytic Geometry, Calculus, Statistics, Trigonometry. |
| | 1991 | 6 cr. | | Algebra I & Geometry and another course requiring Algebra I as a prerequisite. Other courses may be selected from: Algebra II, Analytic Geometry, Calculus, Statistics, Trigonometry. Two years of math credits must be taken in the 10th, 11th or 12th grades. |
| | 1992 on | 6 cr. | | Same as above, and courses NOT identified by traditional titles; i.e., Algebra I or Geometry may be used as long as they contain all of the critical components (higher math functions) prescribed by the State Department of Education Secondary School Course of Study Guide. |
| Social Sciences | 1995 on | 5 cr. | | Same as above, and Applied Math I and II, American Government (state & local), Geography, U.S. History, World History. Other courses may be selected from Economics (Consumer Economics if it includes components as recommended by the State Department of Education), Psychology, Sociology. |
| Natural Sciences | 1989, 1990 | 4 cr. | | Anatomy, Biology, Chemistry, Earth Science, Geology, Physiology, Physics, Physical Science, Zoology (must have laboratory science experience in at least two credits).* |
| | 1991 | 6 cr. | | Same as above. |

1992 on 6 cr. Same as above. In addition, vocational science courses jointly approved by the State Department of Education and the State Division of Vocational Education (maximum of two credits).

**Note: A laboratory science course is defined as one in which at least one class period each week is devoted to providing students the opportunity to manipulate equipment, materials or specimens; to develop skills in observation and analysis; and discover, demonstrate, illustrate, or test scientific principles or concepts.*

Fine Arts/ Foreign Languages/ Humanities (Foreign Language Strongly Recommended) 1989, 1990 1991 4 cr. Literature, History, Philosophy, Foreign Language and related study of two or more of the traditional humanities disciplines. History courses beyond those required for graduation may be counted toward this requirement. Studio performing classes in Art, Dance, Music (to include components as recommended by State Department of Education; i.e., theory, performance, history, & appreciation evaluation). No more than two credits of studio/performing arts may be counted toward this requirement. Practical arts are defined as vocational, pre-vocational, or consumer homemaking programs approved by the State Board of Education.

Humanities/ Foreign Languages (Foreign Language Strongly Recommended) 1992 on 2 cr. Philosophy Fine Arts and interdisciplinary humanities (related study of two or more of the traditional humanities disciplines). These courses should emphasize history, appreciation, theory, analysis and/or critique. Literature and History courses beyond those required in the English and Social Science categories may apply.

Speech Other College Preparation 1989, 90, 91 1992 on 1 cr. 3 cr. Speech and Debate Speech or debate (no more than one credit). Studio/performing arts (art, dance, drama, and music). Foreign languages (Beyond any foreign language credit applied in the Humanities/Foreign Language category). State Division of Vocational Education-approved classes (no more than two credits in this category) in Agricultural Science and Technology, Business and Office Education, Health Occupations Education, Consumer Homemaking Education, Occupational Home Economics, Industrial Technology Education, Marketing and Multi-Occupations Education, and Trade, Industrial and Technical Education.

Students meeting requirements for regular admission may be admitted to one of two levels under this category according to the students predicted ISU grade point average (GPA) which is based on a weighted combination of the core subject high school grade point average and ACT Composite Score or SAT (Verbal + Math) total score.

Level 2: Students will be admitted to Level 2 if their predicted first semester ISU grade point average is 2.00 or higher.

Students entering at this level are not restricted in number of credit hours or selection of courses. They are required to take English and mathematics placement tests, and meet with an academic advisor in their chosen major prior to registration.

Level 1: Students will be admitted to Level 1 if their predicted first semester ISU grade point average is less than 2.00.

Level 1 students may not enroll for more than 13 credits per semester. They will meet with an assigned academic advisor who will help them plan a schedule of classes that meets their needs and utilizes support services that will help them to be successful. They may not register for courses until 1) they have taken mathematics and English placement tests, and 2) course schedules are approved by their assigned academic advisor. Students whose placement test scores indicate deficiencies in mathematics or English must enroll for the appropriate courses in these areas during their first or second semesters.

Students admitted at Level 1 who complete at least four college level courses (remedial classes do not count), a minimum of 12 credit hours, and have a college grade point average of 2.00 or better at ISU will be allowed to register as Level 2 students in subsequent semesters.

Provisional Admission

Students NOT meeting the minimum credits required in the high school core subject areas with a 2.0 GPA for regular admission still may be considered for provisional admission to ISU by satisfying one of the following criteria:

- Student is a high school graduate. Student may be admitted provisionally by meeting requirements as a level 2 student based on either:

- a. Grades in high school core subjects completed that predict a 2.00 GPA at ISU, or
- b. A weighted combination of grades in high school core subjects completed and ACT Composite Score or SAT (Math + Verbal) Total Score that predict a 2.00 GPA at ISU.

NOTE: Students not meeting requirements under item #1 still may be considered for provisional admission by petitioning the admissions committee.

2. Students who have completed the GED (General Education Development Test) certificate with successful scores after May 1989 and have a predicted college GPA of 2.0 based on ACT/SAT scores. Successful GED scores are defined as an average of 45 on all tests, with no individual score lower than 40. GED students who are 21 at the time of their first enrollment are exempt from taking the ACT/SAT.

GED students who are younger than 18 years old must submit a petition to the Admissions Committee to be given consideration for admission to the university.

NOTE: Students not meeting requirements under item #2 may be considered for provisional admission by petitioning the admissions committee.

3. Students not meeting the ISU predicted 2.00 GPA requirement for provisional admission under items 1 and 2 may deserve further consideration for admission because of special circumstances, e.g., disadvantaged and minority status, delayed entry, returning veteran, or talented student wishing to enter college early. Students must submit a petition to the Admissions Committee (refer to the section below entitled, "Admissions Committee"), explaining why they feel they can be successful at ISU even though they were unable to meet university admission requirements. Letters of support from counselors, teachers, etc., on the students behalf are encouraged. Under this category, the student must demonstrate to the Admissions Committee evidence of suitable academic preparation to succeed in college level work.

Provisional admission is not a probationary status. Students provisionally accepted are not restricted from being considered for scholarships and have the rights and privileges granted all students.

Students with provisional standing may change to regular admission status upon satisfactory completion of 14 baccalaureate level credits, 12 of which must be in four different subject areas of the general education requirements at ISU. Regular admissions status must be attained within three semesters or the student will be dismissed subject to institutional committee appeal procedures and retention/probation/dismissal policies.

New Freshmen

STUDENTS GRADUATING FROM HIGH SCHOOL PRIOR TO MAY 1989

Students graduating from high school prior to May 1989 who are seeking a degree at ISU are required to submit the following documents to the Office of Admissions:

1. Application for Admission;
2. Application Fee (\$20, non-refundable);
3. A complete, final, official high school transcript listing all courses taken, grades, and date of graduation should be sent directly from the high school records office to the Office of Admissions.
4. Students 21 or older are not required to take the ACT/SAT exams but must take the Math and English Computerized Placement Exams to determine appropriate placement into Math and English writing classes. Students are encouraged to enroll in appropriate English and mathematics preparatory classes during their first semester.

New Freshmen

STUDENTS WHO HAVE COMPLETED THE GED (GENERAL EDUCATION DEVELOPMENT TEST)

| Admission Requirements | Applicable To |
|---|------------------|
| 1. Students must submit an application for admission. | All GED students |
| 2. Students must submit a \$20 (non-refundable) application fee. | All GED students |
| 3. Submit official GED scores prior to scheduled enrollment. Successful GED scores are defined as an average of 45 on all tests, | All GED students |

- | | | |
|---|---|--|
| | with no individual score lower than 40. | |
| 4. Submit ACT/SAT scores which predict a 2.0 GPA at Idaho State University. | | Students completing the GED after May 1989 who are not 21 years of age when they enroll. |
| 5. Petition the Admissions Committee to be given special ISU's minimum consideration for admission. | | Students from above not meeting 2.0 predicted GPA requirement based on ACT. |
| 6. Must take the Computerized Placement Exams to determine appropriate placement into math & English writing classes. | | All GED students |

**Students completing the GED prior to May 1989 or who are 21 or older when they enroll are exempt from taking the ACT/SAT exam.*

New Freshmen

STUDENTS WHO HAVE COMPLETED A CURRICULUM OF STUDY AT HOME

Students who have been educated through a home school or correspondence based program of study must complete the GED and are subject to the above admission requirements.

Students may be accepted for admission on a conditional basis provided they are determined to be on track to meeting the college entrance core subject requirements for admission based on an evaluation of their official six- or seven-semester high school transcript. Students may pre-register for classes while under this category. Final acceptance to the university for those granted conditional status is contingent on meeting all requirements once the Office of Admissions has received the complete, final official high school transcript following graduation.

Note: Idaho State University reserves the right to NOT accept students graduating from high school who have completed a remedial oriented course of study. Students must demonstrate reasonable ability to be successful in a college level curriculum.

Transfer Students

A transfer student is a student who has been enrolled and received grades at any college or university prior to being admitted to Idaho State University. Students who fit this definition but who are transferring fewer than 14 academic credits from other institutions to ISU are subject to the admission requirements for new freshmen students.

Transfer students must submit the following to the Office of Admissions at least 1 month prior to the start of classes:

1. Application for Admission;
2. ACT/SAT scores (if student has fewer than 14 transfer academic credits). Students 21 or older are exempt from the ACT/SAT exams;
3. Application Fee (\$20, non-refundable);
4. **A final, official transcript from each college previously attended must be sent directly from the Registrars/Records Office to the ISU Admissions Office.** In-progress college transcripts must be on file in the Admissions Office for students enrolled at other institutions indicating grades earned through the most recent semester.
5. A final, official high school transcript with graduation date posted must be sent directly from the high school Registrars/Records Office to ISU Admissions if the applicant has earned fewer than 25 transfer credit hours.

Under Idaho State University scholastic probation/dismissal policy transfer students who have been academically dismissed from another college or university must layout a minimum of one semester of enrollment following a first dismissal and one year following second and subsequent dismissals. The student may then petition the Admissions Committee to be given consideration for admission.

ALL REQUIRED ADMISSIONS DOCUMENTS MUST BE RECEIVED PRIOR TO ENROLLMENT

Students having a cumulative grade point average of 2.0 may be admitted to the appropriate class standing upon prior presentation of official credentials. Students with less than a 2.0 cumulative GPA for previous college work are required to sub-

mit a petition to the Admissions Committee and may be considered for probationary admission.

Transfer credits will not be evaluated until the student has applied for admission and furnished the Office of Admissions with official transcripts.

NOTE: It is critical that students submit necessary admission documents early so they may be cleared to pre-register early. Those submitting application materials late cannot be assured of registration for the current semester.

Admissions Committee

The purpose of the Admissions Committee at Idaho State University is to provide new freshmen and transfer students who have not met State Board of Education and institutional admission requirements the opportunity to make a formal appeal to the university to be given further consideration for admission. Students are required to submit a written petition to the Committee explaining any circumstances that may have occurred that did not allow them to achieve academically in a satisfactory manner in high school or at another college/university. They may also include letters of recommendation from counselors, teachers, etc., on the student's behalf and any other supplemental information that would demonstrate their ability to be successful in college level courses at ISU.

After carefully reviewing the student's petition, letters of support and any additional documentation, the Admissions Committee determines whether there is sufficient tangible evidence of suitable academic preparation for the student to be successful in a college curriculum. If the committee decides to admit the student, it establishes conditions and recommendations with which the student must comply in order to enhance his/her ability to succeed at ISU after enrollment. Educational options for remedial assistance are presented to those not accepted so that they may be reconsidered for possible later enrollment when improvement in basic skills areas can be demonstrated.

The Admissions Committee is comprised of representatives from the university including a faculty person, professional staff from the Counseling and Testing Center, Student Services, the Center of Services for Students with Disabilities, Athletic Department, Enrollment Planning and

Academic Services, Supplemental Academic Advising, and Registration and Records.

Students not accepted to ISU by the Admissions Committee may request a personal interview as a final appeal to be given consideration for admission to the university.

Statewide Articulation and Associate Degree Policy

It is the State Board of Education's intent that this policy will assist students as they transfer between institutions of higher education in the process of completing their educational agendas. In addition, the Board believes that this policy will provide the public institutions of higher education with the guidelines necessary to carry out their mission and service function to students so that they can successfully transfer between institutions without penalty.

To facilitate the transfer of students within the state of Idaho, the state's four (4) year college and universities, including Lewis-Clark State College, Boise State University, Idaho State University, and the University of Idaho, and Idaho's two (2) year colleges, including College of Southern Idaho, North Idaho College and Treasure Valley Community College from Ontario, Oregon, shall individually and jointly honor the terms of this statewide articulation policy.

Effective in 1987, students completing the requirements for the Associate of Arts (A.A.) or Associate of Science (A.S.) degrees at CSI, NIC, and TVCC will be considered as satisfying the lower division general education core requirements at the four (4) year state institutions in Idaho. **This policy does not exempt students from lower division courses that may be required in the students major.**

Students graduating prior to 1987 from CSI, NIC, and TVCC with A.A. or A.S. degrees are subject to the institutional articulation agreements approved in 1982 which stipulate that all lower division general education requirements are fulfilled with the exception of the completion of either an additional ISU English 201 - 3

credit class OR a sophomore level Intermediate or Advanced English composition class for 3 credits at their respective institutions. Associate degrees completed by students prior to the institutional articulation agreement in 1982 must be equivalent to current A.A. or A.S. programs to be eligible for transfer consideration under the provisions of these agreements. For information about associate degrees earned prior to 1982 at the above institutions and their more contemporary equivalents you may call the Office of Admissions at (208) 236-2475.

Students transferring from Ricks College to Idaho State University who have earned the Associate of Arts and Sciences (A.A.S.) degree through December 1994 qualify for transfer consideration under the provisions of the ISU - Ricks College articulation agreement. This allows for all lower division general education requirements to be fulfilled except Goal 1, English, which may be completed by taking the ISU English 201 3-credit course OR Ricks College English 211 3-credit course. Prior to 1975-76, what is now the A.A.S. degree at Ricks was called the Associate Degree. Students earning this degree who are transferring to ISU are eligible for transfer under the institutional agreement. Those earning their A.A.S. degree in 1995 on and who have completed state core classes in Math and Communications are subject to the Statewide Articulation Agreement that specifies all lower division general education requirements are fulfilled. Those who have the A.A.S. but have not met the state core class requirements in communications and math must complete Goal #2, Speech, and Goal #3, Mathematics.

Transfer students from Ricks College, CSI, NIC, and TVCC who have NOT earned their associate degrees but HAVE completed the general education core courses will not be required to complete additional lower division general education core courses. However, these students must obtain certification of such completion. Certification of successful completion of the lower division general education core for students is the responsibility of the transferring institution's Registration and Records Office.

This transfer policy will provide for the fulfillment of all general education, lower division core requirements only. It is not intended to meet departmental requirements or specific course requirements of unique or professional programs (e.g., engineering, pharmacy, business, nursing,

etc.). Students who plan to transfer to unique or professional programs should consult with their advisors and make early contact with a program representative from the institution to which they intend to transfer.

Transfer students from Ricks College, CSI, NIC, and TVCC who have NOT completed the Associate of Arts (A.A.), Associate of Science (A.S.), Associate of Arts and Sciences (A.A.S.), or appropriate older associate degrees, or the general education core courses from these institutions, will not come under the provisions of this articulation policy. These students will have their credits evaluated on a course by course basis to determine individual general educational goals fulfilled.

A maximum total of 70 lower division credit hours or one-half of the total credits required for a student's intended baccalaureate degree, whichever is greater, will normally be accepted for transfer from accredited community and junior colleges including Ricks College, CSI, NIC, and TVCC. Remedial and certain religious education classes will not transfer, thus reducing the number of total credits transferring to ISU. Vocational courses are evaluated on an individual, institutional basis for transfer consideration.

Note: Students transferring from Ricks College, CSI, NIC, and TVCC to Idaho State University are subject to the Articulation Agreements in effect at the time they completed their associate degrees.

Policies Governing Fulfillment of General Education Requirements by Transfer Students

Transfer students should be aware that graduation requirements for certain majors may include specific courses or additional credit hours in courses normally associated with General Education Re-

quirements. In such instances, careful selection may enable the student to progress more efficiently by satisfying a General Education Requirement and a similar program requirement with the same course.

Transfer Students with Fewer Than 58 Credits

Students transferring to Idaho State University with fewer than 58 credits from other institutions (excluding those eligible for transfer credit consideration under the provisions of the Statewide Articulation Agreement or the Ricks College, ISU Institutional Articulation Agreement) must complete the General Education Requirements as previously stated. Work taken at other institutions is reviewed on a course-by-course basis to determine which ISU General Education Goals are met. Goals not met with transferred course work must be satisfied by ISU courses listed as meeting those goals.

Transfer Students with 58 or More Credits

Students eligible for transfer credit consideration under the provisions of the Statewide Articulation Agreement or the Ricks College, ISU Articulation Agreement are excluded from the provisions as stated below for students transferring 58 or more credits to ISU.

Courses taken by the transfer student after enrolling at ISU to meet the General Education Requirements for the B.A., B.S., and B.B.A. degrees as stated below must be selected from the unfulfilled goals in those groups.

Bachelor of Arts and Bachelor of Business Administration:

Students transferring to Idaho State University with 58 or more credits from other institutions and working toward a Bachelor of Arts degree must satisfy General Education Goals 1, 2, and 3. They may consider Goals 4 and 5 as a single eight hour natural/physical science requirement, and Goals 6, 7, and 8 as a single nine-hour humanities requirement. Goals 9, 10 A-B, 11 and 12 may be considered as a twelve-

hour Social Science requirement. Those who opt to fulfill Goal 10B also must take six credits from 9, 11, and/or 12. Transfer students seeking a Bachelor of Arts degree in the College of Arts and Sciences must complete Goals 10A and 10B and six more credit hours in goals 9, 11, and/or 12.

Bachelor of Science and Bachelor of Applied Technology

Students transferring to Idaho State University with 58 or more credits from other institutions and working toward a Bachelor of Science or Bachelor of Applied Technology degree must satisfy Goals 1, 2, and 3. In transferring, students may consider Goals 4 and 5 as a single eight-hour natural/physical science requirement and Goals 6, 7, and 8 as a single six-hour humanities requirement. Goals 9, 10 A-B, 11, and 12 may be considered as a nine-hour Social Science requirement. Students who opt to fulfill Goal 10B also must take six credits from 9, 11, and/or 12.

Transfer Students with Associate Degrees

Students with associate degrees from an accredited institution will follow the transfer credit guidelines for students with 58 or more credits, as stated above, with the exception of those transfer students eligible for transfer consideration under the provisions of the Statewide Articulation Agreement and the Ricks College, ISU Articulation Agreement.

NOTE: Students and advisors should consult with the Registrar or Office of Admissions about additional agreements. (See also the Statewide Articulation and Associate Degree Policy.

Transfer Students with Bachelor Degrees

Students with bachelor's degrees from an accredited institution will be considered to have met Idaho State University's General Education Requirements when seeking a second bachelor's degree. See Requirements for Second Degree section of this Catalog.

Transfer Students from Non-Accredited Institutions

Credit from non-accredited institutions will be accepted on the basis of the practice as reported in the Report of Credit Given by Educational Institutions, published by the American Association of College Registrars and Admissions Officers. Credit denied on the basis of such practice may be sought by examinations.

Other Students

Former Students

Undergraduate, degree-seeking students who have not enrolled for classes at ISU for a 2-year period of time are required to reapply and submit the following to the Office of Admissions:

1. Application for Admission;
2. Application Fee (\$20, non-refundable).
(For those students who have NOT taken classes at ISU for 5 or more years).
3. Complete, official transcripts from any other colleges attended since enrolled at ISU.

**ALL REQUIRED DOCUMENTS
MUST BE RECEIVED PRIOR TO
ENROLLMENT**

Students who HAVE enrolled for ISU classes during a 2-year time period may register for classes without reapplying to the university. However, some departments may have more restrictive requirements, and admission may be valid for only a particular semester or year. Students should contact departments to determine these more restrictive requirements.

Those students sitting out a semester or more are required to provide the Admissions Office with their current address, telephone number, major, and official transcripts from other colleges they may have attended.

NOTE: It is critical that students submit the necessary admission documents early so they may be cleared to pre-register for classes early. Those submitting application materials late cannot be assured of registration for the current semester.

Students who previously Applied for Admission and Do NOT Enroll

Students accepted for admission to Idaho State University who do not attend their first semester will be allowed to enroll the next semester without reapplying. Acceptance is granted for a two (2) semester time frame, however, students **MUST** complete an admissions update form or call the Office of Admissions to provide them with current information prior to being allowed to enroll for classes, including official transcripts from all other colleges or universities attended.

Students who have either applied for admission or who have been accepted **WILL** be required to complete a new application for admission if they have **NOT** enrolled for classes at ISU for two (2) year period. An additional application fee will be assessed to students who have **NOT** taken classes at ISU for five (5) or more years. Those who have attended other colleges/universities will be required to submit all official transcripts to the Office of Admissions.

Admission or Re-Admission of Students with Behavioral Problems

Whenever an applicant for admission or a student (regardless of the program of study or whether full-time or part-time) exhibits behavior which poses a substantial threat to himself/herself or other members of the university community or is disruptive of the educational processes, said student or applicant will be subjected to a special screening process. This process has been formulated as a result of recommendations of a committee of the faculty and students of this institution and will apply to any admission or readmission request. In the event that the conduct or behavior of the individual or any other member of the university community is disruptive of the educational process of the institution, these procedures shall apply whether the cause of the condition is medical, psychiatric, behavioral, otherwise, or a combination of the above.

Transient Students

Students in good standing from any recognized college or university, who wish to enroll at Idaho State University for the purpose of applying those credits to the college or university last attended, may be admitted as transient students.

Applicants seeking transient student status should obtain the Declaration as a Transient Undergraduate form from the Office of Admissions. In addition, such a student is required to submit an official transcript from the last college attended OR verification from the registrar of that institution that the applicant is a student in good standing at the college. This verification can be made by obtaining the registrar's seal and signature on the lower portion of the declaration form.

The classification of a transient student is valid for one semester or two summer sessions only. This is because of the demands made by employers, bureaus of occupational licenses and teacher certification divisions of the respective state departments of education to have the students entire academic record consolidated on a regular transcript form for purposes of future reference, counseling and issuing of licenses or certificates.

The notation *admitted as a transient student* will be entered in the memo space of the transcript.

If at the end of the semester or summer session the student wishes to remain at ISU to work toward a degree, s/he must then furnish complete transcripts and test scores for admission as a regular student.

Non-Degree-Seeking Students

A person may make application as a non-degree seeking student if he/she does not wish to qualify for admission for degree work but to pursue studies for personal edification. Such a student may register part-time (maximum 7 credits a semester) and complete a maximum of 32 undergraduate semester credit hours. Upon completion of 32 semester credit hours, the student must complete regular admission procedures at Idaho State University to enroll for additional degree credits or sign a non-degree waiver to continue as a non-degree seeking student. All admission requirements must be met before the university can assist this student in obtain-

ing a degree. Such a student will be classified as non-degree seeking until all admission requirements are met for classification as a regular student.

High school students may make application as non-degree seeking with the written permission from their principal or counselor, approval from the instructor of the college course/courses they wish to enroll as well as the written signature of the Associate Director for Admissions and Enrollment Programs. High school students meeting the necessary requirements will be allowed to enroll on a part-time (1-7 credits) basis.

A student being admitted to non-degree seeking student status must (1) be a high school graduate or have completed the GED; (2) understand that acceptance in this category does not constitute acceptance to a degree-granting program; (3) have sufficient educational background to qualify for the course or courses in which enrollment is sought; (4) accept personal responsibility for the applicability of credits earned while registered in this category; and (5) understand that students in the non-degree seeking category cannot be considered for federal or state financial aid.

Any deviations from the admission procedures listed will be acted upon by the Associate Director for Admissions and/or the Admissions Committee.

Students enrolled full-time in an Applied Technology program at ISU may also enroll for classes as non-degree seeking students.

International Students

Admission to ISU for international students is dependent upon credentials showing proof of a capacity for an extra margin of performance. The Office of Admissions recognizes there are no such things as equivalents between curricula in any other country and the United States; thus foreign courses must be evaluated in terms of approximations.

Transfer of Credits:

Students completing two- or three-year advanced degrees from other countries may be considered for undergraduate admission with possible advanced standing of up to two years (60 credits) or up to three years (90 credits). Any credits advanced to the student have been determined acceptable based on a course by

course analysis after official transcripts and a syllabus have been submitted that describes the individual courses and programs of study for the student. Educational guides endorsed by AACRAO (American Association of Collegiate Registrars and Admissions Officers) are used during the transfer credit evaluation process. Students who do not agree with the credits awarded may at their own cost send educational documents to a Foreign Credentials Evaluation Service and additional credits MAY be awarded at ISU. Students MAY also petition the academic departments for credit under certain circumstances.

English Proficiency:

Students from other countries are required to take and receive a satisfactory score (minimum of 500) on the TOEFL (Test of English as a Foreign Language). Successful scores must be submitted to the Admissions Office early so that an admission decision can be made. If the student is transferring from another college or university in the United States, he/she must submit a statement from a qualified official at his/her school regarding English proficiency, or if he/she has completed college level English courses in the United States, grades in these courses will be considered or TOEFL test scores to demonstrate proficiency in English. Arrangements to take the TOEFL examination may be made by writing directly to: TOEFL Educational Test Service, Campus Box 592, Princeton, New Jersey 08540, U.S.A.

Financial Statement:

All international students must submit written proof that they are financially able to support themselves while attending Idaho State University. An official statement of financial support from a sponsor along with an attached bank statement will serve as proof of the students financial ability to meet his/her educational costs. The designated sponsor must release funds to the student when needed to pay for expenses as indicated on the financial statement. Refer to estimate of costs. International students receiving athletic scholarships from ISU must have the Athletic Department submit written verification of such a financial award. Idaho State University reserves the right to require financial deposits of students from countries where there have been problems with the release of funds for educational purposes.

Annual Costs of Full-time Attendance at Idaho State University (International Students):

Undergraduate

| Expenses | Applied Tech | Academic |
|-----------------------|--------------|-----------|
| *Tuition and Fees: | | |
| New Student | \$ 9,250 | \$ 8,408 |
| *Books and Supplies | \$ 600 | \$ 600 |
| Room and Board | \$ 4,132 | \$ 4,132 |
| **Medical Insurance | \$ 399 | \$ 399 |
| Misc. Living Expenses | \$ 1,500 | \$ 1,500 |
| ***Totals: | \$ 15,881 | \$ 14,573 |

Note: Summer School fees were calculated for six (6) credits. Costs are subject to change.

Married students accompanied by spouse and children must provide additional funds for them.

**Some academic and most Applied Technology programs require additional tool or class costs. Students need to contact individual departments or programs for these costs.*

*** Students should have the necessary funds to purchase medical insurance for themselves and their family. Costs for medical services provided while in the U.S. are NOT covered by the State of Idaho or the Federal Government.*

****The above prices are based on the 1996/1997 Academic year and are subject to change. The State Board of Education for Idaho has consistently increased non-resident tuition and fees 5%-10% per year.*

International students are confronted with a different circumstance than resident students or even out-of-state students. These students may need to supplement their personal belongings with purchases after they arrive on campus. In addition, international students may be required to arrange for their own meals during vacations when residence hall cafeterias are closed.

Transfer Verification Report:

International students who have attended any other college or university in the United States are required to have the Transfer Verification Report completed by the official International Student Advisor from their previous institutions. The form should be submitted to the Office of Admissions along with a copy of the student's I-20. Information in this report and the I-20 will help verify the applicants status with Immigration and Naturalization Services.

Applications:

All international student applications for admission must be received by June 1 for fall semester, November 1 for spring semester, and March 1 for the summer session. The following additional items are needed:

1. Application Fee (\$20, non-refundable);
2. Official TOEFL Scores (minimum of 500);
3. Official Transcripts from all colleges previously attended and statements of English proficiency when applicable;
4. Official Secondary or High School Transcripts if less than 25 transfer college credits have been earned;
5. Notarized statement of financial support and bank statement;
6. Students transferring from another U. S. college or university are required to have the Transfer Verification Report form completed and submitted to the Office of Admissions along with a copy of the I-20 issued to them.

ALL REQUIRED ADMISSIONS DOCUMENTS MUST BE RECEIVED PRIOR TO ENROLLMENT

NOTE: It is critical that students submit necessary admission documents early so they may be cleared to pre-register for classes early. Those submitting application materials late cannot be assured of registration for the current semester. An official transcript is one that is sent directly from the college/university to the office of Admissions at Idaho State University.

Upon arrival at Idaho State University, International students should contact the International Student Clerk in the Admissions Office on the second floor of the Museum Building, or Dr. Ray Wallace, International Student Advisor, in the Hy-postyle (located between the Museum and Student Union Building, Office #384). Students bringing draft checks must have them cleared with the Office of Financial Affairs prior to enrolling. Students should arrive on campus early so that they can find suitable housing, pre-register for classes, and participate in New Student Orientation.

Registration

Questions about academic regulations or registration should be directed to:

Office of Registration and Records
Idaho State University
Campus Box 8196
Pocatello ID 83209
(208) 236-2661

New Students

You must apply and be accepted for admission. Contact the Office of Enrollment Planning and Academic Services for referral to a registration advisor.

Transfer Students

You must apply for and be accepted for admission. After notification of admittance you should make an appointment with your major advisor.

Former Students

If you are a student who has attended within the last two years, you are eligible to enroll without readmission. However, your program of study may require re-admission, so you must first be admitted by the department of your major. Also, if any prior restrictions exist, they must be cleared. You are required to provide the Office of Admissions with current address, telephone number, major, and a list of any university or college you have attended and have not previously reported. Thus, you are encouraged to contact the Office of Admissions to indicate your intent to re-enroll. Former students NOT enrolled for two years must re-apply. Once accepted make an appointment with your major advisor.

Continuing Students

Students who major within the College of Engineering, selected departments within the College of Health Professions, and the College of Pharmacy must see their advisor before attempting to register.

Pre-registration for all students will be conducted for approximately two weeks before the end of each semester. Questions concerning registration should be directed to the Office of Registration and Records.

Registration is not permitted after the second week of classes. A department, with the deans permission, may deny permission to register in any class or laboratory after the first week in cases of special difficulty where make-up work is concerned.

Students are expected to know academic requirements and policies and to assume major responsibility for planning their individual programs of study in accordance with requirements and policies. This information is listed in the Undergraduate Catalog.

Class schedule booklets for the next semester will be available through the Office of Registration and Records prior to the pre-registration period at the end of each semester.

Part-Time/ Full-Time Student Status

Most "full-time" undergraduate students who plan to graduate in four years enroll for an academic semester load of 16 credits, and most "full-time" graduate students enroll for an academic semester load of 9 credits. Definitions of full and part-time student status differ for financial aid, ASISU, and NCAA eligibility, and students who intend to meet these requirements may want to verify their full-time status directly with these agencies. At the present time, undergraduate students must enroll for 12 credits or more for financial aid and for NCAA eligibility as a full time

student. A semester load of at least 6 credit hours is required for financial aid eligibility as a half time undergraduate student. To qualify for ASISU elective or appointive office, a student must enroll in at least 8 credit hours. For purposes of fee collection, "full-time" fees are assessed whenever the semester load is 8 credits or more.

Expenses

The following fee rates are those effective for the Fall 1996 semester, and are subject to change without advance notice. (See Policy Statement Concerning Catalog Contents at the beginning of this catalog.)

In general, the expenses for Idaho State University students may be divided into classifications of fees, board, and room. In addition to the fees listed, some courses may require the expense of special uniforms, protective clothing, field trip expenses, lab fees, or special materials fees.

Enrollment Fees

Academic Undergraduate and School of Applied Technology Semester Fees

(Full-time/8 credit hours or more)

| | Per Semester* | Per Year* |
|--------------------|---------------|-----------|
| Resident | \$1,062.50 | \$ 2,125 |
| Non-resident | | |
| Prior to Summer 92 | \$2,737.50 | \$5,475 |
| Continuing 92 | \$2,987.50 | \$5,975 |
| Continuing 93 | \$3,240.50 | \$6,481 |
| Continuing 94 | \$3,524.50 | \$7,049 |
| Continuing 95 | \$3,899.50 | \$7,799 |

*Students are required to pay the **Student Health Insurance premium of \$199.50 per semester** as a part of full-time fees. International students taking 3 credits or more also incur the insurance charge. Students may request a refund of the insurance premium through the ASISU Student Insurance Office. Application must be made by the 10th day of classes. Insurance refunds will be issued by the insurance carrier, NOT by ISU.

School of Applied Technology Session Fees

See School of Applied Technology Section.

Room & Board Expenses Per Academic Year

| | |
|--|--------------------------------|
| Double Room with Meal Plan A | \$3,420 |
| Double Room with Meal Plan B | \$3,220 |
| Double Room with Meal Plan C | \$3,050 |
| Double Room with Meal Plan D | \$2,450 |
| Single Room with Meal Plan A | \$3,860 |
| Single Room with Meal Plan B | \$3,490 |
| Single Room with Meal Plan C | \$3,490 |
| Single Room with Meal Plan D | \$2,890 |
| Efficiency Apartments, Graduate Student Residence Complex (single room with private bath), meal plan not mandatory | \$1,000/semester; \$2,000/year |
| One person occupancy | \$245/month |
| One Bedroom Apartments: large family housing, graduate and non-traditional students | \$330/month |
| One Bedroom Apartments, Small: graduate & non-traditional | \$300/month |
| Two Bedroom Apartments | |
| Family Housing: maximum 4 person occupancy | *\$390/month |

**Apartment rates include all utilities. The above expenses do not include the cost of laundry, bedding, books, or personal items which vary greatly depending on the tastes, demands, or financial means of the individual student.*

These prices are effective 1996/1997 and are subject to change.

Other Fees and Charges

Application Fee (academic and School of Applied Technology students):

| | |
|---------------|------|
| Undergraduate | \$20 |
| Graduate | \$30 |

Audit Fee: Same as part-time credit hour fees

Class Fees (in addition to regular registration fees):

Many university classes require additional fees for specialized instruction and/or supplies. See the Class Schedule for class fees required for specific courses.

Remediation Fees

Payment of remediation fees is required for Developmental Mathematics (Math 50), Developmental Algebra (Math 51),

and Basic Writing (Engl 51). See the class schedule for fees required for these courses.

Credit by Examination

\$ 15 per cr. hour
(payable at ISU Cashiers Office prior to examination)

For more information, see Credit by Examination under Academic Requirements in this catalog.

Graduation/Diploma Fee

\$20
(payable February 15 for May Graduation)

This fee is collected from each applicant for a certificate or for an associate, bachelor, master or doctorate degree.

Experiential Credit:

Evaluation Fee \$ 50*
(*Per academic area evaluated; payable at ISU Cashiers Office prior to evaluation process.)

Credit Recording Fee \$ 15*
(*Per credit hour and in addition to evaluation fee; payable after evaluation.)

Faculty, Staff and Spouses:

Registration Fee \$ 20
+ \$5 per cr. hour

A copy of the current Education Policy for ISU Employees is available in the Personnel Office, Administration Building basement. Verification of employment and authorization forms for reduction in fees can be obtained from the Personnel Office.

Idaho Dental Education Program (IDEP) Fee:

Any student enrolled in the Idaho Dental Education Program is subject to a professional fee determined by the State Board of Education. For further information, contact the Program Director.

Late Registration Processing Charges:

Second through tenth day of classes \$ 20
After tenth day of classes \$ 50
To help defray extra costs involved with late registration, processing fees are charged in addition to any other regular fees. All students (full-time, part-time, faculty, staff, etc.) paying fees after the first day of official university classes are charged a late processing fee. The cashier

is not authorized to accept late registration fee payment without the appropriate late processing fee. This fee is non-refundable. No department or employee of the university, other than those specifically authorized, has the authority to waive the fee.

Part-time Fees:

| | |
|----------------|---------------------------|
| Undergraduate | \$ 86.00 per credit hour |
| " Non-Resident | \$168.00 per credit hour |
| Graduate | \$ 110.50 per credit hour |
| " Non-Resident | \$192.50 per credit hour |

Pharmacy Professional Fee

| | |
|---|-------------------|
| Full time resident | \$475 |
| Full time new non-resident | \$1,620 |
| Non-traditional resident | \$80.00 per hour |
| Non-traditional non-resident continuing | \$278.00 per hour |
| Non-traditional non-resident new | \$373.00 per hour |

Physical Therapy Professional Fees (per semester)

| | |
|--------------|------------|
| Resident | \$475.00 |
| Non-resident | \$1,620.00 |

Physician Assistant Professional Fees (per semester—three semesters per year)

| | |
|--------------|---------|
| Resident | \$2,440 |
| Non-resident | \$2,960 |

Senior Citizens:

Registration Fee \$20 + \$5 per cr. hour
(Age 60 years or older; proper identification indicating date of birth is required; fee is for courses on a space available basis only; special course fees also may be charged.)

Fee reduction does not apply to non-resident fees.

Special Music Fee

\$125 per cr. hour
Applies to non-music majors or minors only. Music fee waivers, which are administered by the Music Department Chairperson, are granted to all full-time music majors (12 credit hours or more) for all required private performance study leading to a B.A., B.S., B.M., or B.M.E. degree. Students receiving a fee waiver must concurrently be enrolled for credit in a major ensemble.

Transcript Fee

\$3

VTE Competency Credit Fee (College of Education)

\$130

Idaho Residency Requirements for Fee Payment

Residency for tuition purposes is governed by Idaho Code § 33-3717 and the residency rules of the State Board of Education. Although a full-time regularly-enrolled resident student is not required to pay tuition while enrolled at Idaho State University, students are charged fees for educational costs excluding the cost of instruction in accordance with the Idaho State System of Higher Education "Notice to Nonresidents of the State of Idaho."

A student is a "resident" for purposes of fee payment if:

- 1) He/She has a parent or court appointed guardian currently domiciled in Idaho who has maintained a bona fide domicile in Idaho for at least one year prior to the opening day of the term for which the student enrolls; or
- 2) He/She receives less than 50% financial support from parents or guardians and has continuously resided in Idaho for at least 12 months prior to the opening day of the term for which the student enrolls and has established a bona fide domicile in Idaho primarily for purposes other than educational; or
- 3) He/She is a graduate of an accredited Idaho high school, unless the student graduates while attending on an exchange student visa; or
- 4) He/She is the spouse of an Idaho resident or person who qualifies for Idaho residency; or
- 5) He/She is a member of the armed forces stationed in Idaho or whose parents or guardians are members of the armed forces stationed in Idaho and who receives 50% or more financial support from parents or guardians; or
- 6) He/She is honorably discharged from the military and elects Idaho as his/her intended domicile within one year of discharge; or
- 7) He/She is a member of the Coeur d'Alene, Shoshone-Paiute, Nez Perce, Shoshone-Bannock, or Kootenai Tribe.

Direct specific questions to:

Suzanne Peck
(208)-236-2476
ISU Admissions Office
Campus Box 8270
Pocatello, ID 83209

A “non-resident” student shall include:

Any student attending an institution in this state with the aid of financial assistance provided by another state or governmental unit or agency thereof, such non-residency continuing for one (1) year after the completion of the semester for which such assistance is last provided.

Any person who is not a citizen of the United States of America, who does not have permanent or temporary resident status or does not hold “refugee-parolee” or “conditional entrant” status with the U.S. immigration and naturalization service or is not otherwise permanently residing in the U.S. under color of the law and who does not also meet and comply with all applicable requirements for establishing residency as covered under these provisions.

Establishing a New Domicile in Idaho

The establishment of a new domicile in Idaho by a person formerly domiciled in another state has occurred if such person is **physically present in Idaho primarily for purposes other than educational** and can show satisfactory proof that such person is without a present intention to return to such other state or to acquire a domicile at some other place outside of Idaho. In determining whether a student is domiciled in the state of Idaho primarily for purposes other than educational Idaho State University shall consider, but shall not be limited to the following factors:

Registration and payment of Idaho taxes or fees on a motor vehicle, mobile home, travel trailer, or other item of personal property for which state registration and the payment of a state tax or fee is required.

Filing of Idaho state income tax returns.

Permanent full-time employment or the hourly equivalent thereof in the state of Idaho.

Registration to vote for state elected officials in Idaho at a general election.

Residency decisions for fee payment purposes are made by the Admissions Office. Students may appeal through the Residency Appeals Committee at Idaho State University.

This notice provides for appeal from a final determination denying residency status in the following way:

Appeal may be initiated by the filing of an action in the District Court of Bannock County wherein Idaho State University is located; an appeal from the District Court shall lie as in all civil actions.

Normal Idaho residency requirements shall be in force for students who apply for some special graduate and professional programs. These include but are not limited to the Idaho Dental Education Program (IDEP), the WAMI (Washington, Alaska, Montana, Idaho) Regional Medical Education Program; the University of Utah College of Medicine; the WOI (Washington, Oregon, Idaho) Regional Program in Veterinary Medicine; the Western Interstate Commission for Higher Education (WICHE) Professional Student Exchange Programs (medicine, optometry and occupational therapy) and Graduate Education Program.

NOTE: STUDENTS WHO INITIALLY ENROLL AT ISU AS NON-RESIDENTS AND LATER WISH TO BE CONSIDERED FOR A CHANGE IN RESIDENCY STATUS MUST OBTAIN AN AFFIDAVIT FOR RESIDENCY APPLICATION FROM THE ADMISSIONS OFFICE. IT MUST BE COMPLETED, NOTARIZED AND SUBMITTED TO THE ADMISSIONS OFFICE ALONG WITH SUPPORTING DOCUMENTATION. IF APPROVED, THE STUDENT'S STATUS IS CHANGED IN THE COMPUTER AND THE STUDENT IS BILLED AS A RESIDENT.

NOTE: It is the responsibility of the person requesting reclassification of residency status to provide clear and convincing evidence of bona fide domicile in Idaho.

Non-Resident Tuition Waivers

Idaho State University Applications for Non-resident Tuition Waivers are available to students from:

Office of Registration and Records
Idaho State University
Box 8196
Pocatello, ID 83209
(208)236-2661

A Non-resident Tuition Waiver Committee considers all applications and is responsible for awards. Students from the states of Utah and Washington, by indicating such residency status on the applica-

tion form, have an opportunity to apply for non-resident tuition waivers at Idaho State University under reciprocal agreements with these states.

Time accrued while receiving a non-resident fee waiver will NOT contribute towards the length of time required for Idaho residency status.

Refund Policy

The Refund Policy applies to all for-credit classes regardless of location of the class.

This policy does not include the advance deposits required by the School of Applied Technology and by the Dental Hygiene, Physical Therapy, and Physician Assistant programs in the College of Health Professions.

All fee refunds are paid by University check.

When students enrolled in for-credit classes withdraw from Idaho State University or make schedule changes that reduce their total fee obligation, refunds are made on the following basis:

General University fees paid without use of a fee reduction program:

Refunds are calculated and authorized by the Office of Financial Services. The drop/withdrawal date is the actual date the drop or withdrawal form is received by an authorized University office or automated system.

Refunds of registration charges for full-time fees, part-time credit hour fees, non-resident tuition, professional program fees, and departmental fees are calculated on the total amount of fees paid, using the first official day of the University semester or session as the starting date.

Federal refund provisions may supersede ISU Refund Policy under certain conditions for federal financial aid recipients. The greater of (1) ISU calculations or (2) Federal guidelines, is refunded according to Federal refund requirements, when applicable.

Percentage refund of computed base:

Academic and School of Applied Technology Semester:

Before and during the first week of classes 100% (less a registration processing charge of \$10)

During the second week of classes 75%

During the third and fourth week of classes 50%

After the fourth week of classes **NO REFUNDS**

School of Applied Technology Session:

Before and during the first week of classes 100% (less a registration processing charge of \$10)

During the second week of classes 50%

After the second week of classes **NO REFUNDS**

For classes, seminars and workshops with non-standard starting and ending dates, refund requests are reviewed on an exception basis. The starting and ending dates are those designated by the University registrar.

This policy does not include the advance deposit required by the School of Applied Technology or academic departments.

Non-refundable fee charges/ payments:

1. The State Board of Education authorized reduced fee charges. (Examples include but are not limited to faculty/staff reduced fees, senior citizen reduced fees, education contract classes, etc.)
2. Late processing charges.
3. Any amounts paid to satisfy fees/charges due from previous terms.
4. Amounts paid for student malpractice insurance.
5. Student Health Insurance premiums are not refunded under this policy. Please contact the ASISU Student Insurance Coordinator at 236-2972 for Student Health Insurance refund provisions.

Refunds for exceptional circumstances:

In specific cases, as listed below, a full refund of the registration fee, credit hour fee, nonresident tuition and professional fees will be granted following official withdrawal from school, provided the withdrawal process is completed during the first half of the semester or session (i.e., first eight weeks of a semester, first four weeks of a session). Proper documentation must be presented and approval granted by the offices of Student Affairs and Financial Services before the refund will be processed.

1. Induction of the student into the U. S. armed forces.
2. Incapacitating illness or injury which prevents the student from returning to school for the remainder of the term. A medical withdrawal must be processed through the University Student Health Center.
3. Death of a student.
4. Death of spouse, child, parent, or legal guardian of student.

Deductions from calculated/ authorized refund:

The University reserves the right to deduct from refunds any amounts due the University. Refunds of actual fees for the term, less any remaining fee loan balances for the term, are used to offset financial aid awarded as prioritized below:

1. Agency authorizations for payment of actual fees.
2. University authorizations specifically for the payment of fees (i.e., graduate teaching assistant, athletics, etc.)
3. Federal aid programs (see Financial Aids Handbook for priority).
4. Miscellaneous outstanding balances due the University.
5. University loan programs.
6. University and donor scholarship programs.

Any balance is refunded to the student.

Payment of refund to student:

A check for the balance is mailed to the home address of the student with an itemized statement of deductions.

Refund checks are not processed until four weeks after the start of the term or until at

least three weeks after the actual date of payment for the term.

Registration refund appeals:

Contact the Dean of Student Affairs or the University Controller for information on the University registration fee refund appeal process. Appeals should be submitted in writing before the end of the term for which the student is appealing.

Room and Board Fees

Students who fail to complete their agreement with the University Housing Office will have their board fees pro-rated and, after appropriate penalties have been deducted, may receive a refund. See the Terms and Conditions of Residence section of the Residence Life and Apartment Agreements for details on the penalties for room violations.

Delinquent Accounts

The cancellation of registration and withholding of academic credit of any student with a delinquent account or an unsatisfactory financial relationship with the Business Office is authorized, without further notice, provided an attempt has been made to notify the student by the campus department in which the hold originated. This regulation may be invoked at the discretion of the financial vice president in cases of disregard in the settlement of returned checks, residence hall damage, library fines, telephone toll charges, overdue notes, traffic fines, room and/or board charges, apartment rental charges, etc.

Dishonored Check Policy

A charge of \$15 is assessed each time a check is returned; this amount is charged to the student's account and s/he is so notified. If the check is not cleared within ten days, a second notice is sent and a hold placed on his/her records.

Any check tendered in payment of registration fees and subsequently returned by the bank will result in automatic postponement of the student's registration.

In the case of a check tendered in payment for room and board and subsequently returned by the bank, the student is notified immediately and allowed not more than five days for the check to clear. If not cleared within that time, the student's meal ticket and/or room reservation is canceled.

Financial Aid and Scholarships

A significant number of students receive financial assistance at ISU. Students frequently receive assistance from a variety of funding sources; e.g., Pell Grant plus an ISU Freshman Scholarship plus College Work Study.

Financial assistance programs are administered by various departments at ISU. The following list identifies the types of financial funding available and the university office to contact for further information. If you write to any of the departments listed below, include the contact office and location, Idaho State University, Pocatello, Idaho 83209.

On-Campus Sources of Financial Assistance

Employment

Federal Work Study
Financial Aid Office
Room 337, Museum Building
(208)236-2756

Off-campus (part-time or temporary)
Student Employment Office
Room 429, Museum Building
(208)236-2778

On-campus (part-time)
Student Employment/University Departments/Financial Aid Office/Student Employment Office Student Union Building (208) 236-2778

International Students (off-campus)
International Student Advisor
Room 384, Hypostyle
(208)236-2315

International Students (on-campus)
Various university offices

Graduate Assistantships, Fellowships

Academic Department Chairpersons/
Graduate School
Room 205, Fine Arts Building
(208)236-2150

Grants

Athletic Grants-in-Aid

Director of Athletics
Holt Arena (208)236-2771

Federal Pell Grant

State Student Incentive Grants

Federal Supplemental Educational

Opportunity Grants

Financial Aid Office
Room 337, Museum Building
(208)236-2756

Loans

Federal Ford Direct Student Loans (subsidized and unsubsidized)

Federal Perkins Loans

Federal Ford Direct Parent Loans for Undergraduate Students

Financial Aid Office
Room 337, Museum Building
(208)236-2756

Short Term Loans

Academic and School of Applied Technology Students

Financial Aid Office
Room 337, Museum Building
(208)236-2756

International Students

International Student Advisor
Room 384, Hypostyle
(208)236-2315

Non-Resident Tuition Waivers

Academic Merit

Registrar
Room 319, Museum Building
(208)236-2661

Athletics

Director of Athletics
Holt Arena
(208)236-2771

Need Based

Financial Aid Office
Room 337, Museum Building
(208)236-2756

International Students

International Student Advisor
Room 384, Hypostyle
(208)236-2315

Graduate Students

Graduate School
Room 205, Fine Arts Building
(208)236-2150

Utah & Washington Residents

Registrar
Room 319, Museum Building
(208)236-2661

Western Undergraduate Exchange (WUE)

Admissions Office
Room 319, Museum Building
(208)236-2475

NOTE: Time accrued while receiving any of the above Non-Resident Tuition Waivers will NOT contribute towards the length of time required for establishing Idaho residency.

Scholarships

Academic Students

Scholarship Office
Room 327, Museum Building
(208)236-3315
Academic Department Chairpersons

Athletics

Director of Athletics
Holt Arena
(208)236-2771

Graduate Students

Graduate School
Room 205, Fine Arts Building
(208)236-2150

Related to Major Course of Study
College/School Scholarship Committee
or Department Chair
Scholarship Office
Room 327, Museum Building
(208)236-3315

School of Applied Technology Students

School of Applied Technology
Student Services
RFC Building
(208)236-2622

Service Awards

ASISU (Senate, Program Board, Bengal)

ASISU Office
Room 399, Hypostyle
(208)236-3435

Related to Talent (e.g., music, drama)

Academic Department Chairpersons

Veterans

Educational Benefits

Veterans Clerk/Registrar
Room 319, Museum Building
(208)236-2661

Financial Aid Office

Financial aid is help for meeting college costs: both direct educational costs (such as tuition, fees, books, etc.) and personal living expenses (such as food, housing, and transportation). Each year thousands of students attending our university rely upon student assistance funds to meet some of their college costs. The majority of our students rely upon student assistance programs which are managed by the Financial Aid Office and whose sources of funds are from the federal and state governments.

Major financial aid programs available through the Financial Aid Office include the following: FEDERAL WORK STUDY; FEDERAL PERKINS LOANS; SPECIAL NON-RESIDENT WAIVERS; STATE STUDENT INCENTIVE GRANTS; FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS; FEDERAL PELL GRANT; FEDERAL FORD DIRECT STUDENT LOANS; and

FEDERAL FORD DIRECT PARENT LOANS FOR UNDERGRADUATE STUDENTS.

The application form used for financial aid programs through the Financial Aid Office is the Free Application for Federal Student Aid (FAFSA). The FAFSA will cover an application period for a school year and summer session. For example, to apply for financial aid for the School Year 1996-97 and/or Summer Session 1997, a student needs to complete the FAFSA for the School Year 1996-97. Students are encouraged to file a FAFSA for the subsequent school year and/or summer session using completed tax information from 1995.

Financial Aid counselors are available to discuss students concerns related to financial aid. The Financial Aid staff will describe the types of financial assistance available and will assist student's with the application process. Financial Aid counselors can also assist students in determining the cost of attendance, how to manage money while in school, and how to identify alternative sources of funding and also assists students in locating part-time jobs funded by the Federal Work Study Program.

Students must meet certain conditions in order to receive federal financial assistance through Idaho State University. The general conditions include the following: completion of a FAFSA to determine eligibility; admission and enrollment as a degree seeking student in a course of study leading to a degree or certificate; enrollment as a full-time (at least 12 credits per semester) three quarter time (9-11 credits per semester) or halftime (6-8 credits per semester) student; maintain satisfactory academic progress; be a U.S. citizen or an eligible non-citizen; and not owe a refund or repayment on Title IV grants or be in default or delinquent on Title IV loans.

To obtain more specific information, contact the Financial Aid Office, Room 337, Museum Building, Campus Box 8077, Idaho State University, Pocatello, ID 83209-8077, (208) 236-2756.

Scholarships

The majority of scholarships at ISU are administered by the Director of Scholarships with the assistance of various University committees. Scholarship funds are made possible through student fees, the generosity of individuals, and contributions of business, labor, fraternal, and professional organizations.

Scholarship criteria vary (i.e., minimum grade point average and/or financial need, major, etc.). Scholarship announcements, including eligibility and application deadline information, are regularly distributed by the Scholarship Office to campus departments, the student newspaper, and are posted on the Scholarship Bulletin Boards located in the lobby of the Museum Building. Individuals seeking information on scholarships should contact the Director of Scholarships in the:

Scholarship Office,
Museum Building, Room 327
Campus Box 8391
Pocatello, ID 83209-8391
(208) 236-3315

Nonresident tuition waivers are available to qualified students who demonstrate financial need (inquiries should be addressed to the ISU Financial Aid and Scholarship Office), to students who have demonstrated strong academic ability, and to residents of Washington and Utah through reciprocal agreements. Contact the Registrar's Office for a scholar-related nonresident tuition waivers or Washington/Utah reciprocity nonresident tuition waivers information and applications.

Academic Requirements

Courses Required of All Degree-Seeking Students

All degree-seeking students must fulfill departmental, General Education, and general graduation requirements for their particular fields of study. Departmental graduation requirements are course concentration requirements for a major in each field of study, and are listed under the college to which the department belongs. General Education requirements are course distribution requirements for particular degrees, as listed below. Graduation requirements regarding credits, grades, and residence are common to all bachelor's degrees and are described in the section following the General Education listing.

The General Education Program

ISU's General Education program is the foundation for degrees in the arts and sciences, business, education, engineering, health professions, pharmacy, and a Bachelor of Applied Technology (BAT) that combines an Applied Technology program with a foundation in general education and a supporting field. As a common foundation, general education is jointly owned by all the colleges even through almost all the courses that fulfill the requirements are taught in the College of Arts and Sciences.

The General Education requirements are organized into twelve goals: three in the skills areas of writing, speaking, and mathematics, and nine in content areas. Students are placed in general education courses on the basis of ACT scores and placement testing. Students in all colleges, including the School of Applied Technology, take the College Board Computerized Placement Test for placement in English and mathematics courses. Depending on the results of placement testing in skill areas and foreign languages, general education comprises 37 to 61 of the 128 credit hours required for a baccalaureate degree.

Students pursuing a Bachelor of Arts degree in the College of Arts and Sciences must complete all goals. Students pursuing the Bachelor of Fine Arts and the Bachelor of Music Education must complete all goals except 10B. Students pursuing the Bachelor of Business Administration and the Bachelor of Applied Technology, or the Bachelor of Arts in colleges other than Arts and Sci-

ences must complete Goals 1-9, 10A or 10B, and 11-12. Students pursuing the Bachelor of Science degree may substitute 12 hours in physical or biological sciences for Goals 4 and 5, and must complete only two of Goals 6, 7, and 8, and three of Goals 9, 10A or 10B, 11, and 12. Students pursuing the Bachelor of Music degree are required to take six credits of English composition, eight credits of a foreign language, twelve credits in the social sciences, eight credits in the natural sciences, and four credits other than music and foreign languages in the humanities. The General Education Requirements for students admitted to the Bachelor of University Studies degree are individualized, although most students in that program take courses that would meet most goals.

Some goals can be met only by a specified course or sequence of courses. Others allow a small range of choices that accommodate the needs of students with different prospective majors. To meet the quantitative competence goal, for example, students may elect one of six mathematics courses.

General Education Requirements

Goal 1:

To express ideas in clear, logical, and grammatically correct written English.

Criteria for courses: Courses in expository writing fulfill this requirement. The skills learned in these courses are those that are readily adaptable to any situation in which one must communicate in writing. Writing courses designed to meet the special needs of one discipline do not fulfill this requirement.

Credits required: Variable, depending on whether the student is placed in ENGL 51 (non-credit), ENGL 101, or ENGL 201. Goal 1 is satisfied when the student has passed ENGL 201 with a grade of "C" or better.

Placement:

1. Students with an ACT English score of 16 (SAT 300 [recentered SAT 410]) or below register for ENGL 51.
2. Students with an ACT English score of 17-21 (SAT 340-450 [recentered SAT 420-530]) must qualify to enter English 101 by passing both sections of the English Computer Placement Test (CPT) in English. (Students who have passed English 51 can register for ENGL 101 without taking the CPT.) Contact the Counseling and Testing Center for information about computer placement testing.
3. Students with an ACT English score of 22 (SAT 460 [recentered SAT 540]) or above may register directly for English 101.

Advanced Placement Options: Qualified students may satisfy the ENGL 101 requirement by two means:

1. Transfer students who have taken a three-credit freshman-level course in expository or argumentative writing which is equivalent to ISU's ENGL 101 course may proceed to ENGL 201 upon completion of 26 credits.
2. Students who have achieved scores of 3, 4 or 5 on the Composition and Literature or on the Language and Literature Advanced Placement Examination administered by Educational Testing Service receive a grade of "Satisfactory" and three ENGL 101-equivalent credits. Students may then proceed directly to English 201 upon completion of 26 credits.

Because Goal 1 courses advance acquisition of writing skills important for academic success, students are encouraged to complete them in timely fashion. Accordingly, ENGL 101 should normally be completed during the freshman year, ENGL 201 by the conclusion of the sophomore year.

Goal 2:

To express ideas clearly, correctly, logically, and persuasively in spoken English.

Criteria for courses: Courses which fulfill this requirement are those in which students develop skills appropriate to formal and informal, public and private oral discourse. Students study and practice the principles of interpersonal communication, small group dynamics, expository speaking, argumentation, and persua-

sion. Courses designed to meet the special needs of one discipline do not fulfill this requirement.

Credits required: 2 or satisfactory completion of a proficiency examination administered by the Department of Communication and Theatre.

Courses satisfying the goal:

COMM 101 Principles of Speech 2 cr

Goal 3:

To gain an understanding of mathematics as a language in which to express, define, and answer questions about the world.

Criteria for courses: Courses which fulfill the requirement (1) require a basic high school algebra background as defined by the prerequisite listed for each course below, and (2) acquaint the student with a significant body of mathematical language, models, and methods.

Credits required: 3-4 credits

Courses satisfying the goal:

| | | |
|----------|--|------|
| MATH 123 | Mathematics in Modern Society (Prerequisite MATH 025) | 3 cr |
| MATH 127 | The Language of Mathematics (Prerequisite MATH 025) | 3 cr |
| MATH 130 | Finite Mathematics (Prerequisite MATH 107) | 4 cr |
| MATH 160 | Brief Calculus (Prerequisite MATH 143) | 4 cr |
| MATH 170 | Calculus I (Prerequisite MATH 147 or 143 & 144) | 4 cr |
| MATH 253 | Introduction to Statistics (Prerequisite MATH 143) | 3 cr |

Note: Any prerequisite in the above list is met by a satisfactory score on the Mathematics Computer Placement Test (CPT) or the math subtest of the ACT or SAT exam. Consult the Mathematics department for details.

Goal 4:

To understand how the biological sciences explain the natural world.

Criteria for courses: Courses in the biological sciences which fulfill this requirement (1) examine the processes by which scientific knowledge is gained, (2) introduce the basic concepts and terminology of the biological sciences, and (3) explore how scientific knowledge influences human society.

Credits required: 4 credits

Courses satisfying the goal (choose one):

| | | |
|---------------|----------------------------------|------|
| BIOL 100 | Concepts Biology: Human Concerns | 4 cr |
| BIOL 201, 202 | General Zoology plus Lab | 4 cr |
| BIOL 203, 204 | General Botany plus Lab | 4 cr |
| BIOS 205 | Heredity and Its Implications | 4 cr |

Goal 5:

To understand how the physical sciences explain the natural world.

Criteria for courses: Courses in the physical sciences which fulfill this requirement (1) examine the processes by which scientific knowledge is gained, (2) introduce the basic concepts and terminology of one or more of the physical sciences, and (3) explore how scientific knowledge influences human society.

Credits required: 4 credits

Courses satisfying the goal (choose one):

| | | |
|----------------|--------------------------------|------|
| CHEM 100 | Architecture of Matter | 4 cr |
| GEOL 100 | Survey of Geology plus Lab | 4 cr |
| GEOL 101, 101L | Physical Geology plus Lab | 4 cr |
| GEOL 115 | Physical Geography | 4 cr |
| PHYS 100 | Essentials of Physics | 4 cr |
| PHYS 152, 153 | Descriptive Astronomy plus Lab | 4 cr |

Goal 6:

To understand the creative processes, the aesthetic principles and the historical traditions of one or more of the fine arts.

Criteria for courses: Courses in the fine arts disciplines which fulfill this requirement (1) demonstrate the creative processes and the aesthetic principles artists employ, (2) demonstrate how art both reflects and shapes human and artistic values, (3) introduce students to the work of major artists. Performing and studio courses do not fulfill this requirement.

Credits required: 3 credits

Courses satisfying the goal (choose one):

| | | |
|-------------------|---|------|
| AMST/MUSC 106 | American Music | 3 cr |
| AMST/ART/ M C 210 | History and Appreciation of Photography | 3 cr |
| ART 100 | Survey of Art | 3 cr |
| ART 101 | History of Western Art I | 3 cr |
| ART 102 | History of Western Art II | 3 cr |
| ENGL/THEA 126 | Art of Film | 3 cr |
| MUSC 100 | Introduction to Music | 3 cr |
| P E 201 | Survey of Dance | 3 cr |
| THEA 101 | Appreciation of Drama | 3 cr |

A student may elect to take both of the following courses to satisfy Goals 6 and 7 (see course description):

| | | |
|---------|-------------------------|------|
| HUM 101 | Survey of Humanities | 3 cr |
| HUM 102 | Survey of Humanities II | 3 cr |

Goal 7:

To understand how major works of literature explore the human condition and examine human values.

Criteria for courses: Courses which fulfill this requirement (1) emphasize major writers and major genres, (2) emphasize how literary artists contribute to understanding the human condition. Courses devoted to the study of a single literary figure, a single genre, or a single national literature do not fulfill this requirement.

Credits required: 3 credits

Courses satisfying the goal (choose one):

| | | |
|----------|----------------------------|------|
| ENGL 110 | Introduction to Literature | 3 cr |
| ENGL 115 | Major Themes in Literature | 3 cr |
| ENGL 257 | Survey World Literature I | 3 cr |
| ENGL 258 | Survey World Literature II | 3 cr |

A student may elect to take both of the following courses to satisfy Goals 6 and 7 (see course description):

| | | |
|---------|-------------------------|------|
| HUM 101 | Survey of Humanities I | 3 cr |
| HUM 102 | Survey of Humanities II | 3 cr |

Goal 8:

To understand how major philosophies influence human thought and behavior.

Criteria for courses: Courses which fulfill this requirement (1) examine a broad range of topics leading to or issuing from major philosophical questions, (2) emphasize the works of major philosophers.

Credits required: 3 credits

Courses satisfying the goal:

| | | |
|----------|----------------------------|------|
| PHIL 101 | Introduction to Philosophy | 3 cr |
|----------|----------------------------|------|

Goal 9:

To understand the history and culture of the United States.

Criteria for courses: Courses which fulfill this requirement stress the interaction of ideas, events, and environment which have been significant in molding the nation's culture and history through time. Courses which consider one or two nar-

row aspects of American history or culture do not fulfill this requirement.

Credits required: 3 credits.

Courses satisfying the goal (choose one):

| | | |
|---------------|----------------------------------|------|
| AMST/HIST 111 | U.S. History I (to 1865) | 3 cr |
| AMST/HIST 112 | U.S. History II (to present) | 3 cr |
| AMST 200 | Introduction to American Studies | 3 cr |

Goal 10A:

To understand cultures other than that of the United States.

Criteria for courses: Courses which fulfill this requirement (1) concern themselves with one or more significant contemporary or past cultures other than that of the United States, (2) are broad studies of that culture, and (3) integrate intellectual, cultural, and historical developments of the culture. Studies of one aspect of a foreign culture do not fulfill this requirement.

Credits required: 3 credits.

Courses satisfying the goal (choose one):

| | | |
|---------------|---------------------------------------|------|
| ANTH 237 | People and Cultures of the Old World | 3 cr |
| AMST/ANTH 238 | Peoples and Cultures of the New World | 3 cr |
| LANG 207 | Contemporary European Culture | 3 cr |
| HIST 101 | Foundation of Western Civilization | 3 cr |
| HIST 102 | Development of Western Civilization | 3 cr |
| HIST 251 | Latin American Civilization | 3 cr |
| HIST 252 | East Asian History | 3 cr |
| HIST 254 | Middle Eastern Civilization | 3 cr |
| HIST 255 | African History and Culture | 3 cr |

and/or

Goal 10B:

To develop communication skills in a foreign language and an understanding of its cultural context.

Criteria for courses: Courses which fulfill this requirement are those that (1) stress spoken and written communication in a single foreign language; (2) examine the language's grammatical structure in comparison with English; (3) treat the foreign language as a significant aspect of civilization; and (4) foster an appreciation for the cultural heritage of people from a different ethnic environment.

Credits required: 8 credits in a single language or satisfactory completion of a proficiency examination administered by the Department of Foreign Languages. Non-native speakers of English, i.e. students who grew up in a non-English speaking country and learned English as their second language fulfill Goal 10-B by passing ENGL 101 and 201.

Courses satisfying the goal (choose one language):

| | | |
|-------------------|----------------------|------|
| ANTH/SHOS 101-201 | Elementary Shoshoni | 8 cr |
| FREN 101-102 | Elementary French | 8 cr |
| GERM 101-102 | Elementary German | 8 cr |
| LATN 101-112 | Elementary Latin | 8 cr |
| RUSS 101-102 | Elementary Russian | 8 cr |
| SPAN 101-102 | Elementary Spanish | 8 cr |
| FREN 201-202 | Intermediate French | 8 cr |
| GERM 201-202 | Intermediate German | 8 cr |
| RUSS 201-202 | Intermediate Russian | 8 cr |
| SPAN 201-202 | Intermediate Spanish | 8 cr |

Goal 11:

To understand how political and/or economic organizations, structures, and institutions function and influence human thought and behavior.

Criteria for courses: Courses in government and/or economics which fulfill this requirement (1) examine significant economic or political institutions; and (2) demonstrate the function and processes of those institutions through methods of these social sciences.

Courses which focus on narrow aspects of the economic or political systems or which are of a current, topical nature do not fulfill this requirement.

Credits required: 3 credits

Courses satisfying the goal (choose one):

| | | |
|---------------|-------------------------------------|------|
| ECON 100 | Economic Issues | 3 cr |
| ECON 201 | Principles of Macroeconomics | 3 cr |
| ECON 202 | Principles of Microeconomics | 3 cr |
| AMST/POLS 101 | Introduction to American Government | 3 cr |

Goal 12:

To understand how people function within society.

Criteria for courses: Courses in sociology, psychology, and/or anthropology which fulfill this requirement (1) emphasize individual or group behavior, and (2) demonstrate central analytical approaches used in these social sciences. Courses

which focus on narrow aspects of sociology, psychology, or anthropology or which are of a current topical nature do not fulfill this requirement.

Credits required: 3 credits

Courses satisfying the goal (choose one):

| | | |
|----------|--------------------------------|------|
| ANTH 100 | General Anthropology | 3 cr |
| PSYC 101 | Intro to General Psychology I | 3 cr |
| PSYC 102 | Intro to General Psychology II | 3 cr |
| SOC 101 | Introduction to Sociology | 3 cr |
| SOC 102 | Social Problems | 3 cr |

Specific General Education Requirements

In addition to required courses in their major field of study, all students graduating from Idaho State University with a bachelor's or associate's degree must complete specified General Education Requirements. These General Education Requirements vary from one college to another. Specific General Education Requirements in each college, together with requirements for particular major fields of study, are detailed in the appropriate section relating to each college. The following goal statements provide a reference for the description of General Education Requirements for each degree.

Bachelor Degrees

Bachelor of Arts— B.A.

Students pursuing the Bachelor of Arts degree in the College of Arts and Sciences must complete all Goals (i.e., Goals 1-9, 10A AND 10B, and 11-12), while those in other colleges must complete Goals 1-9, 10A OR 10B, and 11-12.

Bachelor of Science—B.S.

Students pursuing the Bachelor of Science degree must complete Goals 1, 2, and 3; Goals 4 and 5, or 12 hours in the physical or 12 hours in biological sciences; two of Goals 6, 7, and 8; and three of Goals 9, 10A OR 10B, 11, and 12.

Bachelor of Arts in General Studies—B.A.G.S.

Students pursuing the Bachelor of Arts in General Studies degree must complete all 12 of the General Education Goals (both 10A and 10B must be completed). Specific requirements for this degree are given under the College of Arts and Sciences.

Bachelor of Applied Technology—B.A.T.

Students pursuing the Bachelor of Applied Technology degree must complete the same goals as those pursuing the Bachelor of Science: Goals 1, 2, and 3; Goals 4 and 5, or 12 hours in the physical or biological sciences; two of Goals 6, 7, and 8; and three of Goals 9, 10A OR 10B, 11, and 12.

Specific requirements are given under Individualized Education Programs.

Bachelor of Business Administration—B.B.A.

Students pursuing the Bachelor of Business Administration degree must complete Goals 1-9, 10A or 10B, and 11-12. (Note that certain goals may be met by specific College of Business requirements: Goal 3 by MATH 160; Goal 11 by ECON 201 and 202.)

Bachelor of Fine Arts—B.F.A.

Students pursuing the Bachelor of Fine Arts degree with a major in art, must complete Goals 1-9 (note that for art majors, Goal 6 must be met with courses outside the Department of Art and Pre-

Architecture), 10A, 11, and 12. (Note: Students who are working on the B.F.A. have the option of fulfilling Goal 10b as is or substituting with an equivalent amount of hours in humanities classes - refer to your advisor).

Students pursuing the Bachelor of Fine Arts degree, with a major in theatre, must refer to the Department of Communication and Theatre for degree requirements.

Bachelor of Music—B.M.

Students pursuing the Bachelor of Music degree must satisfy Basic Non-Music Requirements as follows: English Composition - 6 cr; Foreign Language (French and/or German) - 8 cr (Voice majors are strongly encouraged to elect two years of foreign language.); Social Sciences - 12 cr; Natural Sciences - 8 cr (including at least one laboratory course); Humanities (not counting foreign language or music) - 4 cr (Speech 101 recommended); Electives (other than music) - 9 cr.

Bachelor of Music Education—B.M.E.

Students pursuing the Bachelor of Music Education degree must complete Goals 1-9, 10A or 10B, 11, and 12.

Bachelor of University Studies—B.U.S.

The general education requirements and specific graduation requirements for students pursuing the Bachelor of University Studies degree are determined individually through a process of formal admission to this program and formal approval by the student's assigned advisory committee.

Specific requirements are given under Individualized Educational Programs.

Associate Degrees

The requirements for the following degrees are found under the designated college or department:

College of Arts and Sciences:

Associate of Arts in General Studies
Associate of Science in General Studies
Associate of Arts in Criminal Justice

College of Business

Associate of Science

College of Health Professions:

Associate of Science in Radiographic Science

School of Applied Technology:

Associate of Technology
Associate of Applied Science

Other Means of Satisfying General Education Requirements

Goals 1-3 must be satisfied as stated above. Goals 4-12 can be satisfied by six hours in the subject field for the goal in which that subject is specified if the courses are compatible with the goal (determined by the department). A course may not satisfy two goals.

General Education and Major Field Requirements

If a student's major program requires a course which also is approved for general education, that course may fulfill both general requirements and major field requirements.

Other Requirements for Degrees

Major Concentration

Departmental graduation requirements are satisfied by 24-50 semester hours in the major concentration. Some degree programs may require more than 50 hours in the major. In general, the number of credits in excess of 50 credits earned in a major field must be reflected by that same number in the total number of credits required for graduation. The number of hours and particular courses required or recommended vary by department and are more fully described in this catalog under department headings.

Minor Concentration

A minimum of 18 semester hours with a minimum grade point average of 2.0 is required in the minor concentration. Not all departments offer a minor. Those that do may require more than the minimum number of credits and they may specify some of the courses required. Consult departmental catalog entries for more information. The minor program at ISU is optional for all students and more than one minor may be declared. The student declares the minor(s) when the major is officially declared.

Requirements for Double Major

A student may pursue one degree with two major fields. Majors may be from the same or different colleges. To earn a double major a student must complete all general education, college and major requirements of both major fields. The primary major will be that for which the degree awarded requires the largest number of general education credit hours. The primary major's department and college will be considered the student's home department and college for administrative purposes.

When one of the double major fields is in business, the student must earn a bachelor's of business administration degree and have a department within the College of Business as a home department. Students in professional programs, other than business, should consult about licensing/certi-

fication requirements before undertaking any double major.

Requirements for Second Degree

A student may be granted a second degree by meeting the following minimum requirements: (a) a minimum of 32 hours of resident work beyond the accumulated number of credits earned at the time of completion of the first degree; (b) satisfaction of upper division requirements in the major field as recommended by the department and approved by the dean of the college in which the second degree is to be granted; (c) satisfaction of lower division courses required by the department beyond the general education requirements fulfilled by the first degree; (d) a student who wishes to earn two degrees concurrently must meet the requirements set forth for a second degree and General Education Requirements for each degree (a minimum of 160 credits); (e) a student with a bachelor's degree from an accredited institution will be considered to have met Idaho State University's General Education Requirements when seeking a second bachelor's degree.

Graduation Requirements

Residence Requirements

Of the last 40 credits applied to meet graduation requirements, 32 must be taken in residence at Idaho State University. Resident credit is allowed for work taken at ISU Adult Education Centers. At least 16 upper division credits required for the major must be taken while in residence on the ISU campus. Certain pre-professional curricula allow completion of the fourth year in a professional school. In these cases the last 32 credits of work taken before transfer to the professional school must be in residence on the ISU campus.

Credit Requirements

At least 128 credits are required for graduation with a bachelor's degree. At least 36 of the credits counted toward graduation must be in upper division courses carrying

300 or 400 numbers. Sixteen of these credits must be earned in courses in the department of the student's major concentration.

Of the credits transferred from a junior college no more than half the number required for graduation in a given four-year curriculum or the first four years of a longer program may be applied to meet the requirements of the curriculum. (70 credits will be allowed for Idaho Junior College transfer students.) Transferred courses with grades of D may be used to meet course requirements for graduation unless the department in which the student is majoring requires that the courses be re-taken. The department may refuse the application toward graduation of any transfer course in which the student has received a D grade.

Graduation requirements may be met by no more than the number of credits in certain groups as listed below.

- 48 credits by examination*, **
- 32 credits in experiential learning*, **
- 16 credits of correspondence courses*, **
- Not more than a total of 64 credits may be counted from the above areas

**See Alternative Credit Opportunities for specific Information.*

***Not more than a total of 64 credits may be counted from the above areas.*

- 32 credits in business or courses commonly available in a school of business, unless the student is earning a Bachelor of Business Administration.
- 8 credits in organized music (Music majors may count 8 credits of organized music as free electives in addition to 50 credits)
- 8 credits in non-sectarian courses in religious education
- 8 credits in physical education activity courses
- 8 credits in speech and drama activity
- 4 credits in auto tutorial foreign language courses.

It is further stipulated that not more than a total of 12 credits from the last five of the above may be counted.

A maximum of 50 credits may be earned in the major area of study. In general, the number of credits in excess of 50 earned in the

major field must be reflected by that same number of credits required for graduation.

Candidates for bachelor's degrees may elect to fulfill degree requirements as outlined in any one catalog in effect during their dates of registration for university credit at ISU with the following exceptions:

1. Students not enrolled in the university for five years or more must meet degree requirements as outlined in the catalog in effect at the date of their re-enrollment or any subsequent catalog in effect during their dates of registration for university credit.
2. If a major program is discontinued by the university and the State Board of Education, students enrolled will be assisted in transferring to an equivalent program in the state. If there is no similar program within the state, currently enrolled students will be permitted to complete the program in accordance with existing graduation requirements.

Degrees, diplomas, or certificates may not be granted unless all requirements are fulfilled. A degree, diploma, or certificate which is awarded in error, or upon fraudulent claims, will be withdrawn immediately and the student record corrected accordingly.

Grade Requirements

An accumulative grade point average of 2.0 or higher is required for graduation. Certain allowances in the calculation of the average may be possible when a curriculum is changing or courses are repeated.

In addition, a grade point average of at least 2.0 is required for all courses taken at ISU and those required by the department in which the major or minor is sought.

Individual departments may require a higher grade point average.

Revocation of Degrees

The University reserves the right to revoke a previously granted degree, either for failure to satisfy the degree requirements (i.e., a mistake in granting the degree), or for fraud or other academic misconduct on the part of the recipient discovered or acted upon after the degree has been awarded.

Honors Designation at Graduation

Students who secure minimum grade point averages of 3.33 and also are in the top 10% of their respective college's graduating class are designated as graduating with honors. Those in the top 5% graduate with high honors. Honors designations must be approved by the student's major department and dean.

Application for Graduation

Students planning to graduate should apply for graduation no less than one semester before all requirements are completed. To obtain applications for graduation, undergraduate students need to contact the Office of Registration and Records. The application should be completed and left with the graduation clerks in the Registrar's Office. Graduate students need to contact the School of Graduate Studies and Research to obtain applications for graduation. The application should be completed by the student and left with the graduation clerk in the Graduate School. Both undergraduate and graduate students are required to pay a \$20 graduation/diploma fee. This fee is to be paid at the Office of Registration and Records.

School of Applied Technology students need to contact the Student Services Office in the RFC Building to obtain applications for graduation and to pay a \$20.00 graduation/diploma fee.

Deadlines

Applications for students planning to graduate in December or May will not be accepted after the first two weeks of the semester. For Students planning to graduate during summer session, applications will not be accepted after the last day of spring semester.

All transfer work, including correspondence, must be received in the Office of Registration and Records no later than four weeks after graduation.

All incomplete (I) or in-progress (IP) grades received in ISU courses must be cleared and the change of grade forms received in the Office of Registration and Records no later than two weeks after graduation.

Students who apply on time will be notified by the registrar's office of any course

or credit deficiencies. The graduation application must be approved by the student's major department chairperson and the college dean before the diploma will be granted.

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

Alternative Credit Opportunities

Students at Idaho State University have the opportunity to earn undergraduate credit for prior learning through a wide variety of means:

- College Entrance Examination Board Advanced Placement Program (AP)
- College Level Examination Program (CLEP)
- Credit by Challenge Examination
- Credit for Military Service
- Credit through the Defense Activity for Non-Traditional Education Support (DANTES)
- Experiential Learning Assessment (ELA)
- Correspondence Courses

A maximum of 64 credit hours granted through any combination of the means listed above may be counted toward a baccalaureate degree. Credits earned through any of the above means affect total credits toward a particular degree but generally do not impact the student's grade point average. Grades for all said credits, except challenge and correspondence, are recorded as Satisfactory (S). The student is responsible for providing ISU with an official copy of grades/scores from the appropriate school, testing or reporting agency.

When the credit awarded is dependent upon evaluation by ISU faculty, such as Experiential Learning Assessment and Challenge, credit should be counted as resident credit and that which is standardized or not evaluated by ISU faculty should be counted as nonresident credit.

An explanation of each program is given below. Additional information on these programs can be obtained by contacting the:

Office of Registration and Records,
Museum Building Room 319
Box 8196
Pocatello, Idaho, 83209
(208)236-2661

College Entrance Examination Board Advanced Placement Program

Idaho State University affirms the principle of advanced placement and acknowledges the accomplishments of students who have taken college level courses in high school. The university encourages participation in the College Entrance Examination Board Advanced Placement Program.

The CEEB Advanced Placement Examinations are administered each May, at a cost of \$72 per test, at most high schools. For more information about the tests, students should contact their Advanced Placement instructor or high school counselor. The tests and students' ratings are sent to the university at the individual student's request.

ISU accepts Advanced Placement examinations in art, biology, chemistry, computer science, economics, English, foreign language, history, mathematics, music, physics and political science. The Departments of Biology, Chemistry, Computer Science, English, Foreign Languages, Mathematics, Physics, and Political Science allow college credits with Advanced Placement scores of 3 or higher. The Art, Economics, History and Music Departments require scores of 4 or higher in order for credit to be granted. Departments may allow advanced placement credits in their major program for AP students and may judge that an Advanced Placement examination satisfies specific General Education Requirements offered through the Department.

An "S" grade is entered on the student's record for credit earned in this way. Credit for AP examinations transferred from

another institution is subject to evaluation based on the rules and regulations of Idaho State University. Advanced Placement Examinations will not be released on an official ISU transcript to other agencies or institutions until the student has successfully completed 15 academic credit hours at ISU.

ADVANCED PLACEMENT SCORES REQUIRED FOR CREDIT

| Dept./Subject Area | Acceptable Credit Awarded | |
|----------------------------|---------------------------|---|
| | Score | Course Equiv. |
| Art | 4 or 5 | 9 credits (ART 105-106; or 103-104; or 108 equiv.) |
| Biology | 3 or above | 8 credits (BIOL 201-202L; 103-104 equiv.) |
| Chemistry | 3 | 5 credits (CHEM 111 or 101 equiv.) |
| | 4 or 5 | 10 credits (CHEM 111, 112, 114 equiv.) |
| Bus/Comp Science | 3 or above (Part A) | 3 credits (CIS 220 equiv.) |
| Economics Macro | 4 or 5 | 3 credits (ECON 201 equiv.) |
| Micro | 4 or 5 | 3 credits (ECON 202 equiv.) |
| English Lang. & Comp. | 3 or above | 3 credits (ENGL 101 equiv.) |
| Lit. & Comp. | 3 or above | 3 credits (ENGL 101 equiv.) |
| | 4 or 5 | 6 credits (ENGL 101 & 110 equiv.) |
| Foreign Language | 3 | 4 credits (one Semester) |
| | 4 | 8 credits (two semesters, equiv. to 1 year of Elementary language) |
| | 5 | 16 credits (four semesters, equiv. to 2 years at the Elementary and Intermediate language level) |
| History European | 4 or 5 | 6 credits (HIST 101- 102 equiv.) |
| American | 4 or 5 | 6 credits (HIST 111- 112 equiv.) |
| Mathematics Calculus AB | 3 or above | 4 credits (MATH 170 equiv.) |

| | | |
|-----------------------|------------|--|
| Calculus BC | 3 or above | 8 credits (MATH 170-175 equiv.) |
| Music Hist. & Lit. | 4 or 5 | 3 credits (MUSC 100 equiv.) |
| Theory | 4 or 5 | 2 credits (MUSC 102 equiv.) or 8 credits (MUSC 103-104 equiv.) |
| Physics | 3 or above | 6 credits (PHYS 111-112 equiv.) |
| Political Science | 3 or above | 3 credits (POLS 101 equiv.) |

College Level Examination Program

Elective credit only is granted toward graduation for achievement of satisfactory scores on any of the four CLEP general examinations: humanities, natural science, mathematics, social science/history. A student may earn a maximum of 32 elective semester hours toward a degree on the basis of the general examinations. Scores on the general examinations range from 200 to 800. The point of test proficiency is fixed at 500 for the purpose of granting credit.

Subject-area CLEP examinations may satisfy specific goals in the General Education Requirements at the discretion of the departments whose courses satisfy those goals. Similarly, at the discretion of the department, credits earned on the CLEP subject-area examinations may be allowed towards that department's major program. Students may earn a maximum of 48 semester credit hours by CLEP subject-area examination with department approval, and scores ranging from 45 to 55 or higher are accepted for credit award.

An "S" grade is entered on a student's record for credit hours earned through CLEP examinations. Credit for CLEP examinations transferred from another institution is subject to evaluation based on the rules and regulations of Idaho State University. CLEP examinations will not be released on an official ISU transcript to other agencies or institutions until the student has successfully completed 15 academic credit hours at ISU. CLEP credits cannot be granted for college courses previously taken.

Both general and subject-area CLEP examinations are given at the Counseling and Testing Center, Graveley Hall, 3rd Floor South, Box 8027, Pocatello, Idaho 83209, (208) 236-2130. Information may be obtained from, and applications addressed to, the Center. CLEP tests are administered once a month (except for December), on the third Thursday of the month, at a cost of \$40 to CLEP and \$10 to ISU per test. Registration and fee payment must be completed four weeks before tests are administered.

SUBJECT-AREA CLEP SCORES REQUIRED FOR CREDIT

| Dept./Subject Area | Acceptable Score | Credit Awarded Course Equiv. |
|---|------------------|------------------------------|
| BUSINESS | | |
| Intro Marketing | 50 | 3 elective credits |
| Intro Business Law | 50 | 3 elective credits |
| Intro Management | 50 | 3 elective credits |
| Info. Systems and Computer Applications | 50 | 3 elective credits |
| Intro Accounting | 50 | 6 credits, ACCT 201 & 202 |

Achievement of an acceptable score on the subject-area CLEP examination in Accounting can be used to meet core requirements in the College of Business upon faculty review of test results.

EDUCATION

| | | |
|---------------------|----|--------------------|
| Human Growth & Dev. | 50 | 2 credits, FCS 200 |
|---------------------|----|--------------------|

FCS 200 is a core course in the Teacher Education Program.

FOREIGN LANGUAGES

| | | |
|------------------------|----|---------------------------|
| College French | | |
| Level 1 (2 semesters) | 45 | 8 credits, FREN 101 & 102 |
| Level 2 (4 semesters) | 55 | 8 credits, FREN 201 & 202 |
| College German | | |
| Level 1 (2 semesters) | 45 | 8 credits, GERM 101 & 102 |
| Level 2 (4 semesters) | 55 | 8 credits, GERM 201 & 202 |
| College Spanish | | |
| Level 1 (2 semesters) | 45 | 8 credits, SPAN 101 & 102 |
| Level 2 (4 semesters) | 55 | 8 credits, SPAN 201 & 202 |

Students who have studied French, German or Spanish or lived in a foreign country and have spoken the language can receive credit by CLEP examination to be applied to their transcripts with an "S" grade (16 credits maximum). These credits do not fulfill Goal 10B of the General Education Requirements. Foreign students or U.S. students who were raised in a Spanish or other foreign language speaking home cannot apply their respective language to fulfill Goal 10B through CLEP examination.

HISTORY/SOCIAL SCIENCES

American History I: Early Colonization to 1877 50 3 credits, HIST 111

American History II: 1865 to the Present 50 3 credits, HIST 112

History 121 or History 122 satisfies Goal 9 of the General Education Requirements.

Intro Macroeconomics 50 3 credits, ECON 201

Intro Microeconomics 50 3 credits, ECON 202

Economics 201 or Economics 202 satisfies Goal 11 of the General Education Requirements.

General Psych 101 50 3 credits, PSYCH 111 or PSYCH 112

Intro Sociology 50 3 credits, SOC 101

Psychology 101 or Psychology 102 or Sociology 101 satisfies Goal 12 of the General Education Requirements.

SCIENCE/MATHEMATICS

College Algebra 55 4 credits, MATH 143

Trigonometry 55 1 credit, MATH 144

Precalculus 55 5 credits, MATH 147

The Mathematics Department will accept a score of 55 on the subject-area CLEP Examinations as satisfying the prerequisite for completion of Goal 3 of the General Education Requirements; however, the three-hour credit requirement of Goal 3 is NOT SATISFIED by CLEP examination.

General Chemistry 50 5 credits, CHEM 111 or CHEM 101 or 4 credits, CHEM 100

Chemistry 100 satisfies Goal 5 of the General Education Requirements.

Credit by Challenge Examination

Registered students may obtain credit for course-specific examinations by procuring a petition from the dean's office in the college of the student's major and by obtaining the appropriate signatures. Credit and grades obtained by examination are not used in determining the load or grade point average for the semester in which the examination is taken; they are used in calculating the accumulative grade point average. When

an examination for credit is taken, whatever grade is made is recorded. A student may complete a total of 48 credits by examination toward a degree. The cost of credit by examination is \$15 per credit hour payable to the ISU Cashier's Office prior to the examination. Credit earned by successfully passing a challenge examination is considered resident credit.

Credit for Military Service

Nonresident credit will be given for military courses according to recommendations of the American Council on Education (ACE) Service Guide. In the case of former military personnel, the high school GED test will be accepted for admission, but college level GED tests receive no credit. Students must provide documentation of their military schools, training, and service by providing copies of their DD214 papers, and/or copies of official certificates showing completion of courses, or an officially signed DD295 Form (the "Application for Evaluation of Learning Experiences During Military Service") to the:

Office of Registration/Records
Veterans Clerk
Museum Building Room 319
Box 8196
Pocatello, ID 83209
(208) 236-2676

Army personnel who entered active duty on or after October 1, 1981, can possibly obtain an Army Ace Registry Transcript System (AARTS) transcript. They may obtain transcript request forms from their Army education center counselors or write directly to: AARTS Office, Ft. Leavenworth, Kansas 66027-5010, including their social security number. The AARTS transcript is an official record of all military educational experience and credit granted through the credit recommendations of the American Council on Education. Individuals who have served in the U.S. Air Force may request transcripts from Community College of the Air Force (CCAF) to be submitted to ISU for consideration of college level credit.

Defense Activity for Non-traditional Education Support (DANTES) Examination Credit

The College Level Examination Program (CLEP) general and specific subject-area examinations administered through DANTES are treated in the same manner as those taken through the traditional CLEP. Only elective credits may be granted to those completing the general examinations, while subject-area CLEP examinations may satisfy specific goals in the General Education Requirements. Refer to the section describing College Level Examination Program credit in this catalog for details.

Experiential Learning Assessment

Experiential Learning Assessment (ELA) is an evaluation process by which a student may be awarded undergraduate credit for experiential learning that is considered college equivalent learning in academic subjects offered at this university and is demonstrated/verified in a portfolio. The university allows a maximum of 32 credits through this evaluation process. To receive credit awarded through ELA the student must have completed at least 9 semester hours credit in ISU coursework with at least a 2.0 grade point and must be enrolled the semester in which the credit is awarded. ELA credit is resident credit and grades are recorded as Satisfactory (S). Required fees include an evaluation fee of \$50 per subject field plus \$15 per credit awarded. For full information on ELA policies and procedures, interested students are advised to contact the Office of Individualized Education Programs:

Individualized Education Programs
Administration Building 107
ISU Box 8093
Pocatello, ID 83209
(208) 236-3939

Correspondence Courses

Correspondence study in Idaho is administered by the University of Idaho in cooperation with Idaho State University. An annual catalog is provided to the ISU

Office of Registration and Records and is available to students interested in correspondence study. A maximum of 16 credits of correspondence study may be applied toward a baccalaureate degree at ISU. A student should not enroll for more than 18 credits, including correspondence courses, in any one semester. Grades obtained through correspondence are not used in determining the grade point average for the semester in which the courses are taken; they are used in calculating accumulative grade point average. It is the student's responsibility to contact the respective department to determine whether correspondence courses can be utilized to fulfill requirements for the student's particular major. This permission must be given in writing in the form of a petition approved by the department chairperson.

Honors Program

Selected Honors Course are offered each semester to new, continuing, and transfer students who have a 3.3 GPA. Automatic eligibility to be enrolled in honors classes is granted to students who maintain this minimum GPA. Students who do not meet this standard may be admitted with the permission of the instructor.

Honors courses are designed for students who are motivated to develop their critical and creative thinking in a more personalized atmosphere. These courses are offered in small classes (25 maximum enrollment) by interested faculty, deal with broad and/or interdisciplinary issues, and confront some aspect of the human condition. Innovative teaching and assignments are encouraged, and interaction with faculty and class members is lively.

Honors courses are listed in the Class Schedule and are designated by an "H" on a student's transcript so that employers and graduate schools recognize the student's academic achievements in honors courses. Honors course may be taken as electives or to meet goals requirements.

Questions about honors courses may be directed to the Assistant Dean in the College of Arts and Sciences, 236-3204.

Summer Honors Program for High School Students

High school juniors and seniors who have a 3.5 GPA are invited to apply for scholarships to the four week ISU Summer Honors Program. This program allows students to earn college credit for selected summer school courses, and provides an introduction to university life. Applications may be obtained from the College of Arts and Sciences, 236-3204 or from local high school counselors.

Study Abroad Programs

Students may participate in any of seventy study abroad programs in 21 countries through a joint agreement between Idaho State University and the University of Miami. Students may also earn academic credit through study abroad programs offered by other universities, through independent attendance at a foreign university, or from enrollment in the ISU course International Studies 300, Travel and Study Abroad.

Any credits earned through participation in a foreign study program must be evaluated for equivalencies by the student's major department and by the University Registrar. Students should work closely with their adviser, department chair, and Registrar prior to enrollment in any study abroad program to determine which course may transfer for academic credit.

Questions about Study Abroad courses may be directed to Professor Rick Foster, Director of the Program in International Studies, 236-3043.

Individualized Education Programs

The Office of Individualized Education Programs (IEP) administers three university-wide programs: Experiential Learning Assessment (ELA), the Bachelor of Applied Technology (BAT), and the Bachelor of University Studies (BUS). This office and its programs operate under the direction of the Academic Vice President. It is located in the Administration Building, Room 107, Campus Box 8093, Pocatello, Idaho 83209, (208) 236-3939.

Bachelor of Applied Technology

The Bachelor of Applied Technology (BAT) degree is an optional University degree for students who complete an Associate of Applied Science degree at an Idaho vocational-technical school. The degree requires compliance with the general University procedures and regulations for all bachelor's degrees, as explained under Academic Requirements in this catalog. Specific requirements come under these two categories: (1) completion of an AAS degree approved by the Idaho State Board of Education and (2) completion of a planned program of academic coursework that is officially approved by the student's assigned Advisory Committee and by the University's Bachelor of Applied Technology Committee. The student's Advisory Committee will consist of at least two members appointed by the Director of Individualized Education Programs: one advisor from the student's AAS technical program or field and one University faculty member-at-large. The two categories are explained below:

Category 1:

Completion of an AAS Program Approved by the Idaho State Board of Education

For all approved AAS programs except ISU's three-year Electronics Systems Technology program, students are allowed a maximum of 50 lower division credits to apply toward the BAT degree. For ISU's

three-year Electronic Systems Technology program, students are allowed a maximum of 58 lower division credits plus 18 upper division credits for a total of 76 credits.

Note: Credits allowed for the AAS programs count only toward the BAT degree.

Specific requirements for ISU's AAS programs are given in this catalog under the School of Applied Technology. AAS students at ISU who are interested in coordinating AAS requirements with BAT requirements should consult their technical field advisors and counselors at the Student Services Office in ISU's School of Applied Technology. For additional information and assistance, they should also contact the University's Office of Individualized Education Program, which administers the BAT program.

Students pursuing an approved AAS program at another Idaho institution should first consult their technical field advisors at their institution if interested in coordinating AAS requirements with ISU's BAT requirements. They should apply for admission to ISU before the semester in which they plan to enroll as a BAT student. For additional information and assistance, they should contact ISU's Office of Individualized Education Programs, which administers the BAT program.

Category 2:

Completion of a Planned Program of Academic Coursework.

Students are required to complete a formally approved plan of academic coursework. The plan must include at least the minimum requirements identified in the following explanation:

Students who complete ISU's three-year AAS in Electronic Systems Technology must complete a minimum of 60 credits with a minimum 2.0 GPA in academic coursework. This brings the degree's minimum total to 136 credits. The academic coursework must include completion of the following: university general education requirements as specified for the BAT degree under General Education in this catalog; 12 credits in courses that support the AAS technical field; 18 credits of upper division (300/400) courses. The general education requirement in mathematics (Goal 3) is met through ISU's AAS in Electronics Systems Technology.

Students who complete any other approved AAS program must complete a minimum

of 78 credits with a minimum 2.0 g.p.a. in academic coursework. This brings the degree's minimum total to 128 credits. The academic coursework must include completion of the following: university general education requirements as specified for the BAT degree under General Education in this catalog; 12 credits in courses that support the AAS technical field; 36 credits of upper division (300/400) courses. Also, students who earn an approved AAS in a business field may have to take more than 78 non-business academic credits to earn the BAT. Their vocational-technical business credits in the AAS program may come under ISU's academic regulation that limits the number of credits earned in business courses (combining both academic and technical business courses) to 25% of total degree credits when the student is pursuing any degree other than a Bachelor of Business Administration.

Courses taken in this category cannot be randomly selected. They must be planned to satisfy BAT general education requirements, to support the AAS technical field and to support the individual student's carefully stated educational and career goals. After completing 15 credit hours of BAT general education requirements, the student is eligible to develop a proposed BAT degree plan of academic coursework for review and approval by advisors and by the BAT Committee. Students are recorded as "declared" BAT candidates after the plan for academic coursework has been officially approved by their assigned Advisory Committee and by the University's Chair for the Bachelor of Applied Technology Committee.

Students interested in pursuing this degree should plan to coordinate the course requirements for the approved AAS program, the academic courses necessary to meet the University's general education goals, and the remaining BAT academic course requirements. They should consult first with their applied technology counselors about requirements for the AAS degree and about general education courses that may meet requirement both in the AAS and in the BAT. When ready to enroll as a BAT student, students need to request assignment to an Advisory Committee who will assist in developing an appropriate plan for the additional academic coursework. The student's BAT Advisory Committee will include at least two faculty members, one in an academic discipline and the other in the student's technical specialization. For assignment

to this committee and for further information, students need to contact the Office of Individualized Education Programs. Students may also wish to consult individual members of the University's Bachelor of Applied Technology Committee:

Ms. Julie Byrnes, School of Applied Technology Student Services

Mr. Mike Echanis, Admissions Office

Ms. Toni Edwards, Registration and Records

Mr. Pete Fallesen, School of Applied Technology Trades Division

Mr. Michael Lyons, School of Applied Technology

Ms. Rosemary Myers, IEP office (BAT Committee Chair)

Mr. Darrell Scott, College of Business

Dr. Steve Shropshire, Department of Physics

Ms. Deb Thompson, School of Applied Technology Dean's Office

Dr. Dennis Walsh, Department of English and Philosophy

Bachelor of University Studies

The Bachelor of University Studies (BUS) is an individualized degree granted by Idaho State University when the student has complied with the following policies, procedures, and requirements: formal application for admission to the program; at least a 2.5 accumulative grade point average, including transfer credits; successful completion of an approved individualized program of study that has been planned with and approved by the candidate's assigned advisory committee; successful completion of not less than 24 semester hours approved by the assigned advisory committee and taken after admission to the program; satisfactory completion of the BUS graduating senior's self assessment essay; satisfaction of university residence and credit requirements for undergraduate degrees.

The student must apply for admission to the BUS Program after consultation with professor Rosemary Myers, Director of Individualized Education Programs and

Chair for the Bachelor of University Studies Committee. Orientation to BUS and application instructions are available at the IEP Office.

Students are also encouraged to consult with other members of the BUS Committee:

Mr. Henry Durham, Department of Sociology and Social Work

Dr. Kathleen King, Department of English and Philosophy

Mr. Larry McCullough, Counseling and Testing Center

Ms. Sandra Noakes, Department of Physical Education

Mr. Darrell Scott, College of Business

Dr. Tesa Stegner, Department of Economics

Dr. Don Streubel, Department of Biological Sciences.

All-University Courses

Departments in colleges of the university may offer any of the following courses during a semester or summer session subject to adequate student interest.

299, 399, 499 Special Topics 1-6 credits. These are topics not covered in the regular offerings. Title, course description, and number of credits are announced in the class schedule. A student may apply a total (from the entire university) of six credits toward graduation requirements. Courses under the same title and/or course description may be offered no more than three times.

493 Senior Thesis 4 credits. This is a course supervised by a committee of at least two faculty members, approved by the chairperson(s) of the department(s) involved. The thesis topic may be interdisciplinary, with four credits conferred by one or more departments. It is open only to seniors, to be taken only once for credit. Prerequisite: Invitation by (or permission of) chairperson(s) involved.

Special Cooperative Programs

In addition to regular programs, Idaho State University students may be eligible to participate in any one of a number of special cooperative programs, both in-state and out-of-state. For specific information on requirements for pre-health professions programs, see the section on pre-health professional programs under the College of Arts and Sciences.

Dental Education

Idaho Dental Education Program (IDEP): Idaho state residents are eligible to participate in the Idaho Dental Education Program. The program, a cooperative effort of the Creighton University School of Dentistry and Idaho State University, provides Idaho residents with the opportunity to attend their first year of dental school at Idaho State University. Students will spend their second, third and fourth years in Omaha. For further information, contact:

Dr. Steven W. Friedrichsen, Chair
Idaho Dental Education Program
Idaho State University
Campus Box 8088
Pocatello, ID 83209

Medical Education

WAMI:

(Washington/Alaska/Montana/Idaho) Regional Medical Education Program:

This program is designed to enhance the training capability of the University of Washington School of Medicine by using facilities of Washington State University, University of Alaska, Montana State Uni-

versity and the University of Idaho. Currently 15 Idaho residents are accepted into the WAMI program each year. For further information, contact the coordinator of the WAMI medical program at the:

University of Idaho
Moscow, ID 83843

or

Dr. Ronald W. McCune, Chair
Health Professions Advisory Committee
Campus Box 8007
Idaho State University
Pocatello, ID 83209

University of Utah College of Medicine:

Each year four Idaho residents are admitted to this medical education program through a cooperative agreement between Idaho and Utah. Idaho also provides a support fee to the University of Utah for each Idahoan admitted to the program under this agreement. For further information, contact:

Dr. Ronald W. McCune, Chair
Health Professions Advisory Committee
Idaho State University
Campus Box 8007
Pocatello, ID 83209

For information about obtaining Idaho Residency Certification for the University of Utah School of Medicine, contact:

Idaho WICHE Certifying Office
Office of Admissions
Idaho State University
Campus Box 8270
Pocatello, ID 83209

Veterinary Medicine

WOI (Washington, Oregon, Idaho) Regional Program in Veterinary Medicine:

A cooperative effort among Washington, Oregon and Idaho, this program (WOI) is centered at the College of Veterinary Medicine at Washington State University. Depending on legislative appropriations, a certain number of Idaho residents (usu-

ally 11) are admitted to the program each year; Idaho provides a support fee to the program for each Idaho student admitted. For further information, contact:

College of Veterinary Medicine
Office of Student Services
Washington State University
Pullman, WA 99164

or

Dr. Ronald W. McCune, Chair
Health Professions Advisory Committee
Idaho State University
Campus Box 8007
Pocatello, ID 83209

Western Interstate Commission for Higher Education (WICHE) Programs

Professional Student Exchange Program

The Professional Student Exchange Program (PSEP) of the Western Interstate Commission for Higher Education (WICHE) enables students in the 13 western states (including North Dakota) to enroll in professional programs in other states when those programs are not available in their home states. Students accepted in the program pay resident tuition at public schools (or one-third the standard tuition at private schools) and their home states pay a support fee to the admitting school to help cover educational costs. Exchange areas supported by Idaho for 1996-97 include optometry and occupational therapy.

To be certified as eligible for this program, the student must write to the WICHE Certifying Officer in his/her state of legal residence for the program application form.

For further information, contact the Certifying Officer for Idaho, WICHE Student Exchange Program:

Office of the State Board of Education
Room 307, Len B. Jordan Building
650 West State Street, Room 307
Boise, ID 83720
Phone (208) 334-2270
Fax (208) 334-2632

Western Regional Graduate Program

The Western Regional Graduate Program (WRGP) of WICHE provides Idaho residents an opportunity to enroll at resident tuition rates in selected graduate programs in 13 states which are not available in Idaho. Doctor of Arts programs in biology, English, mathematics and political science are available at ISU to graduate students from participating WICHE states. An interdisciplinary Master of Science program in Hazardous Waste Management is also available. Students pay tuition at the resident rate of the receiving institution, rather than the normal non-resident rate. For further information, contact:

Office of Graduate Studies
Idaho State University
Campus Box 8075
Pocatello, ID 83209
Phone (208) 236-2150

Western Undergraduate Exchange

The Western Undergraduate Exchange (WUE) is a WICHE program that allows undergraduate students residing in 12 participating states the opportunity to enroll in specified programs at Idaho State University at a reduced cost. Interested students must apply for admission by the scholarship deadline date of February 20 in order to be eligible for WUE. Because participation is limited, final selections are made based on GPA, test scores and other criteria.

Idaho State University Tuition Expenses for Approved WUE Students:

| | |
|---------------------------------|------------|
| Idaho resident semester fees | \$863.00 |
| Plus | |
| One-half of Idaho resident fees | \$431.50 |
| Full-time fees per semester | \$1,294.50 |

Time accrued while receiving WUE reduced fees will NOT contribute towards the length of time required for establishing Idaho residency status.

WUE recipients will receive notification from:

Office of Registration and Records
Idaho State University
Campus Box 8196
Pocatello, ID 83209
Phone (208) 236-3940

Field Campuses

Sawtooth Science Institute

The Idaho Museum of Natural History has a satellite center in the Wood River Valley known as the Sawtooth Science Institute. The Institute offers approximately twenty field study courses in the summer with graduate credit through the College of Arts and Sciences or the College of Education. Most of the courses are taught at the Interpretive Center of the Sawtooth National Forest. For further information, contact:

Idaho Museum of Natural History
Campus Box 8096
Pocatello, ID 83209
208-236-3168

or

Sawtooth Science Institute
208-788-9686

Malheur Field Station

Students may earn undergraduate or graduate credits at Malheur Field Station, a field campus operated by a consortium of north-western colleges and universities, of which Idaho State University is a member. Art, astronomy, creative writing, geology, natural and cultural history, ornithology, botany, and aboriginal life skills are among the topics available. Courses are designed to take advantage of the field station's proximity to Malheur and Hart Mountain National Wildlife Refuges, Steens Mountain, Diamond Craters volcanic area, and the undimmed night sky of the open desert.

Courses offered range from short workshops to three-week intensive field experiences, all in the rugged, primitive, high desert of southeastern Oregon.

For course brochures, contact:

Malheur Field Station
HC73, Box 260
Princeton, OR 97721
(503) 493-2629

or call:

Dr. Karl E. Holte
Dept. of Biological Sciences
208-236-3530

Academic Outreach Office

Academic Outreach Office
Arts & Sciences, Room 242
Box 8015
(208) 236-4545

The Office of Academic Outreach is the central clearing house for information concerning Idaho State University's off-campus academic courses. This office coordinates off-campus and evening courses for the Colleges of Arts and Sciences, and Health Professions. The Colleges of Business, Education, Engineering, and Pharmacy also conduct outreach activities.

Academic Outreach at ISU is provided through four off-campus resident centers located in Boise, Idaho Falls, Twin Falls, and Sun Valley-Wood River and includes special services designed to meet student needs for resource materials in connection with specific course work. In addition, ISU sponsors courses for academic credit in several other Idaho locations as well.

Idaho Falls Resident Center

Idaho Falls Resident Center
350 University Place
1776 Science Center Drive
Idaho Falls, ID 83404
-7800 from campus telephones
(208) 535-7800 from off campus

Idaho State University's resident center in Idaho Falls offers students the opportunity to complete several degrees at home. These include associate, baccalaureate and graduate degrees.

In Idaho Falls, students may complete all of the general education courses required for several undergraduate degrees. Addi-

tionally, electives, non-credit professional and personal development classes of short duration are offered.

The ISU Resident Center in Idaho Falls is located in University Place at the end of Science Center Drive in Freeman Park. The facility is shared with both the University of Idaho and BYU/Ricks and includes limited classrooms, computing labs, an auditorium, the Idaho National Engineering Technical Library and administrative offices. ISU serves a diverse group of students, including returning students, community college transfers, graduate students and those interested in personal and professional growth. Many have been, and continue to be, enrolled part time so they may continue to earn a livelihood. ISU currently enrolls nearly 2,000 students each semester in Idaho Falls.

Twin Falls Resident Center

Twin Falls Resident Center
College of Southern Idaho
Evergreen Building, Suite B-40
P.O. Box 1238
Twin Falls, ID 83303
(208) 736-2101

Idaho State University has offered courses in the Twin Falls area since the 1960s. As part of the university mission to serve southern Idaho students, a resident center was established in Twin Falls in 1981. The center was moved in 1992 to the Evergreen Building on the College of Southern Idaho campus, which also houses a state-of-the-art distance learning classroom and a student computer laboratory networked with the ISU campus. Three professionals and support staff advise students with curriculum questions and act as general advocates for commuting students.

ISU's offerings in the Magic Valley include four baccalaureate and three complete master's degree programs from the Colleges of Arts and Sciences, Education, and Health Professions. ISU provides the upper-division and graduate work on a rotating schedule, while the general education requirements and most other lower-division courses are available through CSI. University professors and highly qualified local adjunct instructors ensure that course quality is equal to that found on the Pocatello campus.

An interactive telecommunications system has broadcast classes live from Poca-

tello to CSI since 1990. Courses in biology, education, geology, history, library science, mass communication, nursing, pharmacy, psychology, sociology, and speech have all been presented in this way. A second state-of-the-art compressed video classroom is scheduled to be built for ISU in the spring of 1997, allowing delivery of more classes in a format designed for working adults. Regularly scheduled courses are enhanced by courses ISU delivers to area school districts for teacher development. Workshops and seminars in specific professional development areas are also available.

Access to Internet, e-mail, and a large variety of software augments the ISU student experience in a 12-station computer lab networked with the main campus. ISU students with home computers may also access the ISU lab via modem with a local phone call. Free computer workshops are routinely scheduled in the lab.

Other services include registration, fee payment, and assistance with university forms and information. In addition, a student commuter bus operates between Twin Falls and Pocatello.

Distance Learning

The use of satellite, microwave, phonelines and television broadcasting to transmit video and audio to and from other locations in Idaho allows ISU, through two video classrooms, to offer some 130 hours a week of live interactive college classes. These are printed in the class schedule. Direct visual and verbal interaction between students in classrooms miles apart holds tremendous instructional potential and reflects ISU's commitment to provide high quality educational programs statewide. Idaho State University also coordinates reception of teleconferences via satellite on a daily basis for faculty, staff, a local public school district, and the entire Eastern Idaho community, as well as audio only conferences.

ISU has originated several nationwide teleconferences on health related topics. ISU also uses traditional videotape to deliver a pharmacy curriculum nationwide. Additionally, the University is taking advantage of Pocatello's commercial cable system to program an educational access channel, in cooperation with the local school district.

Office of Continuing Education and Conferences

Professional Development and Community Programs

The Office of Continuing Education and Conferences works with faculty, administrators, and staff at Idaho State University, as well as area residents in professional, business, educational and service organizations to develop, plan and administer a wide variety of educational experiences.

The general mission of the OCEC is to provide leadership and high quality support services for continuing professional education and lifelong learning activities for all ages held throughout the university's service territory, with special emphasis in health related professions and arts and sciences. Program sites include Pocatello, Idaho Falls, Twin Falls, Ketchum/Sun Valley, Soda Springs and many smaller communities throughout Southeastern Idaho. Offerings include all types of meetings, short courses, teleconferences, support for community-based projects, seminars, institutes, youth enrichment programs, customized training and conferences. The OCEC administers the National Continuing Education Unit (CEU) Program (see below) in conjunction with the International Association for Continuing Education and Training. More than 15,000 people participate annually in 400 activities.

Programs served by the OCEC include the annual Idaho Conference on Health Care, Camp YES (Young Explorers in Space), education based family reunions (a new area of outreach in cooperation with ISU Housing, Catering and Alumni Affairs offices), Elderhostel, Great Potato Health Conference, Hazardous Wastes and Materials Conference, High School Foreign Language Festival, Idaho State Children's Chorus, Idaho State Tax Institute, insurance continuing education, Library Summer Institute, Nursing Leadership, Professional Development Series, studies

in addictive behavior in conjunction with the Idaho Board of Alcohol and Drug Counselor Certification, Inc., training updates for hazardous waste responders, and coordination of teleconferences such as those produced by the National University Teleconference Network (NUTN), PBS/Adult Learning Systems (ALS), and Worldwide Lessons in Leadership.

CEU Program

The Continuing Education Unit is an internationally accepted method for quantifying the value of noncredit continuing education activities (defined as quality instruction that does not carry academic credit). Each contact hour in an approved workshop, inservice, conference session, short course or training program is recorded as 1/10 CEU. These do not accumulate for college credit. Noncredit continuing education programs which offer CEUs are most frequently sponsored by associations, agencies, educational institutions, business and industry for the benefit of members, registered participants, employees, etc. It communicates to participants the value that the sponsoring group places upon professional development, information updating, retraining and lifelong learning. There is a \$5.00 recording fee per participant to create a permanent transcript that is then available through the ISU Registrar's Office upon written request.

Conference and Institute Coordinating Services

Conference Coordinating Services can assist in delivering a variety of programs to a broad range of audiences. Programs can be held on campus, at facilities in Pocatello, or at a site anywhere in the state. Comprehensive services are available to off-campus as well as on-campus individuals and groups, and include program planning, bid preparation, brochure preparation, marketing, direct mail and customized mailing list development, financial administration, registration services, arrangements and logistics, and evaluation. Fees are based upon size of the group, length of the program, and the amount and type of services required.

Elderhostel

Elderhostel is an educational travel program for older adults who want to continue expanding their horizons and developing new interests and enthusiasms. Elderhostel offers to students 55 and older a dynamic, noncredit, and low cost week of college-level study with 22 hours of academic coursework and field trips. Idaho State University offers Elderhostel currently on the Pocatello campus and in the Ketchum/Sun Valley area, and will soon expand to Twin Falls and Idaho Falls. Resident students are housed in either graduate housing or a motel in Pocatello, and in a local lodge in Ketchum. All facilities have private baths. Commuters have reduced rates and are always welcome. Courses range from the Oregon Trail and Railroad History to Environmental Issues to Pharmacology. In Elderhostel's future programming at ISU, look for Intergenerational Elderhostel (grandparents and grandchildren) starting in 1997, service programs and the Institute for Learning in Retirement, a membership program specifically geared toward local participants.

Additional Information

For a list of course offerings, to make suggestions for course offerings or potential instructors, or other desired information, write or telephone:

Office of Continuing Education
and Conferences
Idaho State University
Box 8062
Pocatello, ID 83209
(208) 236-3155
(800) 753-4781

Grading and General Information

Academic Advising

The Supplemental Academic Advising Center (S.A.A.C.) is a service available through the Office of Enrollment Planning and Academic Services. Its purpose is to serve freshmen who are either unde-

ecided about a major or who need a little extra assistance. The Program additionally serves students admitted at Level 1 and those admitted under an admissions agreement. The Center attempts to contact incoming freshmen to provide them with academic advising services. Incoming freshmen who have not been contacted by the S.A.A.C. or by an academic department about academic advising are welcome to contact the Center at (208) 236-3277 for advising or referral. It is located in Room 316 of the Administration Building.

Some departments assign advisors to incoming freshmen. Other students are assigned to the S.A.A.C. If students are unsure about whether an advisor has been assigned to them, contact the S.A.A.C. for information.

Indication of Intent to Major

Each degree-seeking student admitted to Idaho State University will indicate an intent to major in a subject field in which a degree is offered by the university. As a part of the admissions process, the student will select from a coded list of majors the one which most appropriately applies to his/her educational goal. If a student intends to pursue a double major or to seek two degrees, the student will select both of the codes for the two majors or for the two degrees. The major code (or codes) will be entered by the Admissions Office on the student's record. The student will be considered a pre-major in the field selected. A student may elect to change an intent to major by notifying the college coordinator of the new major code to be entered on his/her record.

Non-Degree Seeking Status

Each non-degree-seeking student admitted to Idaho State University will declare himself/herself by selecting the code for this non-degree-seeking status. This code will be entered by the Admissions Office on the student's record. The student may change his/her status to that of a degree-seeking student by complying with admissions criteria for degree-seeking students. A maximum of 32 credits may be earned under this classification.

Application for Status as a Major in a Field of Study

When a degree-seeking student has completed the prerequisites for majoring in a field of study, the student should apply to the appropriate department or college for admission to status as a major and be accepted as a major by the department or college no later than the time at which s/he has acquired 58 semester credits. Failure to do so will block subsequent registration as a degree-seeking student. No student may graduate from the university without having been accepted as a major by the appropriate department or college.

The student will initiate the application for status as a major by filing an application form with the appropriate department or college. A student who is pursuing a double major or a double degree must apply to both of the appropriate departments or colleges.

A student may change his/her status as a major by applying to and being accepted into the appropriate department or college for the new major.

Withdrawal Procedures

Before the Withdrawal Deadline (see course schedule for date):

Students may withdraw from a class or from the university. To initiate a withdrawal from a class, a student must obtain a drop/add card from the Office of Registration and Records.

To withdraw from the university, the student must obtain a withdrawal permit from the Office of Registration and Records and obtain all appropriate signatures.

After the Withdrawal Deadline (see course schedule for date):

Students may withdraw from individual classes for medical or hardship reasons only. Hardship withdrawals are handled by the student's academic dean. The procedure is the same as the petitioning process for considering extraordinary curricular or admissions problems. Stu-

dents withdrawing must do so prior to the beginning of closed week each semester.

Medical Withdrawals

Medical withdrawal because of illness or disability is initiated through the Medical Director of the Student Health Services. In addition to an interview with the Medical Director, the individual requesting withdrawal is required to present a written summary of the problem as well as documentation such as a letter from the attending physician describing the problem or a hospital discharge summary. The request for a medical withdrawal and supporting information is then considered by the Medical Director and/or University Medical Withdrawal Committee which may grant or deny the request.

Medical Readmission

Students who have withdrawn for medical reasons may be requested to petition the Medical Withdrawal Committee for readmission. Readmission is based upon consideration of: (1) reports of treatment, (2) letters of recommendation, and (3) personal interview by the Medical Director.

Mandatory Medical Withdrawal

In those instances in which, for medical or psychological reasons, a student's behavior is disruptive of the institutional purpose or environment, or a threat to the well-being of himself/herself or others, the student may, after due process, be mandatorily withdrawn from the university as outlined in the Student Handbook.

Credit or Credit Hour

This term, sometimes referred to as semester credit or semester hour, is a unit of academic work. One credit is defined to require fifty minutes in class each week for one semester (or the equivalent).

One semester credit hour in academic courses requires (1) fifty minutes in class each week for one semester (which assumes approximately twice this amount of time in study and preparation outside the classroom), or (2) approximately two and one-half hours in laboratory each week for a semester, or (3) equivalent combinations of (1) and (2). For purposes of equivalency calculations a semester is assumed to be sixteen weeks. Short term courses of one

week (five days) or more require time in class, laboratory, and preparation equivalent to the above for a total of 40 clock hours per credit.

Number of Credits

Students may enroll for up to 18 credits a semester. However, they may enroll for a larger number with permission of the dean. To be eligible for participation in student activities, a student must be enrolled for at least 8 credits.

Course Grades

A five-letter grading system is used to describe the instructor's evaluation of a student's performance in each course:

A - excellent performance

B - good performance

C - adequate performance

D - marginal performance

F - unacceptable performance

Credits for courses in which an A, B, or C grade is earned are always acceptable toward graduation. Credits for courses in which a D grade is earned are acceptable towards graduation unless specifically excluded for a particular course or degree. No credits are awarded for any course in which an F grade is earned. At the beginning of each course, the instructor should inform students of the criteria to be used in judging their performance.

Other grading symbols used are: I-incomplete; IP-thesis work "in progress"; W-withdrawal after the close of the registration period; P-NP-the pass-no pass option; and S-U-satisfactory/unsatisfactory performance. Each of these grades has special conditions which are described below.

Incomplete Grades

An incomplete grade, I, may be awarded at midterm or semester end. At midterm, an I indicates the student, through illness or other excusable absence, has missed so much work the instructor cannot assign a regular grade. An incomplete grade may be given at the end of the semester only when a student has satisfactory performance to within three weeks of the end-of-semester examination period. An incomplete grade at mid-semester is not the final grade. It may not be awarded for withdrawal from the university unless the withdrawal is within the above three-week period. If an I grade is given, the instructor must send the student and the dean of the

college in which the student is a major a written statement describing what the student must do to remove the incomplete. A specific deadline for completion of the course work should be negotiated between the student and instructor. In no case may the deadline exceed six years. At the end of the negotiated period, the instructor will request that the registrar convert the I to the grade earned. An I not removed after six years will automatically become an F or U grade which cannot be improved without repeating the entire course. If, during that six-year period, a student applies to graduate or to transfer credits to another university, an F or U grade.

Withdrawal Grades

A student may withdraw from a course in the first ten days of a semester and no transcript entry will reflect his/her ever having been in the course. From the end of the registration period to the end of the withdrawal period, a student may withdraw at his/her option. After the withdrawal period, a student may withdraw from individual courses only by the procedure described in the preceding sections which discuss withdrawal procedures. In both cases above, a W grade will be recorded. If a student simply ceases to attend without formally withdrawing from the university, an F grade will be recorded for each affected class. A student may be withdrawn from a course or receive a reduced grade resulting from disruptive classroom behavior.

In-Progress Grades

The number of credits awarded for a graduate thesis and other courses varies from department to department, and students frequently spread the registration for those credits over several semesters.

An IP grade to indicate work in progress is automatically recorded for such credits until the entire thesis or other approved coursework is approved by the student's thesis committee or course instructor. At that time, the committee or instructor will request that the registrar convert the IP to the grade earned.

Pass/No-Pass Grades

P/NP grades are given in courses taken under the pass/no-pass option. This option is offered as an inducement for students to take courses outside their major curriculum. The following restrictions apply: the

option is available only to undergraduate students; the option must be declared at the original registration of classes, not later; credits earned under the option will not satisfy specific graduation requirements except that they may be counted towards total credits required; students taking a course under this option must comply with the established prerequisite or obtain the permission of the instructor; students may not register for more than one P/NP course per semester.

Instructors will report ordinary letter grades on the grade list. The Office of Registration and Records will affix to the student's transcript a P for letter grades A, B, C, or D, or an NP for a letter grade of F. The P or NP may be changed on the transcript to the original letter grade only on the approval of the student's college scholarship requirements committee. The intent of this provision is to accommodate students who declare majors which require one or more courses previously completed on the P/NP option.

No credits are awarded for any course in which an NP grade is earned.

Departments must designate in the class schedule those courses offered for P/NP option.

Satisfactory/ Unsatisfactory

S/U grades are awarded in such courses as religion, student teaching and special projects to which the regular performance grades are not applicable. The use of S/U grades must be specifically approved by the University Curriculum Committee. All students in such courses are graded either S or U. There is no method for incorporating these grades into a student's grade point average. No credits are awarded in any course for which a U grade is earned.

Auditors

An auditor is a person who is permitted to attend a course without participating in the discussions or submitting work for a grade.

Permission to audit must be attained for all classes not listed for audit in the class schedule. Such permission is given by the instructor and academic dean. This request will be made by petition. Students must then make payment of an auditor's fee. The fee is waived in the case of regularly enrolled students. The audit fee is the

same as for part-time credit hours. Attendance as an auditor does not entitle one to credit or admission to examination. Auditor privileges are extended in the cases of activity or laboratory courses only by university petition.

If, in the judgment of the instructor, an auditor has not attended sufficiently, the audit will not be recorded on the student's transcript.

Grade Point Average

Numerical grade points for each course credit are assigned as 4 for an A, 3 for a B, 2 for a C, 1 for a D. No grade points are assigned for any other letter grades.

A grade point average (GPA) is computed each semester by dividing the sum of the products of grade points and credits for each course by the sum of the credits for the courses. Only course grades of A, B, C, D, or F are included in this computation.

An accumulated grade point average (Accum. GPA) is computed by the same process, but the student's entire record, including transfer credits, is covered by the computation.

Courses in which an F grade is earned must be repeated if that course is required for graduation. Courses in which a D grade is earned must be repeated if the major department so requires. Also, a student may elect to repeat a course provided he/she has not completed a course for which that course was prerequisite. If a course is repeated, the latest grade is used in computing grade point average.

Grades for Transfer Courses

When students transfer credit to Idaho State University, the university reserves the right to reclassify credit designated as correspondence, extension, credit by examination and repeated credit according to its own policy governing the acceptance and limitations of such credit. Grades transferred from other institutions will be converted to the equivalent grades at Idaho State University by the registrar. Where there is a question as to whether transferred courses satisfy specific departmental requirements, the head of the department concerned will make the interpretation.

Transfer students may be required to repeat transfer courses in which a grade equivalent to a D or F was received.

Midterm Grades

Only D, F, U, NP, or I grades are reported at midterm. Students receiving such grades will be notified by mail. Those grades are not recorded on the student's transcript and are not used in grade point average computations.

Examinations

Regular final examinations are held during an examination period at the end of the semester in accordance with a schedule published by the registrar. They shall not be rescheduled outside of the period, nor to a different time within it except by permission of the council of Academic Deans. No examination shall be longer than the scheduled time.

Special examinations may be arranged for individual students within the examination period. Except in the case of sickness or other unavoidable cause, the student is required to pay a fee of \$5 to the Business Office to take a special final examination.

A student who is absent from a regular final examination without valid excuse receives an F. If the excuse is valid and the work of the semester is satisfactory, the student receives an incomplete, which may be removed by taking a special final examination.

Closed/Finals Week Policy

Any final examination must be conducted during the officially scheduled time slot except in laboratory courses or sections where the final examination may be conducted during the last regularly scheduled class session. Any exception to this policy may be allowed only on an individual student basis, to be arranged between the professor and the student.

Other required tests or quizzes on which the professor bases any part of the course grade are prohibited during the 7 calendar days immediately preceding the first day of final examinations week except in performance sections, night classes, 8-week courses, and summer sessions.

Graduate-level courses and activities are exempt from this closed week and final exam policy.

Academic Study Day Policy

The University annual calendar includes two academic study days each semester. The academic study days are scheduled during the two calendar days directly following Closed Week and directly preceding Final Examination Week. When the last two calendar days directly following Closed Week fall on Saturday, Sunday, or both, those days will be designated as academic study days. No undergraduate classes are held during academic study days. For academic study days falling on Monday through Friday, faculty will schedule office hours.

Scholastic Probation and Dismissal

At the end of any semester or summer session, undergraduate students may be placed on probation if the accumulative ISU grade point average does not meet the minimum requirement as stated in the scholastic probation scale.

Scholastic Probation Scale

| Credits Attempted (Including Transfer Credits) | Minimum ISU Accumulative GPA |
|--|------------------------------------|
| 1 through 25 | 1.75 |
| 26 and up | 2.00 |

Students on scholastic probation who attain a GPA of 2.0 or higher during the next or subsequent semester after being placed on probation, but whose accumulative GPA is still below the minimum required for their rank, remain on academic probation.

Students on scholastic probation who attain an accumulative GPA higher than the minimum required on the scholastic probation scale are automatically removed from probation.

A student on probation will be dismissed at the end of any probationary semester or summer session in which the student obtains a GPA of less than 2.0 unless the grades earned in that semester or summer session are sufficient to take the student off probation. Students will be notified at mid-semester as to whether they are doing D or F work in any class. The students' advisors will also receive this information

so they may work with the students to try to prevent probationary status. (Refer to Academic Dismissal and Reinstatement under Petitions, below.)

A student who has been academically dismissed under scholastic probation rules may take courses for credit at Idaho State University only during a Summer Session, and only by permission of the Supplemental Academic Advising Center. Such a student is allowed to audit courses with approval of the instructor and academic dean. This request shall be made by petition.

For Graduation, Progression, and Probation Requirements for Students in the School of Applied Technology, see the School of Applied Technology section of this catalog.

Petitions

A student may petition to the appropriate college dean or committee for consideration of problems of curricula or admission which are not covered by stated procedures. Curricular petitions must: 1) include a recommendation from the student's advisor, 2) a recommendation by the chair of the department offering courses in the subject field or by a special committee overseeing the requirement, and 3) catalog copy of descriptions of courses transferred from other institutions if the course is to be considered in a test of course equivalency. All copies of the petition are to be advanced to the Registrar's Office for action after all signatures are affixed. Decisions may require several weeks, and notice of the result will be mailed to the student. A student may petition:

1. Deletion of Idaho State University grades from computation in the grade point average (GPA) under the conditions which follow:
 - a. When a student changes to a radically different curriculum, lower division courses which are not required in nor appropriate to the new curriculum may be eliminated from computation of grade point averages for the purpose of determining probation or graduation at the discretion of the dean who has responsibility for the new curriculum.
 - b. Elimination of computation of courses from grade point average by petition also results in the elimina-

tion of the corresponding course credits.

- c. This adjustment will not be made until the conclusion of one semester in the new curriculum.
 - d. Courses that satisfy any general education requirements in the university cannot be removed from GPA computation, even if alternate courses meeting the requirement have been taken.
2. Academic dismissal and reinstatement. Students will be notified at mid-semester as to whether they are doing D or F work in any class. The students' advisors will also receive this information so they may work with the students to try to prevent probationary status.

Following dismissal, under the scholastic probation ruling, a student must lay out one year. A student who has been dismissed three or more times must lay out one year and petition the Readmission Review Board for reinstatement. Students on first or second dismissal will be readmitted to Idaho State University automatically after their layout period, but will have an advisor block on their registration capabilities and must see their advisor for assistance before registering for classes. Readmission to the university does not mean readmission to the program or major in which a student was enrolled prior to dismissal. See the appropriate department or college advisor for information on readmission to that program. Readmitted students will be on academic probation and must attain at least a 2.00 GPA for the semester to avoid another dismissal.

Students who wish to petition the layout period or who have been dismissed three or more times will need to submit a petition to the Readmission Review Board located in the Supplemental Academic Advising Center. Students who petition to return to the same major in which they were enrolled at the time of dismissal will need to have an advisor or department chairperson add his or her authorization to the petition prior to submitting it to the Readmission Review Board. The petition deadlines are August 1st for Fall semester and December 1st for Spring semester. Decisions reached by the Readmission Review Board are final. The summer session does not qualify for a semester layout. Students on dismissal may at-

tend summer session at their own discretion but will NOT be eligible for Financial Aid. Additionally, dismissed students who have not laid out the required time period and who attend summer session will need to petition the Readmission Review Board for Fall or Spring enrollment, unless grades from Summer are sufficient to remove the student from probationary status.

3. Substitution of departmental requirements. A student may petition to substitute courses in lieu of departmental requirements. The course or courses the student wishes to substitute must be approved by the departmental chairperson.
4. Substitution of the general education requirements. A student who transfers from another institution may petition to have courses with similar content but different titles than those offered at ISU substituted for courses listed in the general education requirements. Petitions must be approved by the department chairperson of the discipline in which the course being petitioned is offered.
5. General education requirements deficiencies. A transfer student may petition to waive a maximum of one credit hour in the area of humanities, social science, or natural science to fulfill the general education requirements. This normally pertains to students transferring to Idaho State from an institution which uses the quarter system rather than the semester system.
6. Pass-No-Pass option. A student may petition to have a P or NP converted to a letter grade. The petition must contain the grade assigned in the class and must be signed by the class instructor. (See Section on Pass-No Pass Grades.)

Class Rating

Sophomore: To be rated a sophomore, a student must have 26 hours credit.

Junior: To be rated a junior, a student must have 58 hours credit.

Senior: To be rated a senior, a student must have 90 hours.

The classification under which a student registers at the beginning of the academic year will continue through the year.

Course Numbering System

Courses numbered 1-99 do not carry academic credit. Courses numbered 100-199 and 200-299 are lower division courses for freshmen and sophomores, respectively.

Courses numbered 300-399 and 400-499 are upper division courses for juniors and seniors, respectively. Courses above 300 are open without restrictions, except specific prerequisites, to students who have completed 58 credits. Other students may take such courses on approval of the instructor, advisor, and dean. No one, juniors and seniors included, may take any upper division course if the basic requirements in English have not been completed or if high school deficiencies have not been removed.

Courses prefixed by a "g" may be taken by students in the graduate school for graduate credit. In such cases additional work will be required. Graduate students should register for such courses under a 500 number, e.g. ART g441, Painting and Composition, would be indicated as ART 541. Courses numbered 600 and above are open only to graduate students.

Attendance

Students are expected to attend all meetings or classes in which they are registered. Each instructor may, consistent with departmental policy, establish such specific regulations governing attendance as may seem suited to a particular course. No one is authorized to excuse a student from a class meeting except the instructor in charge of the class.

No student may be absent from the campus in connection with extracurricular activities more than sixteen college instructional days than twelve college instructional days.

Student Outcomes Assessment

All undergraduate academic programs at four year public institutions in Idaho are required to assess student learning in the major and general education programs. Similar requirements for assessment also appear in the new guidelines issued by the Northwest Association of Schools and Colleges which provides ISU's institution-wide accreditation.

Idaho State University's goal is to encourage students to develop abilities and acquire knowledge that will be of lasting benefit in their personal and professional lives. To ensure that this goal is met, a program of student outcomes assessment has been implemented to improve the teaching and learning process.

Comprehensive information that includes student performance and student opinion is vital to the success of the assessment program. To provide this information, undergraduate students in the academic division may be required to participate in a variety of assessment activities which may include formal and informal examinations, interviews, surveys and follow-up studies after graduation.

Federal Family Education Rights and Privacy Act of 1974

Idaho State University informs students of the Family Educational Rights and Privacy Act of 1974, as amended. This Act, with which the institution intends to comply fully, was designated to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA), concerning alleged failures by the institution to comply with the Act.

Institutional policy explains in detail the procedures to be used by the University for compliance with the provisions of the Act. Copies of the policy can be found in the Registrar's Office, located in the Museum Building, Room 319. An Office of the Registrar Information Release Policy Checklist is published in each term's class schedule booklet for student reference. Questions concerning the Family Educational Rights and Privacy Act may be referred to the Associate Director of Registration and Records.

A Directory of Records which lists all education records maintained on students by this institution is available in the Registration and Records Office and the School of Applied Technology Student Services Office.

Directory information, i.e., the names, addresses, and telephone numbers of registered students are considered public record, and are included in the annual campus directory. Students who **do not**

want their names, address, and telephone number printed in this directory must notify the Office of Registration and Records at the beginning (fall semester) of **each** academic year.

sion, or treatment of students or employees with disabilities.

Students and employees who need auxiliary aids or other accommodations should contact the address below:

Center for Students
with Disabilities
Campus Box 8121
Pocatello, ID 83209
(208)-236-3599.

Student Services

General Services

Academic Skills Center

Museum Building
Room 434
Campus Box 8010
(208) 236-3662

The Academic Skills Center offers programs in study skills, reading, writing, mathematics, and English for speakers of other languages, which include individualized instruction, tutoring, and workshops — all intended to increase the probability of students' academic success. The Center also administers the ASISU Content Area Tutoring Program. There is no charge for these services. Students may also register for credit and non-credit courses taught by ASC staff.

The Reading and Study Skills Program offers the following credit courses: Study Skills for Success, First Year Seminar, and Efficient Reading. Students can also learn strategies relevant to their particular courses through individual conferences and workshops. The areas covered include time management, note-taking skills, reading strategies, memory improvement, test-taking strategies, and controlling test anxiety.

The Mathematics program offers individualized conferences and drop in tutoring on campus and in Idaho Falls to assist students in handling math anxiety and developing problem-solving skills. A credit course, Study Skills for Math, is also available.

The Writing program provides individualized tutoring to help students with writing assignments for courses in English and

across the disciplines. At any stage of the writing process, from generating ideas through successive drafts, tutors assist with organization and development of ideas for particular audiences and purposes, as well as basic sentence skills, punctuation, spelling, grammar and usage. Workshops, tutoring hours in Idaho Falls, and a credit course, Teaching Writing One on One, are also part of the program.

The English for Speakers of Other Languages (ESOL) Program serves undergraduate and graduate students admitted to degree programs at ISU. The program offers a wide variety of advanced workshops and courses in idioms, special vocabularies, lecture comprehension, American culture, pronunciation, grammar, rhetorical and argumentation styles and skills for conversation and discussion. There are also support services for international teaching assistants.

Americans with Disabilities

Statement on Compliance and Services

The Americans With Disabilities Act (ADA) is the civil rights guarantee for persons with disabilities in the United States. It provides protection from discrimination for individuals on the basis of disability. The ADA extends civil rights protection to people with disabilities in matters which include transportation, public accommodations, accessibility, services provided by state and local government, telecommunication relay services, and employment in the private sector.

Idaho State University, in the spirit and letter of the law, will make every effort to comply with "reasonable accommodations", according to section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act. ISU will not discriminate in the recruitment, admis-

Career Services Center

Museum Building Room 440
Campus Box 8108
(208) 236-2380

Exciting changes are occurring this year at the Career Center. Career counseling and career networking will now be in the same office in the Museum Building. You can call either 236-2380 or 236-2130 to find our location.

We believe that by combining all career services in one place, we will serve students' needs more efficiently and effectively. In addition, we will increase the use of computer technology significantly.

Two new career counselors and an internship coordinator have been added to the professional staff. Our former director retired, so we also have a new administrator.

We offer Career and Life Planning classes, career counseling, career testing, alumni career consultants, internship opportunities, student employment assistance, résumé and letter writing guidance, job interviewing techniques, networking skills training, credential files, on-campus recruiter interviews, and other career related support. We also serve ISU alumni for placement activities for a moderate fee. Non-students may utilize our career counseling services for a fee also. Give us a call to see how we can serve your career needs.

Center for Students with Disabilities

Student Union Building
Campus Box 8121
(208) 236-3599

The Center for Students with Disabilities is located on the ground floor of the Pond Student Union Building. Students with disabilities who wish to have accommodations provided by the University must self-identify to the Center in order to have accommodations provided. Information and applications for accommodations are available in the Center and may be picked up in person or requested by telephone or TDD by calling 236-3599.

In order for us to arrange accommodations for those who need assistance, we request notification as early as possible so that we can make timely arrangements.

Counseling and Testing Center

Graveley Hall, Top Floor, South Wing
Campus Box 8027
(208) 236-2130

Personal Counseling Services

At times, a student's academic success may be negatively affected by psychological, emotional and interpersonal stress. To assist students in coping with these issues or to help them decide upon appropriate resources, the Counseling and Testing Center provides personal counseling and individual assessments. After the initial assessment of the student's counseling concerns, focused personal counseling services may be provided or a referral may be made. Crisis intervention and consultation with concerned faculty and staff regarding student's needs are two other important services available through the Counseling and Testing Center.

Credit courses, which currently include Stress Management, Self-fulfilling Behavior, and Career and Life Planning, are also taught by counseling staff. In addition, many personal development groups are offered each semester on such topics as:

assertiveness, couples communication skills, interpersonal communication skills, self-esteem, grief, alcohol/drug issues, stress, procrastination, anger, and personality styles. Women's and Men's support groups are also part of the Counseling Center services.

Most services are on an appointment or sign-up basis. Because there are often waiting lists for individual counseling, students are urged to schedule appointments as early as possible. Individual counseling, personal development and support groups are available to, and free for, ISU students (paying full-time fees), faculty, and staff.

ISU counselors and psychologists have graduate degrees and annually attend continuing education seminars. They have all passed certification tests and continuing education standards set by the National Board of Certified Counselors or the American Psychological Association and are licensed by the State of Idaho as counselors or psychologists.

Our graduate intern counselors who are pursuing masters or doctorate level degrees also work in the Center and are regularly supervised by appropriately trained staff.

Career Counseling Services

The great majority of college students change their majors; many do so several times. Since selecting a major and evaluating occupational choices are essential tasks for students, ISU provides career counseling to help with this complex process. Research shows that students who have completed a career counseling process or a course are more likely to graduate.

The career counseling available to current students and prospective students is designed to clarify appropriate career options by assessing personal interests, abilities, values, and life preferences. Our nationally certified and state licensed career counselors work with clients utilizing interest inventories, a computerized career information system, a comprehensive career library, and individual and group career counseling. A one-credit course, "Career and Life Planning," is offered in addition to short workshops on making career and college major choices.

Moderate fees cover the cost of testing, computer guidance, and printing. Otherwise there are no fees for students. Non-

students are also welcome to use these career counseling services.

Testing Services

The Center administers over 50 national and several institutional tests including: ISU Math and English placement exams; college entrance exams (ACT); college credit through examination programs (CLEP); high school equivalency exams (GED); graduate school admissions exams (GRE); professional school admission exams (LSAT, GMAT, MAT, etc.); teacher certification, (NTE); professional certification exams (Real Estate, Social Work, Dental Hygiene, etc.); correspondence tests; and some ISU departmental exams (library skills, English placement, etc.). Personality inventories and career tests may be offered in conjunction with counseling. Fees vary with each test.

Early Learning Center (ASISU)/ Baby U

Campus Box 8316
Pocatello, ID 83209
(208) 236-2769

The ASISU Early Learning Center and Baby U provide child care for children six weeks of age through elementary school while their parents attend classes or work at the university. Children are enrolled in developmentally appropriate classes led by a professional staff assisted by student employees. Breakfast, lunch and an afternoon snack are served to enrolled children over the age of one year.

The center is located in the Early Learning/Student Activities Center, which is conveniently located near the Pond Student Union Building. Fees are kept low by financial support from ASISU and the University. Parents are encouraged to visit the Center.

University Housing

Garrison Hall
Box 8083
Idaho State University
Pocatello, ID 83209
(208) 236-2120

The goal of the Idaho State University housing staff is to provide and maintain a residence life program that is conducive to both academic success and personal development. Residence Halls are available to all undergraduate students and apartment units are an option for married students, students with children, graduates and those with special needs. Students are encouraged to take full advantage of the many opportunities and services that are offered by on-campus living and to accept the responsibilities that are involved in the experience.

Application Procedures

Applications for on-campus housing may be obtained from the University Housing Office, Box 8083, Idaho State University, Pocatello, ID 83209, or phone (208) 236-2120. Directions will be provided for completing the application material and receiving an assignment to on-campus housing.

General requirements for on-campus living:

1. Students must be enrolled full-time in either an academic or applied technology course of study.
2. Students must sign a "Residence Life Agreement" or "Apartment License Agreement."
3. Students must comply with the provisions as detailed in "Residence Hall Handbook" or the "On Campus Apartment Handbook."

Housing Facilities

The university houses men and women in residence-hall-style facilities. It also has apartment-style living for married, family, graduate and students with special needs. Living units generally have lounges and all have laundry facilities.

On-campus housing facilities are furnished; however, students must provide their own bed linens, blankets, pillows, towels and decorative items. Students liv-

ing in apartments must also provide their own cooking and eating utensils.

Food Service

University food service is mandatory for students living in residence halls and is optional for students living in apartments. Food service also may be purchased for students living off-campus.

Assignment and Expenses

Room assignments are based upon the date the completed agreement and deposit are received in the office.

General

It is the student's responsibility to keep the University Housing Office informed of any changes in his/her student status. Applicants who wish to cancel housing reservations must do so in writing to the University Housing Office by the stipulated deadlines.

Married Student Housing

Married students will be assigned to on-campus housing based on the date of application and the size of the family. Very limited on-campus housing is available for couples with more than one child.

Off-Campus Housing Information

The University Housing Office maintains a list of off-campus rentals. Arrangements for off-campus housing must be made by the student.

Individuals listing off-campus rentals must comply with federal laws and university policies which prohibit discrimination on the basis of race, color, creed or national origin.

Intramural Program

Reed Gym #246
Campus Box 8105
(208) 236-2252

The ISU intramural program is designed to improve and maintain health and physical fitness through participation in satisfying sports activities; to make social contacts and build friendships which can enrich college and later life; to develop a knowl-

edge of strategy and techniques and to improve skills in a variety of sports activities; to develop traits such as courage, perseverance, cooperation, confidence, and desire to succeed; and to develop desirable patterns of sportsmanship, fair play, integrity, and respect for self and others. A full program of intramural activities is offered to both female and male students. The Intramural Office is located in Room 15 of Reed Gymnasium.

International Students' Advisor

Hypostyle #387
Campus Box 8123
(208) 236-2315

The advisor to international students provides support and guidance to ISU's international students. Programs supported by this office include: orientation to the ISU campus and surrounding area; host family, community speaker, and other outreach opportunities; on-going cross-cultural familiarization activities; student-to-student mentor/friendship programs; and additional programs designed to help international students make the most of their time at ISU. In addition, this office coordinates communication between the relevant offices on campus and works with faculty, administration, and the student organizations to provide on-going and improved support/guidance for international students.

Student Employment Center

Museum Building Room 440
Campus Box 8309
(208) 236-2778

The Student Employment Office is a connection point for students looking for employment and employers looking for competent applicants. Student employment assistance is available to all students who are enrolled for at least 6 credit hours. The student must register with the office each semester to be eligible for assistance. A list of on-campus and off-campus employ-

ment opportunities is available on the bulletin board and on the Campus Wide Information System network. Work Study positions are advertised in the office. Summer employment information and referrals are available. The Student Employment Center is a part of the Career Services office.

Student Health Center

Student Health Center
Campus Box 8311
(208) 236-2330

The ISU Health Center employs a comprehensive and competent medical staff to provide students with quality health care while they are attending ISU. Good physical health and medical care are essential for students during this rather stressful time in their lives.

In addition to high quality care, another important factor is affordability of medical care. Office calls are free to all students who pay full ISU fees whether or not they elect to carry ISU Student Health Insurance. Prescription drugs, over-the-counter medications, x-rays, and laboratory work are available at greatly reduced rates, compared to off-campus sources. Students can save a substantial amount of money by utilizing these on-campus health services. Part-time students (those paying fees for at least one credit) and spouses of full-time students can receive medical care for a minimal clinic fee and are eligible to use the Student Pharmacy.

Students are seen on a walk-in basis or by appointment for most medical services including treatment or consultation for any health concerns.

Nutritional counseling is offered at the Health Center in cooperation with the ISU Department of Dietetics. Individualized health, nutrition, and exercise programs will be designed for students who are over- or underweight or who have conditions which could be helped with these programs. (See Fitness and Wellness Center programs at the end of this section.)

Student Health Center Pharmacy

The Student Health Center Pharmacy provides low-cost prescription drugs as well as over-the-counter medications at reduced costs. Students may wish to transfer prescriptions from their hometown to the Student Pharmacy while they are attending ISU. All ISU students, both full and part-time, may use the Student Pharmacy.

Student Organizations

Hypostyle #339
Campus Box 8008
(208) 236-3435

Organizations play an important role in the education of students at Idaho State University. We have therefore encouraged the development of a climate of richly diverse and active organizations.

At ISU there are over one hundred five active clubs and organizations including academic and professional organizations, honorary societies, religious organizations, service organizations, special interest organizations, sports clubs and fraternities and sororities.

Minimum requirements for membership in an organization is determined by the university. To be eligible to join a recognized university club or organization a student must be a regularly enrolled, fee paying student in good standing.

Other regulations and/or standards are set by the individual clubs or organizations.

All organizations are required to file a list of the names of their officers, members and advisor, with the Office of Student Organizations and Activities every semester to remain current and eligible to receive the privileges of a recognized club or organization.

Regulations for Fraternity and Sorority Rush are determined by the National Panhellenic Conference and the individual organizations.

For further information please refer to the Student Organizations Directory or the Student Handbook, or contact ASISU.

Eligibility for Extracurricular Activities

To be eligible to represent the university in specific extracurricular activities or to be a candidate in any final election for any student office or honor, a student must (1) be a full time student or fall under the classification of Article IV, Section 1, Clause 2 of the ASISU By-Laws, and (2) must have an accumulative 2.0 grade point average.

Athletics

Both men's and women's intercollegiate athletic teams are members of the National Collegiate Athletic Association (NCAA). The ISU men compete in the Big Sky Conference and participate in football, basketball, indoor and outdoor track and field, cross country, golf, and tennis. The ISU women belong to the Big Sky Conference and participate in volleyball, basketball, indoor and outdoor track and field, cross country, golf, and tennis. In addition, ISU has extensive participation in club sports, especially soccer, karate, and volleyball.

Athletic Eligibility

To participate in intercollegiate athletics, students must comply with the eligibility rules of the National Collegiate Athletic Association and the Big Sky athletic conference. Prospective students who have questions concerning eligibility should direct such questions to the faculty athletic representative or to the ISU athletic director.

Religion

Religious activities among students are promoted by Pocatello churches. There are three religious centers on campus; the LDS Institute, St. John's Community (Roman Catholic), and the University Bible Church.

Some of the religious organizations on campus include the Baptist Campus Ministries, Campus Crusade for Christ, Catholic Campus Ministry, ISU Ecumenical Ministry (American Baptist, Christian-Disciples of Christ, Episcopal, United Meth-

odist, United Presbyterian, and United Church of Christ-Congregational), Latter-Day Saints Student Association, Lutheran Campus Ministry, Muslim Student Association, and Wesley Foundation.

Student Government

The Associated Students of Idaho State University are governed by the president, vice president, Student Senate, and numerous department chairpersons. These officers are responsible for all activities sponsored by the Associated Students. Applications for committee membership are available in the Student Administrative Offices (Hypostyle). Detailed information on student government can be found in the Student Handbook.

TRIO Student Services

Museum Building Room 312
Campus Box 8345
Idaho State University
Pocatello, ID 83209
(208) 236-3242

TRIO Student Services is a multifaceted, federally-funded student assistance program. Federal guidelines require that services provided by TRIO be directed to students who are low income, first generation, or disabled and need transportation and/or special accessibility orientation. Once the student has been determined eligible to participate in the program the following services are available: tutoring, counseling, job information, student advocacy, off-campus housing search, registration assistance, assistance in completing financial aid forms, transportation for students with disabilities, and other services designed to assist the student in improving his/her academic standing at the university. Additional services available by the TRIO staff include: Upward Bound, designed to work with low achieving 10th, 11th, and 12th graders to develop skills and motivation necessary for success in post-secondary education; Educational Talent Search, a post-secondary recruiting component providing assistance with admission, financial aid and scholarship applications, and career and academic counseling; Educational Talent Search Ini-

tiative, a community outreach program offered to 6th, 7th and 8th graders in Pocatello, Idaho Falls and Twin Falls to increase student's academic abilities. The program offers career and college planning plus academic support and counseling.

Tutoring Services

The ASISU Content Area Tutoring (CAT) Program provides free tutoring in all disciplines, with the exception of writing and mathematics which are offered by the staff in the Academic Skills Center. Students may receive tutoring in the Academic Skills Center, on the top floor of the Museum Building on the Pocatello Campus (236-3334), or in Room 165 of the University Place Building on the Idaho Falls Campus (525-7087).

Services for Students Who Are Blind and Mobility-Impaired

Many structural barriers to students with disabilities have been removed from the ISU campus to allow more of these persons to attend ISU. New or recently installed features include ramps, elevators, electric doors on many buildings, modified lavatories, and parking spaces close to most buildings. TRIO Student Services work closely with the Maintenance and Operations Office and other interested persons to continue campus improvements for use by persons who are blind or who have mobile impairments.

Veterans' Benefits

For any information concerning veterans' benefits, rights, and opportunities, write to:

Office of Registration and Records
Campus Box 8196
Idaho State University
Pocatello, ID 83209
(208) 236-2661.

Other Services/Information

Fitness/Wellness Center

Students at ISU have the unique opportunity of having a Fitness/Wellness Center on campus. One of its major purposes is to help students maintain desired levels of health and fitness. Healthier students are more productive, miss less school, and enjoy college life more.

A wide variety of classes is offered: high and low impact aerobics, aquacize, stretch and tone, aerobic theatre (including stationary bikes, rowing machines, nordic track). Mini classes on healthy back, weight management and stress/relaxation are also held. All classes are held at ISU Reed Gym. For further information, please call the Fitness/Wellness Center at 236-2117. Office hours are 9 a.m. - 6 p.m. MTW and 9 a.m. - 2 p.m. ThF.

Student Union Outdoor Program

Ground Floor, Student Union
(entrance below east end of Hypostyle)
Campus Box 8128
208-236-3912

Members of the university community are invited to participate in any or all of the outdoor program's activities. Throughout the school year, activities are organized and instruction offered in outdoor pursuits such as canoeing, kayaking, cross-country skiing, rock and mountain climbing, conservation movements, hiking, camping trips, and river float trips.

C. W. HOG

Ground Floor, Student Union
(entrance below east end of Hypostyle)
Campus Box 8128
208-236-3912

The Cooperative Wilderness Handicapped Outdoor Group (C. W. HOG), shares its office with the Outdoor Program in the lower level of the Student Union. C.W. HOG is a year round program of activities for people with and without disabilities. Academic credit may be granted for participation in activities which include weight training, swimming, snow skiing, water skiing and whitewater rafting.

Student Union Craft Shop

Sew a backpack, throw a pot, build a bookcase, solder a stained-glass window, or dry-mount and mat a photograph. The Craft Shop offers a wide variety of workshops and classes in most craft areas to self-motivated students, faculty, staff, and community individuals desiring a casual learning experience. A sales area carries most of the needed supplies at prices students can afford. The Craft Shop is located in the lower level of the Student Union Building.

University Bookstore

The ISU Bookstore, located in the basement of the Student Union Building, carries a selection of textbooks, computers, office supplies, ISU clothing, and general interest books.

Regular Bookstore hours are 8 a.m. - 5 p.m. Monday through Friday, and 10 a.m. - 4 p.m. Saturdays, with extended hours during registration. Call the Bookstore at 236-3237 (in Pocatello) or 1-800-688-4781 (outside Pocatello) for information regarding hours or to order books by mail. The Dial-A-Text service enables students to order books by telephone for delivery in Idaho within three days. A 15% shipping charge is added for mail orders.

The Bookstore maintains branch offices in Idaho Falls (University Place, 524-9171) and Twin Falls (CSI Bookstore, 733-9554).

At other outreach locations (Soda Springs, Rexburg), faculty will sell books the first night of class.

Students should purchase textbooks as early as possible to ensure good selection. A full refund will be paid for unmarked books accompanied by the original sales slip before the last date to drop classes. Books that are marked or damaged will be refunded at used book price.

Scheduling Office

Events, activities and use of University facilities are coordinated through the University Scheduling Office which are part of the responsibilities of the Reservation and Catering Office in the Pond Student Union (236-2297).

Course Scheduling

To assist with your academic planning, courses in the Undergraduate Catalog are designated according to the semester they are usually offered. Unanticipated faculty vacancies and academic program changes may affect future course scheduling. Therefore, students should always contact the academic department to verify future course offerings, especially when specific courses are needed for graduation.

The following letters which appear after the course descriptions indicate the anticipated course scheduling:

- F = Fall Semester, every year
- S = Spring Semester, every year
- Su = Summer Session, every year
- AF = Fall Semester, every other year
- AS = Spring Semester, every other year
- ASu = Summer Session, every other year
- D = On Demand - Students should contact the department to ask when this course will be offered
- R1 = Course is rotated every year, either Fall or Spring
- R2 = Course is rotated every two years, either Fall or Spring
- R3 = Course is rotated every three years, either Fall or Spring

A course number including a lower-case "g" (for example, ANTH g330) indicates that the course may also be offered for graduate credit. The appearance of the g-numbered course in a list of required or elective courses does NOT indicate that the student is to take the course at graduate level.