

ACADEMIC REQUIREMENTS

GENERAL REQUIREMENTS

1. Bachelor's Degree

A student working toward a bachelor's degree at Northern Kentucky University must fulfill the following requirements:

- a. **Minimum of 128 semester hours**, the last 30 of which must be taken at Northern (i.e., in residence).
- b. **Minimum of 25% of the semester hours required for a degree must be taken at Northern** (i.e., in residence)
- c. **Developmental Coursework** (if required) must be satisfied. See "ADMISSION STATUS" on page 11.
- d. **General education requirements** (see "GENERAL EDUCATION REQUIREMENTS: BACHELOR'S DEGREE" on page 26). Please note that some transfer students may be credited with fulfillment of part of these requirements under provisions of the Kentucky General Education Transfer Policy (see "KENTUCKY GENERAL EDUCATION TRANSFER POLICY" on page 31).
- e. **Major requirements.**
- f. **Area of Concentration.** A student must complete (i) an area of concentration of at least 12 upper division semester hours in a discipline outside his/her major discipline or in an interdisciplinary program offered by NKU; or (ii) an academic minor, different from the student's major, offered by NKU; (iii) a second major offered by NKU; or (iv) a major exempted from the area of concentration requirement. Please see appropriate individual program requirements for exempted programs.
- g. **Grade point average (GPA) of at least 2.00** on all work attempted at Northern, at least 2.00 on all college work attempted (excluding developmental coursework), and at least 2.00 in the major—unless otherwise specified in the program requirements.
- h. **Forty-five semester hours of 300 level or above successfully completed coursework** are required of all bachelor's candidates. Even though freshman and sophomore level courses completed at other institutions may have course titles and/or content similar to certain upper division courses at Northern, the Office of the Registrar will make the determination of equivalencies for acceptance toward fulfillment of this requirement.
- i. Before completing the junior year, a student pursuing a bachelor's degree will **demonstrate competency in oral communication** through successful completion of Principles of Speech Communication (SPE 101).
- j. Demonstration of **competence in computer use** as determined by the student's major department.

2. Associate Degree

A student working toward an associate degree at Northern Kentucky University must fulfill the following requirements:

- a. **Minimum of 64 semester hours**, the last 20 of which must be taken at Northern.
- b. **Developmental Coursework** (if required) must be completed.
- c. **General education requirements** (see "GENERAL EDUCATION REQUIREMENTS: ASSOCIATE DEGREE" on page 31).
- d. **Major requirements.**
- e. **Grade point average (GPA) of at least 2.00 on all work attempted at NKU**, at least 2.00 on all college work attempted (excluding developmental course work), and at least 2.00 in the major—unless otherwise specified in program requirements.
- f. Before graduation, student will demonstrate **competency in oral communication** through satisfactory performance in a test administered by the speech faculty (test dates will be announced in the *Schedule of Classes* or by Contacting the Department of

Communications, LA 134, 859-572-5435) or by successful completion of Principles of Speech Communication (SPE 101).

GENERAL EDUCATION PROGRAM RATIONALE

At the base of the general education program is a common core of foundation skills in critical thinking, mathematical reasoning, and written and oral communication, which are fundamental to success in further intellectual endeavor. The liberal arts core of the general education program aims to broaden intellectual horizons, deepen understanding of artistic, humanistic, and scientific methods, develop the mental flexibility and openness to change that allow adults to cope with complexity and meet unforeseen challenges in their careers and lives. The diversity core aims to broaden a student's knowledge and understanding of society's diverse social and cultural perspectives that are fundamental for living in a modern society. General education courses seek to further students' understanding of the contemporary world, of the ideals and aspirations which have motivated human thought and action throughout history, and of their society's place in a larger human context.

At the same time, the general education program encourages students to take personal responsibility for their lives by developing their own sense of values, pursuing their own goals, and developing the habit of lifelong learning, so that they may make valuable individual contributions to the political, social, and cultural enrichment of their society.

GENERAL EDUCATION PROGRAM AREAS OF EMPHASIS

Writing and Reading Skills: Students will use writing and reading effectively as a means of learning, critical thinking, and communication.

Oral Communication: Students will demonstrate effective skills and techniques of public oral communication.

Quantitative Skills and Scientific Understanding: Students will apply quantitative skills and scientific understanding toward a range of issues and problems commonly encountered across the curriculum and throughout their lives.

Critical Thinking and Problem-Solving Skills: Students will develop a broad range of critical thinking and problem-solving skills in the scientific, mathematical, social, artistic, and personal domains.

Collaboration with Others: Students will work effectively and responsibly in collaboration with others.

Computer and Information Literacy: Students will employ computer skills that are relevant to their success in college and beyond. Students will gain access to critically evaluate, formulate, and use information effectively and ethically.

Diversity: Students will recognize and respect similarities and differences between their own and other peoples cultures, races, genders, abilities, religions, and ethnicities.

Historical and Cultural Perspectives: Students will comprehend the variety and interdependence of the world's cultural, economic, political, social, and ecological systems, and their change over time.

Values Appreciation: Students will comprehend the variety of situations of ethical import of both a personal and public nature in the contemporary world.

Aesthetic Appreciation: Students will demonstrate an understanding and appreciation of the creative process and artistic works.

GENERAL EDUCATION REQUIREMENTS:

BACHELOR'S DEGREE (Please refer to table on next page.)

NOTES ON GENERAL EDUCATION REQUIREMENTS

- a. Enrollment in certain general education courses is limited to students who have met prescribed academic qualifications (such as a level of performance on ACT or placement examinations) and/or who have completed specified prerequisite courses. Students should check their eligibility for particular general education

- courses by reviewing any “PREREQ” provisions in the descriptions of those courses. See Course Descriptions beginning on page 147.
- b. Because certain major programs require specific general education courses, students should review such requirements carefully in planning a general education curriculum.
- c. Some courses are listed under more than one general education category, but students may count such a course towards the fulfillment of only one general education category.

GENERAL EDUCATION REQUIREMENTS: BACHELOR’S DEGREE

GENERAL EDUCATION FRAMEWORK AND SEMESTER HOURS NEEDED TO COMPLETE BACHELOR’S DEGREE PROGRAM REQUIREMENTS	
COMMON CORE (9-12 SEMESTER HOURS)	REQUIREMENTS
<p>WRITTEN AND ORAL COMMUNICATIONS 6 semester hours for most students Written Communication I (3 semester hours) Oral Communication (3 semester hours)</p> <p><i>The first year writing course helps students make the transition to college by guiding them from writing that is based in personal experience and presented to familiar audiences, toward writing that is informed by other texts and targeted to wider public audiences. The course instructs students in reading for style as well as content, to identify and assess the effectiveness of a writer’s choices.</i></p> <p><i>The first year oral communication course provides students with the basic skills and knowledge in oral communication needed for success in college and thereafter as effective citizens and lifelong learners. The course is designed as an introductory course to enhance students’ critical reading, thinking, interpretation, and speaking skills. Emphasis on techniques, principles, and the practice of oral communication in a variety of formats, including public speaking.</i></p>	<p>Students must complete the following written and oral communication requirements within the first 30 hours of college-level work at NKU.</p> <p><i>Written</i> - Successfully complete one of the following options: (1) ENG 101 College Writing (2) ENG 151 Honors Freshman Composition (<i>Students successfully completing this course option will satisfy both the Written Communication I and Written Communication II requirement</i>)</p> <p><i>Oral</i> - Successfully complete SPE 101 Principles of Speech Communications</p> <p>Students not satisfying this requirement within the first 30 hours of college-level work at NKU will not be allowed to enroll in any 200-level general education courses.</p>
<p>MATHEMATICS 3 semester hours for most students</p> <p><i>In the mathematics course, students will engage in mathematical problem solving.</i></p>	<p>Students must complete the mathematics requirement within the first 45 hours of college-level work at NKU.</p> <p>Successfully complete one course from approved list of general education mathematics courses.</p> <p>Students not satisfying this requirement within the first 45 hours of college-level work at NKU will not be allowed to enroll in any 200-level general education courses except courses in the Written Communication II category.</p>
<p>WRITTEN COMMUNICATION II 3 semester hours for most students</p> <p><i>The advanced writing course teaches students to become more independent as writers. This course guides students toward research strategies that are more broad and sophisticated, and stylistic choices that are more varied and creative. Disciplines may require a specific general education course within this category to satisfy major requirements.</i></p>	<p>Students must complete the second level of the written communication requirement before completing the first 60 hours of college-level work at NKU.</p> <p>Student must successfully complete one course from the following: ENG 291 Advanced Writing, EDU 291W Advanced Writing in the Education Profession, MUS 291W Advanced Writing in the Music Profession, PSC 291W Advanced Writing in Political Science, or PSY 291W Writing in Psychology. <i>ENG 151 Honors Freshman Composition also satisfies this requirement.</i></p> <p>Students not satisfying this requirement within the first 60 hours of college-level work at NKU will be required to meet with an academic adviser prior to enrolling in any additional general education courses.</p>
LIBERAL ARTS CORE (31 - 34 SEMESTER HOURS)	REQUIREMENTS
<p>The emphasis for the Liberal Arts Core is on experiences within the framework of many disciplines. Students will use the following foundational skills: critical thinking, problem solving, and research.</p>	<p>No more than two courses with the same prefix can be used to satisfy the Liberal Arts general education core requirement.</p> <p>Students must complete the Common Core General Education Requirements prior to enrolling in any upper-level general education courses.</p>
<p>BEHAVIORAL AND SOCIAL SCIENCES 9 semester hours for most students 3 semester hours in behavioral sciences 3 semester hours in social sciences 3 semester hours in an additional behavioral sciences or social sciences course</p> <p><i>Behavioral and Social Science courses address understanding of human behavior, interactions, and environments within established social structures and forums.</i></p>	<p>Successfully complete three courses from approved general education course list for behavioral and social sciences. Students must satisfy the following requirements: Successfully complete one course from approved list of general education behavioral sciences courses; Successfully complete one course from approved list of general education social science courses; and Successfully complete one additional course from approved list of general education social or behavioral sciences courses.</p>

GENERAL EDUCATION FRAMEWORK AND SEMESTER HOURS NEEDED TO COMPLETE BACHELOR'S DEGREE PROGRAM REQUIREMENTS	
<p>FINE ARTS 3 semester hours</p> <p><i>Fine Arts courses include oral, visual, written musical, spatial, or kinesthetic forms of expression and include components that emphasize student creativity, expression, and production. Students will be required to identify and analyze the impact of cultural and historical factors on the creation and reception of artistic works.</i></p>	<p>Successfully complete one course from approved general education course list for fine arts.</p>
<p>HISTORY 3 semester hours</p> <p><i>History is concerned with understanding change and development over space and time. Students in history courses should obtain a fundamental grasp of the major eras, driving forces, formative movements, and ideas in the shaping of nations or regions in a global historical context.</i></p>	<p>Successfully complete one course from approved general education course list for history.</p>
<p>HUMANITIES 6 to 8 semester hours for most students</p> <p><i>Humanities courses are concerned with seeing how we as human beings are connected, and hence the power of literature, arts, history, philosophy, religion, languages, and culture in transcending boundaries and overcoming divisions. Courses taken to fulfill this requirement will be selected from the following content areas: History, Literature, Fine Arts, Philosophy/Religious Studies or Foreign Languages.</i></p>	<p>Successfully complete two courses from approved general education course list for humanities with the following exception: only one course from History, Literature, or Fine Art may be selected to satisfy this requirement. Students taking more than two courses with the same prefix (ART, HIS, ENG) within the humanities category will receive credit for only two courses; the additional semester hours will count as electives.</p> <p>Students who choose Foreign Language courses to fulfill the Humanities category are required to take a two-course sequence.</p>
<p>LITERATURE 3 semester hours</p> <p><i>Literature courses are concerned with understanding texts of all forms of written expression.</i></p>	<p>Successfully complete one course from approved general education course list for literature.</p>
<p>NATURAL SCIENCE 7 - 8 semester hours for most students</p> <p><i>The two courses, together, will introduce the methods of inquiry associated with science, the basic principles used to explain natural phenomena and the connection between science and real-world problems.</i></p>	<p>Successfully complete two courses from approved general education course list for natural sciences; one must be a laboratory course.</p>
DIVERSITY CORE (6 SEMESTER HOURS)	REQUIREMENTS
<p>RACE AND GENDER PERSPECTIVE 3 semester hours</p> <p><i>Explores race, gender, and cultural issues within the framework of a disciplinary perspective. Courses will advance a student's understanding of effective citizenship by addressing issues on a personal, local, national, or global level. Race and Gender courses make race and gender the central focus of the course. The courses concentrate on interrelationships between racial/ethnic groups, on the intersection of race/ethnicity and gender, and on the overlap of race/gender and cultural, political, economic, and social institutions. They incorporate historical understandings and contemporary issues such as the legacy of slavery and the evolution of gender roles, and their impact on current human experiences. The primary focus of the courses is how these issues manifest themselves in the United States.</i></p>	<p>Successfully complete one course from approved general education course list for the race and gender perspective.</p>
<p>NON-WESTERN PERSPECTIVE 3 semester hours</p> <p><i>Explores economic, social/cultural, political, linguistic, ecological, race, gender, or religious issues within the framework of a disciplinary perspective. The major criterion is the type of culture, not the geographic location. Cultures that are significantly different from European and North American cultures fulfill the definition. Courses will advance a student's understanding of effective world citizenship by addressing issues on a personal, local, national, or global level.</i></p>	<p>Successfully complete one course from approved general education list for the non-Western perspective.</p>
MINIMUM NUMBER OF SEMESTER HOURS REQUIRED TO COMPLETE GENERAL EDUCATION PROGRAM REQUIREMENTS FOR BACHELOR'S DEGREE TOTALS 46	

LIST OF APPROVED GENERAL EDUCATION COURSES BY CATEGORY

a. Behavioral Sciences

Anthropology

- ANT 100 Cultural Anthropology
- ANT 110 Introduction to Archaeology
- ANT 201 World Cultures
- ANT 230 North American Indians
- ANT 231 Modern American Indians
- ANT 240 Peoples of Africa
- ANT 245 Peoples of Latin America
- ANT 270 Native Australia's Oceania

Psychology

- PSY 100 and PSY 100H Introduction to Psychology
- PSY 200 Psychology of Personal Adjustment
- PSY 201 Psychology of Race and Gender
- PSY 205 Psychology of Human Sexuality
- PSY 206 Human Sexuality Forum
- PSY 220 Lifespan Development

Sociology

- SOC 100 Introductory Sociology
- SOC 205 Current Social Issues
- SOC 245 Latin American Societies

b. Fine Arts

Art

- ART 100 Art Appreciation
- ART 101 Survey of Western Art I
- ART 102 Survey of Western Art II
- ART 103 Survey of Western Art III
- ART 104 Survey of Asian Art

Music

- MUS 100 Music Appreciation
- MUS 107 Survey of African American Music
- MUS 108 History of Rock and Roll
- MUS 109 History of American Popular Music
- MUS 110 Appreciation of Jazz
- MUS 230 History of Music: Antiquity through Baroque
- MUS 231 History of Music: Classical to the Present

Theatre

- TAR 100 Theatre Appreciation
- TAR 111 Creative Expression Through Acting
- TAR 165 Comparative Arts

c. History

History

- HIS 100 History of Europe to 1713
- HIS 101 History of Europe, 1713 to the Present
- HIS 102 History of the United States through 1877
- HIS 103 History of the United States since 1877
- HIS 106 History of African Americans to 1877
- HIS 107 History of African Americans since 1877
- HIS 108 World History to 1500
- HIS 109 World History since 1500
- HIS 194 Honors Seminar

Philosophy

- PHI 180 History of Classical and Medieval Philosophy
- PHI 185 History of Modern and Contemporary Philosophy

Religious Studies

- REL 181 Survey of the Hebrew Bible
- REL 182 Survey of the New Testament
- REL 185 Survey of Christianity
- REL 186 Introduction to Judaism

d. Humanities

Foreign Language

Chinese

- CHI 101 Elementary Chinese I
- CHI 102 Elementary Chinese II
- CHI 201 Intermediate Chinese I
- CHI 202 Intermediate Chinese II

French

- FRE 101 Elementary French I
- FRE 102 Elementary French II
- FRE 201 Intermediate French I
- FRE 202 Intermediate French II
- FRE 320 Survey of French Literature

German

- GER 101 Elementary German I
- GER 102 Elementary German II
- GER 201 Intermediate German I
- GER 202 Intermediate German II
- GER 320 Survey of German Literature

Italian

- ITA 101 Elementary Italian I
- ITA 102 Elementary Italian II
- ITA 201 Intermediate Italian I
- ITA 202 Intermediate Italian II

Japanese

- JPN 101 Elementary Japanese I
- JPN 102 Elementary Japanese II
- JPN 201 Intermediate Japanese I
- JPN 202 Intermediate Japanese II

Latin

- LAT 101 Elementary Latin I
- LAT 102 Elementary Latin II
- LAT 201 Intermediate Latin I
- LAT 202 Intermediate Latin II

Russian

- RUS 101 Elementary Russian I
- RUS 102 Elementary Russian II

Spanish

- SPI 101 Elementary Spanish I
- SPI 102 Elementary Spanish II
- SPI 201 Intermediate Spanish I
- SPI 202 Intermediate Spanish II
- SPI 320 Surveys of Peninsular Spanish Literature
- SPI 321 Survey of Spanish American Literature

History

- HIS 100 History of Europe to 1713
- HIS 101 History of Europe, 1713 to the Present
- HIS 102 History of the United States through 1877
- HIS 103 History of the United States since 1877
- HIS 106 History of African Americans to 1877
- HIS 107 History of African Americans since 1877
- HIS 108 World History to 1500
- HIS 109 World History since 1500
- HIS 194 Honors Seminar

Literature

- ENG 200 Introduction to Literature
- ENG 201 Ideas in Literature
- ENG 202 Survey of British Literature I
- ENG 203 Survey of British Literature II
- ENG 206 Western World Literature I
- ENG 207 Western World Literature II
- ENG 208 Survey of American Literature I
- ENG 209 Survey of American Literature II

ENG 210 Survey of African-American Literature
 ENG 211 Survey of Women's Literature I
 ENG 212 Survey of Women's Literature II
 ENG 265 Literature and the Human Experience
 ENG 266 Folklore and Literature
 ENG 300 American Women Poets
 ENG 301 American Novel
 ENG 302 Literature and Film
 ENG 303 British Novel
 ENG 305 American Women Writers
 ENG 308 Shakespeare I
 ENG 309 Shakespeare II
 ENG 311 Tragedy
 ENG 312 Comedy
 ENG 314 Modern European Literature in Translation
 ENG 315 The Bible as Literature
 ENG 318 The Short Story
 ENG 320 Satire

Music

MUS 100 Music Appreciation
 MUS 107 Survey of African American Music
 MUS 108 History of Rock and Roll
 MUS 109 History of American Popular Music
 MUS 110 Appreciation of Jazz
 MUS 230 History of Music: Antiquity through Baroque
 MUS 231 History of Music: Classical to the Present

Philosophy

PHI 150 Introduction to Philosophy
 PHI 155 Introduction to Ethics
 PHI 160 World Religions
 PHI 165 Introduction to Logic
 PHI 170 Philosophy and Sexuality
 PHI 180 History of Classical and Medieval Philosophy
 PHI 185 History of Modern and Contemporary Philosophy
 PHI 201 Ideas in Philosophy
 PHI 210 Ethics in Information Technology
 PHI 220 Health Care Ethics
 PHI 240 Philosophy and the Arts
 PHI 250 Eastern Philosophy
 PHI 330 Philosophy and Law
 PHI 350 Philosophy of Religion

Political Science

PSC 110 History of Western Political Thought
 PSC 111 History of American Political Thought

Religious Studies

REL 181 Survey of the Hebrew Bible
 REL 182 Survey of the New Testament
 REL 185 Survey of Christianity
 REL 186 Introduction to Judaism
 REL 201 Ideas in Religious Studies
 REL 370 Religion and Science

Theatre

TAR 100 Theatre Appreciation
 TAR 111 Creative Expression Through Acting
 TAR 165 Comparative Arts

e. Literature**Literature**

ENG 200 Introduction to Literature
 ENG 201 Ideas in Literature
 ENG 202 Survey of British Literature I
 ENG 203 Survey of British Literature II
 ENG 206 Western World Literature I
 ENG 207 Western World Literature II
 ENG 208 Survey of American Literature I
 ENG 209 Survey of American Literature II

ENG 210 Survey of African-American Literature
 ENG 211 Survey of Women's Literature I
 ENG 212 Survey of Women's Literature II
 ENG 265 Literature and the Human Experience
 ENG 266 Folklore and Literature
 ENG 300 American Women Poets
 ENG 301 American Novel
 ENG 302 Literature and Film
 ENG 303 British Novel
 ENG 305 American Women Writers
 ENG 308 Shakespeare I
 ENG 309 Shakespeare II
 ENG 311 Tragedy
 ENG 312 Comedy
 ENG 314 Modern European Literature in Translation
 ENG 315 The Bible as Literature
 ENG 318 The Short Story
 ENG 320 Satire

French

FRE 320 Survey of French Literature

German

GER 320 Survey of German Literature

Spanish

SPI 320 Surveys of Peninsular Spanish Literature
 SPI 321 Survey of Spanish American Literature

f. Mathematics

MAT 110 Introductory Probability
 MAT 111 Introductory Linear Mathematics
 MAT 112 Calculus for Business Applications
 MAT 113 Introduction to Probability and Statistics
 MAT 115 Mathematics for Liberal Arts
 MAT 118 Technical Mathematics
 MAT 120 Calculus I
 MAT 121 Calculus I A
 MAT 122 Calculus I B
 MAT 205 Introduction to Statistical Methods
 MAT 212 Statistics for Business Applications

g. Natural Sciences

Laboratory courses may be paired with a lecture, the two to be taken concurrently (e.g., BIO 150 and 150L), or the laboratory is included in the course (e.g., BIO 120 or PHY 211).

Astronomy

AST 110 Solar System Astronomy with Laboratory
 AST 115 Stars, Galaxies, and Cosmology with Laboratory

Biology

BIO 120 General Biology
 BIO 121 Systems Biology
 BIO 123 Human Ecology
 BIO 125 Biological Perspective of Wellness
 BIO 126 Human Nutrition
 BIO 150, 150L, 150R Introduction to Biology I
 BIO 151, 151L, 151R Introduction to Biology II
 BIO 208, 208L Human Anatomy and Physiology I
 BIO 209, 209L Human Anatomy and Physiology II

Chemistry

CHE 100, 100L Chemistry and Society
 CHE 105 Discovering Chemistry w/Laboratory
 CHE 115, 115L Physiological Chemistry
 CHE 120, 120L General Chemistry I
 CHE 121, 121L General Chemistry II

Geology

GLY 110 The Face of the Earth w/Laboratory

GLY 120 This Dangerous Earth
 GLY 220 History of the Earth
 GLY 230 Geology of National Parks
 GLY 240 Geology of Natural Resources

Integrated Sciences

SCI 110 Integrative Natural Science I
 SCI 111 Integrative Natural Science II

Physics

PHY 110 Introduction to Physics w/Lab
 PHY 211 General Physics with Laboratory I
 PHY 213 General Physics with Laboratory II
 PHY 220 University Physics with Laboratory I
 PHY 221 University Physics with Laboratory II

h. Non-Western Perspective

Afro-American Studies

AFR 100 Introduction to Afro-American Studies (will not additionally satisfy Race/Gender Perspective)

Anthropology

ANT 100 Cultural Anthropology
 ANT 201 World Cultures
 ANT 230 North American Indians
 ANT 231 Modern American Indians
 ANT 240 Peoples of Africa
 ANT 245 Peoples of Latin America
 ANT 270 Native Australia and Oceania

Art

ART 104 Survey of Asian Art

Geography

GEO 101 World Regional Geography
 GEO 103 Geography of the Third World

Literature

ENG 216 Studies in Non-Western Literature

Philosophy

PHI 160 World Religions
 PHI 250 Eastern Philosophy

Political Science

PSC 102 Comparative Politics
 PSC 103 International Politics

Sociology

SOC 245 Latin American Studies

i. Oral Communications

Speech 101 Principles of Speech Communications

j. Race/Gender Perspective

Afro-American Studies

AFR 100 Introduction to Afro-American Studies (will not additionally satisfy Non-Western Perspective)

Education

EDU 316 Racism and Sexism in Educational Institutions

Geography

GEO 107 Diversity Mapped

History

HIS 431 Historical Themes in African-American History
 HIS 444 History of Women in the United States to 1900
 HIS 445 History of Women in the United States since 1900

Justice Studies

JUS 231 Race, Gender, and the Law

Literature

ENG 210 Survey of African-American Literature

Music

MUS 107 Survey of African-American Music

Political Science

PSC 215 Race, Gender, and Politics

Psychology

PSY 201 Psychology of Race and Gender

Radio /Television

RTV 105 Race, Gender, and the Mass Media

Religious Studies

REL 325 African-American Religious Experiences in America

Sociology

SOC 110 Introduction to Race and Gender
 SOC 210 Analysis of Racism, Sexism in the U.S.

Theatre

TAR 102 Survey of Race and Gender in Dramatic Literature

Women's Studies

WMS 150 Introduction to Women's Studies
 WMS 310 Women, Wages, and Work

k. Social Sciences

Afro-American Studies

AFR 100 Introduction to Afro-American Studies

Economics

ECO 200 Principles of Macroeconomics
 ECO 201 Principles of Microeconomics
 ECO 215 Contemporary Economic Issues

Geography

GEO 100 Elements of Geography
 GEO 101 World Regional Geography
 GEO 103 Geography of the Third World
 GEO 107 Diversity Mapped

Justice Studies

JUS 101 Introduction to Criminal Justice

Political Science

PSC 100 American Politics
 PSC 100H Honors American Politics
 PSC 101 State and Local Politics
 PSC 102 Comparative Politics
 PSC 103 International Politics
 PSC 110 History of Western Political Thought
 PSC 111 History of American Political Thought
 PSC 215 Race, Gender, and Politics

Radio/Television

RTV 205 Introduction to Popular Culture

Social Work

SWK 203 Social Welfare in Contemporary Society

l. Written Communications

ENG 101 College Writing

ENG 151 Honors Freshmen Composition

ENG 291 Advanced Writing

EDU 291W Advanced Writing in the Education Profession

MUS 291W Advanced Writing in the Music Profession

PSC 291W Advanced Writing in Political Science

PSY 291W Writing in Psychology

GENERAL EDUCATION REQUIREMENTS: ASSOCIATE DEGREE

GENERAL EDUCATION FRAMEWORK AND SEMESTER HOURS NEEDED TO COMPLETE ASSOCIATE'S DEGREE PROGRAM REQUIREMENTS

COMMON CORE (9 SEMESTER HOURS)	REQUIREMENTS
<p>WRITTEN AND ORAL COMMUNICATIONS 6 semester hours for most students Written Communication I (3 semester hours) Oral Communication (3 semester hours)</p> <p><i>The first year writing course helps students make the transition to college by guiding them from writing that is based in personal experience and presented to familiar audiences, toward writing that is informed by other texts and targeted to wider public audiences. The course instructs students in reading for style as well as content, to identify and assess the effectiveness of a writer's choices.</i></p> <p><i>The first year oral communication course provides students the basic skills and knowledge in oral communication needed for success in college and thereafter as effective citizens and lifelong learners. Designed as an introductory course to enhance student's critical reading, thinking, interpretation, and speaking skills. Emphasis on techniques, principles, and the practice of oral communication in a variety of formats, including public speaking.</i></p>	<p>Students must complete the following written and oral communication requirements within the first 30 hours of college-level work at NKU.</p> <p><i>Written</i> - successfully complete the following: (1) ENG 101 College Writing</p> <p><i>Oral</i> - Successfully complete SPE 101 Principles of Speech Communications</p>
<p>MATHEMATICS 3 semester hours for most students</p> <p><i>In the mathematics course, students will engage in mathematical problem solving.</i></p>	<p>Students must complete the mathematics requirement within the first 45 hours of college-level work at NKU.</p> <p>Successfully complete one course from approved general education course list for mathematics.</p>
LIBERAL ARTS CORE (9-10 SEMESTER HOURS)	REQUIREMENTS
<p>The emphasis for the Liberal Arts Core is on experiences within the framework of many disciplines. Students will use the following foundational skills: critical thinking, problem solving, and research. No more than two courses with the same prefix can be used to satisfy the Liberal Arts Core general education requirement.</p>	
<p>BEHAVIORAL AND SOCIAL SCIENCES 3 semester hours for most students</p> <p><i>Behavioral and Social Science courses address understanding of human behavior, interactions, and environments within established social structures and forums.</i></p>	<p>Successfully complete one course from approved general education course list for behavioral and social sciences.</p>
<p>HUMANITIES 3 semester hours for most students</p> <p><i>Humanities courses are concerned with seeing how we as human beings are connected, one to the other, and hence the power of literature, arts, history, philosophy, religion, languages, and culture in transcending boundaries and overcoming divisions. Courses taken to fulfill this requirement will be selected from the following content areas: History, Literature, Fine Arts, Philosophy/Religious Studies or Foreign Languages.</i></p>	<p>Successfully complete one course from approved general education course list for humanities.</p>
<p>NATURAL SCIENCE 3-4 semester hours for most students</p> <p>Will introduce the methods of inquiry associated with science, the basic principles used to explain natural phenomena and the connection between science and real-world problems.</p>	<p>Successfully complete one course from approved general education course list for natural sciences with or without laboratory component. See specific degree requirements for additional information on requirements.</p>
<p>MINIMUM NUMBER OF SEMESTER HOURS REQUIRED TO COMPLETE GENERAL EDUCATION PROGRAM REQUIREMENTS FOR ASSOCIATE'S DEGREE TOTALS 18</p>	

KENTUCKY GENERAL EDUCATION TRANSFER POLICY

For students who reside in Kentucky, there is a statewide *General Education Transfer Policy*. The policy lets colleges and universities accept each other's general education requirements for transfer students. Course that meet General Education Transfer Policy requirements are identified by each institution.

The Kentucky Transfer Policy established two transfer components: the General Education Component and the Specialty Component. The 48 semester hour General Education Component provides a broad background of general education courses. The component is comprised of a 33

semester hour core component and a 15 semester hours block of unspecified general education courses.

General Education Core Transfer Component (33 semester hours)

The core component includes:

1. Communication (9 semester hours)

1. Written Communication — NKU Written Composition I see "WRITTEN AND ORAL COMMUNICATIONS" on page 26.
 Oral Communication — NKU Oral Communication see "WRITTEN AND ORAL COMMUNICATIONS" on page 26.

2. Humanities (6 semester hours)

The disciplines represented in this category must be different from those in Behavioral/Social Sciences. Courses may be chosen from the following: Fine Arts, Literature, Foreign Language, History, or Philosophy/Religion courses in the List of Approved General Education Courses (see "HUMANITIES" on page 27).

3. Behavioral/Social Sciences (9 semester hours)

At least two disciplines must be represented and must be different from those in Humanities. Courses may be chosen from the List of Approved General Education Courses for Behavioral/Social Sciences (see "BEHAVIORAL AND SOCIAL SCIENCES" on page 26).

4. Natural Sciences (6 semester hours)

Courses may be chosen from the List of Approved General Education Courses for Natural Sciences (see "NATURAL SCIENCE" on page 27).

5. Mathematics (3 semester hours)

Courses may be chosen from the List of Approved General Education Courses for Mathematics (see "MATHEMATICS" on page 26).

General Education Transfer Block (15 semester hours)

Kentucky transfer students may transfer an unspecified 15 semester hour block of general education courses to satisfy this component.

General Education Transfer Certifications**Fully General Education Certified**

A student transferring from a Kentucky institution will be accepted at NKU as "General Education Certified" when the/she has completed a general education program of 48 semester hours, including the 33-semester hour Core Transfer Component and the 15-semester hour Transfer Block; received an approved Associate of Arts or Associate of Science Transfer degree or earned 60 semester hours of undergraduate credit; and holds a cumulative grade point average of 2.0 or higher.

Core Component Certified

A student transferring from a Kentucky institution will be accepted at NKU as "Core Component Certified" when they complete the 33 semester hour Core Transfer Component. The student must also hold a cumulative grade point average of 2.0 or higher and will need to fulfill the remaining NKU general education requirements.

Category Certified

A student transferring from a Kentucky institution will be accepted at NKU as "Category Certified" when they he/she has completed one or more of the five categories in the Core Transfer Component. The student must hold a cumulative grade point average of 2.0 or higher and will need to fulfill the remaining general education requirements.

For more information regarding NKU transfer policies, see http://www.nku.edu/~admitnku/transfer_services/home.htm.

Bachelor's Program Transfer Specialty Component Policy

The Bachelor's Program Transfer Specialty Component policy allows for the ease of transfer of course work within a student's major. Students who are "General Education Certified" under the Kentucky General Education Transfer policy (completed all categories, and have at least 48 semester hours in general education) are eligible for evaluation of credit within bachelor's program transfer frameworks. The Transfer Frameworks identifies at least 12 semester hours in addition to general education courses that may be taken at one Kentucky public institution and transferred to another public institution to satisfy major requirements. Students who are planning to transfer to another public Kentucky college or university should work closely with their adviser, as well as with the

institution to which they plan to transfer, in order to ensure the completion of all necessary requirements.

GRADUATION REQUIREMENTS**1. Requirements for Graduation: a Checklist**

- a. When a student anticipates successful completion of degree requirements, he/she **must file an Application for Degree Candidacy in the Office of the Registrar Service Center**. The approved Program Certification Form for each undergraduate applicant must be on file in the Office of the Registrar prior to filing the Application for Degree Candidacy. The dates by which the Application for Degree Candidacy must be in the Office of the Registrar Service Center are

for fall graduation	15 April
for spring graduation	15 October
for summer graduation	15 April

- b. The student pursuing a **bachelor's degree who has successfully completed 54 semester hours will file a Program Certification Form** for the major and the same form for either an area of concentration or a minor. A student in an **associate degree program must file a Program Certification Form after completion of 30 semester hours**. The certification form must be completed no later than during the semester preceding the one in which the student plans to graduate. The student will secure the form from the Office of the Registrar Service Center and will follow instructions given at that time. In some cases, students may be referred to their academic programs to obtain necessary forms.
- c. The student will **earn at least 128 semester hours for a bachelor's degree and at least 64 semester hours for an associate degree**. Also, all grades of *I* and *K* must be cleared before graduation requirements are complete.
- d. The student will **complete general education requirements appropriate for the degree** being sought (see "Catalog Applicability" elsewhere in this catalog).
- e. The student **must be recommended by the faculty**.
- f. The student will **satisfy all financial and administrative obligations** to the University.
- g. As part of Northern Kentucky University's on-going efforts to improve its program offerings, a student will be **required to participate in assessment activities** (see Senior Assessment section below). In addition to senior assessment, a student may be required to complete assessment requirements for a major/minor.

2. Graduation with Honors

- a. Bachelor's Degree
- | | |
|-----------------|---------------|
| Cum Laude | 3.50 - 3.7499 |
| Magna Cum Laude | 3.75 - 3.8999 |
| Summa Cum Laude | 3.90 - 4.00 |

In order for a student to graduate with bachelor's degree honors, he/she must earn a minimum of 64 semester hours in residence.

- b. Associate Degree
- | | |
|-----------------------|--------------|
| With Distinction | 3.50 - 3.799 |
| With High Distinction | 3.80 - 4.00 |

In order for a student to graduate with associate degree honors, he/she must earn a minimum of 32 semester hours in residence.

- c. Honors appear in the Commencement Program based upon the grade point average (excluding developmental course work) at the conclusion of the previous semester. Honors will appear on the transcript based upon the grade point average (excluding developmental coursework) at the time of graduation.

3. Senior Assessment

- As a requirement for graduation with a bachelor's degree, all students who have completed at least 90 semester hours will be required to participate in senior assessment. It is anticipated that most students are expected to satisfy this requirement prior to completing 110 semester hours.
- After completing at least 90 semester hours, students are to meet the senior assessment requirement in the following semester. If a student does not participate in the assessment that semester, then the student is in "assessment default."
- A student in default will not be able to receive her or his diploma until the default is remedied. A student can remedy assessment default by participating in the appropriate assessment.
- No student will be expected or required to participate in more than one form of general education assessment. However, students may be required to participate in a separate assessment of their major field.

4. Second Bachelor's Degree

- A student wishing to receive two bachelor's degrees may meet requirements for them simultaneously or successively.
- Requirements for the second major will be those listed in the NKU catalog current at the time the second degree major is declared or certified.
- A student wishing to receive two degrees on the same date must
 - complete requirements for both degrees.
 - earn a minimum of 30 semester hours in residence beyond requirements for the first degree.
 - earn a minimum of 60 semester hours in residence at NKU.
- A student wishing to earn a second bachelor's degree after receiving the first must:
 - complete requirements for the second degree;
 - earn at least 12 semester hours additional to those he/she may already have in the major field offering the second degree;
 - earn a minimum of 30 semester hours in residence beyond requirements for the first degree;
 - earn a minimum of 64 semester hours in residence at NKU beyond the requirement for the first degree to be considered for graduation with honors.

5. Second Associate Degree

- A student who has not earned a bachelor's degree and wishes to receive two associate degrees may meet requirements for them simultaneously or successively.
- A student wishing to receive two associate degrees must
 - complete requirements for both degrees;
 - earn a minimum of 20 semester hours beyond those required for the first degree;
 - earn a minimum of 40 semester hours in residence at Northern.
- A student who has already earned a bachelor's degree and wishes to receive an associate degree must
 - complete requirements for the degree;
 - earn a minimum of 20 semester hours in residence at Northern;
 - earn at least 12 semester hours in the major;
 - earn a minimum of 32 semester hours in residence to be considered for graduation with honors.

6. Second Major

- A student who wishes to be certified in two or more major programs must meet requirements for each simultaneously.
- The degree conferred will be based upon the student's first major; all majors/minors and areas of concentration successfully completed will be indicated on the student's academic transcript.

7. Minor

- A student who wishes to have a minor certified must meet requirements at the time of degree awarding.
- Students earning associate degrees cannot earn a minor; only students at the bachelor's level may earn a minor.
- The minimum number of semester hours required for minors varies among departments and can be found in individual department descriptions.
- A GPA of at least 2.00 is required unless otherwise specified in the program requirements.

“NON-TRADITIONAL” CREDIT

Credit by Examination

1. Advanced Standing Examination

Upon recommendation by the appropriate chairperson and with the approval of the appropriate dean, a currently enrolled student may receive advanced standing credit by passing an examination in a subject in which she/he has demonstrated exceptional ability. A student may obtain an application for the advanced standing examination from the Office of the Registrar, AC 301. He/she must follow the procedures printed on the application. There is an examination fee for each course in which a student takes an advanced standing examination. These examinations may be taken for a letter grade or pass/fail as determined by the department chairperson prior to testing. If a failing grade is earned, the course will not be posted to the student's transcript.

2. College Level Examination Program (CLEP)

The CLEP, a national program of credit by examination administered by the College Entrance Examination Board, was established at Northern to provide individuals with an opportunity to earn credit by examination. CLEP tests may be taken at Northern or at any other national testing center during the third week of each month. Northern students may earn up to 45 semester hours through (a) General and/or (b) Subject examinations. The University is a recognized CLEP Testing Center, and testing applicable to other institutions is also conducted. A grade of pass (*P*) will be assigned for CLEP courses successfully completed.

a. General Examinations

Five tests are within the General Examination portion of CLEP: English composition, humanities, natural science, social science/history, and mathematics. Northern will award credit in three areas: humanities, natural science, and social science/history; up to 18 semester hours may be earned from the exams for each area. Six semester hours will be awarded for a minimum score of 50. Credit earned through these examinations is elective credit and does not satisfy general education requirements.

b. Subject Examinations

The following subject examinations equated below with specific courses offered at NKU are accepted by the University. (The University reserves the right to revise these listings in accord with recommendations from the Educational Testing Service.)

EXAMINATION	MINIMUM SCORE	SEMESTER HOURS	EQUIVALENT NKU COURSES
American History I	50	3	HIS 102
American History II	50	3	HIS 103
American Literature	50	6	ENG 208-209
Analyzing and Interpreting Literature	51	3	ENG 200
Calculus with Elementary Functions	50	5	MAT 120
College Algebra-Trigonometry	50	3	MAT 119

EXAMINATION	MINIMUM SCORE	SEMESTER HOURS	EQUIVALENT NKU COURSES
English Literature	50	6	ENG 202-203
General Biology (No lab credit awarded)	50	6	BIO 120-121
General Chemistry	50	6	CHE 120-121
Introductory Business Law	51	3	BUS 230
Introductory Psychology	50	3	PSY 100
Principles of Accounting	50 63	3 6	ACC 200 ACC 200-201
Principles of Management	50	3	MGT 205
Principles of Macroeconomics	50	3	ECO 200
Principles of Microeconomics	50	3	ECO 201
Principles of Marketing	50	3	MKT 305
Western Civilization I	50	3	HIS 100
Western Civilization II	50	3	HIS 101

CLEP credit is available in French, German, and Spanish. Students must meet with the foreign language coordinator to receive credit requirements.

Policies on CLEP vary depending upon the academic area; students are advised to consult their adviser prior to taking CLEP examinations. The Health, Counseling, and Testing Center administers CLEP and provides data about the program. With approval of the appropriate dean, a student at NKU may take the CLEP subject examination instead of repeating a course in which he/she received a *D* or *F*, an option that may be exercised up to four times.

3. Advanced Placement (AP)

High school students may receive credit by earning the required score on an approved AP examination. An appropriate number of semester hours will be awarded, and a grade of pass (*P*) will be assigned for successful completion of approved courses. Information concerning the AP program may be obtained from high school counselors. AP scores should be sent to the University's Office of the Registrar. Additional information on regulations and approved NKU programs for AP credit may be obtained from the Office of the Registrar. Examination scores range from 1-5. Subject areas in which a student may receive credit from Northern Kentucky University by earning acceptable scores are listed below.

Credit for those areas marked by an asterisk must be coordinated with the chair of the department concerned.

DISCIPLINE	ACCEPTABLE SCORE	COURSE	SEMESTER HOURS
Art, General	4 or more	ART 121 2D Vis. Studies	3
Art, Drawing	4 or more	ART 210 Drawing	3
History of Art	4, 5	ART 101 Survey I	3
		ART 102 Survey II	3
Biological Sciences	3	BIO 120 General Biology	4

DISCIPLINE	ACCEPTABLE SCORE	COURSE	SEMESTER HOURS
	4 or more	BIO 150, 150L Intro. to Biology I	5
Calculus AB*	3 or more	MAT 120	5
Calculus BC*	3 or more	MAT 120 Calculus I	5
		MAT 220 Calculus II	5
Chemistry	3	CHE 120, 120L General Chemistry	4
	4, 5	CHE 120, 120L General Chemistry I, CHE 121, 121L General Chemistry II	4
			4
Computer Science A	3, 4, 5	CSC 260 Computer Programming I	3
Computer Science AB	4, 5	CSC 260, 262 Computer Program- ming I, II	6
English Language/ Composition	3 or more	ENG 101 College Writing	3
		ENG 291 Advanced College Writing	3
English* Literature/ Composition	3 or more	ENG 101 College Writing (It is recommended that students receiving credit for ENG 101 take ENG 151; ENG 291 may be substituted)	3
		ENG 200 Intro. to Literature	3
European History	3 or more	HIS 100 History of Europe to 1713	3
		HIS 101 History of Europe, 1713 to the Present	3
French	3 or more	FRE 101 Elementary French I	4
German	3 or more	GER 101 Elementary German I	4
Government and Politics - U.S.	3 or more	PSC 100 American Politics	3
		PSC 101 State and Local Politics	3
Government and Politics-Comp	3 or more	PSC 102 Comparative Politics	3
European History	3 or more	HIS 100 History of Europe to 1713	3
		HIS 101 History of Europe, 1713 to the Present	3
Latin: Virgil	3 or more	LAT 101 Elementary Latin I	3

DISCIPLINE	ACCEPTABLE SCORE	COURSE	SEMESTER HOURS
Macroeconomics	3 or more	ECO 200 Principles of Macroeconomics	3
Microeconomics	3 or more	ECO 201 Principles of Microeconomics	3
Music	3 or more	MUS 122 Theory I MUS 124 Aural Skills I	3 1
Physics B	3 or more	PHY 110 Intro. to Physics with lab	4
Physics C*	3	PHY 220 Univ. Physics w/Lab I <i>or</i> PHY 211 General Physics w/Lab I	5 5
	4, 5	PHY 211, 213 General Physics w/Lab I, II <i>or</i> PHY 220, 222 Univ. Physics w/Lab I, II	10
Psychology	3	PSY 100 Introduction to Psychology	3
Spanish	3 or more	SPI 101 Elementary Spanish I	4
Statistics	3 or more	MAT 212 Statistics for Business Application I	3
U.S. History	3 or more	HIS 102 History of U.S. through 1877	3
		HIS 103 History of U.S. since 1877	3

Transfer students who were awarded AP credit by their previous institutions are required to resubmit their scores for evaluation by NKU standards.

4. International Baccalaureate (IB)

High school students completing this rigorous program may receive credit by earning the required score in a specific subject. An appropriate number of semester hours will be awarded, and a grade of pass (*P*) will be assigned for successful completion of approved courses. To earn credit, the student must request an official transcript issued by the New York office of the International Baccalaureate be sent to the University's Office of the Registrar. Additional information on regulations and approved NKU programs for IB credit may be obtained from the Office of the Registrar. Subject areas in which a student may receive credit from Northern Kentucky University by earning acceptable scores are listed below:

DISCIPLINE	ACCEPTABLE SCORE	COURSE	SEMESTER HOURS
Biology (Subsidiary level) (Higher level)	4	BIO 120	4
	5 or higher	BIO 150-150L	5
English (Higher level)	4 or higher	ENG 101, 291	6

French (Subsidiary level) (Higher level)	4 or higher	FRE 101	4
	4 or higher	FRE 101, 102	8
German (Subsidiary level) (Higher level)	4 or higher	GER 101	4
	4 or higher	GER 101, 102	8
History (Subsidiary level) (Higher level)	4 or 5	HIS 100 (or HIS 101 if student has already received credit for HIS 100)	3
	6 or 7	HIS 100, 101	6
History - American (Subsidiary level) (Higher level)	4 or 5	HIS 102 (or HIS 103 if student has already received credit for HIS 102)	3
	6 or 7	HIS 102, 103	6
Physics (Subsidiary level) (Higher level)	4	PHY 211	5
	5 or higher	PHY 211 and PHY 213, or PHY 220	5
Psychology (Subsidiary level) (Higher level)	4 or higher	PSY 100	3
	4 or higher	PSY 100	3
Mathematics (Higher level)	4 or higher	MAT 120, 220	10
Spanish (Subsidiary level) (Higher level)	4 or higher	SPI 101	4
	4 or higher	SPI 101, 102	8

OTHER NON-TRADITIONAL CREDIT

Additional types of nontraditional credit are available:

a. Portfolio Development (PD)

The portfolio is a formal written document that defines learning and requests credit for specific course or courses in the catalog. Students may request up to 32 semester hours toward a bachelor's degree and 16 semester hours towards an associate degree. Simply described, a portfolio takes the place of a standardized test in evaluating college-level learning students may have acquired through their personal, volunteer, or work experience. Credit is granted upon recommendation of the appropriate faculty and with the approval of the appropriate dean. A 2-semester hour mandatory course teaches the students how to prepare the portfolio. Call the Office of Credit Continuing Education at 859-572-5601 to make a reservation for one of the monthly portfolio information sessions, send questions by e-mail to priorlearning@nku.edu, or visit their website at http://www.nku.edu/~cont_ed/.

b. Military and Department of Defense (DOD)

Credit may be earned for courses successfully completed by an individual in residence at approved military and DOD schools. Courses approved and recommended by the American Council of Education's publication, Guide to Evaluation of Educational Experiences in the Armed Forces will be considered for credit. A maximum of 32 semester hours may be earned. Students should petition the Office of the Registrar for review of courses and present appropriate documentation of military course work.

c. Vocational (Articulation)

Credit may be awarded to an applicant entering Northern Kentucky University in the program area of specialty upon completion of a post-secondary vocational program in the Northern Kentucky Vocational Region. For more information, contact the Department of Technology.

d. National Occupational Competency Testing Institute (NOCTI)

Credit may be earned through standardized tests to assess competency in technical or trade areas of industrial education teachers. Contact the Department of Technology, 859-572-5761.

e. American Council on Education (ACE) Non-Collegiate Sponsored Instruction

Credit may be awarded based on educational programs offered by many large corporations or non academic institutes. Only programs approved and recommended by The American Council on Education will be considered for credit. A maximum of 32 semester hours toward a bachelor's degree and 16 semester hours toward an associate degree may be earned. Students may request evaluation of credit by sending the ACE transcript "Registry of Credit Recommendations" and appropriate course outline(s) to the Office of the Registrar, AC 301, Nunn Drive, Northern Kentucky University, Highland Heights, KY 41099 or phone 859-572-5556 for more information.

f. Correspondence Courses

1. No more than 9 semester hours required for a degree may be earned by correspondence.
2. A student desiring to enroll in correspondence courses at another institution while he/she is a student at NKU must obtain prior permission from the appropriate academic dean if he/she wishes to transfer the earned credit to NKU. Correspondence courses in which a grade of *C* or higher is earned will be transcribed as hours earned or pass (*P*) credit only up to 9 semester hours.

ACADEMIC STANDING FOR UNDERGRADUATES**a. Good Standing**

A student is in good standing when he/she has more than 16 quality hours with a cumulative grade point average (GPA) that meets or exceeds 2.00. A student with 0-15 quality hours is in good standing with a cumulative grade point average (GPA) that meets or exceeds 1.66.

b. Academic Probation/Suspension

A student who fails to meet the cumulative 2.00 GPA required for good standing is placed on academic probation for the next enrolled semester.

A student on academic probation will be suspended unless:

1. The student earns a 2.00 GPA or higher for the probationary semester (semester GPA). *or*
2. The student meets or exceeds the following cumulative GPA standards at the end of the probationary semester:

Cumulative GPA of:

- 0.00 for 0-15 quality hours
- 1.25 for 16-30 quality hours
- 1.50 for 31-45 quality hours
- 1.75 for 45-59 quality hours
- 2.00 for 60+ quality hours

Quality hours are semester hours attempted in courses numbered 100 or above at NKU. A student whose grade-point average is below the cumulative 2.00 GPA required for good standing, but above the cumulative GPA standards for suspension, will be continued on academic probation for the next semester enrolled.

A student on academic probation who has been previously suspended and who is suspended a second time will receive the penalty of a second suspension.

No student will be suspended prior to accumulating 15 quality hours or without being placed on probation for the preceding semester.

Probation

A student on academic probation is not allowed

1. to serve as an officer or committee member in any campus organization;
2. to participate in any University extracurricular activity or in the activity of any University organization if the participation involves expenditure of an appreciable amount of time;
3. to carry more than 13 semester hours during any fall or spring semester;

4. to carry more than 6 semester hours at one time during summer sessions or more than one course in intersession.

Suspension

1. A student suspended from Northern or another institution for the first time for academic reasons is required to remain out of school for at least two full semesters (the summer sessions taken together being considered as one semester).
2. After serving the period of suspension, a student may be reinstated or admitted to the University. To be reinstated or admitted, the student must meet with the appropriate associate dean to discuss academic standing and future direction. This meeting must occur by August 1 for fall semester, December 1 for spring semester, and May 1 for summer sessions. If the suspended student has remained out of school for more than four years, the student must complete and submit an application for readmission to the University once reinstatement has been approved.

Second Suspension

A student suspended a second time will not be reinstated to NKU except in unusual circumstances and then only on recommendation by the appropriate dean and approval by an ad hoc group, consisting of the appropriate associate/assistant dean from each of the undergraduate colleges plus the Director of the Academic Advising Resource Center. To petition for reinstatement after a second suspension, the student must meet with his/her appropriate associate/assistant dean or the Director of the Academic Advising Resource Center by the dates specified above and then must submit an appeal letter to the above described group. If reinstatement is approved, the student must then complete and submit an application for readmission to the University.

Similarly, students transferring to NKU, ineligible to return to their previous institution(s) because of academic deficiencies or if they have a cumulative G.P.A. of less than 2.0, will follow the same process described in the previous paragraph, identifying the appropriate associate/assistant dean or the Director of the Academic Advising Resource Center, based on their intended major.

ACADEMIC BANKRUPTCY FOR UNDERGRADUATES**Prerequisite Conditions**

A student who has not been in attendance for a minimum of two consecutive academic years (24 months) may petition for academic bankruptcy of NKU coursework on a one-time basis only. Any bankrupted courses that the student passed at an acceptable level (*C* or higher) and that are among requirements for a major/minor or for general education may be applied, but without awarding of credit, toward those requirements. Such application is subject to written approval by the appropriate chair for major/minor requirements or by the dean of Arts and Sciences for general education requirements. Bankrupted courses, even though passed, do not apply to the minimum of 128 semester hours required for the bachelor's degree or to the minimum 64 semester hours required for the associate degree.

Procedure

The student should obtain and complete an Undergraduate Academic Bankruptcy Petition form from the Office of the Registrar, processing area; at this time, policy requirements will be reviewed and explained by a processing specialist.

Bankruptcy

Upon returning to NKU and successfully completing the first 12 semester hours of college level coursework attempted with grades of *C* or better, the Office of the Registrar will remove from the calculation of the grade point average all classes in all semester(s) (all summer sessions in one year will be counted as one semester), terms and sessions previously identified. A student's Northern Kentucky University transcript will indicate the term(s) bankrupted. The courses in the terms affected will be

removed from the calculation of the grade point average but will remain a part of the student's transcript at NKU.

Failure to earn at least a *C* in each college-level course of the first 12 semester hours upon returning to school will result in denial of the petition. Academic bankruptcy may be petitioned only once. An updated copy of the transcript will be furnished to the appropriate dean, advisor and the student. It is the student's responsibility to contact any agency providing financial assistance to determine the effects of the academic bankruptcy on past or future benefits.

RELATED POLICIES

Course Load

1. The following course loads apply for each semester/session:
 - a. The suggested undergraduate course load for fall and spring semesters is 16 semester hours. Except in special circumstances the maximum course load in fall or spring semester at NKU is 18 semester hours (including audit, residence, correspondence, off-campus, and consortium courses) or the amount specified in the curriculum for the particular semester, whichever is larger. Maximum course load for summer sessions is 15 semester hours.
 - b. A student may take only one intersession course each year.
 - c. A student may take up to 6 semester hours during each of the five-week summer sessions for a total of 12 semester hours.
 - d. A student may take up to 6 semester hours during the six-week summer session.
 - e. A student enrolled during the eight-week summer session or the six-week summer session may take up to 9 semester hours when enrollment is in combination with a five-week summer session.

NOTE: It is normal that students should expect to spend 5-6 hours per week in course-related work outside of class time in a 3 semester hour course. This means that students carrying 15 semester hours may need to spend a minimum of 25-30 hours per week in outside class work. This must be considered in making out student schedules.

2. A student who has attained a grade-point average of 3.00 or higher for a total of at least 15 semester hours for the preceding semester may be permitted by his/her dean to carry up to 21 semester hours.
3. A student with particular problems concerning course load should see the appropriate dean.
4. The minimum course load for a full-time undergraduate student at Northern is 12 semester hours in a fall or spring semester and 9 semester hours in summer.
5. A student on academic probation may not take more than 13 semester hours in a fall or spring semester or more than 6 semester hours in summer.

Grading System

The grading system at Northern is based on the following descriptions:

- A* represents exceptionally high achievement as a result of aptitude, effort, and intellectual initiative.
- B* represents high achievement as a result of ability and effort.
- C* represents average achievement, the minimum expected of a college student.
- D* represents the minimum passing grade except for courses taken on a pass/fail basis. The grade of *D* may not be awarded in graduate courses.
- F* indicates failure in a course. Credit in a course where an *F* was earned can be obtained only by repeating the course successfully.
- I* means that part of the work in a course remains incomplete. It is given only at the student's request and where there is reasonable possibility that a passing grade will result from completion of the work. An *I* must be completed by midterm of the next full semester; otherwise a grade of *F* is assigned by the instructor. In unusual circumstances the appropriate dean may grant an exten-

sion of time, to a specified date, for removal of an *I* and will notify the registrar of such action. In no case, however, will more than two extensions be granted for an *I*.

- K* represents satisfactory progress in courses identified by the department, the dean, and the registrar as developmental and/or remedial. Students receiving *K* will be required to register for that course again the next semester. During the semester in which the student achieves proficiency in the course that was previously assigned the grade of *K*, the instructor will assign a standard letter grade of *A*, *B*, *C*, etc., or a *P* if the course is offered only on a pass/fail basis. At that time, semester hours attempted and semester hours earned in the course will appear on the student's permanent record.
- N* represents satisfactory performance in those courses that carry no academic credit but must be taken in conjunction with other courses.
- P* represents satisfactory performance, or "passing," in those courses graded pass/fail. Only the grade of *C* or better is considered passing on the pass/fail system.
- T* represents an audit (no academic credit awarded).
- W* represents an official withdrawal from a course. The *W* will appear on the permanent academic record but will not be used in computing the student's grade point average.

Auditing a Course

1. A student may enroll for an audit (*T*) grade when academic credit is not desired. The same registration procedures are followed and the same tuition/fees are charged as for credit courses. Audited courses do not apply to any degree or certificate programs.
2. Class attendance will be consistent with University policy. Other course requirements will vary depending upon the nature of the course and the individual instructor or program.
3. Any change from audit to credit or credit to audit must be done by the last day to register for a class. An Audit form must be completed and filed in the Office of the Registrar, AC 301 by the last day to register or enter a class. Refunds for withdrawals from audited courses are calculated according to NKU policy.

Grade Change

1. If due to an error a grade change is required, it must be accomplished by midterm of the next full semester after the issuance of the incorrect grade.
2. For *I* grades being changed to letter grades, the instructor and department chair must approve the change; for letter grade changes to another letter grade, the instructor, the department chairperson, and the appropriate dean must approve.
3. If the time limitation stated above has been exceeded, the instructor must attach a written explanation of the causes for the delay and deliver the change to the chair, who will forward any approved changes to the appropriate dean's office.
4. Changes become official when received and recorded by the Office of the Registrar.

Pass/Fail—Student-Initiated Option

1. The student-initiated option to take a course pass/fail encourages students to experiment in academic disciplines by enrolling in courses they may not take normally if subjected to the same grading pressures incurred as in their major area of study. For this reason, pass/fail can contribute substantially to a student's breadth of experience at NKU.
2. To exercise the option to enroll in a course on a pass/fail basis, the student must complete a form obtainable at the Office of the Registrar. This can be done at the time of registration but not later than the last day to register or enter a class for that semester/term as listed in the appropriate *Schedule of Classes*.

3. Taking courses pass/fail under the student-initiated option is subject to the following restrictions:

The individual must be a bachelor's student who has attained junior standing (having earned 60 semester hours or more).

Courses taken pass/fail must be elective in nature and cannot be applicable to specific general education, major, or minor/area of concentration requirements.

Pass/fail courses may be applied toward upper-division course requirements.

No more than 12 semester hours toward graduation may be completed through the student initiated pass/fail.

Only the grade of *C* or above will be considered passing when courses are taken under the pass/fail option; the grades of *D* and *F* will be recorded as failing grades.

The grade of *P* will not be computed in the grade-point average but will be credited as semester hours earned and will count toward graduation under the restrictions previously mentioned; the grade of *F* will be computed in the student's grade-point average as hours attempted.

Students must declare their intention to take a course under the pass/fail option no later than the last day to register or enter a course for a specific semester or term as stated in *Schedule of Classes*.

The choice to receive a traditional letter grade or a pass/fail grade cannot be changed after the last day to register or enter a course except by withdrawal or by repeating the course.

4. Under the student initiated pass/fail policy, the instructor will not know who is taking the course for a traditional letter grade or pass/fail. At semester end, the instructor will submit traditional letter grades for all students. For those students taking the course as pass/fail, grades will be converted by the Office of the Registrar.
5. Should a student change major or minor/area of concentration after having taken a course under the student-initiated pass/fail option, any discussion regarding acceptance of the course for major or minor/area of concentration requirements would be made on an individual basis by the appropriate department chair. If needed, and with the student's permission, the instructor's record of the original letter grade could be consulted in such a case.

Grade Point Average (GPA)

1. The grade point average (GPA) is the ratio of the number of quality points earned to the number of semester hours attempted in courses numbered 100 and above.
2. An *A* counts 4 quality points for each semester hour earned; a *B*, 3 points; a *C*, 2 points; a *D*, 1 point; and an *F*, zero. Thus a student would earn 12 quality points for an *A* in a 3 semester hour course and 4 quality points for a *C* in a 2 semester hour course.
3. To compute the GPA, add all quality points and divide this sum by the number of semester hours attempted. The GPA for the courses above would be 16/5 or 3.2.
4. Grades of *I*, *K*, *N*, *P*, *T*, and *W* do not affect the GPA; a grade of *F* does affect it.

President's Honors List

1. All undergraduates attempting at least 12 semester hours earning quality points (excluding developmental coursework) who achieve a grade point average of 4.00 at the completion of a semester's work will be appointed to the President's Honors List.
2. All undergraduates attempting at least 8 semester hours earning quality points (excluding developmental coursework) achieving a GPA of 3.60 or greater at completion of a semester's work will be appointed to the Dean's List.
3. All undergraduates attempting at least 3 semester hours earning quality points (excluding developmental course work) achiev-

ing a GPA of 3.60 or greater at completion of a semester's work will be appointed to the Scholar's List.

Repeating/Retaking a Course

1. A student wishing to repeat a course must file an Option to Repeat form with the Office of the Registrar, AC 301.
2. Only students receiving a grade of *D* or *F* are permitted to repeat a course once for each of four courses. It is permissible to repeat a required course a second time, i.e., a major/minor or general education requirement, exercising one of the student's four options. In any event, the last grade prevails and the original grade is removed from the GPA computation.
3. The student must petition his/her dean, in writing, for any exceptions to the repeat policy. If more than four *D* or *F* grades are received, the student should always petition for an exception to the repeat policy before retaking courses.
4. If the four repeat options have been exercised, and a student is required to retake a course in which a *D* or *F* was received to proceed with her/his academic program, both entries will remain on the permanent record. Both grades will be calculated into the GPA and for fulfilling major requirements, if applicable. However, if the course is passed both times, only the initial passing grade is used to satisfy institutional semester hour requirements for a degree. The student can petition his/her dean for more repeats
5. Courses in which a *C* or higher was earned will not be retaken nor will credit be earned unless it is a course such as independent study where the course content is different or is specifically referred to as repeatable in the course description. If it is determined in the degree audit process that a student has the same non-repeatable course both with *C* or better grades on his/her record, the grade for the first time the course was passed will be the course counted toward all institutional and program requirements (e.g., hours earned, GPA, honors, program, etc.). Upon written recommendation by the department chair, an exception to the repeat policy may be obtained for students who earned *C* or better grades. This exception applies to course work which places time restrictions on course applicability in a specific program. An example may be a nursing course taken more than five years ago. Such written requests must be submitted to the Office of the Registrar.
6. The repeat option may not be invoked for any course previously passed on the student's academic record at the time any degree was awarded by NKU. Similarly, if transfer work was included as part of the hours used for an AAS degree and *D* and *F* grades were included on the record, the transfer work may not be reevaluated to eliminate these grades in the computation of the GPA even if the student declares a new catalog.
7. The repeat policy is applicable to Northern Kentucky University coursework only. It may not be invoked by petitioning the use of acceptable transfer work even if the transfer course is equivalent to a Northern Kentucky University course.
8. Discontinued courses may not be repeated unless a new course covering the same content has been created to replace the discontinued course. Verification from the department chair is required before such a substitution may be allowed. Under no circumstances may one course of different content substitute for another under the repeat policy.

Enrollment in Developmental Studies Courses

Students will be permitted to enroll in developmental studies courses (090-level courses in English, mathematics, and reading) up to a maximum of three times per course. For this policy, enrollment is defined as having been officially registered for the course at any time during the semester.

Declaration/Change of Major

The University finds it advantageous to permit students to declare a major at the time they register as freshmen. Under no circumstances, however, must this initial declaration be considered as binding. It is quite possible for freshmen students uncertain about their major to declare an “undecided” major. Students seeking the bachelor’s degree will be required to declare a major before completion of 50 semester hours earned. Transfer students entering with more than 50 earned semester hours will be required to declare a major by the end of their first semester of enrollment.

Students seeking the associate degree will be required to declare a major before completion of 25 semester hours earned. Transfer students entering with more than 25 earned semester hours will be required to declare a major by the end of their first semester of enrollment.

It is very important that the student keep the Office of the Registrar notified of decisions concerning his/her major. It is the student’s responsibility to file a Declaration/Change of Major form with the academic department and the Registrar.

Student Classification

Freshman	0-29 semester hours
Sophomore	30-59 semester hours
Junior	60-89 semester hours
Senior	90 or more semester hours

POLICY ON TRANSFER OF UNDERGRADUATE CREDIT

Transfer of Undergraduate Credit

- Only coursework from a regionally accredited institution for which the student earned a minimum GPA of 2.00 on a 4.00 scale will be considered for transfer credit acceptance.
- Courses will transfer as “credit” only. The cumulative grade point average at NKU will be based only on those courses attempted at NKU. Transferred semester hours are applied toward the total hours required for graduation from NKU.
- Students who earn transfer credit (or a combination of transfer credit and NKU credit) within one semester hour of that necessary for completion of a general education category will be considered to have completed that category if all content requirements are fulfilled.
- In addition, a transfer student must:
 - Satisfy the requirements of his/her major program. A student may not transfer all the courses necessary for a major. It is recommended that at least half the work in a major be taken at NKU, but majors may set specific limits on the amount of transfer credit granted. The appropriate chairperson will make final determination requirements of a student’s major.
 - Meet the grade-point requirements of NKU for the present semester in college (e.g., a student who has enrolled in her/his first semester at NKU must achieve a minimum cumulative GPA of 2.00 to avoid probation). (See “Probation” and “Suspension” on page 36.) A student placed on probation /suspension at another institution must confer with NKU’s Director of Admissions prior to a decision concerning acceptance.
- Effective fall semester 1991 and for subsequent semesters, NKU will no longer accept course credits for transfer from institutions that are not regionally accredited unless a formal articulation agreement has been approved.
- Students from unaccredited institutions have the option to earn prior learning credit through NKU’s non-traditional credit opportunities of portfolio development, advance standing examination, and College Level Examination Program (CLEP) testing.

Transfer of Credit from Professional or Graduate Schools to NKU’s Bachelor’s Programs

- A student who receives early admission to certain professional or graduate schools may, under certain conditions, transfer credits back to NKU from that school to meet NKU’s requirements for graduation with the bachelor’s degree. Such schools are usually medical schools, dental schools, law schools, schools of social work, and schools of veterinary medicine. To be excluded from this group are schools that grant a bachelor’s degree to students who transfer credits to them. Also excluded are professional schools not accredited by a regional accrediting association for institutions of higher education.
- To meet minimum conditions, the student must complete at least 90 semester hours of work at NKU, meet general education requirements of the University before he/she leaves, and satisfy requirements of her/his major.
- Courses taken at the graduate or professional school may be used to meet major requirements at the discretion of the student’s adviser and department chair with the approval of the Office of the Registrar and appropriate dean.
- Transfer of credit must be effected at the end of a student’s initial year of post-bachelor’s study.
- A student who receives early admission to a graduate or professional school and who meets the above conditions is urged to discuss with his/her chair the possibility of transferring credit from the school to NKU. A student permitted to transfer such credit must have an appropriate transcripts sent to Northern and must also complete application for the bachelor’s degree from Northern.
- Students are warned that in a few cases their early admission to graduate or professional school may permanently disbar them from licensure in certain states. It is the responsibility of the student to ascertain requirements of the state in which he/she plans to practice.

Academic Advising

In recognition of the value of regular consultation with a knowledgeable University official, NKU makes academic advising available to all students through the various academic departments, the Academic Advising Resource Center (see “Advising Services” on page 143).

These services, highly recommended, are required by specific academic departments. Although the University reserves the right to evaluate the student’s course of study, to prescribe requirements as to programs, and to enforce prerequisites, corequisites, and similar course restrictions, responsibility for completing program requirements and selecting courses rests with the student.

Experimental Courses

Experimental courses in a variety of subjects are offered each semester. All carry regular academic credit as electives. Many are crosslisted by cooperating departments and programs for elective credit toward the major in the respective disciplines.

COOPERATIVE EDUCATION

Cooperative Education at Northern Kentucky University is an academic option that incorporates related work experience into the student’s program of study. This learning experience involves gainful employment, and academic credit is earned and applied toward associate and bachelor’s degrees. The employment experience is planned, supervised, and coordinated by employers, faculty coordinators, and the Career Development staff.

Requirements

To be admitted to the Cooperative Education program, students must have an overall GPA of at least 2.20 (based on a 4.00 scale). This grade-point average must be retained throughout the student's academic experience involving cooperative education.

To qualify as candidates for the program, associate degree students must have completed 15 semester hours; bachelor's degree students, 30 semester hours. Students are required to participate in the co-op program for two semesters. Students must apply and be approved prior to registering for co-op credit. Interested students should contact Career Development, 859-572-5680.

Patterns of Cooperative Employment

Two patterns of employment are available:

Alternating—Students will be employed full-time (minimum of 40 hours per week or equivalent) one semester and will be in school full-time the following semester. Students will normally engage in two cooperative education terms. While on an alternating work assignment, students will maintain full-time status for purposes of student benefits and activities.

Parallel—Students will be employed half-time (minimum of 20 hours per week or equivalent) and will be enrolled in school for a minimum of 6 semester hours of coursework in addition to Cooperative Education each semester. Bachelor's degree students will usually engage in

four Cooperative Education terms in the parallel mode; associate degree students, two terms.

Academic Credit

Credit earned in Cooperative Education counts toward NKU graduation requirements for the associate or the bachelor's degree. Credit is not considered as "add-on" credit. Bachelor's degree students may apply a total of 12 semester hours toward the requirements; associate degree students, 6 semester hours. Cooperative Education is graded pass/fail.

Cooperative Education credit does not replace any general education requirements. The application of Cooperative Education credit toward the degree will be determined by the student and the academic advisor.

Academic loads may vary depending on special arrangements agreed to by a student's academic unit and the Career Development Center.

Cooperative Education courses have the prefix CEP.

Tuition

Cooperative Education students pay the usual tuition fees (no special fees).

