

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:

- Minimum of 128 semester hours**, the last 30 of which must be taken at Northern (i.e., in residence).
- Minimum of 25% of the semester hours required for a degree must be taken at Northern** (i.e., in residence)
- Developmental Coursework** (if required) must be satisfied. See "ADMISSION STATUS" on page 12.
- General education requirements** (see "GENERAL EDUCATION REQUIREMENTS: BACHELOR'S DEGREE" on page 19). Please note that some transfer students may be credited with fulfillment of part or all of these requirements under provisions of the Kentucky General Education Transfer Policy (see "KENTUCKY GENERAL EDUCATION TRANSFER POLICY" on page 25).
- Major requirements.**
- Minor or Area of Concentration.** A student must complete (i) an academic minor in a discipline outside his/her major discipline or in an interdisciplinary program offered by NKU; or (ii) an academic area of concentration consisting of at least 12 upper division semester hours that is different from the student's major; or (iii) a second major offered by NKU; or (iv) a minor included within the major where the student is exempted from the area of concentration/minor requirement. Please see appropriate individual program requirements for exempted programs.
- 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.
- 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.
- During the first 30 college-level hours, a student pursuing a bachelor's degree will **demonstrate competency in written and oral communication** through successful completion of College Writing (ENG 101) or Honor's English (ENG 151) and Principles of Speech Communication (SPE 101).
- 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:

- Minimum of 64 semester hours**, the last 20 of which must be taken at Northern.
- Developmental Coursework** (if required) must be completed.
- General education requirements** (see "GENERAL EDUCATION REQUIREMENTS: ASSOCIATE DEGREE" on page 24).
- Major requirements.**
- 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.
- During the first 30 college-level hours, a student pursuing an associate's degree will demonstrate competency in written and oral communication through successful completion of College Writing

(ENG 101) or Honor's English (ENG 151) and 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

- 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 166.
- b. Because certain major programs require specific general education courses, students should review such requirements carefully in planning a general education curriculum.
- c. Courses listed under more than one general education category may count towards the fulfillment of only one general education category.
- d. Course Choice Limitation: beyond the Common Core, no more than two courses with the same prefix may be used to satisfy the remaining general education requirements.

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 COMMUNICATIONS I 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 (non-remedial) 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, PSY 291W Writing in Psychology or CHE 291W Chemical Information and Writing. <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>
<p>LIBERAL ARTS CORE (31 - 34 SEMESTER HOURS)</p>	<p>REQUIREMENTS</p>
<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>Course Choice Limitation: beyond the Common Core, no more than two courses with the same prefix may be used to satisfy the remaining general education requirements.</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 science or social science 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:</p> <ul style="list-style-type: none"> 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>	
<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, 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 (MUS, 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 6 - 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>
<p>DIVERSITY CORE (6 SEMESTER HOURS)</p>	<p>REQUIREMENTS</p>
<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>Course Choice Limitation: beyond the Common Core, no more than two courses with the same prefix may be used to satisfy the remaining general education requirements.</p> <p>Successfully complete one course from approved general education course list for the race and gender perspective (subject to course choice limitation indicated above).</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>Course Choice Limitation: beyond the Common Core, no more than two courses with the same prefix may be used to satisfy the remaining general education requirements.</p> <p>Successfully complete one course from approved general education list for the non-Western perspective (subject to course choice limitation indicated above).</p>
<p>MINIMUM NUMBER OF SEMESTER HOURS REQUIRED TO COMPLETE GENERAL EDUCATION PROGRAM REQUIREMENTS FOR BACHELOR'S DEGREE TOTALS 46</p>	

GENERAL EDUCATION PROGRAM

To satisfy the General Education Program requirements, students are limited to the following **Course Choice Limitation: beyond the Common Core, no more than two courses with the same prefix may be used to satisfy the remaining general education requirements.**

For example:

1. a student taking a TAR course to satisfy the fine arts general education requirement and a TAR course to satisfy the Liberal Arts Core humanities requirement may not take a TAR course to satisfy the Diversity Core requirement;
2. a student taking a TAR course to satisfy the fine arts general education requirement and a TAR course to satisfy one Liberal Arts Core humanities requirement, may not take a TAR course to satisfy the second humanities requirement.

Students will receive elective credit for the additional courses with the same prefix. The course will not count toward satisfying general education requirements.

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 and Oceania
- ANT 273 Race, Gender, and Culture
- ANT 294 Topics: Anthropology
- ANT 310 African Arts

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 240 Peoples of Africa
- SOC 245 Latin American Societies

b. Fine Arts

Art

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

Arabic

- ARI 101 Elementary Arabic I
- ARI 102 Elementary Arabic II

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 211 Survey of Women's Literature I
ENG 212 Survey of Women's Literature II
ENG 217 African American Literature to 1940
ENG 218 African American Literature from 1940-present
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 306 Multicultural American Literature
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
ENG 322 Literature and Sexuality

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 211 Survey of Women's Literature I
ENG 212 Survey of Women's Literature II
ENG 211 Survey of Women's Literature I
ENG 212 Survey of Women's Literature II
ENG 217 African American Literature to 1940
ENG 218 African American Literature 1940 to present
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 112 Calculus for Business Applications

MAT 114 Finite Mathematics

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 185 Introductory Discrete Mathematics

STA 110 Introductory Probability

STA 113 Introduction to Probability and Statistics

STA 205 Introduction to Statistical Methods

STA 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 with Laboratory

BIO 121 Human Systems

BIO 121L Human Systems with Laboratory

BIO 123 Human Ecology

BIO 125 Biological Perspective of Wellness

BIO 126 Human Nutrition

BIO 150, 150L 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 105, Discovering Chemistry with Laboratory

CHE 112, 112L Chemistry and Society

CHE 115, 115L Physiological Chemistry

CHE 120, 120L General Chemistry I

CHE 121, 121L General Chemistry II

Environmental Science

ENV 110 Introduction to Environmental Science

Geology

GLY 110 The Face of the Earth w/Laboratory

GLY 120 This Dangerous Earth

GLY 130 Dinosaurs

GLY 155L Regional Geology Laboratory

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 101 Einstein 101

PHY 110 Introduction to Physics w/Lab

PHY 211 General Physics with Laboratory I

PHY 213 General Physics with Laboratory II

PHY 115 Physics of Music and Sound

PHY 160 Introduction to Meteorology with Laboratory

PHY 220 University Physics with Laboratory I

PHY 222 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

ANT 310 African Arts

Arabic

ARI 101 Elementary Arabic I

ARI 102 Elementary Arabic II

Art

ARTH 104 Survey of Asian Art

Biology

BIO 235 Costa Rican Natural History

Foreign Language

Chinese

CHI 101 Elementary Chinese I

CHI 102 Elementary Chinese II

CHI 201 Intermediate Chinese I

CHI 202 Intermediate Chinese II

Japanese

JPN 101 Elementary Japanese I

JPN 102 Elementary Japanese II

JPN 201 Intermediate Japanese I

JPN 202 Intermediate Japanese II

Geography

GEO 101 World Regional Geography

GEO 103 Geography of the Third World

Literature

ENG 216 Studies in Non-Western Literature

Music

MUS 106 Music of World Cultures

Philosophy

PHI 160 World Religions

PHI 250 Eastern Philosophy

Political Science

PSC 102 Comparative Politics

PSC 103 International Politics

Popular Culture Studies

POP 345 Japanese Popular Culture

Sociology

SOC 245 Latin American Societies

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)

Anthropology

ANT 273 Race, Gender, and Culture

Criminal Justice

JUS 231 Race, Gender, and the Law

Education

EDU 316 Racism and Sexism in Educational Institutions

Electronic Media Broadcasting

EMB 105 Race, Gender, and the Mass Media

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

Literature

ENG 217 African American Literature to 1940

ENG 218 African American Literature from 1940-present

ENG 306 Multicultural American Literature

ENG 322 Literature and Sexuality

Music

MUS 107 Survey of African-American Music

Political Science

PSC 215 Race, Gender, and Politics

Psychology

PSY 201 Psychology of Race and Gender

Religious Studies

REL 325 African-American Religious Experiences in America

Social Work

SWK 106

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

Electronic Media Broadcastin

EMB 100 Media Literacy

Geography

GEO 100 Elements of Geography

GEO 101 World Regional Geography

GEO 103 Geography of the Third World

GEO 107 Diversity Mapped

Journalism

JOU 100 Media Literacy

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

Popular Culture Studies

POP 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

CHE 391W Chemical Information and Writing

HIS 291 W Advanced Historical Writing

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 COMMUNICATIONS I AND ORAL COMMUNICATIONS 6 semester hours for most students</p> <p>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. Course Choice Limitation: beyond the Common Core, no more than two courses with the same prefix may be used to satisfy the remaining general education requirements.</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 defines how public colleges and universities accept each other's general education requirements for transfer students. Courses that meet General Education Transfer Policy requirements are identified by each institution as Category, Core, or Fully Certified.

The Kentucky Transfer Policy defines two transfer components: a General Education Component and a Specialty Component.

General Education Component (48 semester hour block)

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 hour block of unspecified general education courses. See following for breakdown on components.

General Education Core Transfer Component (33 semester hours)

The core component include the following five categories:

1. Communication (9 semester hours)

Written Communication — NKU Written Composition I see "WRITTEN COMMUNICATIONS I AND ORAL COMMUNICATIONS" on page 19.

Oral Communication — NKU Oral Communication see "WRITTEN COMMUNICATIONS I AND ORAL COMMUNICATIONS" on page 19.

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 20).

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 20).

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 20).

5. Mathematics (3 semester hours)

Courses may be chosen from the List of Approved General Education Courses for Mathematics (see "MATHEMATICS" on page 19).

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.

Specialty Component (12 semester hour block)

The Specialty Component is comprised of 12 semester hours of discipline specific credits. The Specialty Components have not been completed to date. Check with the NKU Transfer Office for more information.

General Education Transfer Certifications Fully General Education Certified

A student transferring from a Kentucky public institution will be accepted at NKU as "Fully General Education Certified" when the/she has completed a general education program at another institution or combination of institutions that includes a 48 semester hour block of general education courses (the 33-semester hour General Education Core Transfer Component and the 15-semester hour General Education Transfer Block). The transcript from sending institution must indicate that the student is "Fully General Education Certified" to guarantee all credits will be

accepted at NKU. Additionally, students completing an approved Associate of Arts or Associate of Science Transfer degree (must include a minimum of 48 semester hours of general education courses) must have a cumulative grade point average of 2.0 or higher to qualify for Kentucky Transfer Policy.

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. Student’s transcript must indicate that the student is “core certified.”

Students completing the “core certified” component must complete 15 hours of additional general education courses. It is recommended that students complete the history, literature, fine arts, and diversity categories to satisfy 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. The student’s transcript must indicate each category that the student has completed and be marked as “category satisfied.”

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

Bachelor’s Program Specialty Transfer Component Policy

The Bachelor’s Program Transfer Specialty Component policy allows for the ease of transfer of course work within a student’s major and discipline. 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 specialty transfer frameworks (not completed to date). The Transfer Frameworks will identify at least 12 semester hours in a specific discipline that will transfer as a block to satisfy major requirements. Students who are planning to transfer to another public Kentucky college or university should work closely with their advisor, as well as with the institution to which they plan to transfer, in order to ensure the completion of all necessary requirements.

UNDERGRADUATES TAKING GRADUATE COURSES AT NKU

In general, no undergraduate student may enroll in a 600 level or above graduate course. The Office of Graduate Programs will notify the student who has done so at the beginning of the semester so student can drop course. Any student who does not drop the course will be administratively dropped from the course by the Office of Graduate Programs.

EXCEPTION: If you are an undergraduate student who has no more than six credits remaining to complete a bachelor’s degree, you may be dually enrolled as a graduate student, provided you have the approval of your undergraduate academic advisor and the relevant graduate program director. Students wishing to do so, must submit a graduate application and meet all admission requirements to the program with the exception of the earned degree. As a dually enrolled student, you may take a maximum of twelve credits, graduate and undergraduate combined, in a single semester. Graduate credit for these courses will not be granted unless all work for the undergraduate degree is completed in the semester in which student is enrolled for graduate credit. Credits earned in a graduate course cannot apply toward both a bachelor’s and a graduate degree.

GRADUATION REQUIREMENTS

1. Requirements for Graduation: a Checklist

- 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, or submitted with the filing of 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	8 April
for spring graduation	8 October
for summer graduation	8 April

- 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.
- 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.
- In addition to the requirements for the major, bachelor degree seeking students must complete the requirements for a minor or area of concentration (unless the minor/area of concentration is contrained within the major requirements). See minor/area of concentration below. Students completing an associate’s degree do not need to complete a minor or area of concentration.
- The student will **complete general education requirements appropriate for the degree** being sought (see “Catalog Applicability” elsewhere in this catalog).
- The student **must be recommended by the faculty**.
- The student will **satisfy all financial and administrative obligations** to the University.
- 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 on following column). In addition to senior assessment, a student may be required to complete assessment requirements for a major/minor.

2. Graduation with Honors

- 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.

- 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.

- To graduate with honors, a student must have an overall GPA and a NKU GPA of at least 3.50. The Honors designation awarded will be based on the NKU GPA.
- Honors recognition appear in the Commencement Program based upon the grade point averages (excluding developmental course work) at the conclusion of the previous semester. Honors will appear on the transcript based upon the grade point averages (excluding developmental coursework) at the time of graduation.

3. Minor or Area of Concentration

1. A student who wishes to have a minor or area of concentration certified must meet requirements described in the student's catalog of applicability.
2. Students earning associate degrees cannot earn a minor; only students at the bachelor's level may earn a minor.
3. The minimum number of semester hours required for minors/areas of concentration varies among departments and can be found in individual department descriptions.
4. A GPA of at least 2.00 is required unless otherwise specified in the program requirements.

4. Senior Assessment

- a. 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.
- b. 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."
- c. 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.
- d. 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.
- e. See link for senior survey at <https://webapps.nku.edu/secureapps/seniorsurvey>.

5. Second Bachelor's Degree

1. A student wishing to receive two bachelor's degrees may meet requirements for them simultaneously or successively.
2. Requirements for the second major will be those listed under the student's degree catalog.
3. A student wishing to receive two degrees on the same date must
 - a. complete requirements for both degrees.
 - b. earn a minimum of 30 semester hours in residence beyond requirements for the first degree.
 - c. earn a minimum of 60 semester hours in residence at NKU.
4. A student wishing to earn a second bachelor's degree after receiving the first must:
 - a. complete requirements for the second degree;
 - b. earn at least 12 semester hours additional to those he/she may already have in the major field offering the second degree;
 - c. earn a minimum of 30 semester hours in residence beyond requirements for the first degree;
 - d. 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.

6. Second Associate Degree

1. 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.
2. A student wishing to receive two associate degrees must
 - a. complete requirements for both degrees;
 - b. earn a minimum of 20 semester hours beyond those required for the first degree;
 - c. earn a minimum of 40 semester hours in residence at Northern.
3. A student who has already earned a bachelor's degree and wishes to receive an associate degree must
 - a. complete requirements for the degree;

- b. earn a minimum of 20 semester hours in residence at Northern;
- c. earn at least 12 semester hours in the major;
- d. earn a minimum of 32 semester hours in residence to be considered for graduation with honors.

7. Second Major

1. A student who wishes to be certified in two or more major programs must meet requirements for each simultaneously.
2. 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.

"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)

CLEP, a national program of credit by examination administered by the College Entrance Examination Board, was established at NKU to provide individuals with an opportunity to earn credit by examination. CLEP tests may be taken at NKU approximately the 3rd week of the month (except December and July) in the testing office. NKU 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. NKU will award credit in three areas: humanities, natural science, and social science/history; up to 18 semester hours may be earned from the exams in 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

EXAMINATION	MINIMUM SCORE	SEMESTER HOURS	EQUIVALENT NKU COURSES
English Composition with Essay	50	3	ENG 101
Calculus with Elementary Functions	50	6	MAT 121 MAT 122
English Literature	50	6	ENG 202-203
General Biology (No lab credit awarded)	50	6	BIO 120-121
Here's to Your Health	50	3	BIO 125
General Chemistry	50	6	CHE 120-121
Introductory Business Law	51	3	BUS 230
Introductory Psychology	50	3	PSY 100
Financial Accounting	50	3	ACC 200
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 Services 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	3	ART 100 Art Appreciation	3
	4 or more	ART 123 Foundations	3

DISCIPLINE	ACCEPTABLE SCORE	COURSE	SEMESTER HOURS
Art, Drawing	4 or more	ARTD 210 Drawing I	3
History of Art	4, 5	ARTH 101 Survey I	3
		ARTH 102 Survey II	3
Biological Sciences	3	BIO 120 General Biology	4
	4 or more	BIO 150, 150L Intro. to Biology I	4
Calculus AB*	3 or more	MAT 121	3
		MAT 122	3
Calculus BC*	3 or more	MAT 221 Calculus IA	3
		MAT 222 Calculus IIB	3
Chemistry	3	CHE 120, 120L General Chemistry	4
	4, 5	CHE 120, 120L General Chemistry I, CHE 121, 121L General Chemistry II	4
Computer Science A or AB	3,4,5	INF 260 INF 260L	3 1
	3	Object Oriented Programming I & Lab I	
Computer Science AB	4, 5	CSC 360 Object Oriented Programming II	3
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	3
		(It is recommended that students receiving credit for ENG 101 take ENG 151; ENG 291 may be substituted) 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

DISCIPLINE	ACCEPTABLE SCORE	COURSE	SEMESTER HOURS
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
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	3
		MUS 124 Aural Skills I	1
Physics B	3 or more	PHY 110 Intro. to Physics with lab	4
Physics C- Mechanical	3 or 4	PHY 211 Univ. Physics w/Lab I <i>or</i>	5
	5	PHY 220 University Physics w/Lab I	5
Physics C- Electricity/Magnetism	3 or 4	PHY 213 General Physics w/Lab II <i>or</i>	5
	5	PHY 222 Univ. Physics w/Lab II	5
Psychology	3	PSY 100 Introduction to Psychology	3
Spanish	3 or more	SPI 101 Elementary Spanish I	4
Statistics	3 or more	STA 212 or 205 or 113 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
Economics (higher level)	4 or higher	ECO 200	3
		ECO 201	3
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)

Portfolio takes the place of a standardized test in evaluating college level learning that students may have acquired through their personal, volunteer or work experience. A portfolio is a set of formal written documents that demonstrate experiential learning equivalent to the learning objectives of a specific course. A 2-semester hour mandatory course (PRL 101) teaches students how to prepare a portfolio. Portfolios are evaluated by faculty who determine whether a portfolio's content and the student's experience meet the learning objectives of a particular course. Credit is granted upon recommendation of the appropriate faculty and with the approval of the appropriate department chair and dean. Students may request up to 32 semester hours toward a bachelor's degree and 16 semester hours toward an associate

degree. To learn more about Portfolio, attend the free workshop “Options for Adult Learners” offered throughout the year. For a workshop schedule, search on the keyword “option” at: <http://nkuconnections.nku.edu>. For more information about the Portfolio program, visit: <http://edoutreach.nku.edu>, or call the Educational Outreach Office at 859-572-1500 or send an e-mail to: edoutreach@nku.edu.

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 859-572-6430 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. 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 college’s associate dean or school’s chair 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.
3. 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 above in # 2.

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.

ACADEMIC BANKRUPTCY FOR UNDERGRADUATES Prerequisite Conditions

A returning student who has not attended NKU for a minimum of two full consecutive academic terms (i.e. fall, spring, summer [excluding win-

ter term]) may petition for academic bankruptcy of NKU coursework or coursework from a previous institution on a one-time only basis. Beginning fall 2004, first-time transfer students enrolled at NKU may also petition, on a one-time only basis, for academic bankruptcy for any full term(s) of coursework completed at an institution previously attended.

Bankruptcy Policy

Upon successful completion of the first 12 semester hours of college-level coursework attempted at NKU with a grade-point average of 2.0 or higher, the Office of the Registrar will remove the calculation of the petitioning student's grade-point average, all classes in all semester(s) (all summer sessions in one year will be counted as one semester), terms, and sessions identified in the approved Undergraduate Academic Bankruptcy Petition. A student's NKU transcript will indicate the term(s) bankrupted. Although the courses in the terms affected will be removed from the calculation of the grade point average, they will remain a part of the student's transcript at NKU.

Failure to earn a grade-point average of 2.0 or higher for the first 12 semester hours of college-level coursework attempted at NKU upon returning to NKU will result in denial of the petition. Academic bankruptcy may be petitioned for 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.

Any bankrupted courses the student passes at an acceptable level and that are among requirements for general education will be applied, but without awarding of credit, toward those requirements. Such application for major/minor requirements is subject to written approval by the appropriate chair.

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.

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 all summer sessions is 15 semester hours.
 - b. A student may take only one intersession or winter term 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.
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 extension 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, or Music courses indicated by department. 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 online *Academic Calendar*.
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 the online *Academic Calendar*.

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 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.
5. NKU computes both a GPA for work attempted at NKU and a cumulative GPA which includes all coursework attempted at all institutions attended by a student.

Honors Lists

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 coursework) achieving 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. Forms available via Norse Express.
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 an 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 coursework 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 and transfer work from another institution.
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.

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

- a. Coursework from a regionally accredited institution or institution with approved articulation agreement will be considered for awarding of transfer credits for students.
- b. The cumulative grade point average at NKU will be based on all work attempted at previous institution(s) and NKU. GPA from previous institutions will be recalculated based on NKU's Policies and Procedures. Students attending NKU prior to Fall 2004 are exempt from this recalculation and *D*'s and *F*'s grades are not accepted. Transferred semester (quarter hours earned at institutions will be converted to semester hours) hours are applied toward the total hours required for graduation from NKU.
- c. 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.
- d. In addition, a transfer student must:
 - (i) satisfy the requirements of his/her major program. A transfer student may not be awarded credit for all the courses in 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.
 - (ii) 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 30.) A student placed on probation /suspension at another institution must confer with NKU's Director of Admissions prior to a decision concerning acceptance.

- e. 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.
- f. Students from non-regionally accredited 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. 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.
- b. 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.
- c. 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.
- d. Transfer of credit must be effected at the end of a student's initial year of post-bachelor's study.
- e. 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. Students 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.
- f. 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 159.)

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. Many are crosslisted by cooperating departments and programs for elective credit toward the major in the respective disciplines. Some courses may receive general education credit.

COOPERATIVE EDUCATION

Cooperative Education at NKU 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, or the Associate Dean in the College of Business.

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).



ACADEMIC REGULATIONS

ALCOHOL AND DRUG ABUSE POLICIES AND EDUCATIONAL PROGRAMS

NKU respects the integrity and total development of its students and recognizes the educational importance of all co-curricular experiences in which students participate. It also joins with the Drug-Free Schools and Campuses Bill (34 CFR Part 86) in offering programming for students about alcohol and substance abuse.

NKU prohibits unlawful possession, use, or distribution of drugs and alcohol on its property or as part of its activities. A clear statement of unacceptable conduct and consequences related to substance abuse is found in NKU's student handbook, *Code of Student Rights and Responsibilities*, and is restated below.

Students may be accountable to civil authorities and the University for acts that constitute violations of law and of this code. Those charged with violations are subject to University disciplinary proceedings pending criminal proceedings and may not challenge University proceedings on grounds that criminal charges for the same incident have been dismissed, reduced, or not yet adjudicated.

The following misconduct is subject to disciplinary action: unauthorized distribution, or possession for purposes of distribution, or use of any controlled substance or illegal drug, as defined by Kentucky Revised Statutes, Chapter 218A, on University premises or at University-sponsored activities manifested under influence of a controlled or other intoxicating substance to the degree that there is danger to self, others, or property, or there is unreasonable annoyance to persons in the vicinity; and aiding and abetting any conduct described above.

The legal drinking age in Kentucky is twenty-one. Individuals are responsible for knowing the laws applying to substance abuse in the Commonwealth. In particular, individuals should be aware of legal consequences for violation of the legal age, use of false identification, drunk driving, and sale or distribution of illicit drugs.

Recognizing that alcohol and drug abuse is a serious problem in our society, NKU offers a variety of educational and assistance programs to the student population. An alcohol/drug abuse awareness week is held twice annually. An Alcoholics Anonymous meeting is held weekly on campus. Residence hall programs on drug and alcohol abuse are held annually. Alcohol/drug training sessions are held annually for residence hall assistants. Information and literature on substance abuse are available in the Student Health Office, University Center 300. Students who may have alcohol or other substance-abuse problems can be assisted for confidential evaluation and referral to appropriate community agencies.

Early recognition, intervention, and treatment for substance abuse are necessary to avoid compromises in physical and mental health. Health risks associated with substance abuse include but are not limited to physical dependence, psychological dependence, tolerance, alterations in the immune system, digestive problems, liver complications, neuropsychological complications, nutritional deficiencies, certain cancers, cardiovascular complications, nasal septal deterioration, respiratory complications, an increased risk of contracting sexually transmitted diseases, placenta transfer resulting in low birth weight, mental retardation, congenital malformation, and neonatal addiction.

In addition, moral deterioration and deterioration of personal relationships, impaired learning, violence, injuries, accidents, drunk driving, acquaintance rape, and unwanted pregnancies may result. Without early intervention and treatment, death may occur.

For further information on substance abuse, phone the Counseling Office, University Center 320, at 859-572-6373.

ADDING OR DROPPING A COURSE

The University online Registration Guide and online Academic Calendar lists the dates when a student may add a course or withdraw from a

course after completing registration. Drop/add may be accomplished via Norse Express for Students, or in person at the Registrar Service Center, AC 301. Drop/add transactions are not official unless processed via one of these methods. The regulations below apply to regular courses in fall and spring semesters. They also apply to all short courses, especially summer and winter offerings, in a time sequence proportional to the length of the session. When adding courses, see course-load policy for allowable limits.

COURSE WITHDRAWAL GRADE POLICY

Students may withdraw from one or more courses only during the semester in which the course or courses are taken. The following procedures apply:

- a. During the first three weeks or equivalent of the term, official course withdrawals will not be reflected on the student's transcript. An instructor may initiate a withdrawal for any student who does not attend classes during this three-week period. A drop for non-attendance procedure is available online for instructors to process drops.
- b. Students should also consult the online *Registration Guide*, published each semester, for more restrictive attendance policies that may lead to faculty-initiated withdrawals. Some courses or departments may require a student to attend the first class meeting or to notify the instructor of their expected absence in order to avoid an immediate faculty-initiated withdrawal from the course.
- c. Course withdrawals after the tenth week or equivalent will not usually be allowed. In circumstances beyond the student's control, a *W* may be granted with approval of the instructor, the appropriate chairperson, and the student's dean whose college offers the course. In cases not approved, the student will receive the grade of *F* (failure).
- d. Students withdrawing completely from school after the tenth week need only the approval of the dean of the student's major.
- e. The instructor may not issue a *W* as the final grade for students who did not withdraw prior to the tenth week or equivalent of classes or who are not covered by exceptions listed above.
- f. The above regulations apply to fall, winter, spring, and summer semesters.
- g. The last dates to add or withdraw from a course will be printed in the online Registration Guide and online Academic Calendar.
- h. A student in the military reserves called into active status on an emergency basis who cannot complete course work for a given semester
 1. will receive a withdrawal in each course with full refund if call-up is within the first 12 weeks of the semester.
 2. may elect to receive the grade earned to-date in each course or receive a *W* in each course with a full refund if call-up is during the 13th or 14th week of the semester, or
 3. will receive the grade earned to date in each course if call-up is in the 15th or 16th week of the semester.

The student should present his or her orders at the Registrar Service Center or fax them to 859-572-6094. If the student does not yet have written orders, he or she will have 60 days in which to present the orders. A family member or friend may bring a copy of the orders in the student's absence. If this deadline is not met, the student's grades would revert to *F*, and he or she will not be eligible to receive a refund. In the situation in which the student has a choice, he or she must take either the grades or drop all courses for a full refund.

ACADEMIC APPEALS

Appeals to academic regulations are defined in the *Code of Student Rights and Responsibilities*. See <http://www.nku.edu/~deanstudents/Rights-Contents.htm> for information and procedure.

ACADEMIC COMMON MARKET

The Academic Common Market allows out-of-state students to pay in-state tuition while studying selected academic programs that are not available in their home states. The list of programs included in the Academic Common Market is revised periodically to reflect the changing needs and offerings of participating states. The 15 states that participate in the Academic Common Market are Alabama, Arkansas, Delaware, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia. For more information, contact the Academic Common Market Institutional Coordinator, Administrative Center (AC) 301, Northern Kentucky University, Highland Heights, KY 41099, 859-572-6578.

CATALOG APPLICABILITY

Catalog Applicability for Undergraduate Students

1. The curricular requirements stated in the catalog in effect when a student enters the University as a degree-seeking student, or in any subsequent catalog chosen, must be met. If a student chooses a subsequent catalog, this intention must be in writing to the Office of the Registrar, AC 301. The student must satisfy all institutional and program requirements for the desired degree under any subsequent catalog selected.

EXCEPTIONS: Students new to NKU in fall 2004 and thereafter will not have a catalog preference for purposes of having a NKU GPA or cumulative GPA. All coursework transferred after fall 2004 from another institution will be included in the cumulative GPA. Students transferring to NKU prior to fall 2004 will not have the option to change catalog year nor to have their coursework reevaluated to be included in cumulative GPA nor will any coursework subsequently transferred from another institution be included in cumulative GPA.

2. If a student's progress toward a degree is interrupted for four or more academic years from the last time he or she was regularly enrolled, all curricular requirements, both institutional and program, of the catalog in effect upon re-entry to the University must be met.
3. Except in unusual circumstances, the requirements of one catalog may be followed for no more than eight consecutive academic years from the time the student first enrolled. For all institutional and program requirements for a degree, the student will normally follow the catalog succeeding the one just expired unless the student designates in writing, to the Office of the Registrar, AC 301, a more recent catalog. Students should consult their academic adviser to determine their catalog of applicability.
4. Appeals to these regulations can be made to the appropriate academic dean.

CHANGES IN ACADEMIC POLICIES/PROCEDURES

The University reserves the right to implement new policies/procedures deemed necessary to ensure compliance with those currently in effect.

CLASS ATTENDANCE

Classroom participation is essential to the educational process in many disciplines. However, students may not be penalized with a lowered grade merely on the basis of non-attendance unless class participation is clearly essential to the educational goals of the course. If this is the case, students must be informed of the necessity to participate in classroom activities. This information must be given to them no later than the fifth day of the semester. In any case, students are responsible for familiarity with material disseminated in the class and are not released from this

responsibility because they cease to attend. It is assumed that students will be aware of the calendar deadlines for officially withdrawing from a course. If students do not officially withdraw prior to this deadline, and fail to successfully complete the required course work, a failing grade will be recorded.

COURSE NUMBERING

Courses numbered 000 to 099 are orientation or developmental and may not be applied toward a student's classification or toward a degree. Courses numbered 100 to 199 are usually for freshmen; 200 to 299, usually for sophomores; 300 to 499, usually for juniors and seniors; 500 to 599, for juniors, seniors, and graduate students (unless specified elsewhere in this catalog); and 600 to 699, for graduate students only.

COURSE PREREQUISITES AND COREQUISITES

A prerequisite is a requirement that must be satisfied before enrolling for a specific course. Students should not enroll in courses for which they lack the stated prerequisites. Students lacking the prerequisites may be withdrawn from these courses upon request of the instructor or academic department.

A corequisite is a course that must be taken in conjunction with another course. Students must enroll in corequisites during the same semester or summer session. A student enrolled in a course but not its corequisite will be withdrawn from that course upon request of the instructor or academic department.

CONDITIONAL ADMISSION STUDENT COURSE TAKING POLICY

Students with any academic deficiency, such as a low ACT/SAT or Pre-College Curriculum deficiency, will be required to enroll each semester in at least one course that fulfills an academic deficiency until all academic deficiencies are successfully completed.

Students must successfully complete all academic deficiencies prior to completing 45 earned hours. Should students fail to complete all academic deficiencies by 45 earned hours, they will not be permitted to continue enrollment at NKU. Students may attend another college to take courses which meet their academic deficiencies and then later return to NKU to finish their degree.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

To the student:

In accordance with federal law, you have the right to inspect and review any and all official University records, files, and data incorporated in your cumulative record. You have the opportunity for a hearing to challenge the contents of these records to insure that they are accurate and not in violation of any of your rights. You also have the opportunity to correct, amend, or supplement any such records.

The only information that may be given out about you is directory information as defined in the Act unless you have specifically waived your rights within this act. If you have any questions concerning your rights within this act, please contact the Office of the Registrar, Northern Kentucky University at 859-572-5556 or e-mail the registrar at registrar@nku.edu.

GREATER CINCINNATI CONSORTIUM OF COLLEGES AND UNIVERSITIES (GCCCU)

General Information

Through an agreement with the Greater Cincinnati Consortium of Colleges and Universities, students at NKU may register for courses offered by other Consortium institutions. Course credit and/or grades will be posted on the transcript.

Half-time students at NKU may take up to 6 additional semester hours through the consortium. The cumulative total number of consortium semester hours is limited to 12.

Graduate students are allowed 9 semester hours of combined transfer and consortium credits. Each program director has the discretion to accept an additional 3 semester hours of consortium-only credit, bringing the maximum possible non-NKU semester hours to 12. Any student denied the final consortium courses has the right of appeal through regular program and University channels.

Cross registration forms are available in the Office of the Registrar. Courses for credit toward an academic major must be approved by the chairperson of the major department.

Courses for general education credit must be approved by the College of Arts & Sciences.

Other than regular tuition charges at NKU, students will be required to pay course-related fees at the host institution. Catalogs and schedules of classes are available in the Office of the Registrar.

Member Institutions

Member institutions of the Greater Cincinnati Consortium of Colleges and Universities include

Art Academy of Cincinnati
 Athenaeum of Ohio
 Chatfield College
 Cincinnati Bible College and Seminary
 Cincinnati State Technical and Community College
 College of Mt. St. Joseph
 Good Samaritan College of Nursing and Health Science
 Hebrew Union College/Jewish Institute of Religion
 Miami University
 Northern Kentucky University
 Thomas More College
 University of Cincinnati
 Wilmington College
 Xavier University

Through an agreement between the Greater Cincinnati Consortium of Colleges and Universities and Southwestern Ohio Council for Higher Education, NKU students may register for courses offered by the latter in fall and spring semesters if the courses needed are not available at the GCCCU schools. The same regulations apply as for the Greater Cincinnati Consortium.

The Southwestern Ohio Council for Higher Education includes
 AFIT/RRD
 Antioch College
 Central State University
 Clark Technical College
 Edison State College
 Kettering Medical College
 Sinclair Community College
 Southern State College
 United Theological Seminary
 University of Dayton
 Urbana College
 Wilberforce University
 Wittenberg University
 Wright State University

Guidelines:

1. Student enrollment between NKU and the consortium institution in fall or spring semester must be half-time (6 semester hours for undergraduate, 5 semester hours for graduate students); summer students must have been at least half-time during the preceding spring semester. Students must be degree-seeking and may enroll for no more than two courses at the host institution in one semester.
2. The course(s) requested must not be offered at NKU for one academic year, unless the student has officially applied for graduation with the Office of the Registrar.

3. Tuition commitments must have been met in full. Students enrolled less than full-time must pay for the additional credits taken through the consortium at NKU's tuition rate.
4. Students must observe all regulations of the host institution.
5. Credit hours earned under this program are considered as residence credit.
6. Quarter hours are converted into semester hours on a two-thirds basis.
7. Graduate students must obtain permission in advance from their adviser before taking courses at other colleges or universities. Written permission is required before registering for a consortium course. The consortium does not apply to students enrolled in or to courses offered through the Graduate Center.
8. For further information phone the NKU Office of the Registrar, 859-572-5556, or refer to the most recent *Schedule of Classes*.

TUITION RECIPROCIITY

Undergraduate

Northern Kentucky University, the University of Cincinnati, Cincinnati State Technical and Community College, and Southern State Community College have instituted an Undergraduate Reciprocity Agreement. This agreement extends *reciprocity* tuition rates to those residents of certain Ohio counties who meet the program/residency requirements. Since this agreement is subject to change on an annual basis, interested students should request current information from the Office of Admissions. As of the 2007-2008 academic year, students must meet the following eligibility criteria:

- be a resident of Adams, Brown, Butler, Clermont, Clinton, Fayette, Hamilton, Highland, or Warren counties;
- have earned an associate degree from a University of Cincinnati branch campus, Cincinnati State Technical and Community College, or from Southern State Community College; and
- must be working toward a first bachelor's degree and not majoring in early childhood education, environmental science, criminal justice, or nursing.

Since this agreement is subject to change on an annual basis, interested students should request current information and an application form from

Northern Kentucky University
 Office of Admissions
 Lucas Administrative Center
 Nunn Drive
 Highland Heights, KY 41099
 Telephone: 859-572-5220 or 1-800-637-9948

ARTICULATION AGREEMENTS

Articulation, for the purposes of student transfer between campuses, refers specifically to "course articulation", e.g., the process of developing a formal, written agreement that identifies courses (or sequences of courses) on a "sending" campus that are comparable to, or acceptable in lieu of, specific course requirements at a "receiving" campus. Successful completion of an articulated course(s) assures the student and the faculty that the student has taken the appropriate course(s), received the necessary instruction and preparation, and that similar outcomes can be assured, enabling progression to the next level of instruction at the receiving institution. The articulation process is intended to ensure problem-free course and program transfer from one institution to another.

Students who wish to transfer should become familiar with the articulation agreements. Northern Kentucky University has established articulation agreements with universities and colleges for general education courses and for specific majors. For specific information, contact the Office of Admissions, 859-572-5220 or see a list of agreements at <http://access.nku.edu/oca/articulation.htm>.