



UNDERGRADUATE CATALOG

2000 – 2001

R A D F O R D U N I V E R S I T Y

Radford University Undergraduate Catalog 2000-2001, Volume 84, May, 2000 is prepared by the Office of the University Registrar and published by the Office of Public Relations, Radford University, East Norwood Street, Radford, Virginia 24142, once a year. Students who matriculate at Radford University at the beginning of the 2000-2001 academic year will use the 2000-2001 Radford University Undergraduate Catalog for the official description of policies they must follow and requirements they must satisfy in order to graduate. Students may, however, elect to follow all the policies and meet all the requirements of a Radford University Undergraduate Catalog published subsequent to the year of their matriculation subject to the limitations detailed in "Graduation Policy" on p. 46. Radford University reserves for itself and its departments the right to withdraw or change the announcements in this catalog.

Radford University does not discriminate in the administration of its educational programs, activities, admission, or employment practices. Inquiries should be directed to the Personnel/EO Office at (540) 831-5421 or (540) 831-5128 TDD. (See University Non-Discrimination Policies on p. 10.)



Contents

Academic Calendar	4	Counselor Education Department	192
Degrees Offered.....	5	Educational Studies Department	193
General Information	7	Physical and Health Education Department.....	199
Admissions	10	Special Education Department	207
Fees and Financial Information.....	16	Waldron College of Health and Human	
Campus Life	24	Services	211
International Student Information	33	Communication Sciences and Disorders	
Academic Policies	37	Department.....	211
Academic Programs	48	Foods and Nutrition Program	214
Honors Academy.....	59	Recreation, Parks and Tourism Department.....	223
Course Identification.....	62	School of Allied Health	211
College of Arts and Sciences.....	63	School of Nursing	217
Appalachian Studies Program	64	School of Social Work.....	228
Biology Department	66	College of Visual and Performing Arts ..	232
Chemistry and Physics Department	71	Art Department	233
Communication Department.....	80	Dance Department.....	241
Computer Science Department	86	Interior Design and Fashion Department ..	245
Criminal Justice Department.....	90	Music Department.....	252
English Department.....	93	Theatre Department.....	267
Foreign Languages and Literatures		Special Course Descriptions	
Department.....	99	Adult Learning Services	170
Geography Department.....	107	University 100	25
Geology Department	113	Board of Visitors and Administration	273
History Department.....	117	Faculty.....	274
Interdisciplinary Studies Program	122	Faculty Emeriti	282
International Studies Program	124	Adjunct/Clinical Faculty	284
Mathematics and Statistics Department ..	126	Index	287
Media Studies Department	132	College Prefix Index	62
Military Science (ROTC)	138		
Peace and World Security Studies Program	140	Course Descriptions (alphabetical listing)	
Philosophy and Religious Studies		Accounting	172
Department.....	141	Administrative Systems.....	174
Political Science Department	147	Adult Learning Services	170
Psychology Department	152	Anthropology.....	163
Race, Class and Gender Studies Program..	156	Appalachian Studies	65
Social Science Program.....	157	Art	236
Sociology and Anthropology Department..	158	Astronomy.....	76
Women’s Studies Program	166	Biology	68
College of Business and Economics	167	Business Law.....	175
Accounting, Finance and Information		Chemistry	76
Systems Department.....	171	Classics	102
Economics Department.....	178	Communication.....	82
Management and Marketing Department ..	182	Communication Sciences and Disorders....	213
College of Education and Human		Computer Science	87
Development	189	Counselor Education	193

Criminal Justice.....	91	Marketing	186
Dance.....	243	Mathematics	128
Early Childhood	196	Media Studies	135
Economics.....	180	Middle Education	197
Education.....	194	Military Science	138
Educational Technology	194	Music.....	259
English.....	95	Nursing	221
Fashion	246	Peace and World Security Studies.....	141
Finance	176	Philosophy.....	143
Foods and Nutrition.....	216	Physical Education	204
Foreign Languages	101	Physical Science	78
French	103	Physics.....	79
Geography	110	Political Science	148
Geology	114	Psychology	153
German	104	Race, Class and Gender Studies	157
Health	202	Reading	197
Hebrew	143	Recreation, Parks and Tourism	225
History.....	119	Religious Studies.....	145
Honors.....	59	Social Work.....	230
Human Development.....	198	Sociology.....	160
Information Systems	178	Spanish	105
Interior Design.....	250	Special Education	208
International Studies	126	Statistics.....	131
Latin.....	104	Theatre.....	269
Management	184	Women’s Studies	166

Academic Calendar

Fall Semester	2000	2001	2002	2003
Residence Halls open*	Aug. 18	Aug. 17	Aug. 16	Aug. 22
Classes begin (8 a.m.)	Aug. 21	Aug. 20	Aug. 19	Aug. 25
Fall break	Oct. 21-24	Sept. 29-Oct. 2	Sept. 28-Oct. 1	Oct. 18-21
Thanksgiving break (no classes)	Nov. 22-26	Nov. 21-25	Nov. 27-Dec. 1	Nov. 26-30
Last day of classes	Dec. 8	Dec. 7	Dec. 6	Dec. 12
Study days	Dec. 9-10	Dec. 8-9	Dec. 7-8	Dec. 13-14
Exams	Dec. 11-15	Dec. 10-14	Dec. 9-13	Dec. 15-19
Commencement	Dec. 16	Dec. 15	Dec. 14	Dec. 20
Spring Semester	2001	2002	2003	2004
Residence halls open**	Jan. 6-7	Jan. 5-6	Jan. 4-5	Jan. 10-11
Classes begin (8 a.m.)	Jan. 3	Jan. 7	Jan. 6	Jan. 12
Spring break	March 10-18	March 9-17	March 8-16	March 13-21
Last day of classes	April 27	April 26	April 25	April 30
Study days	April 28-29	April 27-28	April 26-27	May 1-2
Exams	April 30-May 4	April 29-May 3	April 28-May 2	May 3-7
Commencement	May 5	May 4	May 3	May 8
Summer Session I	2001	2002	2003	2004
Residence halls open	May 13	May 12	May 11	May 16
Classes begin	May 14	May 13	May 12	May 17
Memorial Day (no classes)	May 28	May 27	May 26	May 31
Last day of classes	June 14	June 13	June 12	June 17
Exams	June 15-16	June 14-15	June 13-14	June 18-19
Summer Session II	2001	2002	2003	2004
Residence halls open	June 24	June 23	June 22	June 27
Classes begin	June 25	June 24	June 23	June 28
Independence Day (no classes)	July 4	July 4	July 4	July 5
Last day of classes	July 25	July 24	July 23	July 28
Exams	July 26-27	July 25-26	July 24-25	July 29-30

Summer Session may include both a Maymester and Summer Session III term. The Maymester is a three-week short-term beginning on the same day as Summer Session I. Summer Session III is an 11-week long term spanning both Summer Session I and Summer Session II. The dates are tentative and subject to change.

*First time students are encouraged to check in on Friday and returning students on Saturday.

**First time students are encouraged to check in on Saturday and returning students on Sunday.

Undergraduate Degrees

COLLEGE OF ARTS AND SCIENCES

Adult Learning Services Program

B.G.S., General Studies

Biology Department

B.A., B.S., Biology

B.S., Medical Technology

Chemistry and Physics Department

B.A., B.S., Chemistry

B.A., B.S., Physical Science

Communication Department

B.A., B.S., Communication

Computer Science Department

B.S., Computer Science

Criminal Justice Department

B.A., B.S., Criminal Justice

English Department

B.A., B.S., English

Foreign Languages and Literatures Department

B.A., B.S., Foreign Languages

Geography Department

B.A., B.S., Geography

Geology Department

B.A., B.S., Geology

History Department

B.A., B.S., History

Interdisciplinary Programs

B.A., B.S., Interdisciplinary Studies

B.A., B.S., Social Science

Mathematics and Statistics Department

B.A., B.S., Mathematics

Media Studies Department

B.A., B.S., Media Studies

Philosophy and Religious Studies Department

B.A., B.S., Philosophy and Religious Studies

Political Science Department

B.A., B.S., Political Science

Psychology Department

B.A., B.S., Psychology

Sociology and Anthropology Department

B.A., B.S., Sociology

B.A., B.S., Anthropology

COLLEGE OF BUSINESS AND ECONOMICS

Accounting, Finance, and Information Systems Department

B.B.A., Accounting

B.B.A., Administrative Systems

B.B.A., Finance

B.B.A., Information Systems

Economics Department

B.A., B.S., Economics

Management and Marketing Department

B.B.A., Management

B.B.A., Marketing

COLLEGE OF EDUCATION AND HUMAN DEVELOPMENT

Educational Studies Department

B.A., B.S., Human Development

Physical and Health Education Department

B.S., Physical Education

WALDRON COLLEGE OF HEALTH AND HUMAN SERVICES

School of Allied Health

B.A., B.S., Communication Sciences and Disorders

B.S., Foods and Nutrition

B.A., B.S. Recreation, Parks and Tourism

School of Nursing

B.S.N., Nursing

School of Social Work

B.S.W., Social Work

COLLEGE OF VISUAL AND PERFORMING ARTS

Art Department

B.A., B.S., B.F.A., Art

Dance Department

B.A., B.S., B.F.A., Dance

Interior Design and Fashion Department

B.A., B.S., Design

Music Department

B.A., B.S., B.M., Music

Theatre Department

B.A., B.S., Theatre

Graduate Degrees

Art Education (M.S.)

Business Administration (M.B.A.)

Communication Sciences & Disorders (M.A., M.S.)

Speech and Language Pathology

Corporate and Professional Communication (M.S.)

Counselor Education (M.S.)

Student Affairs Administration

Student Affairs Counseling

Community Counseling

Criminal Justice (M.A., M.S.)

Education (M.S.)

Curriculum and Instruction

Educational Technology

Environmental and Experiential Education

Library Media

Science Education

Teaching English as a Second Language

Educational Leadership (M.S.)

Environmental and Engineering Geosciences (M.S.)

English (M.A., M.S.)

Music (M.A., M.S.)

Music

Music Education

Music Therapy

Nursing (M.S.N.)

Family Nurse Practitioner

Home Health Care

Advanced Adult Health

Psychology (M.A., M.S.)

Clinical

Counseling

Experimental

Industrial/Organizational

Reading (M.S.)

School Psychology (Ed.S.)

Social Work (M.S.W.)

Special Education (M.S.)

Emotional Disturbance and Learning Disabilities

Mental Retardation

Studio Art (M.F.A.)

General Information

Radford University is a coeducational, comprehensive public university with highly diverse curricula for undergraduates and selected graduate programs. Undergraduate majors include 112 program options in the Colleges of Arts and Sciences, Business and Economics, Education and Human Development, Health and Human Services, and Visual and Performing Arts. The College of Graduate and Extended Education offers 45 programs of study at the master's and specialist levels. These programs provide advanced and specialized courses of study, supervised practicum experiences and opportunities for research. The university has an outstanding nationally recruited faculty, 82 percent of whom hold doctorates or other terminal degrees in their teaching fields. While their primary focus is on the teaching and learning process, the faculty also are engaged in significant scholarly, creative, and public service activities.

Radford University is located in the city of Radford (population 16,500), 36 miles southwest of Roanoke, Va., on Lee Highway and I-81 in the New River Valley, close to the beautiful Blue Ridge Mountains of Virginia. The university atmosphere is residential. Most students live in university residence halls or in private accommodations within walking distance of the campus. The university grounds and facilities are conveniently arranged, beautifully maintained and effectively designed to meet the academic, personal and extracurricular needs and interests of the students.

Mission

Radford University serves the Commonwealth and the nation through a wide range of academic, cultural, human service and research programs. First and foremost, the university emphasizes teaching and learning and the process of learning in its commitment to the development of mature, responsible, well-educated citizens. RU develops students' creative and critical thinking skills, teaches students to analyze problems and implement solutions, helps students discover their leadership styles, and fosters their growth as leaders. Toward this end, the university is student-focused and promotes a sense of caring and of meaningful interaction among all members of the university community. Research is viewed as a vital corollary to the teaching and learning transaction as it sustains and enhances the ability to teach

effectively. Radford University believes in the dynamics of change and has a strong commitment to continuous review, evaluation and improvement in the curriculum and all aspects of the university, so as to meet the changing needs of society.

Institutional Goals

The following institutional goals reflect the mission and provide a guide for the development of programs and services:

1. To foster standards of excellence in curriculum and instruction at both the undergraduate and graduate levels.
2. To provide a coherent general education curriculum that emphasizes the communication and analytical skills essential for educated citizens.
3. To provide opportunities for multicultural studies and development of global knowledge and experience, and to encourage programs which promote an appreciation of cultural diversity.
4. To create an atmosphere that ensures freedom of inquiry in the teaching and learning process.
5. To promote the development of intellect and aesthetic appreciation through a wide variety of formal and informal academic and cultural opportunities.
6. To emphasize and reward exemplary teaching and, concurrently, to encourage faculty research and other professional activities and contributions.
7. To preserve the highest standard of excellence among the faculty and staff.
8. To provide advising, counseling and academic support services to assist students in meeting their educational goals.
9. To provide programs, services and opportunities that promote student development and enhance the collegiate experience.
10. To promote responsible citizenship.
11. To promote the recruitment and retention of a diverse student body, faculty and staff.
12. To promote widespread participation of the faculty, students and staff in the affairs of the institution.
13. To develop effective, flexible and distributed systems of information technology resources.
14. To assess program effectiveness in order to improve the teaching and learning process.

15. To promote cooperative relationships with other educational institutions, businesses and industry, governmental agencies, and community groups in order to enhance lifelong learning opportunities at the local, state, national and international levels.

History

Radford University was established by the General Assembly as the State Normal and Industrial School for Women in 1910 and has been in continuous session since its 1913 opening. The university became Radford State Teachers College in 1924 and was authorized to award the Bachelor of Arts degree in 1935. In 1944, the university was consolidated with the Virginia Polytechnic Institute as its Women's Division and renamed Radford College. The General Assembly severed the formal affiliation of Radford College with Virginia Tech in 1964, and an autonomous administration was established for Radford College. The college also was authorized to grant the Master of Science degree. In 1972, after almost 60 years as an all-women's college, Radford became coeducational and in 1979 was granted university status by the General Assembly.

Today, Radford University is a coeducational, comprehensive institution with undergraduate and graduate programs. In the last 20 years, enrollment has increased dramatically. During the fall of 1998, the enrollment was 8,534 in on- and off-campus programs. Radford's students come from all over the Commonwealth: 40 percent from Southwest; 23 percent from Northern; 18 percent from Tidewater and Southside; and 13 percent from Radford. The remaining percentage of students come from other states and 43 foreign countries.

University Presidents

Dr. John Preston McConnell, 1911-1937

Dr. David Wilbur Peters, 1938-1951

Dr. Charles Knox Martin Jr., 1952-1972

Chancellor, 1972-73

President Emeritus, 1973-1987

Dr. Donald Newton Dedmon, 1972-1994

Dr. Douglas Covington, 1995-

The Campus

The university's 177-acre campus is in a residential section of the city of Radford. Most of the university's 20 administrative, academic and student service buildings and 15 residence halls are located on two large quadrangles in a 76-acre area.

Radford's recreation and convocation complex, the Dedmon Center, which was completed in the fall of 1981, is located on a 78-acre tract of

land along the New River across U.S. Route 11 (Norwood Street) from the main campus. The Dedmon Center, which seats about 5,000, is one of only a dozen structures in the nation with an air-supported fabric roof.

Natural forest growth, unusual rock formations, the surrounding hills and the New River provide a scenic setting for the university. Radford is not completely immune to the extremes of summer and winter weather, but the climate is basically temperate, with hot days and cool nights in the summer and cool to cold weather in the winter. Fall and spring months in the Appalachian Highlands bring some of the most enjoyable weather to be found anywhere on the East Coast. Points of interest to the visitor of Radford and the surrounding areas include Claytor Lake and the scenic Blue Ridge Parkway, which is 45 minutes from the campus. Claytor Lake, located off Interstate 81 in Pulaski County, offers picnicking, camping, boating, swimming, and hiking areas.

In addition to Radford's main campus, the university Foundation owns a 376-acre tract of land known as the Selu Conservancy. The land, which borders the Little River and is located about five miles southeast of the campus, was received in two separate donations. John H. Bowles donated the original 185 acres in the fall of 1989; four additional members of the Bowles family donated 191 acres of adjacent land in the spring of 1991. Through various campus departments, students are able to use this continuous tract in studies of ecology and botany, mapping geological features, as a model in resource management and maintenance formation on actual building techniques as well as cultural and oral histories. In addition to its educational opportunities, the conservancy offers a glimpse of Southwest Virginia's distinctive landscape and resources. The Selu Conservancy Retreat Center opened in 1997.

Highlander Theme

The influence of the Scottish immigrants who settled Southwestern Virginia more than 300 years ago is visible today in many areas of the university. These people were characterized by "firmness of decision, resourcefulness, ardor in friendship, love of country and a generous enthusiasm." Radford's athletic teams celebrate that heritage by proudly carrying the Highlander name into competition.

In the spring of 1978, the university adopted as its school colors the red, navy and forest green woven into tartan plaid. From the plaid comes the name of the student newspaper, *The Tartan*.

Accreditation and Memberships

Radford University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelors', masters', and educational specialist degrees.

Individual program accreditation has been granted to the following programs: Undergraduate and Graduate Business Administration – by the American Assembly of Collegiate Schools of Business; Teacher Education (all programs) – by the National Council for Accreditation of Teacher Education; Nursing (undergraduate and graduate) – by the National League for Nursing; Computer Science (Bachelor of Science) – by the Computer Science Accreditation Commission; Social Work (baccalaureate degree) – by the Council on Social Work Education; Theatre – by the National Association of Schools of Theatre; Recreation, Parks and Tourism – by the Council on Accreditation for Park, Recreation and Leisure Services; Music – by the National Association of Schools of Music; Graduate Program in Speech-Language Pathology and Audiology – by the Educational Standards Board of American Speech-Language-Hearing Association; Dietetics – by the American Dietetics Association; and Counselor Education – by Council for Accreditation of Counseling and Related Educational Programs.

Radford University holds membership in the American Association of State Colleges and Universities, the Virginia Association of Colleges, the American Association of Colleges for Teacher Education, the American Association of Colleges of Nursing, the National Commission on Accrediting, Inc., the Southern Regional Education Board Council of Collegiate Education for Nursing, the National League for Nursing Council of Baccalaureate and Higher Degree Programs, the Conference of Southern Graduate Schools, the Council of Graduate Schools, the Council of Graduate Programs in Communication Sciences and Disorders, the Association for Continuing Higher Education and the North American Association of Summer Sessions.

Academic Year

The university year is divided into two semesters, August to December (fall semester) and January to May (spring semester), and four summer sessions. Students may enter the university at the opening of either semester or summer session. Students who wish to complete their academic careers in three calendar years are encouraged to enter in May or June and should plan to attend summer sessions for at least three years.

Academic Organization

The university is composed of six colleges: College of Arts and Sciences, College of Business and Economics, College of Education and Human Development, Waldron College of Health and Human Services, College of Visual and Performing Arts, and the College of Graduate and Extended Education. The chief administrative officer of each college is its dean, who reports to the Vice President for Academic Affairs.

Each academic department within a given college is responsible for the content and prerequisites of courses offered by the department and specifies the requirements for the department's degree and certification programs. The chairperson is the chief administrative officer at the department level.

THE DIVISION OF EXTENDED EDUCATION

The Division of Extended Education is located administratively within the College of Graduate and Extended Education. Based on the belief that learning is a lifelong process, the division actively promotes and enhances the university's mission of teaching and learning, research, and community service through a variety of functions, including:

- Extended campus and programs
- Non-credit courses and programs
- Experiential Learning
- Distance Education
- Conference Services
- Summer Session
- Bachelor of General Studies Degree
- Community College Relations

Staff in the division work closely with internal and external groups and individuals to develop, manage, and implement quality programs and services which meet constituent needs and respond to the mission of the university.

EXTENDED CAMPUS PROGRAMS

The division administers undergraduate and graduate programs at the Southwest Virginia Higher Education Center in Abingdon, the partnership program with Virginia Western Community College in Roanoke, the Roanoke Valley Graduate Center, and at various locations in the service region. Selected classes are also delivered by two-way interactive video television and the Internet in support of extended campus programs. For specific information and assistance related to programs at extended

campus locations, contact each office coordinator as follows:

Virginia Western Community College
Partnership (540) 857-6123

Southwest Virginia Higher Education
Center (540) 469-4014

CENTER FOR EXPERIENTIAL LEARNING

The center's commitment is to developing out-of-the-class experiences that will reinforce and inform the academic disciplines and studies of Radford University students. Our focus is on the development of for-credit internships, service learning pedagogy, and possible co-op situations and paid internships.

OFFICE OF DISTANCE EDUCATION

The Office of Distance Education is responsible for administering the various initiatives related to the delivery of instruction utilizing compressed video and web-based technologies. Staff in the office provide assistance to faculty in the use and applications of compressed video and web-based curriculum development.

CONFERENCE SERVICES

Conferences Services is responsible for the development and administration of conferences, workshops, institutes, and non-credit programming. This office works with groups within the university as well with individuals and organizations at the local, state, regional, national, and international levels to develop programs which utilize the resources available at Radford University.

Additional information concerning the services provided through the division can be obtained by calling the Division of Extended Education at (540) 831-5483 and by connecting with the division web page at www.radford.edu/~exted-web.

NON-DISCRIMINATION POLICIES

Radford University does not discriminate with regard to race, color, sex, sexual orientation, disability, age, veteran status, national origin, religion, or political affiliation in the administration of its educational programs, activities, admission or employment practices. Inquiries may be directed to the Director of Personnel/Equal Opportunity at 704 Clement Street. Telephone: voice, (540) 831-5421; hearing impaired, (540) 831-5128.

The university has adopted policies to provide for prompt and equitable resolution of discrimination complaints. The Discrimination Complaint Procedure describes the grievance procedure for individuals who have experienced discrimination. The Sexual Harassment Policy further defines sex discrimination by including examples of sexual harassment and a statement concerning consensual relationships between university employees and students. The Accommodation Procedure for Individuals with Disabilities confirms the university's commitment to providing accessibility to its programs, services and activities for individuals with disabilities who are otherwise qualified and entitled to a reasonable accommodation.

Individuals who believe they may have experienced discrimination, but are uncertain as to whether a complaint is justified or whether they wish to initiate a formal complaint may discuss their concerns confidentially and informally with the Director of Personnel/Equal Opportunity. Students may also consult a staff member at the Center for Counseling and Student Development or the Office of the Dean of Students.

Only acts of discrimination committed by university employees in connection with their university employment may be reviewed through these policies and procedures. The term "employee" refers to any faculty, staff or any student with a contractual employment agreement, e.g., GTA's. In all cases of alleged sexual harassment in which the violation is committed by a student, status as a student is adjudicated by the University's student judicial system. Violations of the policy prohibiting sexual harassment may lead to disciplinary actions, including reprimands, suspension, or termination of employment or academic status.

Copies of the complete policy statements including procedures for resolving complaints are available in the Office of the Dean of Students, Center for Counseling and Student Development, and Personnel/Equal Opportunity Office.

ADMISSIONS

It is the policy of Radford University to admit students whose ability, preparation and character indicate potential for success in the programs of study offered. Radford University does not discriminate with regard to race, color, sex, sexual preference, disability, age, veteran status, national origin, religion or political affiliation in the administration of its educational programs, activities, admission or employment practices.

Admission to Radford is selective and based on a review of each applicant's academic qualifications. Applicants are encouraged to apply well in advance of the term in which they wish to attend.

The university selects those students who present the strongest qualifications in scholastic achievement, aptitude for achievement in the professional or specific field of study for which the applicant seeks training, and performance in extracurricular activities. Character and potential to contribute to the university community are important criteria as well.

Admission of Freshmen

Specifically, students are selected on the basis of: (a) their high school records (course of study, grade average and rank in class); (b) Scholastic Assessment Test I (SATI) results of the College Entrance Examination Board or American College Testing (ACT) results, (c) an optional student essay, and (d) evidence of interest and motivation as supplied through related criteria.

Students will be considered for admission when they have completed 21 units of high school work. It is recommended that these units include: four units of English; three in college preparatory mathematics; two in laboratory science, two in a foreign language; and two in social studies, including American history. Virginia residents are encouraged to complete the Advanced Studies Diploma. It is strongly recommended that prenursing students complete units in both biology and chemistry.

Students who, for reasons beyond their control, have not graduated from an accredited high school may be considered for admission provided they pass the High School Equivalency Test administered by the State Board of Education or the General Education Development Certificate (GED). Additional material may be requested by the Admissions Office.

Students of very unusual academic ability may be considered for admission before they have completed the full program of high school studies. Such students must have completed their junior year and must have a B average or above. They must take the Scholastic Assessment Test I given by the College Entrance Examination Board or the American College Testing (ACT) and present documents from their high school and parents supporting early admission.

Students may receive credit for college courses taken to meet high school requirements. These credits may be applied toward a Radford University degree program. An official college

transcript must be provided in order for credit to be awarded.

College Board Test

The Scholastic Assessment Test I (SATI) given by the College Entrance Examination Board or the American College Testing Program (ACT) test is required of all freshman applicants for admission to Radford. This test should be taken in the spring of the junior year in high school and not later than December of the senior year.

Students who score 670 or higher on the verbal section of the Scholastic Assessment Test I (SATI) will be exempt from ENGL 101, Introduction to Expository Writing. They will receive three hours of credit for this course and will begin general education coursework in the "Communication" area (see page 51) with ENGL 102, Reading, Writing, and Research Skills.

An information bulletin may be obtained from the high school guidance counselor or by writing to the College Entrance Examination Board, Box 592, Princeton, NJ 08540 or Box 1025, Berkeley, CA 04701. The web site for College Board is www.collegeboard.org.

Application for Admission

A student desiring to enter Radford University should request an application from the Office of Admissions, Radford University, Radford, VA 24142 or apply online at www.radford.edu. Students will be notified of action taken on their application after it is complete. A complete application includes:

- An official application completed and returned with a non-refundable application fee.
- An official transcript of high school work completed.
- Official results of Scholastic Assessment Test I or American College Testing Program.

Students who are offered admission as residence hall students must submit a resident contract and a room reservation deposit. This deposit will be credited toward the university expenses for students who enroll or may be refunded if requested in writing before May 1.

Students who are offered admission as commuter students must submit an off-campus student contract.

Students desiring to live on campus may indicate a roommate preference. Except for individuals meeting specific conditions (see p. 31), new freshmen must live on campus.

All students must submit complete medical

history forms to the Health Services Center before enrolling.

INTERNATIONAL BACCALAUREATE POLICY

Radford University recognizes the advanced level of academic preparation demonstrated by the International Baccalaureate. Students entering Radford University with an IB Certificate will be awarded 6-8 semester hours of credit for each course completed at the Higher Level with a score of four through seven. Students who complete the IB Diploma may receive up to 30 semester hours of credit and be considered to have attained sophomore standing. Credits granted for individual IB courses or completion of the IB Diploma are shown as transfer hours on

the official Radford University transcript and are included in the hours completed toward a degree.

ADVANCED PLACEMENT AND COLLEGE LEVEL EXAM PROGRAM

Radford uses the College Level Examination Program (CLEP) subject exams and College Board Advanced Placement Tests to award graduation credits. The Advanced Placement Tests are given in May of the student's junior or senior year in high school.

Radford University will allow credit for scores on the CLEP subject examinations and Advanced Placement Tests as follows on the next page.

INTERVIEWS

While interviews are recommended, they are not generally required to evaluate a student's qualifications for admission. Students planning to visit the campus are encouraged to write or phone for an appointment from 8 a.m. to 5 p.m. Monday through Friday. During the fall and spring semesters, the Admissions Office is open on most Saturdays from 9 a.m.-noon, but interested students should call in advance for an appointment at (800) 890-4265, (540) 831-5371, (540) 831-5128 V/TDD). Campus tours usually are available throughout the academic year at 10 a.m., noon and 2 p.m. Monday through Friday and 10 a.m., 11 a.m. and noon on Saturday. The office is closed on Saturday during the summer months.

RETENTION AND GRADUATION RATES

Of the full-time bachelor's degree-seeking students who enrolled at the university in the fall of 1998, 75.5 percent returned for fall 1999. The five-year graduation rate is 58 percent.

APPLICATION OF SPECIAL STUDENTS

Special students are those students not matriculated in a degree program at Radford University. Special students may attempt up to 24 semester hours of credit in this classification. Once they have attempted 24 semester hours, they are required to meet with a representative of the Office of Admissions to receive advice and to determine the purpose of continuing in this category. A minimum grade point average of 2.0 is required to continue as a Special Student.

Students meeting one of the following conditions will be considered special students and must file a "Permission to Register" form each semester through the Office of Admissions.

Transient Student: A degree candidate student at another college may enroll in courses at Radford University without submitting official transcripts, but must provide a letter of permission from the "home" institution.

High School Students: A high school student who wishes to take a college level course may, upon written approval from the high school and permission by the Admissions Office, take a class at Radford University. Students must complete the "Permission to Register" form and submit an official high school transcript.

Rising high school seniors who have a "B" average or above and who have taken the

Scholastic Assessment Test I may be admitted following the completion of the junior year to take courses. Students must complete the Application for Admission, submit official transcripts and SATI results and written permission from the high school. Upon approval from the Admissions Office, students may enroll full-time and apply the course taken toward a Radford University degree program. Verification of high school graduation is required at the conclusion of the first year at Radford University.

Non-degree Student: A student who wishes to register for undergraduate courses without pursuing a degree may register as a non-degree student. A student desiring to switch to a degree candidacy status must apply through the Office of Admissions. Students desiring to switch to degree-candidacy are cautioned that hours earned while in the special non-degree student status may or may not apply to a major program, depending on the degree requirements. Students who have been in a degree-seeking status and have been suspended from the university may not apply for readmission as a special non-degree student.

Senior Citizens: Under the terms of the Senior Citizens Higher Education Act of 1974 as amended, eligible Virginia residents over 60 years of age with a taxable income of less than \$10,000 are entitled to enroll in courses offered for academic credit on a space available basis without payment of tuition and fees. Tuition, however, may be charged for courses designed exclusively for senior citizen groups.

Undergraduate students who wish to change from a non-degree status to a degree status, must apply to the Undergraduate Admissions Office. Students must meet all requirements to be admitted to the University. Students desiring to switch to a degree-candidacy status are cautioned that hours earned while in the special non-degree student status may or may not apply to a degree program, depending on the degree requirements. For additional information, contact the program coordinator at (540) 831-5371.

TRANSFER STUDENTS

Students wishing to transfer to Radford University from an accredited college or university should send an application form and the non-refundable application fee to the Admissions Office. Transcripts from all previous colleges attended must be sent whether or not transfer credit was earned. Concealment of previous attendance at a college or university is justification for cancellation of admission. If the student

has been out of school for any extended period of time, other than for school breaks, a letter of activities must be submitted with the application.

A transfer student must have at least an overall 2.0 (on a 4.0 scale) grade point average on all work attempted to be considered for admission. Credits earned with a grade lower than "C" will not transfer to Radford. Radford University does not give transfer credit for education courses completed at two-year colleges. A minimum of 30 of the last 39 hours of credit required for a degree must be taken at Radford University. In addition, 50 percent of the semester hours required for a major must be taken at Radford University. As a minimum, 120 semester hours are required for graduation.

Students wishing to transfer into the Nursing Program must indicate this major preference on the application for admission. To be considered for upper division nursing, transfer students must also submit a nursing application to the School of Nursing before Dec. 15.

Second Bachelor's Degree Student

A student who holds a baccalaureate degree from an accredited U.S. institution and who wishes to take undergraduate work toward a second baccalaureate degree in another major must have official transcripts of work completed from all colleges attended sent to the Admissions Office.

Second bachelor's degree students must complete all requirements for the second degree. Students must complete no fewer than 30 semester hours at Radford University. These hours must be beyond the minimum number of hours required for the first degree. Students may earn two B.S. degrees, two B.A. degrees, or a B.S. and a B.A. degree simultaneously or separately. The term "degree" refers only to official state approved degree authorizations and not to programs offered as options under these degrees.

State Policy on Transfer

To encourage the transfer of students from the Virginia Community College system to Radford University, the State Policy on Transfer has been embraced by Radford University effective Fall 1993. A student who transfers to Radford University from a Virginia community college will be considered to have satisfied Radford's general education requirements if any of the following is met:

- a. the student has by the time of matriculation earned an Associate's Degree from a Virginia community college based on a baccalaureate-oriented sequence of courses (i.e., the Associate of Arts, Associate of Science, or Associate of Arts and Science); or
- b. the student is able to earn such a degree by successfully completing at a Virginia community college courses remaining for the Associate's Degree concurrently with the first semester of enrollment at Radford; or
- c. the student will earn an Associate Degree as a result of credit earned during his or her first semester of enrollment at Radford, up to a maximum of 10 hours.

Students who do not meet any of these criteria must complete Radford's course-specific general education requirements.

The transfer degrees accepted as satisfying General Education at Radford University are the Associate of Arts, Associate of Science, and the Associate of Arts and Science.

Transfer credit evaluations are performed by the Registrar's Office. Questions concerning transfer credit may be directed to this office.

Community college students completing the TRANSFER MODULE will receive credit toward completion of Radford's general education requirements. No courses with grades lower than a "C" will transfer to Radford University. Refer to the Radford University Transfer Guide (copies available from the Office of Admissions) for more detailed information concerning the State Policy on Transfer.

Disciplinary or Criminal Offenses

Undergraduate, graduate and students seeking readmission who have disciplinary problems at their previous institution or who have a criminal record will be reviewed by the Special Admission Committee.

Fees and Financial Aid

In-State Tuition Eligibility

All students who wish to apply for in-state tuition rates must submit the appropriate application form prior to the first day of classes for the term they are seeking in-state status. The form is available in the Office of Admissions. Copies of Section 23-7.4 of the Code of Virginia, the law governing eligibility for in-state tuition, are available in the Reserved section of McConnell Library. It is the responsibility of the student to apply for a change in domiciliary status.

UNIVERSITY EXPENSES 2000-2001

In-state Full-time Student (12-18 hrs. per sem.)*	Per Sem.	Per Acad. Yr.
Tuition & Fees	\$1,475	\$2,950
Room & Board	\$2,469	\$4,938

Commuter: Pays tuition and fees only.

Out-of-state Full-time Student (12-18 hrs. per sem.)**

Tuition & Fees	\$4,432	\$8,864
Room & Board	\$2,469	\$4,938

Commuter: Pays tuition and fees only.

All students living in the residence halls must choose from one of the four on-campus meal plans. Actual room and board rates will vary depending on the meal plan selected.

Part-time Student (1-11 hrs. per sem.)

In-state Tuition & Fees	\$123/semester hr.
Out-of-state Tuition & fees	\$370/semester hr.

** Astudent taking more than 18 credit hours per semester will be charged for the additional hours at the semester hour rate for part-time students.

Optional Meal Plans for Students Living Off Campus***

(A student living on campus is required to participate in the full room and board plan listed above.)

	Per Sem.	Per Acad. Year
5 meals per week plan	\$432	\$864
7 meals per week plan	\$571	\$1,142
12 meals per week plan	\$1,043	\$2,086
15 meals per week plan	\$1,089	\$2,178
20 meals per week plan	\$1,110	\$2,220
Flex plan	\$1,085	\$2,170
Flex Jr. plan	\$565	\$1,130
90 meal plan	\$402	\$804
65 meal plan	\$290	\$580

***Food Dollars are associated with the 5, 7, 12, 15, and 20 meal plans. For information call the RU Express Office at 831-5054 or 831-6449.

Typical Budget for an In-state Undergraduate Residential Student

	Per Sem.	Per Year
Tuition & Fees	\$1,475	\$2,950
Room & Board	\$2,469	\$4,938
Books & Supplies	\$325	\$650
Personal Expenses	\$700	\$1,400
Transportation	\$300	\$600
Total Budget	\$5,269	\$10,538

Typical Budget for an In-state Commuting Student (living at home)

Tuition & Fees	\$1,475	\$2,950
Books & Supplies	\$325	\$650
Living & Personal Expense	\$1,450	\$2,900
Transportation	\$400	\$800
Total Budget	\$3,650	\$7,300

Typical Budget for an Out-of-State Undergraduate Residential Student

Tuition & Fees	\$4,432	\$8,864
Room & Board	\$2,469	\$4,938
Books & Supplies	\$325	\$650
Personal Expenses	\$700	\$1,400
Transportation	\$400	\$800
Total Budget	\$8,326	\$16,652

Every effort is made not to change fees after they have been published; however, if this should become necessary, all students will be notified prior to the semester in which the increase goes into effect. Refer to the RU Web page for the most up-to-date information: www.radford.edu

For information about graduate fees and expenses, consult the *Radford University Graduate Catalog*.

In-State Tuition Eligibility

All applicants who desire to qualify for in-state tuition rates under Section 23-7.4 of the Code of Virginia must complete the two-part domicile eligibility form attached to the admissions application. For more information, contact the Radford University Office of Admissions.

**Actual rates for tuition, fees, room and board, and other expenses were determined following this printing. Please contact the respective offices for 2000-2001 costs.*

Residential Student Agreement

When new applicants have been notified by the Director of Admissions that they have been tentatively accepted for enrollment as residential students, they must sign a residential student agreement and pay a \$200 room deposit fee. The deposit is credited toward charges for room and board for the fall semester and is not an extra charge. It will be refunded upon request before May 1. After May 1, the deposit is forfeited.

Currently enrolled students who expect to return to Radford University as residence hall students for the next fall semester are required to sign a residential student agreement and pay a \$200 deposit according to procedures published during the spring semester. The deposit is credited toward charges for room and board for the fall semester and is not an extra charge. The residential student agreement and the *Radford University Student Handbook* outline procedures for partial refund of the room deposit fee for returning students.

FEES

Application Fee

Anon-refundable application fee of \$15 for special non-degree students, \$20 for in-state students, \$25 for out-of state students, is required of each student (whether commuting or residential) who is applying for enrollment for the first time as a regular undergraduate student. The fee must be submitted with the completed formal application.

Late Fee

An extra fee of \$75 is charged to all students who pay tuition/fees or room/board after the payment deadline.

Overload Fee

An overload fee will be charged for each additional hour over the full-time academic load. A full-class load at Radford is no more than 18 hours per semester. The overload fee is based on the semester-hour charges for part-time students.

Summer Session Fees

The cost for summer sessions will be based on the semester-hour charges for part-time students. Room and board will be available.

Applied Music Fee

An applied music instruction fee is charged at the rate of \$250 per semester for two credits or \$130 per semester for one credit. Applied music fees may be waived with the approval of the

dean of the College of Visual and Performing Arts for students majoring in music, dance or theatre, and students registered in Department of Music ensembles who are studying a performance medium relevant to their major or the ensemble participation.

Responsibility for Payment of Tuition and Fees

Payment of tuition, fees, and other charges owed to Radford University is the responsibility of the student. Billing statements will be mailed to the student at the permanent address on file with the university. If a student wishes to designate a billing address he/she may do so with the Registrar's Office.

Failure to pay tuition and fees could result in administrative withdrawal from the university. The Code of Virginia allows the university to recover attorney's fees, late fees and collection costs associated with delinquent accounts. The university reports past due accounts to a credit-reporting bureau.

Unpaid Tuition Fees or Fines

The university will hold transcripts and block registration for future semesters for students who fail to pay tuition fees, fines or damages. Collection agencies may also be used by the university to collect unpaid balances.

Refund of Charges

A student who officially withdraws from the university starting with the first day of class through the census date will be refunded all tuition and comprehensive fees less a \$100 administrative fee; all campus housing costs less a \$200 administrative fee; and a pro rata board fee. After the census date, refunds will be made only for a weekly pro rata share of the board fee. Refunds for students with Title IV Federal aid (Federal Pell, Federal Stafford, Federal SEOG, Federal Work Study, Federal Perkins, Federal Plus) who withdraw from school will be calculated in compliance with federal regulations. A student must withdraw from school prior to the first day of classes in order to receive a full refund. Exceptions to the withdrawal procedures may be granted upon recommendation of the Center for Counseling and Student Development in cases of documented medical or other non-academic reasons.

It is the university's policy to hold the enrolled student liable for charges incurred; therefore, refund checks will be issued in the name of the student.

New applicants who decide not to enroll as boarding students can receive a refund of the \$200 room deposit fee upon request before May 1. After that date, the deposit is forfeited.

FINANCIALSERVICES

Banking Facilities

Three banks are located near the Radford University campus: Crestar Bank, Wachovia and First Virginia Bank – Southwest. In addition, the city is serviced by First National Bank of Christiansburg, Blue Ridge Bank, First American Federal Savings and Bank of America. Crestar Bank, Wachovia, and First National Bank of Christiansburg operate automatic teller machines on campus.

Checks presented by Radford University students are accepted/cashed by the university subject to the following limitations and policies:

The university accepts checks for tuition/fees, room and board, the exact amount of goods or services or to pay fines owed to the university. The post office accepts checks and RU Express cards for the amount of purchase.

- The university bookstore will cash checks between \$5 and \$25. A service charge of 50 cents will be assessed for each check cashed.
- Checks written directly to a student by the Commonwealth of Virginia or by Radford University may be cashed at the bank indicated on the check or at a bank where the student has an account.
- A student who knowingly writes a check with insufficient funds in his or her checking account may be charged with an honor code violation and may be prosecuted under the criminal law of the Commonwealth of Virginia.
- If a student writes two bad checks to the university in an academic year, the student's check-cashing privileges at all university facilities may be suspended for one full year.
- If a check written for tuition/fees or room and board is returned from the bank for any reasons, future tuition/fee or room and board payments may be required to be made with cash, money order, certified check or cashier's check, and the student may be administratively withdrawn from the university. In addition, the student will be assessed a service charge of \$20 and a \$75 late fee if applicable.
- A \$20 service charge will be applied to all other checks returned from the bank for any reason.

Financial Aid

Helping qualified students who would be unable to attend the university because of a lack of funds is the aim of Radford's financial aid program. During the 1998-99 academic year, Radford provided some form of aid for approximately 72 percent of its students. Primary responsibility for funds for education belongs to parents and students. The difference between the family contribution and the cost of attending the university determines the financial need of the student.

The criteria used for selecting student aid recipients involves both the computed need and the academic grade standing of the individual student. Top consideration for awarding financial aid dollars will be given to those who demonstrate the greatest need and who apply by the deadline. Should funds not be available to meet all these needs, the aid will be prorated among eligible applicants.

After a student has been admitted to Radford and has demonstrated financial need, the university tries to meet that need by offering a financial aid package which may consist of a scholarship, grant, loan and/or on-campus job.

In addition to awards based on demonstrated financial need, scholarships based on leadership, character and academic achievements are offered at Radford. Sources of financial aid include loans and grants from the federal and state governments, as well as a number of private funds established through the Radford University Foundation. For additional information, refer to the RU Financial Aid web site: <http://www.radford.edu/~finaid>

Applying forFinancial Aid

To determine need in a consistent way for aid applicants, Radford suggests that parents or independent students seeking financial aid submit a Free Application for Federal Student Aid (FAFSA) by March 1. Forms and further information about the needs analysis system may be obtained from high school guidance counselors, the Financial Aid Office, or the Radford University Financial Aid website at: <http://www.radford.edu/~finaid>

Currently enrolled students may obtain FAFSA booklets from the university's Financial Aid Office, complete the Renewal FAFSAmailed to them by the Federal Processor or complete the FAFSA through the web at: <http://www.ed.gov/offices/OPE/express.html>

The financial statement for renewal students also should be filed by March 1.

Radford awards financial aid separately for the academic year and the summer terms. Undergraduate students who plan to be enrolled during the summer must submit a separate university summer Financial Aid Application. The Free Application for Federal Student Aid form, however, needs to be completed only once annually and is effective for both the academic year and the following summer sessions.

Disbursement of Financial Aid

All types of financial aid are credited to the student's account at the beginning of each term with the exception of work study and some loans. These financial aid funds must be used first to pay the required university charges outstanding at that time. Except in rare cases, all awards will be disbursed equally over the course of the two academic semesters. Financial assistance awarded for the summer terms will be indicated for the specific term.

Radford University began participating in Electronic Funds Transfer (EFT) of Federal Family Education Loan funds (Stafford and Unsubsidized Stafford) during the Spring Semester, 1995. This option of disbursing loan proceeds was an additional service that the university was able to offer its students. Stafford borrowers, as well as parent borrowers using the PLUS (parent) Loan Program, will be able to participate in the EFT process for the 2000-01 academic year. Financial aid applicants will receive information with their award package regarding this service.

Refund of Excess Financial Aid

Staffords: If your Stafford Loan funds are received electronically you may have the excess aid deposited into your checking or savings account. If this option is not chosen, a refund check will be mailed to your local address.

PLUS: If PLUS Loan funds remain as excess on a student's account, with parent permission, the balance can be electronically deposited into the student's checking or savings account. If this option is not chosen, a refund check will be mailed to the student's local address.

Satisfactory Progress

Financial aid awards are conditional on students maintaining satisfactory progress in their course of study according to the academic standards of Radford University. Satisfactory progress for financial aid purposes parallels the grade point average (GPA) necessary to avoid probation. For additional information, refer to the academic probation and suspension infor-

mation in the Academic Policies section of the catalog.

The academic progress of students who fail to meet the minimum standards will be reviewed each semester of the school year. At that time, financial assistance may be awarded, if available, to those students who improve satisfactorily.

Class Standing

Students who wish to receive funds from the Federal Stafford Loan Program or the Federal Parent Loan for Undergraduate Students (PLUS) program will have their class standings determined at the beginning of the semester in which they are applying for financial assistance. Students with 26 semester hours will be classified as sophomores, with 56 semester hours as juniors, and with 86 semester hours as seniors.

Rights and Responsibilities of Student Recipients

As a recipient of state or federal aid, each student has certain rights and responsibilities. Knowing what they are will place the student in a better position to make decisions about educational goals and how they best can be achieved. If at any time there are questions about financial aid, students should come to the Financial Aid Office where there is additional information available concerning their legal rights and responsibilities.

The student has a right to know:

- the total cost of attending Radford University for an academic year, including tuition and fees and estimated costs of personal expenses, books, and transportation;
- the due dates for mandatory fees and the payment procedures for those receiving financial assistance;
- the deadline for submitting applications;
- how the financial need was determined;
- how much of the estimated financial need has been met;
- the types of financial aid offered by Radford University and the terms of those types of aid which were received;
- how satisfactory academic progress is measured; and
- the university refund policy for students who withdraw.

The student is responsible:

- for submitting honest and accurate information concerning enrollment and family financial circumstances (full-time status is defined as 12 semester hours for undergraduate students unless indicated otherwise);

- for adhering to all agreements signed in the course of applying for and receiving financial assistance;
- for reporting a change to less than full-time enrollment during the award period;
- for reporting promptly to the Financial Aid Office the receipt of scholarships, grants, or loans awarded by organizations or agencies other than Radford University;
- for becoming familiar with the deadlines for application, the terms of financial aid received, and refund policies for students who withdraw;
- if a mid-year (spring semester) transfer student, for having the previous school(s) send a Financial Aid Transcript (FAT) to Radford University (the transcripts not being sent will interfere with the students receiving federal financial assistance);
- for knowing the loan repayment responsibilities and abiding by the terms of the promissory note; and
- if awarded student employment, for performing the job in a satisfactory manner. An unsatisfactory performance may result in removal from the work program.

SCHOLARSHIPS AND GRANTS

Federal Pell Grants

Authorized by the 1972 Higher Education Act, this program operates under the assumption that needy students are entitled to a certain amount of federal assistance while pursuing an undergraduate degree. The eligibility for an award is determined by a formula consistently applied to all applicants, the cost of attending the institution and the student's part-time or full-time enrollment status. For the 1999-00 academic year, grants ranged from \$400 to \$3,125. Application can be made by filing a Free Application for Federal Student Aid (FAFSA) Form.

Supplemental Education Opportunity Grants

These grants, awarded under a federal aid program, are available to any student who has financial need and is progressing satisfactorily toward a degree. The grants range from \$200 to \$4,000 per year with no limit placed on the maximum cumulative award.

Virginia College Scholarship Assistance Program

The College Scholarship Assistance Program (CSAP) is a need-based program of grants to students enrolled in Virginia colleges and uni-

versities. Virginia resident undergraduates who are enrolled on at least a half-time basis are eligible for consideration. Priority is given to full-time enrolled students. Awards range from \$400 to \$2,000 per year.

Radford University Grant

A scholarship recipient must be a legal resident of Virginia, have an established record of good character and citizenship, and demonstrate financial need. The value of these scholarships may vary according to the student's need, not to exceed the cost of tuition and required fees.

Virginia Guaranteed Assistance Program

The Virginia Guaranteed Assistance Program (VGAP) is a state-funded scholarship program restricted to financially needy Virginians who graduated from a Virginia high school with a 2.5 or higher grade point average. Awards may not exceed the costs of tuition and fees, and a \$500 books and supplies allowance. Awards during the 1999-00 academic year ranged from \$1,900-\$2,500 per student.

Radford University Foundation, Inc. Scholarships

Substantial merit and need-based academic and athletic scholarship aid is awarded annually to both incoming and currently enrolled students. These scholarships have been made possible through contributions from alumni, students, parents, faculty, staff, businesses, foundations, corporations and friends of the university.

For the 1999-00 academic year, seven full scholarships were available to pay tuition and fees for outstanding incoming freshmen, with the university waiving fees for room and board. Additional partial scholarships were also available. The full scholarships, along with a number of partial scholarships, were renewable assuming the recipients met certain conditions, such as maintaining a specific grade point average.

In addition to scholarships for incoming freshmen, approximately 200 partial scholarships were awarded to transfer and upperclass students. Many of these scholarships contained conditions for receiving the award, such as declaring a particular major, residing in a particular geographic region, being involved in extracurricular activities, or simply demonstrating financial need.

The Foundation received over 2,000 applications for scholarships from a pool of deserving and well-qualified individuals. Every year, new scholarships are created to meet the ever growing

need for financial assistance and meritorious recognition.

Students who wish to apply for freshman scholarships should submit a complete application for admission to Radford University's Office of Admissions before January of the academic year prior to attending the university. For upperclass scholarships, applicants may request a scholarship brochure and application from the Foundation, Financial Aid Office, Dean of Students Office, or Heth Information Desk. Completed applications must be submitted with two letters of reference before early March for the following academic year.

For more information on scholarships for incoming freshmen, contact the Office of Admissions, Radford University, Martin Hall, P.O. Box 6903, Radford, VA 24142-6903, (540) 831-5371.

For information on all other Foundation scholarships, contact the
Radford University Foundation, Inc.
Norwood Plaza, Suite F
P.O. Box 6915, Radford, VA 24142
(540) 831-5108

LOANS

Federal Perkins Loan

The Perkins Loan is funded by the federal government but is administered directly by Radford University. Undergraduate students receive loans under this program of up to \$4,000 annually and up to \$20,000 for their total undergraduate study. Students begin paying back these loans nine months after they either complete their education or leave school. No interest is charged until repayment begins, and then a five percent charge is applied to the unpaid balance.

Federal Stafford Student Loan

The Federal Stafford Student Loan Program enables both dependent and independent students to borrow. All students will be required to pay a 3 percent one-time origination fee for each loan. In addition, guarantee agencies may charge an extra guarantee fee of 1 percent on each loan. The interest rate for new borrowers is variable with a 8.25 percent cap (current interest rate is 6.32 percent). The interest rate for subsidized Federal Stafford Loans is subsidized by the federal government until six months after the student graduates or leaves school, when repayment begins. For unsubsidized Federal Stafford Loans, the borrower makes interest payments or capitalizes interest.

Dependent undergraduate students may borrow as much as \$2,625 for the first year, \$3,500

for the second year and \$5,500 annually for remaining undergraduate years, up to a total of \$23,000.

Independent undergraduate students may borrow as much as \$6,625 for the first year (with at least \$4,000 of this amount in unsubsidized Federal Stafford Loan), \$7,500 for the second year (with at least \$4,000 of this amount in unsubsidized Federal Stafford Loan), and \$10,500 annually for remaining years (with at least \$5,000 of this amount in unsubsidized Federal Stafford Loan). The total Federal Stafford Loan debt the student can have outstanding as an independent undergraduate is \$46,000.

For periods of undergraduate study that are less than an academic year, the amounts the student may borrow will be less than those above.

All students applying for Federal Stafford Loans must complete the Free Application for Federal Student Aid (FAFSA). Those students not eligible for subsidized Federal Stafford Loans or partially subsidized Federal Stafford Loans will be eligible for unsubsidized Federal Stafford Loans. Federal Stafford Student Loans are made in multiple disbursements. Therefore, half of the proceeds of the loan will be available in August and January for the payment of semester fees.

Federal PLUS Loan Program

The Parent Loan Program (PLUS) is available for parents of dependent students. The variable interest rate is based on the 52-week Treasury bill plus 3.10 percent with a maximum of 9 percent. There is no federal interest subsidy or maximum eligible income. Repayment begins 60 days after disbursement of the loan.

Parents may borrow as much as the cost of education per year.

State Student Loan Fund

A student loan fund is available to Virginia students through previous appropriations made by the Virginia General Assembly. A student may borrow up to the cost of tuition and required fees per academic session with repayment beginning four months after withdrawal or graduation from college. All notes covering loans must be endorsed by parents or other responsible Virginia adults. The loan bears a 3 percent interest rate.

Nursing Student Loan

This federal program provides long-term, low-interest loans for nursing students. A student may borrow up to \$2,500 for an academic year. Third and fourth year nursing students may potentially borrow up to \$4,000 per year. An interest rate of

5 percent annually begins to accrue nine months after graduation.

WORK PROGRAMS

Federal Work-Study Program

This is a federal program that provides part-time jobs for students with financial need as determined by the Free Application for Federal Student Aid (FAFSA). A student is assigned to work a specified number of hours per week in a campus location, including offices, dining facilities, residence halls, labs, library, post office and switchboard. An undergraduate student is paid the current federal minimum wage and may earn up to \$824 per semester or a maximum of \$1,648 for the academic year.

The Financial Aid Office will notify all work recipients of their positions approximately one month prior to the start of the academic semester during which they are to work. Students are paid once each month for the preceding pay period.

University Work Scholarship Program

This program provides part-time employment for students who do not qualify for the work study program. Any full-time student with satisfactory grades is eligible for employment but must apply through the Financial Aid Office. The number of hours worked and hourly earnings are identical to those in the Federal Work-Study Program.

Under an agreement with the U.S. Department of Education, the institution is obligated to employ qualified financially eligible students before offering employment to others.

Residence Hall Assistantships

Resident Assistant (R.A.): Each candidate must have a personal interview for the R.A. position. This position is available to undergraduate students. Additional information, application forms and specific job descriptions are available from the Office of Residential Life, P.O. Box 6897, Radford University, Radford, VA 24142.

ALTERNATIVE FINANCING

Tuition Payment Plans

Highlander Choice Monthly Payment Plan: In a continuing effort to assist with the payment of educational expenses, Radford University offers the Highlander Choice Monthly Payment Plan as an alternative to standard payment arrangements.

If you would like further information concerning the plans available, you may:

- contact the Highlander Choice customer service number at (540) 831-6698
- e-mail stuacct@radford.edu
- write
Highlander Choice c/o Student Accounts
Box 6922
Radford, VA 24142
- Highlander Choice is also available online at: <http://www.radford.edu/~stuacct/> Follow the link into the Highlander Choice home page.

SENIOR CITIZENS HIGHER EDUCATION ACT OF 1974

The Commonwealth of Virginia allows senior citizens who meet certain requirements to take courses at state colleges or universities free-of-charge.

To be eligible, persons must have reached 60 years of age before the beginning of the semester in which they wish to enroll and must have had legal domicile in Virginia for one year prior to the semester in which they plan to enroll.

Senior citizens may register for and enroll in courses as full-time or part-time students for academic credit if their federal taxable income does not exceed \$10,000 for the year preceding the year in which enrollment is sought. Senior citizens may register for and audit courses for academic credit regardless of their federal taxable income. In all cases, senior citizens are entitled to register for courses only after all tuition-paying students have been accommodated. Applications are available in the Office of Graduate and Extended Education and the Admissions Office.

Virginia War/Public Service Orphans Education Program (Section 23-7.1, Code of Virginia) provides for tuition-free educational benefits at any state-supported college or university for children of permanently and totally disabled veterans or for children orphaned by an act of war. Both tuition and fees are covered by this program.

Eligibility is determined by the Director of the Division of War Veterans' Claims upon submission of an application. To be eligible for assistance, the applicant's parent must have been a resident of Virginia upon entry into the service; the applicant's parent must have been a resident of Virginia for at least 10 consecutive years prior to the date of the application; the applicant must be between 16-25 years of age; and the applicant must verify admission to a state college or university. Eligible applicants are entitled to a maximum of 48 months of tuition assistance and

must be progressing toward a clearly defined educational objective.

In addition, an amendment to Section 23-7.1 now allows for tuition-free educational benefits for orphans and spouses of certain law enforcement officers, correctional and jail personnel, sheriffs, deputy sheriffs, fire fighters, members of rescue squads, and alcoholic beverage control agents who have been killed in the line of duty while serving or living in the Commonwealth.

Eligibility for this benefit is determined by the chief administrative officer of the Alcoholic Beverage Control Board, emergency medical services agency, law-enforcement agency, Superintendent of the State Police or other appropriate agency.

Returning students need to submit a letter to the VA Office in Roanoke. If this is a first time enrollment, FAD has applications, or see the VA Office in Roanoke.

The GI Bill

(Selective Reserve Training)

The program provides eligible guards (men or women) with monthly entitlements for pursuit of undergraduate college courses approved by the Veteran's Administration. Full-time students receive \$251 per month for a maximum of 36 months. A three-fourths time student receives \$188 (3/4) per month for up to 48 months, and a half-time student receives \$125 per month for up to 72 months.

Army ROTC Department

The Radford University ROTC department has two- and three-year scholarships available on a competitive basis. These scholarships cover tuition and fees and provide book allowance of \$225 paid each semester with a subsistence allowance of \$150 up to \$1500 per year. Contact:

U.S. Army ROTC Department
P.O. Box 6947, Radford, VA 24142
or call (540) 831-5288

Campus Life

Life outside and inside the classroom is considered to be equally important in the total educational process at Radford University. The university makes an effort to provide both the freedom and opportunity for students to engage in a variety of activities and programs. Students are encouraged to develop social, cultural, and creative interests and awareness by actively participating in all aspects of campus life.

Numerous cultural and educational activities are offered each year.

Music, dance, and theatre department presentations enable students to attend, as well as participate in, numerous productions during the year. A full schedule of art exhibits is arranged and presented by the Radford University Art Museum. A series of activities is planned each year by the Black Awareness Programming Board to expose students to black history and culture.

Students are encouraged to form and participate in organizations, organizations are democratic and contribute to their personal, social, and professional development. A variety of co-curricular clubs provides channels for speakers and discussion groups. Activities include politics, karate, skiing, community service, and much more.

RECREATIONAL ACTIVITIES

The Dedmon Center, a recreation and convocation complex located across U.S. Route 11 (Norwood Street) from the main campus, houses a natatorium featuring an eight-lane swimming pool; basketball, volleyball, handball, and racquetball courts; areas for free exercise; weight room; steam room; and a 1/6 mile jogging track. Outdoor facilities at the center include a jogging trail; 12 tennis courts; and areas for field sports, such as baseball, soccer, lacrosse, softball, and intramural football.

Two gymnasiums, a weight room, an aerobic room and other facilities, including a swimming pool, are located in Peters Hall.

Both Dedmon Center and Peters Hall make it possible for large numbers of students to participate in indoor sports, the intramural program, club sports, and intercollegiate sports, as well as individualized conditioning programs. Other outside activities include field hockey, cross country, golf, and basketball.

Intercollegiate

Radford University, an NCAA Division I member, currently participates in 20 varsity sports, eleven for women and nine for men. The sports include: men's baseball, men's and women's basketball, men's and women's cross country, women's field hockey, men's and women's golf, women's gymnastics, men's lacrosse, men's and women's soccer, men's and women's outdoor track, men's and women's indoor track, women's softball, men's and women's tennis, and women's volleyball. The university offers athletic scholarship aid in all 20 sports.

Campus Recreation

Campus Recreation takes great pride in providing a variety of quality recreational activities and programs for the students, staff, and faculty of Radford University. All members of the RU community are invited to take advantage of the varied recreational opportunities offered throughout the school year. Campus Recreation strives to get every member of the university community active in at least one set of recreational programs. These programs include Intramurals, Sports Club, RU Outdoors, the Climbing Wall, and the Heth Games Room.

STUDENT SERVICES

New Student Programs/Orientation

As new students arrive at Radford University, they will be supported by a variety of services provided by the Office of New Student Programs.

Beginning with an orientation program for new students and their parents called Quest, the office provides support services to help students in their initial adjustment to college. Quest provides students with the opportunity to meet faculty, university staff, and student leaders who will assist them in selecting courses for their first semester as well as acquaint them with the services that will ensure a successful first year of college. New students admitted for the fall semester are invited to attend a two-day Quest session during the summer.

The office provides new students with assistance during their first year, including special interest sessions on a variety of topics. To aid students in their transition to Radford University, the Office of New Student Programs sponsors a one-semester-

hour course called UNIV 100, Introduction to Higher Education. This course utilizes faculty, staff, and peer instructors to help new students experience success during the first year and establish the groundwork for achieving a successful college career. For more information, contact Michael A. Dunn, Director of New Student Programs in Walker Hall, at (540) 831-5923.

Special Course Description – University 100

UNIV 100. Introduction to Higher Education. (1)

Prerequisites: First year students and/or first semester transfer students only.

This course will explore the meaning and value of a comprehensive liberal arts education, teach problem solving and decision-making processes, and promote academic success through selected readings, presentations, discussions, and experiential learning opportunities. Students will learn and practice a variety of specific techniques for learning and self-management.

Adult Student Services

Adult Student Services is designed to provide support to adult students. For more information, contact the Office of the Director of Multicultural Services in Stuart Hall, (540) 831-5765.

Minority Student Services

Various services and programs for minority students at Radford University are coordinated by the Director of Multicultural Services, in conjunction with other departments. During a reception each semester, new students are introduced to upperclassmen, faculty, and staff, and are encouraged to get involved in campus life.

The Peer Assistance Program, administered under the direction of the Office of Multicultural Services, provides supplemental academic advising to currently enrolled minority students. Graduate and undergraduate peer advisers and tutors, who are hired and trained as staff in the program, provide academic assistance to students seeking help with scheduling classes, developing good study habits, and making a successful transition to university life.

The Black Student Affairs Council, which is affiliated with the Student Government Association, addresses black student concerns and interests, helps coordinate activities sponsored by black student organizations, and seeks to unite all students at the university.

The African-American Heritage Association is designed to promote African-American history, heritage, and achievements through programming and other activities. The Hispanic and Asian Student Association and the Native American Heritage Association are also active on campus. Seven historically black Greek letter organizations complement social and service opportunities on campus. The fraternities are Alpha Phi Alpha, Kappa Alpha Psi, Phi Beta Sigma, and Omega Psi Phi. The sororities are Alpha Kappa Alpha, Delta Sigma Theta, Sigma Gamma Rho, and Zeta Phi Beta.

Social, cultural, and educational activities designed to broaden all students' knowledge of different people and their contributions to society are presented annually by the Black Awareness Programming Board and the Diversity Promotions Council. For further information, contact the director of Multicultural Services at (540) 831-5332.

Disability Resource Office

Assistance for students who have a documented disability is offered through the Disability Resource Office (DRO). Services may include providing reasonable academic accommodations, career counseling, study skill assistance, and personal counseling.

Radford University's approach focuses on the coordination of existing resources and services to assist students. The University does not have a structured program for students with disabilities in terms of designated courses and class sections specifically related to their individual needs.

The DRO is a part of the Center for Counseling and Student Development. For more information, students can check out the DRO website at <http://www.runet.edu.edu/~dro-web>, e-mail us at dro-web@radford.edu, or phone 540-831-6350 (Voice/TTY).

International Student Services

For information about international student services, see p.33.

Commuting and Off-Campus Student Services

Commuting and off-campus student services are coordinated by the Office of the Dean of Students and the Off-Campus Student Council, a branch of the Student Government Association.

Several lounges are provided for commuters/off-campus students in Heth Center. In addition to the lounges in Heth, areas which provide for study and relaxation are located in other campus buildings.

Announcements of interest to commuting/off-campus students are posted on the first floor breezeway bulletin board in Heth Student Center, posted on various message boards throughout campus, and published periodically in *The Tartan*. Visit the Off-Campus Student Council's web page at: <http://www.radford.edu/~oscs>

Parking

Students may park motor vehicles, motorcycles, and motor bikes in university parking lots if they have obtained a parking permit from the Parking Services Office located in Walker Hall. To purchase a parking permit, students must submit proof of ownership (by the student or a member of the student's immediate family), personal identification, and verification of hours earned. The registration of a vehicle does not assure the registrant of a parking space. Overflow parking is available for all students at the Dedmon Center. Time-limited parking (two or four hours) is permitted on city streets adjacent to the campus. Detailed information regarding parking and traffic regulations may be obtained at the Parking Services Office in Walker Hall or at the University Police Department in Russell Hall.

Off-Campus Housing

Asubstantial number of rooms and apartments for rent are available in the immediate vicinity of the campus for students who have met the requirements of the university boarding policy (see page 31). The university also owns and operates apartments near campus. A list of off-campus apartments is available at the Office of Residential Life in Tyler Hall. Students living off campus may purchase meal tickets and eat in the university dining halls. Several meal plans are available to off-campus students (see Dining Services, page 27).

University-Owned Apartments

The university owns and operates several apartment facilities. These apartments are available for undergraduate students who have met their on-campus requirement and graduate students. Information can be obtained from the Office of Residential Life.

CAREER SERVICES CENTER

The Career Services Center is located in the lower level of Tyler Hall. Services include individual and group assistance with career planning, career information, job-search process, resumé preparation, interview skills, and the transition from college to employment. In addition, the center houses a career/employment resource library with information on government agencies, businesses, industries, and specific positions available. The on-campus recruitment program affords students the opportunity to interview with profit and nonprofit organizations throughout the academic year. Students are encouraged to learn about all of the employment assistance opportunities available early in their college careers.

The center encourages undergraduate students to view career planning and the employment search as a four-year process. Students should utilize services of the center staff in their freshman and sophomore years for self-assessment and career exploration, and in their junior and senior years for experiencing career alternatives and implementing career choices.

The center is open 8 a.m.-5 p.m., Monday through Friday (including the lunch hour) during the academic year. There will be evening hours scheduled each semester. For a more complete and current information source of Career Services Center resources and programs, visit our website at www.radford.edu/~csc.

PHYSICAL AND MENTAL HEALTH SERVICES

Health Center

The Student Health Center is located on the ground floor of east Moffett Hall. The center is equipped to provide diagnosis and treatment for most of the common health problems encountered by students. Serious medical situations are referred to a network of local specialists. Over-the-counter medications and a limited number of pharmaceuticals are provided. Emergency medical care is available at the Carilion New River Valley Medical Center.

Students are encouraged to contact the Health Center regarding any special health concerns they bring to the university. Health information is confidential. Students must complete the RADFORD UNIVERSITY HEALTH RECORD FORM prior to enrollment. Please note that two MMR injections are mandatory and must be included in the immunization record.

The Student Health Center is accredited by the Accreditation Association for Ambulatory Health Care, Inc. (AAAHC).

Consult the Student Health Center Brochure for hours of operation.

Center for Counseling and Student Development

The Center for Counseling and Student Development, located in Tyler Hall, is a place where students can talk privately and confidentially about issues which are of concern to them. Among the issues for which students frequently seek assistance are adjustment to college, depression and anxiety, study skills, selecting a major or career, and relationship concerns. Counseling at the CCSD is provided by professional counselors, psychologists, and social workers, and by graduate students in counseling programs. Services at the CCSD are free to both undergraduate and graduate students at Radford University, and confidentiality is strictly maintained for all information shared in counseling. Specific services at the CCSD include:

Academic Assistance Programs, group learning skills seminars, and individual learning skills consultations, including Preparation for Achieving Scholastic Success (P.A.S.S.). Learning skills assessment tests are also offered.

Personal Counseling: Individual personal counseling is offered for whatever concerns students may have. Typical topics include stress, anxiety, depression, sexuality, motivation, home, relationships, and adjustment. Personality testing is administered as appropriate.

Career Counseling: Students desiring to select or change their academic majors and related careers may meet individually with a career counselor. Typical sessions include assessment of skills and abilities, values, and interaction between career and personal goals. Career tests may include the Strong-Campbell Interest Inventory, the Self-Directed Search, SIGI-Plus, Virginia VIEW and the Myers-Briggs Type Indicator.

Workshops and Groups: Workshops and groups include communications, study skills, sexuality, career, grief, and support groups for minorities, students with disabilities, and students with other concerns.

Services for Students with Disabilities: Assistance is offered through the Disability Resource Office for class registration, orientation, recorded textbooks, housing, classroom accommodations and more.

To Schedule an Appointment:

For an appointment or information, stop by Tyler Hall or call (540) 831-5226 for Center for Counseling and Student Development, or (540) 831-6350 for Disability Resource Office, or (540) 831-5128 (V/TDD).

Speech and Hearing Clinic

The Speech and Hearing Clinic, located in Davis Hall, provides services for students, faculty, and staff. Graduate students majoring in communication sciences and disorders provide the services under the direct supervision of faculty members. Hearing evaluations and hearing aid evaluations are available, as are rehabilitation services for the hearing-impaired person. Speech and language evaluations and therapy are provided for persons with articulation, stuttering, voice, or language problems. The services are free for Radford University students, faculty, and dependents. Appointments may be made by calling (540) 831-5453 (V/TDD).

Writing Center

The Writing Center, located in Muse Hall, assists students with written communication. Graduate and undergraduate English majors who have experience as peer readers work with students on personal writing or on specific writing assignments. Tutors trained in teaching English as a second language are available to help international students. To make an appointment, or for more information, call (540) 831-6035.

Dining Services

Dalton Hall and Muse Hall are the main Dining Service areas on campus featuring an all-you-can-eat dining service. The newest dining service is located at the Muse Underground Cafe in Muse Hall. Five different food venues are located here. They are: Traditions (a cafeteria style shop), Terri Yaki's Oriental Wok, the Hyde Park Grill (burgers), Stone Willy's Pizza Shop and Summit Sub Shop along with a salad and beverage bar.

Pipers, located in Dalton, serves a continental breakfast Monday through Friday at lunch, and in the evening becomes a restaurant with wait-staff service. All meal plans (except 90-meal plan) include visits to Piper's in the evening for a pleasant, served meal. Other alternatives are Chick-Fil-A, Pomodoro's Pizza and Pasta, Mean Gene's Burger, Salvador's Deli, and Freshen's Yogurt Shop, which serves Mill Mountain coffees. These shops accept Food Dollars, RU Express and cash.

In addition to a wide variety of entrees and accompaniments, the Dalton cafeteria features specialties such as pasta, homemade soups, vegetarian entrees, Belgian waffles, made-to-order omelettes (Sunday), and special meals centered around holidays or other special events.

All residence hall students participate in a choice of meal plans. Meal plan students are admitted to the dining areas (Muse and Dalton) upon presentation of a valid I.D. For more information about Dining Services and Meal Plan Options, contact us at (540) 831-5351 or the RU Express office at (540) 831-5054.

Special Diets

Students sometimes have special dietary needs. To accommodate these students, a nutritionist is available to assist. Any eating disorder, weight gain/loss concerns or special diet requirements can be discussed in confidence.

Meal Plans for Off-Campus Students

Meal plans available to the off-campus student include any 90 or 65 meals per semester, or 5, 7, 12, 15, or 20 meals per week. Each plan entitles you to a number of meals per week plus Food Dollars which can be used in any cash operation in the Terrace Shops, Chick-Fil-A and 6 visits to Piper's. Payment plan options are available for all off-campus meal plans through the RU Express Office in Walker Hall.

TECHNOLOGYSERVICES

Information Technology Resources

Information Technology Resources (ITR) consists of Academic Computing, Information Systems and Computer Services, Radio and TV Communication Services, Systems Administration and Operations, and the Technology Assistance Center. ITR provides comprehensive computer and information technology support for the university.

Computer Account Information

Radford University establishes computer accounts for all faculty, staff, and registered students, which allows them to develop personal web pages, use e-mail, and have modem access from off campus. Undergraduate student accounts are deleted during the summer session if the student has not pre-registered for the fall. Graduate student accounts continue through the summer.

Internet Connections

Radford University is connected to the Internet through a DS3 ATM connection to Network Virginia. All Radford University residence hall rooms are wired with two Ethernet connections. Student computers require an Ethernet card to connect to the RU Network. ITR recommends a 3Com Ethernet adapter. More information on connecting your computer can be found at:

<http://www.radford.edu/~helpdesk/recommend.html>

The RU modem pool supports 56K (v.90) PPP connections to the Internet. RU Network software is available on CD-ROM to help configure this connection. The CD-ROM is available at the RU Bookstore. RU Modem Pool Access Numbers:

Local	633-1894
Roanoke	857-8923
Long distance (charge)	540-633-1894

General Purpose Computer Labs

The general-purpose ITR computer labs are available to all students, faculty, and staff upon presentation of a valid RU ID card. Labs are located in Walker and Whitt Halls.

The Walker Technology Center is located on the second floor of Walker Hall and offers five computer labs (more than 110 computers). These labs are open Monday through Thursday, 7 a.m. - 2 a.m., Friday 7 a.m. - 8 p.m., Saturday 10 a.m. - 8 p.m., and Sunday 10 a.m. - 2 a.m. The center offers Internet access, a variety of software, black and white and color LaserJet printing, flatbed color scanners, digitizing video, and CD-ROM burners. Students are required to bring their own floppies, Zip, and CD-ROM disks to save their own work. Computing copyrighted material is illegal.

Walker 215 offers G3 Power Macintosh computers. Each machine has a 3.5" disk, Zip, and CD-ROM drives. A wide variety of software is available that includes word processing, spreadsheets, presentation graphics, image processing, and web browsers. The lab includes six Speech Communication Interactive Multimedia Instruction laserdisc programs.

Walker 216, 217, 221, and 225 offer Pentium computers. Each machine has a 3.5" disk, Zip, and CD-ROM drives. A wide variety of software is available that includes word processing, spreadsheets, presentation graphics, database, and web browsers.

The Walker 216 and 225 labs are used for teaching computer-oriented classes. Each lab has a ceiling-mounted projector. Walker 225 has

a ComWeb system that lets the instructor control individual computers.

Walker 221 has two stations (Pentium and Macintosh computers) with unique capabilities: each computer has a CD-RW burner and color flatbed scanner. The Macintosh has a slide scanner and can digitize audio and video. Individuals must provide the media. It is illegal to copy copyrighted materials.

Walker 222 is a presentation classroom, with a Pentium computer with 3.5" disk, Zip, and CD-ROM drives. The computer and VHS player are connected to a ceiling-mounted projector and wall-mounted speakers.

Whitt Hall offers two Pentium computer labs: Whitt 222 and Whitt 228, on the second floor. Whitt 228 has a ComWeb system that lets the instructor control individual computers.

Each machine has a 3.5" disk, Zip, and CD-ROM drives. A wide variety of software is available that includes word processing, spreadsheets, presentation graphics, database, and web browsers. Each lab has a network LaserJet printer.

Academic Department Computing Labs

Many academic departments use computers in their curricula and maintain software specific to their needs. Hours of operation are posted and vary. Access to these labs is determined by departmental mission, course enrollment, or major. A full description of software can be found at: <http://www.radford.edu/~acadcomp/acdlabs>.

Department	Computer
Art	Macintosh
Biology	Macintosh
Business/Economics	Pentium
Chemistry/Physics	Pentium
Computer Science	Pentium, UNIX
Education	Pentium
Education, TRC	Macintosh, Pentium
Foreign Language	Pentium
Geography	Pentium
Interior Design, Fashion, Foods Recreation, Parks and Tourism	Pentium
Media Studies	Macintosh
Music	Macintosh
Physical Education	Pentium
Psychology	Pentium
Theatre	Macintosh

A few of the academic labs are highlighted below:

The Biology computer lab in Curie 33 has G4 Power Macintosh computers and is available to students taking Biology courses.

Computer Science operates two computing labs with Pentium computers. Davis 214 lab runs Windows NT. Davis 225 runs Solaris. All computer science students use both labs.

The Geography computer lab is in Cook Hall of International Education with Pentium and UNIX computers to teach geographic concepts and research techniques using geographic information systems and image processing. Software includes AutoCAD, Atlas GIS, ERDAS, and Arc/Info. The lab is available to students enrolled in Geography courses.

The Geology, Chemistry, and Physics computer lab is in Curie Hall with Pentium computers. Software includes MoluCad, Sigma Plot, Visual Groundwater, Visual Mudflow, Rockworks, Red Shift, and Voyages through the Solar System. This lab includes a ComWeb system, VCR, and projector.

The Interior Design, Fashion, and Foods and Nutrition lab is located in McGuffey 238 with Pentium computers. Software includes AutoCAD, 3D Studio, Surface magic, and Display Shop. Printers range from pen plotters to a large format color ink jet plotter. The lab is available to students taking Interior Design, Fashion, and Foods and Nutrition courses.

The Media Studies lab is located in Porterfield 173 with Power Macintosh computers. Software includes PhotoShop, Premiere, Flash, Fireworks, Quark, SoundEdit, Illustrator, Freehand, and Director. The lab is available to students taking Media Studies, Journalism, and Communication courses.

The Music lab is located in Powell 106 with Power Macintosh computers connected to keyboard synthesizers to create MIDI compositions. Software includes Chords and Keys, Finale, Harmony Fun, Max, and Music Shop. This lab is available to Music students. The communication department provides six programs for students to better their communication skills. Each program uses a laserdisc and computer located in Walker 215. Ask the proctor to view these programs: Critical Thinking, Constructing and Using Speaking Outlines, Mission Possible: Listening, Effective Introductions and Conclusions, Developing Key Ideas, and Coping with Speech Fright.

The College of Education has two computer labs. Russell 211 is a teaching lab with Pentium computers. Software includes Crossword Plus,

Learning Plus, and Nutritionist IVDiet Analysis. Walker 201 is the Teaching Resource Center with Pentium and Power Macintoshes. The TRC is also a Virginia regional Teaching Resource Center for the public schools.

Technology Training

Technology Training classes are non-credit and free to enrolled students, employed faculty, and staff. Visit the RU Technology Training web page at: <http://www.radford.edu/~tektrain> for an overall list of training classes offered at RU.

The Multimedia Center

The Multimedia Center in McConnell Library features nine high-end multimedia development workstations and a wide array of the latest authoring software for combining images, graphics, audio and video into integrated multimedia projects. It also contains special equipment for the production of CD-ROM and DVD disks, as well as a variety of output formats. A staff of multimedia developers is available to provide consultation and assistance in creating presentations, developing web sites, creating and utilizing graphics, recording and editing audio and video, and more. A regular schedule of training workshops is offered. The center is open to all students, faculty, and staff. For more information, visit the center's website at: <http://lib.radford.edu:83/multimedia>.

OTHER SERVICES

The Heth Information and Event Planning Office

Located on the main floor of the Heth Student Center, the Information Office is staffed by a manager and student assistants who can answer a variety of questions and provide many services. These services include scheduling organized activities on campus and putting them on the university calendar, selling tickets for events sponsored by student organizations and all-campus programming groups, a Lost and Found and a check-out system for newspapers, magazines and other periodicals. The office also distributes the student newspaper, keys for student offices and conference rooms in Heth, and operates the building's sound system. This area serves as the central information office for the campus.

I.D. Cards

Students must present I.D. cards to use certain campus facilities and services. I.D. card photographs are taken at orientation and at registration.

If a university I.D. card is lost or stolen, the student must contact the ID/RU Express Card Office (540-831-5054) in Walker Hall for a replacement. The replacement fee of \$10 is payable at the time the photograph is taken. If a university I.D. card is lost or stolen after 5 p.m. or during the weekend, the student must contact Campus Police (540-831-5500) to invalidate the I.D. card. Only the ID/RU Express Office may revalidate a university I.D. card.

RU Express Card

Students may use their university I.D. card as a debit card (the RU Express card) by making an initial deposit of at least \$25 in their card's account. Purchases made with the card are limited to the card's current balance, which can be increased by additional deposits and which declines with each purchase made with the card. The current balance is displayed after each transaction.

The RU Express card offers three types of accounts: the Food Dollars account, the Food Dollars Plus account, and the RU Express account. The latter enables students to make purchases at a wide variety of campus locations, including the bookstore, food court, and vending and laundry machines, and at a number of off-campus businesses.

More information is available by contacting the I.D./RU Express Office in Walker Hall (Box 6992).

Vending Services

Coke and snack machine refunds are available at the Heth Information Center, the Residence Life Office in the basement of Tyler Hall, and the Dedmon Center main entrance. To report a malfunctioning machine, call (540) 831-6267 with the machine location and the nature of the problem.

Lost and Found

A lost and found service is provided at the Information Office on the main floor of Heth Student Center. For additional assistance, call 831-5420.

Post Office

AU. S. Post Office is located in Dalton Hall. Boarding students receive mail in boxes provided at this location.

McConnell Library

The John Preston McConnell Library, named for the first president of Radford University, contains a growing collection of more than 300,000 books and bound periodicals. Students have access to information in both print and non-print

formats, from books, periodicals, newspapers, and World Wide Web-accessible databases to CD-ROMs, microforms, videotapes, audio cassettes, and other media. Students should obtain a copy of the information sheet "Library Services for Students" to familiarize themselves with the information resources, facilities, and services available.

A full-time staff of 28, including 12 librarians, provides a variety of library and instruction services. Students can access the library catalog (INNOPAC), a wide variety of periodical indexes, and other electronic information from the library home page: <http://lib.radford.edu>. This page also provides access to all of the resources of VIVA, the Virtual Library of Virginia, including the full text of articles from over 8,000 journal titles.

The Reference Services department, located on Level 3, offers a wide range of resources and services, including individualized research assistance, library tours, and course-related instruction. Reference works, periodical indexes and abstracts, and many other general and specialized research tools are available for use. In addition, there are microcomputer workstations for accessing a continuously expanding variety of electronic information resources. Anyone needing help in using the library is encouraged to ask for assistance at the Reference Desk or send an e-mail message to refdesk@runet.edu.

The Radford University I.D. card serves as the valid library card and must be presented in order to check out library materials.

Interlibrary loan service is provided for all students and faculty through the library's membership in an international network of over 30,000 participating libraries. Requests for materials not owned by the library may be submitted electronically through the ILLiad system at www.illiad.radford.edu. Many requested articles can be e-mailed to the requester and viewed electronically. Residents of Virginia may also personally check out materials from the libraries of any state-supported college or university in Virginia.

The Media Services department, located on Level 4, houses non-print items, including microform materials, filmstrips, recordings, videotapes, kits and other teaching aids, as well as preview equipment for all media. A Multimedia Center is available for creating multimedia projects and presentations.

The recorded music collection consists primarily of classical music but does contain some popular music, jazz, and Broadway plays. Spoken

records are included. The listening/viewing lab is equipped to allow students to listen to records or tapes on earphones.

Carrels are available in the library for use by graduate students engaged in research projects. A Graduate Study Lounge, equipped with three computers and a laser printer, is located in Room 562. Two group study rooms for student use are located on Level 5. One is available for sign-up only, while the other two are available on a first-come, first-served basis.

The Radford Rooms, located off the main Reading Room on Level 3, contain special displays, historic photographs, and other items of significance to the history of Radford University. Students are encouraged to discover the university's unique past by visiting the Radford Rooms, which are open during all hours that the library is open.

McConnell Library offers the following services to students with disabilities:

- Two Kurzweil reading machines (one may be checked out and one is for in-library use) located in Media Services, Level 4.
- Two TeleSensory printed text enlargers (one in Media Services and one in Reference Services).
- A computer workstation with Zoom-Text screen enlarger in the Reference area, providing access to the library catalog and electronic resources, web browsing, and ruacad.
- In the Media Services area, a Visually Impaired Educational Workstation (VIEW) has screen-reading, screen-magnification, and voice-recognition capabilities, in addition to standard computer lab software, the library catalog, and other electronic library resources. Braille printing and conversion of print to Braille is also available.
- Wheel chair-accessible photocopier on Level Two.
- Personal assistance in locating and retrieving library materials.
- Photocopy enlargements.

There are three handicap-parking spaces between the library and Lucas Hall. The handicap entrance to the library is located at the front of the building, where there is an elevator leading to the main lobby.

CODES AND POLICIES

Boarding Policy

Radford University believes that an important part of a student's education is achieved within the group-living atmosphere maintained in

its residence halls. The university therefore requires undergraduate students, with nine or more semester hours, to live in a university residence hall unless they qualify for one of the following exceptions:

- Students who reside with relatives or guardians who are 21 years of age or older and are permanent residents within commuting distance of the university.
- Married or previously married students.
- Students with extreme emotional or physical problems appropriately documented.
- Students who have served in the military forces.
- When the demand for residence hall rooms greatly exceeds the number of rooms available, the university may permit students to live off campus if they meet either of the following requirements:

(1) they must be 21 prior to Jan. 1 of the academic year for which they wish to live off campus; or

(2) they must have resided on campus for a minimum of four semesters prior to the contract period. (The president is authorized to lower the requirement from four semesters to two semesters of on-campus residency as of the beginning of fall semester when students choose to live off campus. The option to reduce the semesters of residency will be reviewed on a yearly basis.)

A semester of residence is defined as living in university housing for the entire semester and meeting the academic requirements to do so. Residence hall students must enroll in a minimum of nine semester hours of academic course work unless the Office of Residential Life approves an exception.

Furnishings provided in residence hall rooms include two beds, a dresser, two desks, desk chairs, a nightstand, and a recycling bin. Bathroom facilities generally are shared with the occupants of one other room. A cable-ready television outlet, a telephone jack, and Ethernet computer hookups are also provided in all rooms. Furnished lounge and recreation areas as well as kitchens, laundry facilities, and study rooms are located in most of the residence halls. Residence hall rooms are double occupancy. New students may be placed in temporary tripled rooms if a shortage of residence hall space exists.

Student Conduct

Radford University is a community of scholars in which the ideals of freedom of inquiry, freedom of thought, freedom of expression, and freedom of the individual are sustained. The exercise and preservation of these ideals require respect for the rights of all in the community.

Students who enroll at Radford University assume an obligation to conduct themselves in a manner compatible with the university's mission as an educational institution. To fulfill its functions of imparting and gaining knowledge, the university retains the authority and the responsibility to maintain order on Radford University property. Prohibited conduct, whether it occurs on university-owned, controlled or operated property, at university-sponsored functions, or off campus, for which a student is subject to discipline by the appropriate judicial body, is defined in the Student Handbook. The handbook includes policy statements for example regarding the Honor Code, the use of alcoholic beverages, drugs, students' rights to privacy, fund raising policies and residence hall regulations. The handbook is prepared prior to the beginning of the new academic year and, therefore, may contain some revisions to the policies which appear in this catalog.

All students are expected to become familiar with the contents of the Student Handbook and are responsible for acting in accordance with the policies contained therein. Students who do not receive a copy of the Student Handbook at orientation, registration, or in the residence hall may obtain a copy at the Office of the Dean of Students.

The Vice President for Student Affairs or a designate may defer procedural due process and place a student on interim suspension upon making a determination that such action is necessary to maintain safety and order on the campus. A student placed on interim suspension will, as soon as practical, be given a hearing by the appropriate judicial body.

Registration of Criminal Record

Radford University students who, at the time of their initial enrollment at the university, are under the supervision of a federal or state probation or parole officer, have had felony criminal charges taken under advisement, or have been convicted of a felony (including offenses committed as a juvenile) must report their status to the Dean of Students within 15 days following registration.

Any student who is subsequently placed on probation or parole, has felony criminal charges which are taken under advisement, or is convicted of a felony must report this to the Dean of Students within 15 days following the date of that action.

Note: A student failing to comply with this provision is subject to immediate suspension from Radford University or cancellation of enrollment.

International Student Information

Radford University's emphasis on international education can be seen in its curriculum, its student body, and its off-campus programming and outreach. The university's commitment to international awareness and competence is evident in its focus on the needs of students from the Commonwealth and the U.S., international students, and the Southwest Virginia community in general. The Office of International Student Services, the International Education Office, and the International Trade Center are primary areas of international activity for Radford University.

FOR INTERNATIONAL STUDENTS AND STAFF

International Student Services Office
0001 Stuart Hall
(540) 831-5939

The International Student Services (ISS) Offices assists international students with their transition to the Radford University environment. Located on the first floor of Stuart Hall, the ISS Office provides information, services, and programs to assist international students with cultural adjustment concerns. Specific services include international student orientation programs in the fall, spring, and both summer sessions, and annual and special programs.

Annual programs are designed to provide international students with the opportunity to share their culture with others and address basic concerns. They include the International Speakers Bureau, International Coffee Hours, the International Friendship Program, and International Week.

The ISS staff understands the special concerns of the University's international student population and encourages students to utilize the office's resources. To make an appointment, students may stop by or call (540) 831-5765. The office is open 8 a.m. - 5 p.m. Eastern Standard Time, Monday through Friday.

All international students are required to present proof of adequate health insurance coverage. Prior to enrollment, students should contact the ISS office if they have questions or need more information concerning various health insurance policies.

International Education Office
302 Cook Hall of Education
(540) 831-6200

The International Education Office is housed in 302 Cook Hall of Education and works closely with all offices on campus on matters affecting the international community at Radford University. The office coordinates the International Issues Committee, which brings together all offices working with international students and faculty. The Immigration Counselor assists international students before and during their enrollment with any immigration concerns or procedures.

To make an appointment, please call (540) 831-6200.

INTERNATIONAL ADMISSION

Admission

To apply to Radford, applicants should fill out the international application for admission form and mail this along with the non-refundable application fee to:

Office of Admissions
P. O. Box 6903
Radford University
Radford, VA24142, U.S.A.

Students may complete applications online at www.radford.edu.

Students planning to enter Radford in fall semester must apply by April 15 and have all credentials submitted by June 1. Students entering in spring semester must apply by Oct. 1 and submit all credentials by Oct. 15. For summer school, students must apply and have all credentials completed by March 1.

Applicants must take the TOEFL or the SATI (Student Assessment Test I) and have the results mailed directly from the Educational Testing Service, Princeton, NJ, to the Office of Admission.

Either a TOEFL score of 520 (paper-based) or 190 (computer-based), a score of 500 plus 135 hours of training at an approved ELI (English Language Institute), or successful completion of a college-level English course at a U.S. institution is required for admission as a degree seeking student. Applicants who receive a minimum verbal score of 480 on the SATI do not have to submit a TOEFL score. If the TOEFL is below 520

(paper-based) or 190 (computer-based), the applicant is required to complete English language training.

A notarized letter of sponsorship and an original and certified bank statement from a sponsor or parent certifying that the student has enough money for the first year of attendance at Radford is required. For more information about university tuition and fees, see p.16.

Applicants must forward high school or secondary school official records to the Admissions Office. If the applicant has taken any university or college courses, he/she must have each college or university attended send official records to the Office of Admissions. All records must be certified and translated into English.

Applicants wishing to receive transfer credit from any university or college outside the United States must submit an official and translated syllabus listing the content of all courses for which credit is sought. Only courses with the equivalent of a U.S. "C" average grade or above will be considered for possible transfer credit.

An I-20 Form, used to obtain a FI student visa, will be prepared for the student after the application and all necessary information have been received and the Office of Admissions has made a decision to accept the applicant as a Radford student. The I-20 Form cannot be prepared before the application is officially reviewed and the applicant has been accepted.

Applicants who have been out of school for any period of time, other than school breaks, must write a letter telling about activities during

the time when they were not in school. This letter of activities should accompany the application form.

International students needing application assistance may contact the International Admissions Counselor, Penny Helms White, Associate Director of Admissions, 209 Martin Hall, Box 6903, telephone: (540) 831-5371, (800) 890-4265; e-mail: pwhite@runet.edu

Language Tutoring

Tutors trained in teaching English as a second language are available to help international students through the university's Writing Center (see p. 27). To make an appointment or for more information, call (540) 831-6035.

The International Student Affairs Council (ISAC)

The International Student Affairs Council (ISAC), a branch of the Student Government Association, addresses international student concerns and issues. ISAC plans and coordinates international-related activities and programs for the campus and community to facilitate understanding and appreciation of the rich variety of culture represented by our international student body.

INTERNATIONAL CURRICULUM

Study Abroad

Radford University, as part of its mission to serve the education needs of the citizens of the Commonwealth of Virginia, is dedicated to strengthening the international and intercultural dimensions of its programs and activities. The university believes that a study experience in a different country is important in fostering awareness of other cultures, deepening one's awareness of one's own culture, and developing future career paths. Consequently, the university encourages study abroad and facilitates program planning for those students who wish to earn academic credit for studies accomplished in other countries.

Radford has developed several foreign study opportunities, which can accommodate the needs and interests of students in virtually any field. A full range of strong academic programs in choice locations throughout the world is available. Exchange agreements and institutional affiliations provide opportunities for study at leading universities in Europe, Asia, and the Americas. Radford University sponsors study abroad opportunities in Austria, Brazil, Costa Rica, England, France, Germany, Japan, Mexico, Scotland, Spain, and Venezuela. Coursework is supplemented by numerous excursions and cultural and historical experiences complement formal classroom work.

With planning, students can usually participate in foreign study programs without delaying their expected graduation dates. Foreign study through any Radford program qualifies for full university credit. Participating students are eligible to apply for grants and loans through the Radford University Office of Financial Aid.

Because special application, registration procedures, and deadlines are required for participation in foreign study programs, interested students are encouraged to contact the International Education Office, 302 Cook Hall of Education, (540) 831-6200, for additional information. You may also visit our website at www.radford.edu/~intlprog. Program size is limited, and early application is recommended.

The following is a listing of specific course information and opportunities:

INST 489A. International Communications (Salzburg, Austria). (3-18)

Prerequisites: Consult Director of International Education. Available Fall semester.

Open to all majors.

Faculty Director: See International Education Director.

INST 489C. Middlesex University (England). (3-18)

Prerequisites: Consult Program Director. Available Fall Semester. Open to all majors.

Faculty Director: C. Hayes

INST 489D. Kansai Gaidai (Japan). (3-18)

Prerequisites: Consult Director of International Education. Available Fall, Spring, and academic year. Open to all majors. Limited scholarships may be available.

Faculty Director: See International Education Director.

INST 489J. Glasgow, Scotland. (3-18)

Prerequisites: Music Majors only. Students are expected to have an average of a 3.0 GPA or better to be accepted. Available Spring semester and academic year.

Faculty Director: Dr. Bruce Mahin

INST 489K. The Oaxaca Experience (Mexico). (3-18).

Prerequisites: Consult with Faculty Director. Available Summer. Open to all interested majors but especially those studying Education, English, Spanish, or Anthropology.

Faculty Director: Dr. Gilbert Valadez

INST 489L. China. (3-18)

Prerequisites: Pre-approval required. Consult Director of International Education for information and resources.

INST 489Z. Non RU Programs (Variable).

Prerequisites: Pre-approval required.

Consult Director of International Education for information and resources.

Additional Study Abroad Opportunities:

CHHS 475. Global Perspectives in Health and Human Services (Brazil). (3)

Prerequisites: Consult Program Director.

Faculty Director: Dr. Margaret Bassett

CRJU 430, 490, 498, 590, or 598. Comparative Law, Government, and Society (Venezuela). (3-18)

Prerequisites: Undergraduate students must have completed their first 30 cr. hr. freshman year with a GPA of 2.0. Graduate students must have completed at least one semester of graduate coursework with a 3.0 GPA. Available Maymester and Summer Session I. Open to all majors.

FORL 109, 209, 309, 409. (Costa Rica). (3-18)

Language instruction.

Prerequisites: Two years of high school Spanish required. Available Summer.

Faculty Director: Dr. Leonore Ulloa

FORL 109, 209, 309, 409. Kassel-Gesamthochschule Kassel Universitt. (Germany). (3-18)

Prerequisite: German is required. Students should be enrolled in, or have completed, German coursework on the 300-level. Open to all majors.

Faculty Director: Dr. Phillip Sweet

FORL 109, 209, 309, 409. (France). (3-18)

4-week language instruction.

Prerequisites: Consult Faculty Director. Available Summer. Open to all majors.

Faculty Director: E. DuPlessis

FORL 109, 209, 309, 409. (Spain). (3-18)

Language instruction.

Prerequisites: Minimum of one year Spanish training required. Available Fall or Spring semesters. Open to all majors.

Faculty Director: Dr. Leonore Ulloa

INTERNATIONAL OUTREACH

International Trade Center

Cook Hall of International Education

(540) 831-6734

Director: George Mickalonis

Part of the Business Assistance Center of Radford University's College of Business and Economics, The International Trade Center of Western Virginia is committed to improving the economic vitality of the region by assisting small- and medium-sized businesses to broaden their activities to an international level. This assistance is available through counseling services; access to international trade databases and international trade library; and through the following programs and activities:

1. International Trade Certificate Program
2. International workshops and seminars
3. International market research projects
4. Training programs for U.S. and international executives

Academic Policies

Responsibility of the Student

The student must become familiar with the academic policies outlined in this section of the catalog. The academic adviser will advise the student on all matters related to the program of studies and will aid the student in the interpretation of policies whenever necessary. Ultimate responsibility for meeting all stated requirements for the degree rests with the student.

ADVISING

Academic Advisers

Radford University stresses the importance of academic advising and makes a consistent effort to ensure that all students have adequate and appropriate advising. Some of the guiding ideas that shape academic advising at Radford University are:

- High quality academic advising ensures long-term success for both the students and the institution.
- A major purpose of the academic advising system at Radford University is to provide opportunities for students to make informed choices that will provide successful educational experiences at Radford University contributing to their academic and personal development.
- Academic advising provides students with opportunities to assess the relationships among their interests, values, and abilities. It is an ongoing process during which advisers use their expertise and experience to help students develop their educational and career plans.
- Through advisers' expertise and other university resources, good advising can guide students toward achieving their educational, career, and personal goals.
- Relationships between advisers and students can foster not only the academic and personal growth of students but also their level of satisfaction with the entire educational experience at Radford University.

Each undergraduate college has an Advising Coordinator who organizes and supervises the advising program within that college and who serves as a member of the Academic Advising Committee. The college advising coordinators are included in the undergraduate college deans' administrative structure. The coordinator of the Pre-major Advising Center is administratively

included in the Academic Enrichment Office. The coordinators of academic advising and their offices are listed below.

Adult Learning Services

- Penny Ratcliff, Young Hall 111A. For additional information, see p. 56.

Arts and Sciences

- Darlene Hodge, Young Hall 112. For additional information, see p. 64.

Business and Economics

- Judy Suddarth, Whitt Hall 114. For additional information, see p.168.

Education and Human Development

- Donna Dunn, Russell Hall 130. For additional information, see p.189.

Pre-Major Advising Center

- Patti Williamson, Draper Hall. For additional information, see below.

Visual and Performing Arts

- TBA, 240 Porterfield Hall. For additional information, see p. 232.

Waldron College of Health and Human Services

- Loretta Estes, Peters Hall 106A. For additional information, see p. 212.

The undergraduate college advising coordinators collaborate with one another through their membership on the Academic Advising Committee to ensure that all undergraduate students receive adequate and equitable advising which is appropriately evaluated.

Sound academic advice helps the student address not only course selection and scheduling, but also what a well-educated person should be and know. Academic advisers assist students in planning an organized program that includes the necessary courses in the major area of concentration, general education and electives. It is the responsibility of the student to be sure all of the necessary requirements for graduation are met. Students must consult with their academic advisers prior to registration.

The Pre-major Advising Center

The Pre-major Advising Center advises students who have not yet decided on a major. The center is staffed by academic advisers who understand the special needs and concerns of students who have not yet decided on a major field of study. Services include individualized assistance

in choosing a major and assistance with related academic concerns to include course scheduling and campus referral information. Pre-major students are required to declare a major after completion of 45 semester hours, and the Pre-major Advising Center works closely with students to help them make appropriate decisions. Advisers are available for walk-in or scheduled appointments. For an appointment or information, students can come to Draper Hall or call (540) 831-5220.

Class Attendance

All students are expected to attend classes on a regular basis. No absences of any nature will be construed as relieving the student from responsibility for the completion of all work assigned by the instructor.

A student registering late for a class will be responsible for all work assigned and material covered during the class sessions missed due to the late registration.

The first class meeting of an evening class, which meets one night per week for 15 weeks, represents about seven per cent of the total class time; this first meeting is a regular class. If students wait until the second class meeting to enroll, the class could be cancelled due to inadequate enrollment at the first class meeting.

During the first week of each course, the instructor shall inform students of the attendance policies for the course. Class attendance policies are determined by the instructor and should allow for a reasonable number of absences which required due to documented official university-sponsored activities, health problems, other emergencies, and a student's religious holidays. It is the student's responsibility to make arrangements, which are acceptable to the instructor, to complete work missed during the student's absence from class.

Official university-sponsored activities include, but are not limited to, those events which students attend as official delegates funded by the university or in which they represent a university-funded, all-campus organization, intercollegiate athletic team or performing group, and academic course-related field trips in which participation is mandatory as approved by the appropriate academic dean.

Class Absence Notices

Faculty and students are encouraged to deal directly with one another concerning all student absences. At the request of the professor or the student, the Office of the Dean of Students will

issue absence notices to faculty only under the following circumstances:

1. When the student expects to be away from the university for a week or more of classes and the student is unable to make contact with his/her professors.

2. When the student is dealing with a significantly traumatic situation which the student is unable or reluctant to discuss with his/her professors.

3. When the student will be absent from classes due to his/her participation in official university-sponsored activities (i.e. conferences attended as an official delegate funded by the university or in which the student represents a university-funded all-campus organization, judicial hearings, special meetings with the Board of Visitors or other dignitaries). Notices may be issued by other offices concerning absences of students participating in intercollegiate athletic teams, performing groups, and academic course-related field trips in which participation is mandatory, as approved by the appropriate academic dean.

The Student Health Center will issue absence notices to students only if it is evident to the clinical provider that the student should not be in class due to illness. No generic 'seen and treated' notes will be issued to students. In all other circumstances, students should communicate directly with their professors about their absences from class for reasons of illness or other reasons for which they are requesting special consideration.

NOTE: When the Student Health Center or the Office of the Dean of Students agrees to issue absence notices to students or faculty, these notes do not excuse the absence, nor do they guarantee the student will be permitted to make up tests or other missed assignments. Only the student's professors can make those decisions. The absence notes simply document that the student's illness or other circumstances indicate that they should not or are unable to participate in class for the time period designated.

GRADES AND CREDIT

Grading System

A is given for excellent work.

B is given for work that is distinctly above average.

C indicates work of average quality.

D is given for work of below average quality and is the lowest passing grade at the undergraduate level.

F indicates failure and means the class must be taken again with a passing grade before credit is allowed.

AU indicates the student audited the course.

I indicates work is incomplete. See “Incomplete Grades” on this page.

IP indicates the course is in progress

NG indicates non-graded (used for thesis completion)

NR indicates no grade was recorded by instructor

P indicates passed with satisfactory work of “C” or better.

W indicates a student withdrew, without penalty, from the course after schedule adjustment but before the end of the twelfth week and that no credit was obtained.

Grade Point System

The quality of work completed is recognized by the assignment of grade points to various letter grades. The student’s academic standing depends upon the number of semester hours of work successfully completed and upon the number of grade points accumulated. Radford University uses a four-point system in which grade points are assigned to grades as follows:

A = 4 points

B = 3 points

C = 2 points

D = 1 point

F = 0 points

A student’s grade point average (GPA) is computed by:

- Multiplying the number of semester hours (SH) for each course taken by the number of grade points (GP) corresponding to the grade earned for the course (see table above)
- Adding up the total number of grade points for the appropriate period (a single semester, for example, or an entire academic career at Radford University)
- Dividing the total number of grade points by the total number of semester hours attempted (TSHA) during that same period.

For example:

Course	Grades	(Points)	SH	Earned
ABC	101	A	(4) x	3 = 12
DEF	102	B	(3) x	2 = 6
GHI	101	C	(2) x	3 = 6
JKL	201	D	(1) x	4 = 4
MNO	102	A	(4) x	3 = 12
15 (TSHA) 40 (Total GP)				

Grade Point Average (GPA):
40 GP/15 TSHA = 2.66 GPA

While courses passed with a grade of “C” or better at other institutions do satisfy certain course requirements, these grades are not used in computing the Radford grade point average.

Incomplete Grades

At the faculty member’s discretion, the letter “I” may be entered on the student’s transcript for a course whenever some portion of the required work has not been completed by the end of the semester. A written statement of the requirements for removal of the grade of “I” must be signed by the faculty member and student and filed in the office of the chairperson of the department in which the course is taught, with a copy submitted to the registrar along with the faculty member’s grade sheet.

The grade of “I” will automatically revert to a grade of “F” if not satisfactorily removed by the last day of classes of the next semester (Fall or Spring Semester).

Once the grade of “I” is placed on the transcript, it remains on the transcript until it is replaced by the appropriate grade when all course requirements are completed or when the deadline for completion has passed.

A student cannot re-enroll for a course for which an “I” is recorded on the transcript. A degree cannot be awarded to students with Incompletes on their records.

Pass-Fail Grades

Any course outside a student’s general education requirements, major, minor, or other specified degree or certification/licensure requirements may, with the approval of the student’s adviser, be taken as a Pass-Fail elective. The following guidelines apply to Pass-Fail courses:

- A student must, within the first 10 days of a semester or the first five days of a summer term, file a Pass-Fail request form at the Registrar’s Office.
- The Pass-Fail option is limited to students with a 2.0 or better GPA.
- A Pass grade is equivalent to a “C” or better grade in the course.
- Other than mandatory Pass-Fail courses, a student may take no more than 12 semester hours of Pass-Fail courses during his/her academic career at Radford University.
- Pass-Fail courses passed successfully may not be repeated for a letter grade.
- If a student takes a course Pass/Fail and receives an “F” grade, the “F” grade is calculated into the grade point average.

- The Pass-Fail option may not be reversed following the end of the 10th day of classes (Census Date).

Grade Appeals

Students wishing to appeal grades received in courses should refer to the Radford University Procedures for Formal Grade Appeals. These procedures are listed in the *Student Handbook*.

Repetition of Courses

The Repetition of Courses policy allows students to improve their Grade Point Average. All courses completed and the grades earned will remain on the student's transcript. This policy applies only to the repetition of courses taken at Radford University.

Repeat Courses – The first three (3) times in which a student re-enrolls in any course(s) already attempted will be designated as “repeats.” Within the three repeat limit, a student may repeat as many as three different courses, or the same course may be repeated as many as three times. Repeating the same course more than once shall be considered multiple repeats. For example, a student whose first attempt at passing SOCY110 is unsuccessful repeats it, only to fail again. If the course is attempted a third time, the student has used two repeats and will have one remaining. Repeat courses are subject to the following conditions:

- a. The grade earned in the Repeat Course will replace the original grade in the course repeated.
- b. If the student receives a lower grade while attempting a repeat, the most recent grade will count in calculating the student's GPA. If a student repeats a course in which he or she received a passing grade and fails the repeat course, the credit earned previously will remain but both the original and repeat grades will be calculated.
- c. Additional credit hours will not be awarded unless the course grade was “F.”
- d. If the third Repeat Course is taken in a semester or summer session in which one or more other course is/are being retaken, the student will be asked by the Registrar's Office to identify the course to be treated as the third repeat. If the student does not respond to this request, the Repeat Course will be the one in which the grade earned most improves the student's cumulative grade point average. Other courses being retaken will be counted as explained below.

Retake Courses – Courses in which a student re-enrolls after the three repeat courses have been designated are subject to the following conditions:

- a. Unless otherwise stipulated by departmental requirements, there is no limit on the number of courses that may be retaken, or on the number of times a particular course may be retaken.
- b. Additional credit hours for the courses retaken will not be awarded unless the original grade was “F.”
- c. The grade(s) earned in the retaken course(s) will be averaged with the original grade(s).

Challenge Examinations

Challenge Examinations provide a mechanism for students to demonstrate knowledge they have acquired through work, life or educational experiences. Students who are able to justify that their previous experiences are relevant to a particular course may choose to earn credit for that course by challenge examination. Challenge examinations are comprehensive. Individual departments are responsible for determining which courses, if any, may be challenged for credit. A passing grade of “C” or better on the challenge examination will be recorded as a “P” on the transcript. Credits earned will be Radford University hours. Unsuccessful attempts at challenge examinations will not be recorded on the transcript and may not be repeated.

Transfer Credit

Students wishing to transfer credit to Radford University, after earning that credit as a transient student at another institution, must complete the form, **Radford University Permission to Take Courses for Transfer Credit** (AA 21), and must furnish the university with an official transcript after completing the course work. For the transcript to be considered official, it must be sent directly from the issuing institution to the Registrar's Office at Radford. Only courses passed with a grade of “C” or higher will be considered for transfer. These courses may satisfy certain course requirements but the grades are not used in computing the Radford grade point average, and the Radford repeat policy may not be applied.

Independent Study

Independent Study courses are offered by several departments and are designed to permit students to

independently investigate specific problems or areas of interest under the direction of a faculty adviser.

An Independent Study course must be approved by the appropriate department curriculum committee and chairperson prior to the deadline for adding courses in the term in which the study is to be undertaken. Independent Study courses may be taken either on a pass-fail basis or for a letter grade. No student may apply more than six hours of credit for Independent Study toward graduation requirements.

A faculty member may offer a maximum of six credit hours of Independent Study per semester.

Practical Experiences

Some undergraduate programs require students to participate in a supervised practical experience. Such experiences include internships, practica, clinical courses, student teaching, and other types of fieldwork.

Departments will provide written information to potential majors about the qualities of character and interpersonal skills that are normally expected of participants for them to complete successfully the practical experience. Potential problems which the student may have in a practical experience are identified, and appropriate recommendations are offered.

Students may obtain from the department the written criteria for entry into a practical experience and the procedures for implementation of those criteria; performance standards during the experience; circumstances under which the student may be withdrawn from, or denied entry to, the experience; and processes, including appeals, which regulate such withdrawals.

Departments and programs governed by the above include, but are not limited to: Communication Sciences and Disorders, Counseling Psychology, Counselor Education, Criminal Justice, Educational Studies, Music Therapy, Nursing, Physical Education (Teaching Concentration), Recreation, Parks and Tourism, Social Work, Human Development, Special Education, Sociology and Anthropology. Policies specific to each program will be on file in each department office. Students planning to take such courses should obtain a copy of the relevant departmental policies and procedures before registration in the course.

Class Standing

The class standing of a student is determined at the beginning of each semester and will not be changed during that semester. Any student with

26 semester hours of credit will be classified as a sophomore, 56 semester hours of credit as a junior, and 86 hours of credit as a senior.

Dean's List

Students will be placed on the Dean's List for a given semester if they:

- have 12 semester hours graded A-F; and
- obtain a grade point average of at least 3.4 for the courses not graded on a pass-fail basis; and
- obtain no grade below a "C."

Auditing Courses

Students may audit classes on a space-available basis with written permission of class instructor and the department chairperson. Students who audit a course may not transfer to regular status in the course after the census date. Auditing students are expected to attend class on the same basis as a regular student. The instructor may delete from the roll any auditing student who does not meet course requirements. Tuition and fee rates for audited courses are the same as those for credit courses.

WITHDRAWAL PROCEDURES

Withdrawal from One or More, But Not All, Courses

The student must secure a withdrawal slip from the Registrar's Office, have it signed by the instructor of the course from which he/she is withdrawing and by the student's academic adviser, and then return all copies to the Registrar's Office. The withdrawal is not complete until the signed slip has been returned to the Registrar's Office.

Students must contact the Student Accounts Office in Walker Hall to initiate a request for a refund of tuition if they drop a class or classes prior to the census date and if the reduced class load qualifies them for a tuition refund.

A student who drops a class prior to the conclusion of schedule adjustment will receive no grade. A student who withdraws from class after schedule adjustment but before the end of the 12th week of the semester (or 80% of a Summer Session) will receive a grade of "W." A student who withdraws from class after the 12th week of the semester (or 80% of Summer Session) will receive a grade of "F."

A student may not withdraw from more than five classes during the course of undergraduate studies at Radford University. After a student has withdrawn from five classes, any subsequent

withdrawal will result automatically in a grade of "F." Withdrawals from classes prior to the Fall Semester, 1988, courses dropped during schedule adjustment, or withdrawal from all classes at the university do not enter the five-class withdrawal limitation.

Withdrawal from the University (All Courses)

Students withdrawing from all courses during a given semester must contact the advising coordinator in the college of their major to obtain and complete a "Withdrawal Check-Out Sheet." Students who have not declared a major must contact the advising coordinator in the Pre-Major Advising Center. The academic advising coordinators' offices are in the following locations: College of Arts and Sciences, Young Hall 112; College of Business and Economics, Whitt Hall 114; College of Education and Human Development, Russell Hall 130; College of Health and Human Services, Peters Hall 106A; College of Visual and Performing Arts, 240 Porterfield Hall; Pre-major Advising, Draper Hall; Adult Degree Program, Young Hall 111A; College of Graduate and Extended Education, Preston Hall 213. This process must be followed to ensure the student will receive any eligible refunds and the appropriate grades for the semester.

Students who withdraw from the university before the end of the 10th day of classes (Census Date) will receive no grade. A student who withdraws from the university (all classes) after the Census Date but prior to the end of the 12th week of the semester (80% of summer session will receive "W's in all classes.) Withdrawals from the university after the 12th week will result in automatic "F's."

A student may withdraw from the university only once during his or her RU academic career. (Canceling enrollment to the university prior to the Census Date or receiving a medical withdrawal does not count as a withdrawal from the university.) Exceptions will be granted by the student's college dean or by the Associate Vice President for Student Affairs.

Refund Checks

It is university policy to hold the enrolled student liable for charges incurred; therefore, refund checks are issued in the name of the student.

Exceptions to Withdrawal Procedures

Exceptions to the withdrawal procedures may be granted upon recommendation of the Associate Vice President for Student Affairs/Student

Development in cases of documented medical or other non-academic reasons.

READMISSION

Students who have terminated their enrollment at Radford University for any reason and wish to return must submit an Application for Readmission to the Registrar's Office. Applications are due no less than 30 days, but no more than six months prior to the beginning of the term in which re-enrollment is desired. Eligibility to re-enroll will be determined after the application is received by the Registrar's Office.

For those students who left the university in good academic standing, eligibility for readmission will be determined by the Registrar's Office. The Readmission Committee will review the applications of those students who were academically suspended or left the university while on academic probation. Students placed on academic or disciplinary suspension are not automatically eligible to return. Only those students who appear to have potential for success in general and within their selected major will be readmitted. Academic Renewal is an option for students who have been absent from the university for four or more years.

The Readmission Committee will evaluate requests for readmission on the basis of the following criteria:

1. The student's written statement in which:
 - a. compelling reasons are offered for wishing to return to Radford University;
 - b. the student's activities or accomplishments during the period of suspension or absence are described;
 - c. the student indicates how and why academic performance will improve if readmitted.
2. Quality point deficit
3. Number of "Repeats" available to use as a strategy to bring up GPA
4. Previous academic history
5. Requested readmit major
6. Total hours attempted and/or earned
7. Evidence of improved academic performance at any institution attended while absent from Radford University. To be eligible for readmission, the student must have maintained at least a 2.0 GPA. Students are encouraged to send their transcripts to support their application at the time of reapplying but final decisions may be deferred pending receipt of a transcript.

Please note that the Committee reviews only written materials and that individual appearances before the Committee are not permitted.

Once a decision has been made regarding the application, the student will be notified in writing. Additionally, housing information will be sent when on-campus housing was requested. Registration information will be sent when it becomes available.

The Readmission Committee reserves the right to revoke any offer of readmission. The Readmission Committee will review the progress of all students returning to the University after a suspension or probation. Continuation of enrollment is contingent upon satisfactory progress during the semester the student is readmitted. Satisfactory progress is defined by making up the quality point deficit by at least half. If the student has not made reasonable progress toward good academic standing, the student will not be permitted to enroll for the following semester.

ACADEMIC RENEWAL POLICY

The Academic Renewal Policy is designed to benefit students who are returning to the university after an extended absence of no less than four calendar years and whose cumulative GPA when they were last enrolled was less than a 2.0. (Students who have been suspended three (3) times are not eligible for academic renewal. Students may use academic renewal only once.) Students who meet these conditions may apply for academic renewal simultaneously with their application for readmission. Such applications are made to the Registrar's Office.

Academic renewal permits eligible students to re-enroll at the university to begin their studies afresh. Under the provisions of academic renewal:

- a. All previously earned letter grades remain on student's official transcript, but the student carries no GPA at the time of re-enrollment.
- b. The student retains credit hours for all courses passed with a grade of C or better. The student loses credit for courses passed with a grade of D.

If academic renewal is granted, a student must earn 2.0 grade point average or better on the first 12 hours attempted upon returning. Failure to do so will result in academic dismissal from the university. Students who have returned under the academic renewal policy must earn 60 credit hours after returning to be eligible to graduate with Latin Honors.

CLASS LOAD

Fall and Spring Semesters

Any undergraduate student who is carrying 12 or more semester hours of credit is considered to be a full-time student. To be eligible to live in a residence hall, a student must carry an academic load of nine or more semester hours.

Normal class load during a regular session is 15-16 semester hours. No student may carry more than 18 semester hours without the written permission of the student's academic dean.

Summer Sessions

Any undergraduate student who enrolls in six or more semester hours of credit during the Maymester or Summer Session I, or a combination totaling six hours from the Maymester and Session I term will be considered a full-time student for the Summer Session I term.

Any undergraduate student who enrolls in six or more semester hours of credit during Summer Session II will be considered a full-time student for the Summer II term.

Any undergraduate student who enrolls in twelve or more semester hours of credit during Summer Session III, or a combination totaling twelve semester hours from enrollment in the Maymester, Summer Session I, Summer Session II and Summer Session III, will be considered a full-time student for the Summer Session III term. The student must be enrolled for credit in the Summer Session III term to be considered for full-time enrollment during the Summer Session III term.

A student may enroll for a maximum of eighteen semester hours of credit using any combination of enrollments in the Summer Sessions.

ACADEMIC PROBATION AND SUSPENSION

Academic performance is measured by grade points and grade point averages (GPA).

Each student must maintain a specified grade point average to remain in good standing and to prevent being placed on academic probation or being suspended for academic reasons.

Students are urged to confer regularly with their advisers to seek assistance in improving academic standing.

Academic Probation

In those cases where academic suspension does not apply (see Academic Suspension policy), a student will be on academic probation at the conclusion of any semester or summer session, regardless of the total number of credit hours attempted, in which the student has a cumulative GPA below a 2.0.

(Note: The minimum grade point average required for graduation from Radford is 2.0. Some majors require a higher GPA for graduation.)

Academic probation is an indication of serious academic deficiency and may lead to academic suspension. A student on academic probation may not carry more than 16 semester hours during a regular academic year semester.

ACADEMIC SUSPENSION

New Student Policy

Any new (freshman or transfer), full-time (as of Census date) student who has a GPA below a 1.25 at the conclusion of the first semester of enrollment will be suspended and will not be allowed to continue in the next full semester (Fall or Spring). However, these students can make application to the university for permission to continue. All students who are given permission to continue must participate in a contract-based university program. Students who choose not to participate in the contract-based program may not enroll in the next regularly scheduled academic term but may apply for readmission for a future semester.

Continuing Student Policy

All academic suspensions for continuing students who are enrolled during one or more terms during the year (fall through summer) become effective at the end of the last summer session, regardless of the student's enrollment for that specific term. Academic suspension occurs when such students have attempted a minimum of 30 credits at Radford University and have less than a 2.0 cumulative GPA on all courses taken at Radford University.

A continuing student will be informed of his or her impending academic suspension (effective at the end of the last summer session) at the conclusion of any term if the student has less than a 2.0 cumulative GPA and has attempted 30 or more credit hours.

Terms of Suspension

A student suspended for the first time may not enroll in the next regularly scheduled semester. A student suspended for the second time may not enroll in the next two regularly scheduled academic semesters.

The third time a student is suspended the student will be dismissed from the university, thus making the student ineligible to enroll at Radford.

A student on academic suspension from Radford University may receive transfer credit for work taken at another college or university during the period of enforced suspension. To ensure proper credit for any courses taken at another institution permission must be obtained from the appropriate college dean prior to enrolling in such courses. While courses passed with a grade of "C" or better qualify for transfer, these grades are not used in computing the Radford grade point average and the Radford repeat policy may not be applied. In order to be eligible for readmission to Radford University, students must maintain a cumulative grade point average of 2.0 or higher on all work attempted at another college during the term(s) of their suspension.

RECORDS AND REPORTS OF STUDENTS

Grades filed with the Office of the Registrar are final, except where an error of judgment has occurred or an error has been made in computation or transcription. Shortly after the close of each semester or summer term, currently enrolled students receive a grade report showing the final grade received in each course for which they were enrolled that particular semester or summer term.

A transcript is the official record, compiled by the registrar, of a student's academic career. For each semester or summer term, the transcript shows the courses, credits and grades; semester or summer term grade point average; and notice of academic probation, suspension, or withdrawal. Transfer credit also is recorded, but without grades.

The completed transcript records the degree and major, minor and/or concentration as appropriate, final graduation grade point average, and the date the degree was conferred.

Transcripts are issued upon the receipt of a signed, written request. There is no charge for this service. There is a limit of 10 transcripts issued per request, unless otherwise approved by the Registrar.

STUDENT RECORD POLICY

Family Educational Rights and Privacy Act

Radford University student record policies and practices are in full compliance with state and federal laws (FERPA).

Upon request, the university will grant students who are or have been in attendance access to their educational records, except those excluded by law, and will provide an opportunity for a hearing to challenge such records.

The university will not release information about a student from records, except directory information, to people other than a specified list of exceptions without obtaining the written consent of the student.

A full statement of the Family Educational Rights and Privacy Act and information explaining how students may exercise the rights accorded them by this policy are available from the Office of the University Registrar and the Office of the Dean of Students. If the university is requested to do so, the academic transcript of each freshman who graduated from a Virginia public high school will be sent to the student's high school unless the student signs a request to restrict the release of this record. This release will be made only after the high school provides the university written assurance that (1) the information will be protected as confidential and used internally only for assessing and improving the academic program; (2) no other personnel will have access to the information except individuals directly involved in the project; and (3) the information will be promptly destroyed when no longer needed.

University and federal laws permit the university to release information it has identified as directory information with respect to each student unless the student informs the university that any and all information designated should not be released without the student's prior consent. Requests for the restricted release of directory information should be filed at the Registrar's Office.

The university has identified the following as directory information.

- Student's name, local and home address, phone listing
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Dates of attendance
- Degrees and awards received

Students should report any change of name, address, or marital status to the Registrar's Office so their university records can be corrected.

HonorSystem

The Radford University Honor System provides the foundation for a university community in which freedom, trust, and respect can prevail. In accepting admission to Radford University, each student makes a commitment to support and uphold the Honor System without compromise or exception. The students of Radford University believe that individuals have the right to compete fairly, to keep what they have earned, and to have others accept their word without question. Individuals have the responsibility to be honorable in their own conduct and to insist other students act honorably.

Lying, cheating, and stealing are considered to be acts of dishonor, and will, therefore, cause a student to be subject to temporary or permanent suspension from the university community. Students who commit an honor violation or any members of the Radford University community who have knowledge that a student has committed an honor violation are expected to comply with the reporting procedures.

The Honor Code: I do hereby resolve to uphold the Honor Code of Radford University by refraining from lying, from stealing or unauthorized possession of property, and from violating the Standards of Student Academic Integrity. (See the *Student Handbook*.)

COMPLETING A DEGREE

Degree Requirements

No fewer than 45 semester hours must be taken at Radford University to be eligible for graduation. Thirty of the last 39 hours of credit required for the degree must be completed in residency. In addition, 50 percent of the semester hours required for a major (as defined by the department) must be taken at Radford University.

Students in the BGS program and Virginia Western Community College partnership programs must complete 25% of the semester hours at Radford University.

The total number of grade points earned by students, both overall and in their major field, must be at least twice the total semester hours of credit attempted, both overall and in their major at Radford. Students in teaching, nursing and certain other fields must earn a higher grade point average. Specific requirements for each major are listed under the appropriate department sections

of this catalog. As a minimum, 120 semester hours are required for graduation.

Graduation Policy

A currently enrolled full-time student may meet the graduation requirements listed in the *Radford University Undergraduate Catalog* in effect at the time of the student's initial enrollment at Radford, or the individual may select to meet the requirements in any subsequent catalog published between enrollment and graduation, as long as the catalog is no more than five years old. A student may not follow requirements for graduation listed in a catalog in effect prior to the student's enrollment at Radford.

A regularly enrolled part-time student may complete the graduation requirements in effect when the student enrolled at Radford or the student may complete requirements listed in any subsequent catalog, as long as the catalog is no more than seven years old when the student graduates.

Whichever option is chosen, the student must maintain continuous enrollment at Radford or another institution so that progress toward the degree is continuous.

Any course work in the major more than 10 years old at the time of matriculation may be reviewed by the chair of the department in which the student is housed, and the chair may require the student to take more current courses in lieu of those previously taken. Students so affected may request an opportunity to demonstrate currency in the area(s) covered by those courses previously taken. Transfer courses may not be used toward a Radford University degree if they are more than 10 years old at the time of a student's matriculation. Students who have been absent from the University for two continuous semesters must meet the degree requirements in force in the *Radford University Undergraduate Catalog* at the time of readmission.

Each student who expects to complete requirements for a degree must submit a graduation application to the dean of the student's college according to the following schedule:

Requirements to be completed:	Application due:
Spring Semester 2001	Sept. 8, 2000
Summer 2001	
Participating in 2001 Spring Commencement	Sept. 8, 2000 (with petition)
Not Participating in 2001 Spring Commencement	Nov. 6, 2000
Fall Semester 2001	Jan. 26, 2001

Commencement Exercises

Commencement exercises are conducted only at the end of the spring and fall semesters. Students completing degree requirements during spring and fall semesters are urged to attend commencement unless extenuating circumstances justify their absence. Diplomas will be mailed to students completing degree requirements after confirmation that their degree requirements have been completed.

Participation in Commencement

Radford University restricts participation in commencement exercises to those students who will complete their degree requirements by the time of commencement or who can complete the requirements during the immediately following academic session (i.e., the summer following Spring Commencement, and the spring following Fall Commencement). Those who wish to participate in commencement ceremonies who will not have met all requirements at the time of commencement must submit a declaration of their intent to participate along with the application for graduation.

Graduation applications and petitions to participate in the Spring Commencement 2001 must be in the appropriate college dean's office by September 8, 2000.

Graduation With Honors

Radford University awards two types of honors degrees:

Students whose cumulative grade point average in all courses attempted at Radford University is greater than or equal to 3.50, but less than 3.70, will be graduated cum laude. Those whose cumulative grade point average is greater than or equal to 3.70, but less than 3.85, will be graduated magna cum laude. Those whose cumulative grade point average is 3.85 or greater will be graduated summa cum laude. To be eligible to receive Latin Honors, a student must have earned a minimum of 60 semester hours at Radford University. Students who have returned under the Academic Renewal Policy must earn 60 credit hours after returning to be eligible to graduate with Latin Honors.

A student who successfully completes Honors Academy requirements will receive a bachelor's degree with Honors in the Major. For more information on the Honors Academy, see p. 59.

Licensure for Teaching

All students completing the professional education program for the Bachelor of Arts or the Bachelor of Science degrees are entitled to apply for the Collegiate Professional Certificate issued by the State Board of Education.

Dual Registration

During the final semester of a student's undergraduate program (or the next-to-last semester if student teaching or other full-time field experience is scheduled for the final semester), a student may register for both undergraduate and graduate credit provided the student has properly applied and been admitted to the College of Graduate and Extended Education and the hours of credit obtained in the graduate-level courses are not needed for the bachelor's degree. For complete information concerning graduate programs and entrance requirements, consult the *Radford University Graduate Catalog* (available from the Office of Graduate and Extended Education in Preston Hall).

EXCEPTION TO ACADEMIC POLICY

The *Radford University Catalog* is the basic authority for academic requirements at Radford University. All students are expected to follow the catalog in the pursuit of their degrees. On occasion, extraordinary circumstances may, however, justify minor departures from the catalog requirements. Students who believe their situation warrants a deviation from academic policy may petition for an exception. Students should consult with their academic advisers to explore the feasibility of petitioning for an exception to academic policy.

Undergraduate students who need to petition for an exception to academic policy must fill out the *Undergraduate Student Academic Petition* form, available in academic department offices. There are several academic requirements for which exceptions are never made, even through the academic petition process: the minimum grade point average (2.0) to graduate; the minimum number of semester hours (120) to graduate; the number of class withdrawals (5) a student may use; the number of repeats (3) permitted; and the number of earned credits (60) at Radford needed to qualify for Latin Honors. The academic adviser, the department chairperson, and the college dean of the petitioning student must approve and sign the Undergraduate Student Academic Petition form. The dean will submit the form to the Registrar's Office.

Academic Programs

Radford University offers curricula leading to seven undergraduate degrees: the Bachelor of Arts, Bachelor of Social Work, Bachelor of Science in Nursing, Bachelor of Science, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Business Administration, and Bachelor of General Studies. For information about graduate programs, consult the *Radford University Graduate Catalog*.

In the Bachelor of Arts degree, emphasis is on work in the academic fields and the study of a foreign language is required. The Bachelor of Science, Bachelor of Social Work, and Bachelor of Science in Nursing degrees are offered for work in academic as well as in vocational and professional fields; the study of a foreign language is not required. Courses in professional education may be offered to satisfy a part of the requirement for the Bachelor of Science degree. The Bachelor of Business Administration degree is for students who wish to work in national or multinational businesses or prepare for graduate work in business. (See Academic Terminology below for additional information about degrees, majors, minors, concentrations, options, and programs.)

For the Bachelor of Arts, Bachelor of Science and Bachelor of Business Administration degree programs, the minimum requirement for graduation is at least 120 semester hours of passing course work. The Bachelor of Fine Arts and Bachelor of Music degree programs place a heavy emphasis on work in the major field. In these two professional degree programs, students may have to take course work in excess of 120 hours; thus, close consultation with the adviser is recommended (see p. 232.)

The Adult Degree Program is designed for students usually over 25 years of age who have 30 semester hours of credit with a 2.0 GPA. The program is flexible and individualized.

In consultation with an adviser from a chosen discipline, undergraduates plan an academic program consisting of general education courses, major courses, and electives. Students should choose their departmental major as soon as possible and not later than the end of the sophomore year. At least half of the hours counted in the major and minor must be earned at Radford University.

Academic Terminology

Degree: A degree represents the academic level of a program and the general category into which it falls, e.g. Bachelor of Arts, Bachelor of Science. At Radford University, the term Arts in an undergraduate degree generally implies a language requirement. The minimum number of semester hours for a Radford University undergraduate degree is 120.

Major: A major represents a student's principal field of study; that is, the academic discipline he or she wishes to study intensively, for example, Psychology, Music and Accounting. The range of credits required for an undergraduate major is 30 to 90 semester hours depending upon the field of study.

Program: The term program does not have a unique definition. One use of the term involves a combination of a major and a degree, e.g., Bachelor of Science in Chemistry or Bachelor of Business Administration in Accounting. Occasionally, a program may consist only of a degree and not have a specific major, as in the Bachelor of Social Work. Program may also be used in a more generic sense to modify degree/major combinations, as in Teacher Education Program.

Minor: A minor represents a student's secondary field of study and, by implication, is different from the major. This distinguishes the minor from concentrations and options. The range for the number of semester hours in an undergraduate minor is 15 to 24.

Concentration: A concentration is a field of study within a major. Some examples are: Ballet within Dance and Public Relations within Communication. The number of semester hours for a concentration varies, but are always included within the semester hours for the major. This distinguishes concentrations from options, which represent semester hours beyond the major.

Option: An option is a set of related courses and/or experiences that complement the major. The principal example is in education where Elementary, Middle, and other options complement the Interdisciplinary Studies major by preparing the student for a specific career path. As noted above, option semester hours are in addition to those for the major.

Courses of Study

Radford combines a traditional liberal arts education with a number of professional programs in five undergraduate colleges: College of Arts and Sciences, College of Business and Economics, College of Education and Human Development, Waldron College of Health and Human Services, and College of Visual and Performing Arts. Undergraduate majors, including areas of concentration within each major, are:

Accounting

- Accounting Information Systems

Administrative Systems

Anthropology

Art

- Education

- History and Museum Studies

- Studio

Biology

Chemistry

Communication

- Organizational Communication

- Public Communication

- Public Relations

Communication Sciences and Disorders

Computer Science

Criminal Justice

Dance

- Ballet

- Contemporary

Design

- Fashion

- Interiors

Economics

- Basic

- International

- Managerial Economics

English

Finance

Foods and Nutrition

- Dietetics

- Food Service Management

Foreign Languages and Literatures

- French

- German

- Spanish

General Studies

Geography

- Environmental Studies

- General

- Planning

- Regional Geography

- Technical

Geology

History

Human Development

- Day Care Teaching and Administration

Information Systems

Interdisciplinary Studies

- Early Childhood and Special Education

- Elementary Education

- Liberal Arts - Non-teaching

- Mental Retardation Licensure

- Middle Education Licensure

Management

Marketing

- Marketing Management

Mathematics

- Applied Math

- Statistics

Media Studies

- Advertising

- Interdisciplinary Media Studies

- Journalism

- Production Technology

Medical Technology

Music

- Music Business

- Composition

- Music Education

- Music Technology

- Performance

- Music Therapy

Nursing

Philosophy and Religious Studies

- Philosophy

- Religious Studies

Physical and Health Education

- Commercial Fitness

- Sports Medicine

- Teaching

Physical Science

- Earth and Space Science

- General Science

- Physics

Political Science

Psychology

Recreation, Parks and Tourism

- Outdoor Recreation/Education

- Recreation, Parks and Tourism

- Management

- Therapeutic Recreation

Social Science

Social Work

Sociology

Theatre

Academic Minors

To graduate with a minor, a student must have a 2.0 or higher GPA in all courses required for the minor, and should be officially registered for the minor at least one semester prior to graduation.

Minors are available in the following areas:

Anthropology	(p. 160)
Appalachian Studies	(p. 64)
Art	(p. 236)
Art History	(p. 236)
Biology	(p. 67)
Business Administration	(p. 170)
Chemical and Pharmaceutical Sales	(p. 73)
Chemistry	(p. 73)
Cinematic Arts Interdisciplinary	(p. 134)
Classical Humanities	(p. 100)
Communication	(p. 82)
Computer Science	(p. 87)
Criminal Justice	(p. 91)
Dance	(p. 243)
Earth Science	(p. 74)
Economics	(p. 180)
English	(p. 94)
Fashion	(p. 246)
Foods and Nutrition	(p. 216)
Foreign Languages	(p. 100)
French	(p. 100)
General Management	(p. 183)
Geography	(p. 110)
Geology	(p. 114)
German	(p. 100)
History	(p. 118)
Human Development	(p. 194)
Intercultural Studies	(p. 100)
Interior Design	(p. 250)
International Trade	(p. 171)
International Studies	(p. 125)
Latin	(p. 100)
Media Studies	(p. 134)
Music History and Literature	(p. 258)
Marketing	(p. 186)
Mathematics	(p. 128)
Music	(p. 259)
Physical Education	(p. 202)
Peace and World Security Studies	(p. 141)
Philosophy	(p. 143)
Physical Science	(p. 75)
Physics	(p. 76)
Political Science	(p. 148)
Preprofessional Social Work	(p. 229)
Psychology	(p. 153)
Race, Class, and Gender Studies	(p. 157)
Religious Studies	(p. 143)
Small Business Management	(p. 183)

Interdisciplinary Minor in

Social Gerontology	(p. 160)
Sociology	(p. 160)
Spanish	(p. 100)
Statistics	(p. 128)
Theatre	(p. 269)
Women's Studies	(p. 166)

Requirements for All Degrees

To earn an undergraduate degree from Radford University, students must fulfill both general education requirements and the requirements associated with a specific degree and major, as well as sufficient electives to complete the minimum semester hours required for graduation.

General education requirements are detailed below. They are followed by an outline of requirements associated with specific degrees (B.A., B.S., etc.). Details of the requirements for specific degrees and majors can be found in the department sections in this catalog beginning on p. 63.

General Education Program

Radford University is committed to the development of mature, responsible, well-educated citizens. In addition to acquiring a diverse body of knowledge, such persons must possess a love of learning and a range of intellectual skills that enable them to meet the challenges and realize the promises of a complex, multi-cultural, and ever-changing world.

Goals

To fulfill the mission of the General Education Program, the university has designed a curriculum with a number of general and specific goals to be met by all undergraduate students.

Upon completion of the General Education Program, students should be able to:

- Think critically and creatively about ideas, issues, problems, and texts both within and across academic disciplines.
- Construct logical and persuasive arguments.
- Employ a variety of research methods and styles of inquiry.
- Use appropriate computer technologies to gather and organize information, to solve problems, and to communicate ideas.
- Work with others in a shared process of inquiry and problem-solving.
- Identify the personal and cultural values that shape decisions in public, professional, and private life, and assess the ethical implications of those decisions.

In addition to supporting these six general goals, the 50-hour curriculum is designed to ensure that students gain knowledge, abilities, and experiences in eight broad areas of study: communication, fine arts, health and wellness, humanities, international and intercultural studies, mathematical sciences, physical and natural sciences, and social and behavioral sciences.

Area 1: Communication (6-9 hours)

Communication skills are essential to success in university studies, professional careers, and social interaction. The ability to read, write, speak, and listen effectively is the foundation upon which learning is based.

Upon successful completion of this area of the curriculum, students should be able to:

- Read primary and secondary texts in English with comprehension.
- Write effective prose which takes into account a range of audiences, purposes, and contexts.
- Listen attentively and participate effectively in oral discussion.
- Speak with clarity and purpose in a variety of social and professional contexts.

The following courses have been approved for General Education credit in this area:

Required (6 hours)

ENGL 101. Introduction to Expository Writing
ENGL 102. Reading, Writing, and Research Skills

Optional (0-3 hours)

COMM 114. Public Speaking
COMM 250. Interpersonal Communication
COMM 337. Teamwork and Communication
MSTD 146. Media Performance

Area 2: Fine Arts (3-6 hours)

The fine arts – theatre, music, dance, art – define us as human beings through creative expression of both individuals and cultural groups. The arts awaken our senses, stimulate imaginative thinking, and provide insight into human cultures present and past.

Upon successful completion of this area of the curriculum, students should be able to:

- Understand the arts as a direct means of expression and creative thinking.
- Understand the arts as a means of communication across cultures and as a link with past cultures.
- Understand how the arts function within cultures on personal, social, or practical levels by

awakening the senses, touching emotions, communicating ideas, and inspiring or challenging audiences.

- Identify formal characteristics of artworks.
- Identify the emotional and intellectual content of artworks.
- Identify stylistic characteristics of artworks as they relate to an individual artist, group of artists, artistic movement, historical period, and ethnic or geographical context.

The following courses have been approved for General Education credit in this area:

Required (3-6 hours)

ART 111. Art Appreciation
ART 215. Art History Survey: Prehistory to Gothic
ART 216. Art History Survey: Renaissance to Contemporary
ART 366. Art History Travel Study
ART 412. Late 18th and 19th Century Art
ART 422. Art of the Ancient World
ART 424. Medieval Art
ART 427. Special Topics in Art History
ART 428. Twentieth Century Art
ART 462. Renaissance Art
ART 482. Baroque and Rococo Art
DNCE 111. Dance Appreciation
DNCE 366. Travel Study
DNCE 480. History and Philosophy of Dance
DNCE 481. History and Philosophy of Dance
MUSC 100. Introduction to Music Literature
MUSC 121. The Art of Music
MUSC 123. The Art of Jazz
MUSC 321. History of Music
MUSC 322. History of Music
MUSC 366. Travel Study
THEA 100. Theatre Appreciation
THEA 180. Introduction to World Cinema
THEA 366. Travel Study
THEA 375. Theatre History I
THEA 376. Theatre History II.

Area 3. Health and Wellness (3 hours)

The quality of life for individuals and communities is largely dependent on the choices we make. Informed decisions about healthful behavior, leisure activity, and interaction with the natural environment can enhance both personal and societal well-being.

Upon successful completion of this area of the curriculum, students should be able to:

- Identify the factors which influence health behavior decisions.

- Make educated health-related choices which promote personal well being and enhance the overall quality of life.
- Analyze the relations among factors such as nutrition, stress, and leisure as they influence personal wellness.
- Understand how personal health and lifestyle choices affect society at large.

The following courses have been approved for General Education credit in this area:

Required (3 hours)

FDSN 214. Introduction to Nutrition
 HLTH 111. Personal Health
 HLTH 200. Wellness Lifestyle
 NURS 111. Personal Health
 RCPT 200. Leisure in Contemporary Society

Area 4. Humanities (6-9 hours)

The humanities – religious studies, philosophy, literature, and classics – address fundamental questions about the meaning and value of life. These disciplines study humanity in an historical context and express humankind’s most profound understanding of itself and its place in the world.

Upon successful completion of this area of the curriculum, students should be able to:

- Demonstrate a basic knowledge of the nature and methods of inquiry in the humanities.
- Demonstrate an understanding of the importance of the human quest for meaning, value, and order in life.
- Analyze and evaluate different views of the meaning, value, and purpose of human life.
- Interpret and critically evaluate classical and contemporary works of literature as diverse expressions of the human condition.
- Discuss in speech and writing the relevance of the search for meaning to their own lives.

The following courses have been approved for General Education credit in this area:

Required (3 hours)

CLSS 210. Greek Literature in Translation
 CLSS 220. Latin Literature in Translation
 ENGL 201. Masterpieces of World Literature
 ENGL 202. Masterpieces of British Literature
 ENGL 203. Masterpieces of American Literature

Required (3 hours)

PHIL 111. Introduction: Knowledge, Reality, and the Human Condition

PHIL 112. Introduction: Ethics and Society

PHIL 113. Introduction: Reasoning and Argument

PHIL 114. Introduction: The Origins of Western Philosophy

RELN 111. Introduction to Religion

RELN 112. Survey of World Religions

RELN 200. Survey of the New Testament

RELN 202. Survey of the Old Testament

RELN 205. Religion and Culture

RELN 206. Survey of Religious Experiences

Optional (0-3 hours)

CLSS 110. Classical Mythology

CLSS 210. Greek Literature in Translation

CLSS 220. Latin Literature in Translation

ENGL 201. Masterpieces of World Literature

ENGL 202. Masterpieces of British Literature

ENGL 203. Masterpieces of American Literature

Literature

ENGL 314. Topics in Literature

ENGL 321. The Study of Fiction

ENGL 322. The Study of Poetry

ENGL 323. The Study of Drama

ENGL 324. The Study of the Essay

PHIL 111. Introduction: Knowledge, Reality, and the Human Condition

PHIL 112. Introduction: Ethics and Society

PHIL 113. Introduction: Reasoning and Argument

PHIL 114. Introduction: The Origins of Western Philosophy

RELN 111. Introduction to Religion

RELN 112. Survey of World Religions

RELN 200. Survey of the New Testament

RELN 202. Survey of the Old Testament

RELN 205. Religion and Culture

RELN 206. Survey of Religious Experiences

Area 5. International and Intercultural Studies (3-6 hours)

In the world of the 21st century – a world of multinational organizations and transnational economies, of planetary crises and global opportunities – understanding and communication among people of different nations and cultures are ever more important. An awareness of different cultural traditions and values and an understanding of the relationships among peoples and nations are essential for effective and responsible participation in the global community.

Upon successful completion of this area of the curriculum, students should be able to:

- Demonstrate an awareness of the diversity of cultures both within and beyond the United States.

- Analyze similarities and differences between their own and other cultures that affect perceptions, beliefs, and behaviors.
- Demonstrate an understanding of the central place of language in shaping thinking, values, and other aspects of culture.
- Identify and discuss important global issues that highlight the relationships among peoples and nations.

The following courses have been approved for General Education credit in this area:

Required (3-6 hours)

ANTH 121. Cultural Anthropology
 ECON 340. Global Economy and Business
 FORL 100. Elementary Conversation in Critical Languages
 FORL 109. Study Abroad Practicum
 FORL 200. Intermediate Conversation in Critical Languages.
 FORL 209. Study Abroad Practicum
 FORL 210. Intermediate Conversation II in Critical Languages.
 FORL 309. Study Abroad Practicum
 FORL 409. Study Abroad Practicum
 FREN 100. Elementary French
 FREN 101. Practical French Conversation
 FREN 200. Intermediate French I
 FREN 210. Intermediate French II
 FREN 300. Readings in French
 FREN 319. French Culture
 FREN 320. French Cinema
 GEOG 101. Europe and the Americas
 GEOG 102. Africa and Asia
 GRMN 100. Elementary German
 GRMN 200. Intermediate German I
 GRMN 210. Intermediate German II
 GRMN 300. Readings in German
 GRMN 304. German Culture
 HEBR 101. Elementary Hebrew I
 HEBR 102. Elementary Hebrew II
 HEBR 201. Advanced Biblical Hebrew
 HIST 101. World History to 1650
 HIST 102. World History after 1650
 INST 101. Introduction to International Studies
 LATN 101. Elementary Latin I
 LATN 102. Elementary Latin II
 LATN 201. Intermediate Latin
 LATN 202. Introduction to Latin Literature
 POSC 130. Introduction to Comparative Government
 PWSS 200. Introduction to Peace and World Security Studies
 RELN 112. Survey of World Religions

SPAN 101. Spanish I Beginning Spanish
 SPAN 102. Spanish II Beginning Spanish
 SPAN 201. Spanish III Intermediate Spanish
 SPAN 202. Spanish IV Intermediate Spanish
 SPAN 325. Spanish Culture
 SPAN 326. Contemporary Spanish Culture
 SPAN 335. Spanish American Culture
 SPAN 336. Contemporary Spanish American Culture
 THEA 180. Introduction to World Cinema
 WMST 101. Women in the World: Introduction to Women's Studies

Area 6. Mathematical Sciences (6 hours)

Mathematical skills are essential to success in a wide range of academic disciplines, professional careers, and daily activities. The ability to analyze and solve problems using numbers and symbols is indispensable in the natural and social sciences, in the development of technology, and in many aspects of daily life.

Upon successful completion of this area of the curriculum, students should be able to:

- Understand and express relationships among numeric, symbolic, and graphical information.
- Demonstrate problem-solving techniques involving pattern recognition, models, and the construction of logical mathematical arguments.
- Recognize the applications of mathematics in their major fields and in their lives and careers.

The following courses have been approved for General Education credit in this area:

Required (6 hours)

Three of the six hours must be in a course with a MATH or STAT prefix.

MATH 103. Finite Mathematics
 MATH 104. College Algebra
 MATH 109. Introduction to Geometry
 MATH 121. Business Calculus
 MATH 138. Precalculus Function Analysis
 MATH 140. Trigonometry and Analytic Geometry
 MATH 145. Applied Business Mathematics
 MATH 151. Calculus and Analytic Geometry
 MATH 152. Calculus and Analytic Geometry
 MATH 155. Calculus and Analytic Geometry
 MATH 260. Applied Linear Algebra and Matrices
 STAT 205. Business Statistics
 STAT 206. Business Statistics
 STAT 208. Statistics for the Social Sciences
 STAT 211. Statistics for the Biological and Health Sciences

CPSC 106. Introduction to Computers
CPSC 106P. Introduction to Computers
CPSC 109. Problem Solving and Programming
CPSC 120. Principles of Computer Science
INSY 181. Business Applications of
Microcomputers

Area 7. Physical and Natural Sciences (8 hours)

The natural sciences – physics, geology, chemistry, biology – have shaped the modern world and our way of thinking about the world. An understanding of both the methodology and the knowledge produced by scientific inquiry permits us to interpret, influence, and protect the world we live in.

Upon successful completion of this area of the curriculum, students should be able to:

- Comprehend the empirical nature of science.
- Identify scientific problems and apply scientific methods.
- Extend scientific problem-solving skills to a variety of situations.
- Relate the basic principles of science to the world at large.
- Understand the relations between science, technology, and society.

The following courses have been approved for General Education credit in this area:

Required (8 hours)

ASTR 111. General Astronomy I
ASTR 112. General Astronomy II
BIOL 101. Principles of Biology
BIOL 102. Principles of Biology
BIOL 111. Contemporary Issues in Biology
BIOL 112. Contemporary Issues in Biology
CHEM 100. The World of Chemistry
CHEM 101. General Chemistry
CHEM 102. General Chemistry
CHEM 103. General Chemistry
GEOL 101. Exploring Earth
GEOL 102. The Earth Through Time
GEOL 103. Environmental Geology
PHSC 121. Physical Science Processes
PHSC 122. Physical Science Processes
PHYS 111. General Physics
PHYS 112. General Physics
PHYS 221. Physics
PHYS 222. Physics

Area 8. Social and Behavioral Sciences (12-15 hours)

The social and behavioral sciences – sociology, psychology, political science, history, geography, economics, anthropology – examine the many factors that influence behavior and the ways in which human relations are structured across time and cultures. The social sciences provide a variety of perspectives, theories and methods for understanding and analyzing ourselves and our world.

Upon successful completion of this area of the curriculum, students should be able to:

- Demonstrate an understanding of how social scientists go about raising questions, formulating theories, and solving problems.
- Demonstrate an understanding of the psychological, social, and cultural factors that shape ideas and behavior.
- Demonstrate an understanding of the diverse ways in which human relations have been structured across time and cultures.
- Use knowledge and skills acquired from the social and behavioral sciences to evaluate and interpret individual and collective behavior.

The following courses have been approved for General Education credit in this subject area:

Required (3-6 hours)

HIST 101. World History to 1650
HIST 102. World History after 1650
HIST 111. U.S. History to 1877
HIST 112. U.S. History since 1877

Required (9-12 hours selected from at least three different disciplines)

ANTH 121. Cultural Anthropology
ANTH 301. Culture Change and Survival
ANTH 332. World Prehistory
ANTH 411. Appalachian Cultures
ANTH 430. Native American Cultures
ANTH 451. Latin American Cultures
ANTH 471. Economic Anthropology
ANTH 481. Political Anthropology
ECON 101. Survey of Economics
ECON 105. Principles of Economics
ECON 106. Principles of Economics
ECON 295. Topics in Economics
ECON 309. Comparative Economic Systems
ECON 311. Economic Development
ECON 340. Global Economy and Business
GEOG 101. Europe and the Americas
GEOG 102. Africa and Asia
GEOG 103. Introduction to Human Geography

GEOG 140. Introduction to Environmental Studies
 GEOG 201. North America
 GEOG 202. Commonwealth of Virginia
 GEOG 203. Appalachian Geography
 GEOG 205. Middle America and the Caribbean
 GEOG 206. South America
 GEOG 208. Europe
 GEOG 210. Russia
 GEOG 302. Economic Geography
 GEOG 305. Population Geography
 GEOG 322. Cultural Geography
 GEOG 340. International Environmental Problems
 GEOG 481. Conservation of Natural Resources
 POSC 110. Introduction to Politics
 POSC 120. Introduction to American Government
 POSC 130. Introduction to Comparative Government
 POSC 140. Introduction to International Relations
 PSYC 121. Introductory Psychology
 PSYC 317. Child Psychology
 PSYC 318. Adolescent Psychology
 PSYC 343. Social Psychology
 PSYC 361. Psychology of Personality
 PSYC 381. Psychology of Work Behavior
 PSYC 382. Consumer Psychology
 PSYC 391. Psychology of Women
 SOCY 110. Introduction to Sociology
 SOCY 210. Social Problems
 SOCY 250. Social Inequality
 SOCY 331. Minority Groups
 SOCY 334. Population Trends and Analysis
 SOCY 446. Social Change

Summary of General Education Requirements

I. Communication	6-9 credit hours
II. Fine Arts	3-6 credit hours
III. Health and Wellness	3 credit hours
IV. Humanities	6-9 credit hours
V. International and Intercultural Studies	3-6 credit hours
VI. Mathematical Sciences	6 credit hours
VII. Physical and Natural Sciences	8 credit hours
VIII. Social and Behavioral Sciences	12-15 credit hours

Total SemesterHours Required 50

NOTE: All undergraduates who attend Radford University are required to complete the General Education Program. Recognizing the diverse

backgrounds and educational experiences of its students, the University provides a number of options for fulfilling the 50-hour General Education requirement.

Radford University uses the College Level Examination Program (CLEP) subject exams and College Board Advanced Placement (AP) Tests to award graduation credits. Students achieving appropriate scores on the CLEP subject examinations or on the AP tests may receive credit toward completion of General Education requirements in specific subject areas.

Students who are able to justify that their previous learning experiences are relevant to a particular course approved for General Education credit may choose to earn credit for that course by challenge examination. Individual departments are responsible for determining which courses, if any, may be challenged for credit by exam.

Students admitted to Radford University who have earned an Associate Degree from a Virginia Community College based on a baccalaureate-oriented sequence of courses will be considered to have satisfied the General Education requirement. Community college students completing the Transfer Module will receive credit toward completion of the General Education requirement.

For further information on the various options for fulfilling the 50-hour General Education requirement, students should read the appropriate sections of this catalog and should consult with their academic advisers.

REQUIREMENTS FOR DEGREES

Note: Specific requirements formajors are found within individual college/department sections of this catalog.

BACHELOR OF ARTS DEGREE

	SemesterHours
Courses for General Education	50
Courses for Major	(minimum) 30
Concentration in one Foreign Language	6-12

Option 1:

Students with little to no foreign language background who are placed in a first-semester course by the Department of Foreign Languages and Literatures may fulfill this requirement by taking the first three semesters (the first four in Spanish) of a foreign language for a total of 12 semester hours.

Option 2:

Students with enough of a foreign language background to be placed beyond a first-semester course may fulfill this requirement by completing two courses above the first eight hours of language instruction (above nine in Spanish) for a total of 6 to 8 semester hours.

Courses used to meet general education may not be used to satisfy the B.A. requirements.

(Note: Credit Granting Policy and Eligibility for Enrollment in Language Courses p. 101)

Total (includes electives) (minimum) 120

BACHELOR OF SCIENCE DEGREE

	Semester Hours
Courses for General Education	50
Courses for Major	(minimum) 30
Courses for B.S. Degree	6-8

Specific requirements associated with this degree are listed in the requirements for individual majors. Courses used to meet general education and/or major requirements may not be used to satisfy the B.S. requirement.

Total (includes electives) (minimum) 120

BACHELOR OF BUSINESS ADMINISTRATION DEGREE

	Semester Hours
Courses for General Education	50
Courses for Business Core	36
Courses for Major	18 - 30
Total (includes electives)	120

All Other Majors (minimum) 120

BACHELOR OF FINE ARTS DEGREE

	Semester Hours
Courses in General Education for all Majors	50
Courses for Major (Art)	69
Total (includes electives)	120

Courses for Major (Dance) 80
Total 120

BACHELOR OF MUSIC DEGREE

	Semester Hours
Courses in General Education for all Majors	50
Concentration in Music Education	78-82
Total	128-132
Concentration in Music Business	84
Total	133
Concentration in Performance	72
Total	122
Concentration in Composition	78-88
Total	128-138
Concentration in Music Technology	66-68
Total	120

BACHELOR OF GENERAL STUDIES DEGREE

	Semester Hours
Courses for General Education	33
Courses for Concentration (minimum)	30
Project	3
Total (including electives)	120

ADULT DEGREE PROGRAM

(BACHELOR OF GENERAL STUDIES)

The Adult Degree Program (ADP) is designed to offer adult students an academically sound program providing an alternative to traditionally structured baccalaureate degree programs. This program recognizes the educational value of a variety of academic and nonacademic experiences and offers each student, with the guidance of an academic adviser, maximum opportunity to formulate a course of study which complements the student's individual needs and interests.

In acquiring credits, a student may proceed at his or her own pace and draw upon traditional and/or nontraditional modes of earning credits such as correspondence study, military credit, certificate and training programs, transfer credit, portfolio assessment, CLEP and challenge examinations. The emphasis of the program is on the development and evaluation of the student's knowledge, not on the manner in which such knowledge is acquired. With this approach, the program is aimed at meeting the varied needs of adult students who may not need or desire a traditional Bachelor of Science or Bachelor of Arts degree, or who are confronted with obstacles hindering their pursuit of a more conventional degree. The ADP maintains a high degree of academic integrity, yet it is flexible and individualized.

Requirements for the Bachelor of General Studies Degree

General Education

Requirements	(minimum) 33
English Composition ENGL101, 102	6
• Humanities	9
• Laboratory Science and Mathematics (At least one from each area)	9
• Social Sciences	9
• <i>To be selected from general education courses listed in this catalog on page 50.</i>	

BGS Concentration (minimum) 30

The Adult Degree Program offers three concentration options. These options are the General Business Concentration, the Workplace Communications Concentration, and the Individualized Concentration. The specific concentration requirements for the General Business Concentration are outlined on page 170 of this catalog. A complete brochure listing specific major requirements is available in the Office of Extended Education.

Students enrolled in the ADP must maintain at least a 2.0 GPA overall as well as in the major. No more than six hours of "D" grades may be counted in the major. Students must take at least 24 semester hours of upper level course work within the concentration. A minimum of 15 semester hours of upper level course work within the concentration must be completed at Radford University.

Bachelor of General Studies Final Project (ALSV 499) 3

This three-semester-hour project is required to demonstrate proficiency in the selected area of study. Students must earn a minimum grade of "C." These hours may not apply to the 30 semester-hour BGS concentration. These hours count toward the total number of upper level hours required. The course description for ALSV 499 is listed on page 170.

Electives

The student will need a sufficient number of elective hours to bring the total credits for the degree to 120 hours.

Total Credits Needed for Degree 120

ADMISSION REQUIREMENTS

Students seeking admission to this program must have graduated from high school at least eight years ago; have accumulated at least 30 semester hours of formal credit through college-level study, with an overall GPA of at least 2.0 on a 4.0 scale; and have educational goals compatible with the objectives of the Adult Degree Program.

Restrictions

No more than 25 percent of Radford University business courses or equivalent transfer courses may be counted toward the Individualized or Workplace Communications Concentration. No more than 50 percent (60 semester hours) of the normal degree requirements (120 semester hours) may be business courses for students who choose the General Business Concentration.

A total of 36 semester hours of upper level work is required for the BGS degree. A minimum of 24 semester hours of upper level course work must be in the BGS concentration. The remaining 12 semester hours may be in general education, elective, or the BGS concentration. Twenty-five percent of total semester hours must be completed at Radford University.

For additional information, contact the Adult Degree Program at (540) 831-5952.

Off-Campus Credit Courses and Degree Programs

Most off-campus courses are designed for teachers seeking re-licensure. As more school divisions contract courses, instruction becomes customized to meet the specific needs of teachers and administrators. A major initiative is planned to enhance the offering of selected undergraduate degree programs on the campus of Virginia Western Community College (VWCC). The following programs are being offered: Accounting, Management, Social Work, Criminal Justice, and Nursing. For more information, contact the Office of Admissions at (540) 831-5371.

Adult Education and Literacy Projects

Through contracts with the Virginia Department of Education, Adult Education and Literacy Projects staff members direct two staff development projects targeted at adult education and literacy practitioners: Progress for Adult Learning in Virginia, a statewide newsletter; and VAILL (Virginia Institute for Lifelong Learning), a three-day conference which provides updates in the

adult education and literacy field. For more information, contact the Program Coordinator at (540) 831-6207.

Conference and Non-Credit Programs

Continuing Education staff members work in close collaboration with university faculty and external groups to design, promote and coordinate a wide array of professional development learning opportunities such as workshops, conferences, and non-credit programs. These programs are offered with open enrollment, based upon the sponsor's program format.

Through internal contracts, university faculty and staff custom-design educational programs for various corporate, government, education, and association partners. A partnership with Radford University can begin with a needs assessment to identify particular learning requirements, or with the design of an educational program to meet needs already identified by the organization. Both processes take place in full consultation with the partner organization. Most internal contracts are for non-credit; however, both undergraduate and graduate credit courses can be provided. For more information, contact the Assistant Director of Extended Education at (540) 831-5845.

PROFESSIONAL PROGRAMS

Pre-Law Program

Radford University provides a program of pre-law advising for students interested in attending law school. Ordinarily, students must have completed a full four years leading to a bachelor's degree before being admitted to law school.

In keeping with the Statement on Prelegal Education of the Association of American Law Schools, Radford University does not require specific courses and extracurricular activities for students planning to attend law school. Rather,

Radford's program of pre-law advising enables students to plan an appropriate undergraduate schedule to develop the basic skills and insights necessary for legal education.

Students considering a career in law should attend the information sessions for pre-law students which are held each spring and fall. After attending a pre-law information session, students may consult the campus pre-law advisers, Dr. Robert Gill or Dr. Jack Call, for additional advice or information. Students should attend the pre-law information session early in their academic careers, preferably during their freshman year, for help in planning an appropriate undergraduate schedule.

Premedical and Predental Programs

Most students who plan to attend medical school or dental school following graduation from Radford University major in either chemistry or biology. Other majors can be chosen, however, depending on student interests.

Medical and dental schools require at least one year of biology, one year of general chemistry, one year of organic chemistry, one year of biochemistry, and one year of physics as minimum requirements for admission.

Outstanding students are occasionally admitted to medical or dental schools after three years of college, but usually students earn a four-year college degree before being accepted.

Premedical and predental students should plan to take the Medical College Admissions Test or the Dental Aptitude Test during the junior year. Dr. Rhett Herman in the Department of Chemistry and Physics and Dr. Mary Roberts in the Biology Department serve as premedical and predental advisers.

The Honors Academy

Dr. Orion Rogers, Director
Buchanan House, (540) 831-6125

The Honors Academy is a Center of Excellence at Radford University that provides academic opportunities for talented students and recognizes outstanding student achievement.

Each semester the Honors Academy offers courses that are limited in size, populated by exceptional students, and taught by faculty members dedicated to designing enriched classes that engage students actively with content and colleagues. Honors Academy courses emphasize critical thinking and excellence in written and oral communication.

For information about courses in a given semester, students should consult the Honors Academy's class schedule and the university's schedule of classes in both the honors section and in individual department sections.

ENROLLMENT

Enrollment in honors sections is limited to students described below. New freshmen whose high school transcripts indicate the potential for academic success are invited to participate in the Honors Academy. Transfer students and current Radford University students who have demonstrated academic excellence are invited to apply for admission to the Academy and to enroll in honors courses. Highlander Scholars who have already been admitted to the Academy may enroll. Finally, any other student who has written permission from the course instructor may enroll.

HIGHLANDER SCHOLARS

Highlander Scholars are students in the Honors Academy who are making progress toward completing the graduation requirements of the Academy. These exceptional students design an Honors Plan of Study (HPS) in collaboration with their academic adviser(s). The plan of study requires a minimum of 27 hours of honors courses and is subject to the approval of the appropriate department chair(s) and the Honors Academy Advisory Group. The courses include General Education courses, a departmental component, and a capstone project. The Honors Plan of Study is flexible, is compatible with course requirements in every department, and can accommodate a dual major.

ADMISSION CRITERIA

Students who are not invited into the Honors Academy when they are admitted to the university may apply to the Academy after their first semester at Radford University. To be considered for admission, the following grade point averages are required: 3.0 for freshmen, 3.3 for sophomore class standing, 3.4 for junior class standing, and 3.5 for senior class standing. Moreover, at the time of admission, students must demonstrate the potential to complete Honors Academy requirements. Other criteria for admission can be found on the application form.

To retain their status in the program, Highlander Scholars must continue to meet eligibility requirements and make satisfactory progress toward completing the Academy's graduation requirements.

REQUIREMENTS FOR GRADUATION

To graduate from the Honors Academy as a Highlander Scholar, students must have a minimum of 3.5 overall GPA and complete at least 27 hours of honors coursework in accordance with the requirements listed below:

- *6-12 hours of General Education
- 12-15 hours of courses required in the major
- **3-6 hours in a capstone project

- * A student may transfer a maximum of 12 hours of General Education honors or honors-equivalent courses into the Academy.
- **Students are required to present the results of the capstone project at the Undergraduate/Graduate Forum, which is a university-wide opportunity held each year in April for students to share publicly their scholarly and creative accomplishments.

For further information regarding requirements, deadlines, forms, instructions for honors work in the major, and the capstone project, visit the Honors Academy Office located in the Buchanan House.

SUPPORTING ENVIRONMENT

A joint effort between the Honors Academy and Residential Life has created a learning community in Pocahontas Hall. The residential component offers the opportunity for a select group of exceptional students to form a community. The emphasis of the Pocahontas Hall community is to nurture and support academic excellence.

GRADUATION WITH HONORS

Radford University awards two types of Honors degree, Latin Honors and Honors in the Major through the Honors Academy.

Graduation with Latin Honors is a function of earning the requisite cumulative grade point average. Students whose cumulative grade point average in all courses attempted at Radford University is greater than or equal to 3.5, but less than 3.7, will be graduated with cum laude. Those whose cumulative grade point average is greater than or equal to 3.7, but less than 3.85, will be graduated magna cum laude. Those whose cumulative grade point average is 3.85 or greater will be graduated summa cum laude. To be eligible to receive Latin Honors, a student must have earned a minimum of 60 semester hours at Radford University.

Graduation with Honors in the Major through the Honors Academy requires the development of an Honors Plan of Study that includes 27 hours of honors courses in General Education, courses required in the major, and a capstone project. Highlander Scholars who graduate from the Honors Academy must earn a 3.5 cumulative grade point average. Students who successfully complete the Honors Academy requirements will receive a bachelor's degree with Honors in the Major. For more information see p.46.

HONORS ACADEMY

The Honors Academy provides a stimulating academic environment and intellectual challenges for students and faculty. Through participation in the Honors Academy, students can shape and enhance their learning as they interact with peers and faculty within the Academy.

Students who wish to learn more about the Honors Academy are invited to visit the Academy office in the Buchanan House or call the Honors Academy Director, Dr. Orion Rogers, Professor of Educational Studies at (540) 831-6125.

Academic Colleges

Radford University is organized into six colleges – five undergraduate divisions and the College of Graduate and Extended Education. Undergraduate students may enroll in majors which are included in one of the following academic colleges:

College of Arts and Sciences	p. 63
College of Business and Economics	p. 167
College of Education and Human Development	p. 189
Waldron College of Health and Human Services	p. 211
College of Visual and Performing Arts	p. 232

Course Identification

The following section contains course descriptions for each department. A course number indicates in a general way the difficulty and level of the student group for which the course is offered. Courses numbered 100 to 199 are primarily for freshmen; 200 to 299 for sophomores; 300 to 499 for juniors and seniors; 500 to 799 for juniors, seniors and graduate students. Students must attain sophomore standing (26 semester hours) before enrolling in any 300/400 level course. (See exception policy, p. 47.)

The number in parentheses after the course title indicates the credit in semester hours.

A hyphen (-) between the numbers of a course indicates no credit will be given until all of the course sequence is successfully completed.

A colon (:) between the numbers of the course and semester hours credit indicates credit will be given as each semester of the course is completed, and they must be taken in order.

A comma (,) between the numbers of a course and semester hours credit indicates credit will be given as each semester of the course is completed.

The line following the course title and credit tells the number of lecture and laboratory hours a week. The third line gives the prerequisite, if any.

Following some course descriptions will be listed the semester in which the course is offered (fall, spring). When no semester (or semesters) is listed at the end of the course description, then in most cases that course is offered each semester during the academic year. However, students must consult with their academic advisers to ensure that a course will be offered the semester they would like to take it.

To obtain detailed information regarding a specific course, students may view the complete course syllabus for a specific course by accessing the course through the Radford University computer network.

COURSE PREFIX INDEX

Prefix	Subject	Page			
ACTG	Accounting	171	EDUC	Education	194
ADSY	Administrative Systems	174	ENGL	English	93
ALSV	Adult Learning Services	170	DSNF	Fashion	246
ANTH	Anthropology	159	FINC	Finance	176
APST	Appalachian Studies	64	FDSN	Foods and Nutrition	214
ART	Art	233	FORL	Foreign Language	99
ASTR	Astronomy	76	FREN	French	103
BIOL	Biology	66	ALSV	General Studies	170
BLAW	Business Law	175	GEOG	Geography	107
CHEM	Chemistry	71	GEOL	Geology	113
CHHS	Waldron College of Health and Human Services	231	GRMN	German	104
CLSS	Classics	102	HEBR	Hebrew	143
COMM	Communication	80	HLTH	Health	202
COSD	Communication Sciences and Disorders	211	HIST	History	117
CPSC	Computer Science	86	HONR	Honors	59
EDCS	Counselor Education	192	HUMD	Human Development	194
CRJU	Criminal Justice	90	INSY	Information Systems	177
DNCE	Dance	241	DSNI	Interior Design	245
ECON	Economics	178	INST	International Studies	124
EDEC	Early Childhood Education	196	LATN	Latin	104
EDET	Educational Technology	194	MGNT	Management	182
			MKTG	Marketing	186
			MATH	Mathematics	126
			MSTD	Media Studies	132
			EDME	Middle Education	197
			MSCI	Military Science	138
			MUSC	Music	252
			NURS	Nursing	217
			PWSS	Peace & World Security Studies	140
			PHIL	Philosophy	141
			PHED	Physical Education	199
			PHSC	Physical Science	73
			PHYS	Physics	75
			POSC	Political Science	147
			PSYC	Psychology	152
			RCGR	Race, Class and Gender Studies	156
			RCPT	Recreation, Parks and Tourism	223
			EDRD	Reading	197
			RELN	Religious Studies	142
			SOWK	Social Work	228
			SOCY	Sociology	158
			SPAN	Spanish	105
			EDSP	Special Education	207
			STAT	Statistics	126
			THEA	Theatre	267
			UNIV	University	25
			WMST	Women's Studies	166