I. PHILOSOPHY AND GOALS

The College of Science and Mathematics considers advising to be an essential part of each student’s college experience. The primary purpose of academic advising is to help students to develop suitable educational plans for the successful completion of their degree program, which hopefully are compatible with their career and life goals.

II. ORGANIZATION AND ADMINISTRATION

In the College of Science and Mathematics undergraduate advising is the responsibility of the departments and programs offering undergraduate degrees.

III. EXPECTATIONS PLACED ON STUDENTS AND ADVISORS

**Students:** The ultimate responsibility for making decisions about career goals and educational plans rests with the student. It is the responsibility of each student to understand and complete all requirements for the degree. The student, in consultation with the advisor, will construct a program of studies that meets all departmental, collegiate, and University requirements for graduation.

The advisor’s written approval of the student’s program each semester is a prerequisite for registration. In cases of disagreement between the advisor and the student, the student has the recourse of appealing to the Assistant Dean of the College.

The formal advising period is only one part of the total advising process. The student should endeavor to consult the advisor outside of this period on matters other than course requirements and scheduling, such as career decisions, plans for graduate or professional school, etc.

**Advisors:** The advisor serves as a resource for the student and should endeavor to assist the student to build a program of studies consistent with the student’s interests and educational goals, within the framework of applicable academic regulations. The advisor should monitor the student’s progress toward achievement of the desired degree. Advisors should familiarize themselves with the requirements and regulations of their degree program.

Advisors should consult their college office if they have questions concerning collegiate or University regulations.

Finally, advisors should be sensitive to any special needs or concerns that a student may have, and should familiarize themselves with the support services on campus to which such students might be referred.

IV. EVALUATION OF ADVISING

The College of Science and Mathematics is committed to a continuing evaluation of its advising process.
GUIDELINES FOR ADVISEMENT

V. INTRODUCTION

These Guidelines are an interpretation of the academic regulations used for advisement in this College. They are distributed to both students and advisors in an attempt to prevent misunderstandings and to contribute to the student's orderly progress toward a degree. These Guidelines do not take the place of an advisor, but are simply a resource to be used in the advisement process. Questions arising from the Guidelines should be brought to the advisor or to the office of the Assistant Dean.

The assumption made in all cases is that the student has read the regulations stipulated in the Bulletin and interpreted in these Guidelines and understands them. **IGNORANCE OF REGULATIONS, OR EVEN MISADVISEMENT WILL NOT NORMALLY BE A BASIS FOR WAIVING OR SUBSTITUTING STATED REQUIREMENTS.** We urge students to read the enclosed information, and to keep these Guidelines for reference throughout their academic career.

This document is intended to assist the faculty and the student in the orderly progress of the student toward the achievement of the desired degree. An outline of the administrative structure and operating procedures for the advisement system, detailed graduation requirements for each of the degree programs of the College, and a summary of those academic regulations pertinent to the advisement system are presented. This document also describes the process whereby academic regulations and graduation requirements can be waived and details the procedure to be followed by a student who wishes to appeal an administrative decision by submitting a petition to the College Scholastic Standards and Petitions Committee.

**The Major Advisor**

In the College of Science and Mathematics, academic advisement is an important aspect of a faculty member's overall service. Advisors should endeavor to assist students in selecting a course of studies which is consistent with the student's educational and career goals, while at the same time monitoring the students' orderly progress towards satisfying graduation requirements. Advisors should accept the responsibility that accompanies their authority to approve student's academic programs, especially with regard to the lists of courses taken for major and cognate or minor credit. **A student will not be able to register for any semester until he/she has turned in an advisement form, approved by the advisor, to the department of his/her major.**

During the student's next to last term, the advisor should fill out a major program card with the student, listing the student's major and cognate (minor) courses, and direct the student to arrange for a senior check in the Assistant Dean's Office. No student will be given a senior check without an approved major program card; also the Assistant Dean will accept no application for graduation from a student who has not conformed to the above conditions.

Advisors should feel free to call the Assistant Dean for technical information not presented in this document or for clarification of College regulations and requirements.
**Program Director of Undergraduate Studies**
Each degree program in the College has a Director of Undergraduate Studies chosen by the appropriate chairman with the approval of the Dean of the College. The Director of Undergraduate Studies has the responsibility for coordinating the advisement process at the degree program level and for monitoring the degree program graduation requirements. A list of the undergraduate directors is located on the inside cover of these guidelines.

**Office of the Assistant Dean**
The Dean of the College has delegated to the Assistant Dean the authority for coordinating the advisement process at the College level, maintaining student records, and certifying that graduation requirements are met.

A record of the student's academic progress is maintained in the Assistant Dean's office to supplement the advisor's records. The Assistant Dean's office will evaluate any transfer credit, will perform a senior check during the student's next to last term, and in general, will attempt to provide any reasonable service a department requests that is necessary to keep the advisement process flowing smoothly and without interruption.

In the student's final semester, the office accepts and processes graduation applications. The student is cleared for graduation only through the Office of the Dean. Upon completing all academic requirements which the senior check indicated were unfulfilled, and upon filing a degree application in the Dean's office during last term (by the published deadline), the student will receive academic clearance for graduation.

**Degree Programs**
The College of Science and Mathematics offers the Bachelor of Science degree for single majors in Biology, Chemistry, Geology, Geophysics, Marine Science, Mathematics, Physics, and Statistics. Geology, Mathematics, and Statistics offer this degree with both an intensive and general major. There is no distinction made on the diploma or transcript between the general and intensive major in these programs. In Chemistry the intensive major has a different degree name, B.S. in Chemistry. The intensive major is generally intended for those students who plan to continue study or pursue a career in that discipline after graduation. Our College also offers a third degree, the Bachelor of Science in Medical Technology. The requirements of this degree consist of three years of academic studies at the University and a one-year internship in an approved (NAACLS) hospital program. The College is also authorized to award the Bachelor of Science in Interdisciplinary Studies. This degree is used in some cases for students interested in teaching careers at the middle school and secondary school levels and under some conditions, may be awarded after satisfactory completion of one year of Medical or Dental School.

The College of Science and Mathematics also awards Double Major degrees of two kinds. First, the student may choose two majors from within the College. Secondly, the student may choose his first major in the College of Science and Mathematics and the second major in the College of Liberal Arts. In this case, the Assistant Deans of both Colleges must approve the student’s course of studies. In either case, the student must fulfill the specific requirements of both majors, with the exception of the cognate. The cognate requirement is replaced by the requirements of the second major.
Accelerated Undergraduate Program

The College of Science and Mathematics offers the opportunity for academically talented students with a semester or more of advanced placement college credit to graduate in three years. Please consult the Assistant Dean for information relative to specific majors.

VI. GRADUATION REQUIREMENTS

Students may expect to obtain degrees in accordance with the requirements set forth in the regulations in force at the time they enter the University system in matriculated status, or under subsequent regulations published while they are enrolled in that degree program.

Any change, substitution or exemption of a student from University and College requirements is within the authority of the Assistant Dean, not the student's advisor.

A. University Requirements

All undergraduate students at the University must meet several "core requirements" before graduation, in addition to the requirements specified by the College as presented in the University Bulletin and these Guidelines. The requirements of all degree programs have been designed to meet these minimum University standards.

B. College Requirements

1. General Information: Each student must earn at least 128 semester hours of credit in academic subjects with a cumulative GPA of 2.00. Courses that are not considered academic and therefore may not apply toward graduation fall into one of the following categories:

   - Skill acquiring courses such as physical education activities courses, office procedure, typewriting, first aid, etc. Many of the courses with the AIME & HRTA designators are skill courses and will not apply toward the graduation requirements. These courses appear on the transcript and are used in computing GPA. However, the hours earned do not apply toward graduation (consult with the Assistant Dean’s Office.)

   - Professional orientation courses, such as EDSE 110, EDCI 110, HRTA 110, MGMT 300, SPTA 201 and ENGR 102, that emphasize career opportunities and goals in professional programs, will not apply toward graduation.

   - Remedial courses, while in some cases are necessary for a student’s success in college work, are not accepted as credit toward graduation.

   - Artistic skill courses, such as voice and musical instrument lessons, and courses in THSP cross-listed as PEDU (dance), are specifically excluded. Suitable elective courses include studio arts and three credit courses in theater. Up to four hours of elective credit can be earned for musical organizations such as chorus, band or ensembles.

   - Repeating courses previously passed requires permission of the Assistant Dean. Both course enrollments will appear on the transcript and be used in computing the GPA. However, the hours earned from the course may be used only once as credit toward graduation.
If there is any question regarding the status of a course, please call the Assistant Dean for an interpretation.

2. **General Education Requirements** - The general education requirements are designed to prevent students from adopting too narrow an academic focus early in their studies and to provide a broad base from which to select a major area of study consistent with their interests and aptitudes. In addition, these also serve to develop the learning skills necessary for success in other academic courses.

**NOTE:**

A. **Independent Study courses (such as 399) may not be used to fulfill General Education requirements.**

B. **All students taking CHEM 111 and 112 must have a minimum grade of “C” in CHEM 111 before enrollment in 112. This also applies to students taking the PHYS 201, 201L and PHYS 211, 211L sequence.**

**Group I:** **Competency Group**

The student must pass ENGL 101 and 102, two one-hundred level history courses and satisfy the Foreign Language requirement. The Group I foreign language requirement is a level of proficiency requirement. Students may exempt any part of these requirements by advanced placement.

a. **English 101, 102** - All entering freshmen are placed into English 101. During the first week of class in ENGL 101 diagnostic essays will be written to determine the student's need for special development of writing skills.

   **6 credits**

b. **Foreign Language** - Demonstration of proficiency in one foreign language, equivalent to the minimum passing grade on the exit examination in the 122 course, is required for all baccalaureate degrees. Students who have studied French, German, Latin, or Spanish in high school must take the appropriate language placement examination before enrolling in courses in that language.

   **0-9 credits**

c. **Two 100 level history courses** - At least one history course must be non-U.S. History.

   **6 credits**

**Group II:** **Quantitative Group**

Quantitative courses in other Colleges such as MGSC 290, ECON 291, SOCY 220, ENGR 101 and 102 may not be used to fulfill the Group II requirement.

1. Mathematics through 142 or (Biology majors only) three courses including both MATH 122, STAT 201 and either MATH 170 or MATH 174.

   a. All majors except Biology and Medical Technology require MATH 141 and 142.

   b. Biology majors may elect the alternate sequence MATH 122, STAT 201 and either MATH 170 or MATH 174.

   c. The Medical Technology degree specifies MATH 122 and STAT 201 only.
d. A student will not receive graduation credit for MATH 111 or 112 if it is taken after passing MATH 115 or 141.

e. A student will not receive graduation credit for MATH 122 if it is taken after passing MATH 141.

2. Computer Science numbered 102 or higher (check major program for specific requirements). Only Computer Science courses (CSCE) that involve substantial programming experience may apply to this requirement.

**Group III: Humanities Group**

Each student must pass at least 6 additional hours of study in the humanities, at least one course must be in fine arts history (art, music, theatre).

a. Courses from the following departments and degree programs may be taken for Group III credit:
   - Afro American Studies
   - *Art History (ARTH 105, 106 recommended)*
   - *ARTE 101*
   - Comparative Literature (All courses)
   - English (courses numbered 280 or higher-except ENGL 450, 460-463)
   - Foreign Languages (courses numbered 201 or higher)
   - History (courses numbered 201 or higher)
   - *Music History and Literature (MUSC 110 recommended)*
   - Philosophy (all except PHIL 110, 111 and 511)
   - Religious Studies
   - *Theatre History (THSP 200, 561, 562 ONLY)*
   - Women's Studies (WOST 111 only)

b. Artistic Skill courses cannot be used for Group III credits.

*At least one course from these selections (courses in bold type) must be included in fulfilling Group III.

**Group IV: Social Sciences**

Each student must pass at least 6 additional hours of study in the social and behavioral sciences.

Courses from the following departments and degree programs can be taken for Group IV credit:

- Anthropology
- Economics
- Geography
- Government and International Studies
- Psychology (all except PSYC 227, 594-599)
- Sociology (all except SOCY 220)
- Women's Studies (WOST 112 only)
Group V: **Laboratory Science**

Each student must pass at least 8 credit hours in laboratory science courses. Both of the courses must include a laboratory experience.

a. Students should earn their Group V credits from the following introductory courses:
   - ASTR 111, 111A, 112, 112A
   - BIOL 101, 101L, 102, 102L
   - CHEM 111, 112
   - GEOL 101, 102, 103, 105
   - PHYS 201, 201L, 202, 202L; or 211, 211L, 212, 212L
   - MSCI 210, 210L, 215, 215L

b. The following courses are also acceptable for Group V credit:
   - BIOL 110, 200, 200L, 270, 270L, 243, 243L
   - 244, 244L - Acceptable for non-Biology majors only
   - CHEM 101, 102 - Acceptable for Mathematics, Statistics only.

3. **Major Program Requirements** - All courses used to fulfill the Major Program requirements must be passed with a grade of C or better.

   - All major programs, except Marine Science and Medical Technology will include 24 or more specified number of hours of upper level course credits in a single discipline.
   - The Major Program requirements for Marine Science will include a requirement of 36 hours of upper level course work, approved by the student's advisor. In general, only courses that are eligible for cognate credits will be considered for credit toward the major.
   - The Major Program requirements for Medical Technology consist of specified courses in Biology and Chemistry, and a 12 month internship in an approved hospital school (see bulletin).
   - The Major Program Requirements for a Double Major degree involving two majors (the first major from the College of Science and Mathematics and the second from either the College of Science and Mathematics or the College of Liberal Arts) are as follows: the student presents two lists of courses passed with the first list satisfying all Major Program Requirements for the first major and the second list satisfying all Major Program Requirements for the second major. No course may appear on both lists. All general education requirements and other course requirements for both majors must be completed. The student must see an advisor in each department each semester.

4. **Cognate or Minor** -

   a. **Cognate**: All single major degree programs (except Marine Science and Medical Technology) include a Cognate Requirement. Each student is required to pass twelve credits of upper level course work from areas outside of the major discipline. The cognate is designed to support the major and must have the approval of the major advisor. The cognates can be taken in one or more departments or degree programs, depending on the student's interests and the judgement of the advisor. In certain cases they may be selected from the professional schools. Any course that does not appear on the College list of eligible courses may not be used for cognate. **In general**
courses that are cross-listed with the student's major may not apply toward the cognate requirement.

It should be emphasized that the cognate is not a second set of elective courses to be chosen at random by the student. The cognate must be approved by the advisor as being related to the major field of study. The Office of the Assistant Dean will not approve cognates without prior approval by the major department. Courses that a student uses to fulfill general education requirements may not also apply toward the cognate.

**Courses acceptable for Cognate Credit by the College**

(Departments may add further restrictions)

Except in unusual circumstances 399 courses may not apply toward the cognate. Courses in disciplines not included on this list must be approved in advance by the Assistant Dean of the College of Science and Mathematics.

- **Acct:** All numbered 431 and above
- **Afro-American:** All courses
- **Aerospace Studies:** 301, 302, 401, 402
- **Anthropology:** All except 101, 102
- **Army ROTC:** All numbered 301 and above
- **Art History:** All except 105, 106
- **Astronomy:** All except 101, 111, 111A, 112, 112A
- **Biology:** All courses numbered 300 through 600 levels
- **Chemistry:** All except 101, 102, 105, 106, 111, 112, 118
- **Comparative Literature:** All Courses
- **CRJU:** All numbered 300 and above except 494
- **CSCE:** All courses numbered 213 and above except 500 and 508
- **ECON:** All numbered 300 and above
- **Education:** (all designators) all numbered 300 and above except directed teaching and teaching seminar
- **Engineering:** (All designators) All numbered 200 and above except EECE 200
- **English:** All numbered 300 and above except 450, 461, 462, 463, 620
- **Exercise Science:** All numbered 336 and above except practicum courses
- **FINA:** All numbered 341 and above
- **Film Studies:** With approval of the Undergraduate Director of your major
- **Foreign Language:** All numbered 300 and above except 315, 316
- **Geography:** All numbered 200 and above except 531
- **Geology:** All numbered 300 and above
- **Gov't and Int'l Studies:** All numbered 300 and above
- **Health Promotion and Education:** All numbered 331 and above except 380 and 583
- **History:** All numbered 300 and above
- **IBUS:** All numbered 411 and above
- **Journalism:** All numbered 300 and above except 310 and 331 (note that certain courses have prerequisites)
Courses acceptable for Cognate Credit
(Continued)

Latin American Studies: All courses
Librarianship: All courses
MGMT: All numbered 371 and above
MGSC: All numbered 390 and above
MKTG: All numbered 350 and above
Marine Science: All numbered 311 and above
Mathematics: All numbered 241 and above except 401
Music: All numbered 200 and above except courses in applied music and 564, 565
Naval Science: 300 and above
Nursing: All numbered 300 and above
Pharmacy: All numbered 500 and above
Philosophy: All numbered 200 and above
Physical Education: All numbered 570 and above
Physics: All numbered 212 and above
Psychology: All numbered 300 and above except 594-599
Religious Studies: All numbered 300 and above
Sociology: All numbered 300 and above
Statistics: All numbered 500 and above
Theatre & Speech: All numbered 541, 545, 546 & above
Women’s Studies: All numbered 320 and above

b. **Minor Option** - A student may elect to complete a minor rather than a cognate requirement. The minor consists of a minimum of 16-18 hours, which form a second area of competency. These hours are taken in a second discipline, and they are prescribed by the unit that offers them with the approval of the Assistant Dean of the College of Science and Mathematics. The purpose of the minor is to prepare the student in a second field, which may be unrelated to the major. All courses in the minor must be passed with grades of C or better.

There are often prerequisites that must be completed before enrolling in courses that apply to the minor.

**Minor in Biology**

**Prerequisite Courses:** BIOL 101, 101L, 102, 102L

**Required Courses:**

a. Biology 301, 302, 303. At least two of these must be completed before progressing to higher level courses

b. Eight additional credits selected from 400 through 600 levels

c. At least two courses must have accompanying laboratories.

**Other Requirement:**

a. CHEM 111, 112, and 333

**NOTE:** At least two courses beyond BIOL 101-102 must have accompanying labs.
**Minor in Chemistry**

Prerequisite Courses: CHEM 111, 112 (=SCCC 103,104), MATH 111 or 115

Required Courses: CHEM 333, 331L
CHEM 334, 332L
CHEM 321, 321L
4-6 additional hours from courses numbered 300 and above

**Minor in Computer Science**

Prerequisite Courses: CSCE 145, 146, MATH 174 and either 141 or 122

Required Courses: CSCE 213, 220, 240, 330, and 411
Plus one more course chosen from CSCE 205 or from a course Numbered 300 or above.

**Minor in Geology**

Prerequisite Courses: GEOL 101, or 201, GEOL 202 CHEM 111, PHYS 201, 201L or 211, 211L

Required Courses: Four upper level geology courses, with at least 3 selected from GEOL 305, 315, 325, 335, 345, or 355.

**Minor in Mathematics**

Prerequisite Courses: MATH 141, 142

Required Courses: MATH 241

At least 15 hours of MATH selected from 242 and 500 level courses. At least 6 of these 15 hours must be selected from MATH 520, 526, 544, 546, 554, 574.

NOTE: Only one of MATH 526, 544 may be applied toward minor credit.

**Minor in Marine Science**

Prerequisite Courses: MSCI 111, 112

Required Courses: MSCI 311, 312

At least two additional MSCI courses at the 300, 500, 600 level to bring the total hours to at least 16 (not including MSCI 111 and 112).
Minor in Physics

Prerequisite Courses: PHYS 205 or 201, 201L and PHYS 301 or 211, 211L

Required Courses: PHYS 212L, 302, 303, 308

8 or more credits in advanced courses numbered 309, 340, 501-514

NOTE: Additional MATH beyond 142 is very desirable for 500 level Physics courses. PHYS 212 may be substituted for PHYS 302 with Departmental permission.

Minor in Statistics

Prerequisite Courses: Math 141, 142

Required Courses: Six STAT courses at the 500 level approved by the Undergraduate Director in Statistics. Only one of STAT 509 and STAT 515 may be counted.

NOTE: MATH 241 is a prerequisite for some 500-level statistics courses.

In addition to the minor options listed above, the following minors are available through the Colleges of Business Administration and Journalism:

Minor in Business Administration

Prerequisites: MGSC 190 and 291

Required Courses: *ACCT 222, *ECON 224, FINA 363, MGMT 371, MGSC 395 and MKTG 350

A student desiring a concentrated exposure to a particular area within business or economics should contact the appropriate area director or contact person in the College of Business for additional information.

* May be satisfied through University’s General Education requirements. If ACCT and ECON are a part of your degree program as General Education requirements, appropriate substitutions by be made by your advisor.

List of Areas, Area Directors and Contact Persons, Telephone:

<table>
<thead>
<tr>
<th>Area</th>
<th>Director</th>
<th>Office</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Dr. Rob Rolfe</td>
<td>Room 311</td>
<td>777-6075</td>
</tr>
<tr>
<td>Economics</td>
<td>Dr. Ronald Wilder</td>
<td>Room 411</td>
<td>777-7400</td>
</tr>
<tr>
<td>Finance</td>
<td>Dr. Rodney Roenfeldt</td>
<td>Room 460</td>
<td>777-6644</td>
</tr>
<tr>
<td>Insurance</td>
<td>Dr. S.T. Pritchett</td>
<td>Room 473</td>
<td>777-7428</td>
</tr>
<tr>
<td>Management</td>
<td>Dr. Hoyt Wheeler</td>
<td>Room 766</td>
<td>777-5959</td>
</tr>
</tbody>
</table>
Minor in Environmental Studies

Core Requirements (12-13 hours) (one course from each grouping)

Group A  BIOL 270 Introduction to Environmental Biology (3), including BIOL 270L (1)
          OR: GEOG 343 Human Impact on the Environment (3)

Group B  GEOL 215 Coastal Environments of the Southeast (3)
          OR: GEOL 205 Earth Resources (3)

Group C  GINT 477 Ecology and Politics (3)
          OR: PHIL 341 Environmental Ethics (3)

Group D  ECON 548 Environmental Economics (3) (suggested prerequisite: ECON 221 &
          222 or ECON 224)
          OR: ECON 500 Urban Economics (3)
          OR: ECON 508 Law and Economics (3)
          (ECON 548 is preferred for Group D)

A.  Additional requirements selected from list of approved courses (6 hours)

Selectives for students majoring in the College of Science and Mathematics

   ANTH 565 Health and Disease in the Past (3)
   ANTH 569 [=GEOG 569] Environment and Development (3)
   ENVR 500 Environmental Practicum (3)
   GEOG 346 Climate and Society (3)
   GEOG 347 Water as a Resource (3)
   GEOG 516 Coastal Zone Management (3)
   GEOG 530 Environmental Hazards (3)
   GEOG 566 Social Aspects of Environment and Development (3)
   GEOG 568 Human Dimensions of Global Environmental Change (3)
       (Prereq: GEOG 343 or consent of instructor)
   GEOG 569 (=ANTH 569) Environment and Development (3)
   GINT 368 Interest Groups and Social Movements (3)
   GINT 421 Law and Contemporary International Problems (3)
   GINT 431 Science, Technology and World Affairs (3)
   HIST 448 American Environmental History (3)
   JOUR 562 Journalism of Science (3)
   PHIL 317 Ethics of Science and Technology (3)
   SOCY 315 World Populations: Problems and Politics (3)
C. **Individual Program Requirements**

In addition to the University and College requirements, the department or program of the student’s major makes additional specifications. Each program specifies certain courses outside of the major discipline that must be completed. These courses, in most cases, may be used to fulfill the General Education or Cognate requirements specified by the College. In addition, the programs also specify some of the courses that must be included in the major to assure adequate exposure to the various areas of knowledge within that discipline. The Assistant Dean, upon the recommendation of the Director of Undergraduate Studies, may make exceptions to specific program requirements.

**UNDERGRADUATE ADVISING**

Each major has a Director of Undergraduate Studies whose purpose is to assist your advisor in providing you with the best academic advice. The responsibilities of the Director are the assignment of students to advisors and the interpretation of program regulations. Undergraduate Directors are listed on the inside over of these guidelines.

In the event that a student desires further clarification beyond that provided by the advisor, the Undergraduate Director should be contacted. During a student's first semester of enrollment, the Undergraduate Director will serve as the student's advisor, until a permanent advisor is assigned.
Major Program Requirements

BIOLOGY

1. Pre-Major requirements:

The student must pass BIOL 101, 101L, 102, 102L, with grades of C or better for progression to next course(s).

2. Major Requirements:

a. BIOL 301, 302, AND 303. At least two of these must be completed before progressing to higher level courses
b. a total of 19 additional credits from courses numbered 300 through 600 level
c. One physiology course selected from 425, 460, 543, 549, 635, 643
d. One plant science course selected from 420, 425, 523, 524, 525, 526, 527, 528, 549, 670
e. Not more than 3 credits of 399 may apply for major credit
f. Only one of 526, 527, 528 may apply for major credit.
g. At least three qualifying major courses must have accompanying laboratories.
h. Two courses must be 500-600 level

3. BIOL 101, 102 and major courses may be repeated only once.

4. Other Requirements:

a. CHEM 111, 112
b. CHEM 333, 331L, 334, 332L
c. One of the following math sequences for Group II credit: MATH through 142 (recommended) MATH 122, STAT 201 and one additional math course numbered above 122 (170 or 174).

5. Cognate courses other than those listed below must be approved by the Director of Undergraduate Studies in Biology.

   Anthropology  363, 561, and 567
   Astronomy    All numbered 300 and above
   Chemistry    321 or higher (excluding CHEM 550 and 550L)
   Computer Science  213 and above
   Geography    202, 545, and 546
   Geology      300 level or higher
   Marine Science 311 and higher except 312 and courses with BIOL cross-listing
   Mathematics  241 or higher
   Physics      All except 101 through 211, 211L
   Psychology   450, 460, 502, 570, 573, 574

NO 399 COURSES MAY BE USED FOR COGNATE CREDIT
CHEMISTRY (General Major)

RETENTION AND PROGRESSION STANDARDS

A. Chemistry majors may enroll in a chemistry course a maximum of twice to earn the required grade of C or higher.

B. A chemistry major must receive a grade of C or higher in any chemistry course in order for it to serve as the required prerequisite for any higher level chemistry course.

1. Pre-major Requirements:

Each student must pass CHEM 111 and 112 with grades of C or better (note a)

2. Major Program Requirements:

a. Specific Lecture Requirements:
   CHEM 321
   CHEM 333 (note c)
   CHEM 334 (note c)
   CHEM 541, 542
   At least one course selected from 511, 533, 550, 545, 555, 556, 621, 622, 623, 624, 633, 644

b. Specific Laboratory Requirements:
   CHEM 321L (notes a and b)
   CHEM 333L
   CHEM 334L
   CHEM 541L or 591
   CHEM 542L or 592

3. Other Requirements:

a. For Group II, MATH through 142; CSCE 206 or 145

b. MATH 241

c. PHYS 201, 201L, 202, 202L or PHYS 211, 211L, 212, 212L.

d. Group I Foreign Language requirement must be met with a modern foreign language, preferably German, French or Russian.

NOTES

a. SCCC 103, 104 is equivalent to CHEM 111, 112, 321L.

b. One hour of SCCC 104 may be used for major credit.

c. Students who transfer into this program after completion of CHEM 333, 331L, 334, 332L may satisfy the organic chemistry laboratory requirement by passing CHEM 334L with a grade of C or better.
B.S. in CHEMISTRY (Intensive Major)

RETENTION AND PROGRESSION STANDARDS

Same as General Major.

1. **Pre-major Requirements:**

   Each student must pass CHEM 111 and 112 with grades of C or better (note a)

2. **Major Program Requirements:**

   a. CHEM 321  
   CHEM 333, 334 (note c)  
   CHEM 541, 542  
   CHEM 511  
   CHEM 621  
   CHEM 550 or 555

   b. CHEM 321L (notes a and b)  
   CHEM 333L, 334L (note c)  
   CHEM 541L, 542L  
   CHEM 621L

   c. At least 3 credit hours selected from:  
   CHEM 622, 533, 545, 550, 555, 556, 623, 624, 633 and 644

   d. At least three credits of undergraduate research (CHEM 496-499)

3. **Other Requirements:**

   a. For Group II, MATH through 142; CSCE 206 or 145

   b. MATH 241 and one advanced MATH course (above 241) selected in consultation with advisor.

   c. PHYS 211, 211L, 212, 212L or PHYS 201, 201L, 202, 202L, 301, 302.

   d. Group I foreign language requirement must be met with a modern foreign language, preferably German, French or Russian.

**NOTES**

   a. SCCC 103, 104 is equivalent to CHEM 111, 112, 321L.

   b. One hour of SCCC 104 may be used for major credit.

   c. Students who transfer into this program after completion of CHEM 333, 331L, 334, 332L may satisfy the organic chemistry laboratory requirement by passing CHEM 334L with a grade of C or better.
Geology (General Major)

1. **Pre-Major Requirements:**
   Each student must pass GEOL 201 and 202 with a grade of “C” or higher.

2. **Major Program Requirements:**
   GEOL 305, 315, 325, 335, 345, 355 and 5 credits of Senior Capstone Experience (GEOL 500, 561, 699 or a field course at an approved University).

3. **Other Requirements:**
   a. For Group II, MATH through 142
   b. CHEM 111, 112
   c. PHYS 201, 201L and 202, 202L or PHYS 211, 211L and 212, 212L

4. **Cognate:**
   12 hours to be selected in consultation with the advisor.*

*See “College of Science and Mathematics” list in section IIB4, excepting geological science courses and GEOG 547.

---

GEOLOGY (Intensive Major)

1. **Pre-major Requirements:**
   Each student must pass GEOL 201 and 202 with a grade of “C” or higher.

2. **Major Program Requirements:**
   Same course requirements as the general major plus 9 credits of GEOL courses numbered 399 or higher.**

3. **Other Requirements**
   a. For Group II, MATH through 142
   b. CHEM 111, 112
   c. PHYS 201, 201L and 202, 202L or 211, 211L and 212, 212L

4. **Cognate:**
   12 hours to be selected in consultation with the advisor.***

**Intensive Major in Geology with concentration in Environmental Geosciences: GEOL 305, 315, 325, 335, 355 and five credits of Senior Capstone Experience (GEOL 561, 699 or a field course at and approved university) plus 12 credits from the following: GEOL 371, 501, 508, 510, 518, 520, 521, 536, 557, 560, 570, 571, 575, 583, 498/499 (limit 3 credits on approved research topics, not including Senior Theses GEOL 699) (37 hours); Intensive Major in Geology with concentration in Marine Geology: Same course requirements as the general major plus 9 credits from the following: GEOL 511, 515, 516, 517, 521, 531, 545, 546, 553, 557, 581, 582, 583, 498/499 (limit 3 credits on approved research topics).

***See “College of Science and Mathematics” list in section IIB4, excepting Geology science course and GEOG 547. Intensive Major in Geology with Concentration in Environmental Geosciences: Cognate must include 3 credits of MATH 241 or higher, STAT 515 or 516. Additional courses should be chosen from the following list: CHEM 321, 331, 332, 521, 541, 542, 550; BIOL 541, 570, PHYS 301, 351; MATH 241, 242, 511, 520, 521; STAT 509, 510, 511, 512, 515, 516; GEOG 343, 345, 346, 347, 363, 543, 547, 551, 563; Intensive Major in Geology with concentration in Marine Geology: see “College of Science and Mathematics”, excepting Geological Science courses. Cognate must include 3 credits from MATH 241 (or higher); STAT 509, 510, 511, 512, 515, 516.
GEOPHYSICS

1. **Pre-major Requirements:**

   Each must pass GEOL 201 and 202 with a C or higher.

2. **Major Program Requirements:**

   GEOL 305, 315, 325, 345, 355, 5 credits of Senior Capstone Experience (GEOL 500, 561, 699), plus 12 additional credits of GEOL courses chosen from the following course sequences: GEOL 531, 536, 537, 546, 554, 555, 556, 570, 575. GEOL 399, 498, or 499 (up to 3 credits) may be taken with approval of Undergraduate Director.

3. **Other Requirements:**
   a. For Group II, MATH through 142, CSCE 206 or 207
   b. CHEM 111, 112
   c. PHYS 211, 211L, 212, 212L

4. **Cognate:**

   MATH 241, 242 plus 6 additional hours of quantitative coursework chosen from the following list: MATH 511, 520, 521, 526, 527, 544, 550, 552, PHYS 301, 302, 503, 504, 506, 512, 514, STAT 509 or 511, 510, 512.

MARINE SCIENCE

All required courses listed below must be passed with a grade of C or better.

1. **Pre-major Requirements:**

   MSCI 111, 112

2. **Major Program Requirements:**

   a. MSCI 311, 312, 505
   b. At least 27 additional credits in upper level courses in the Marine Science program. Any course that is eligible for cognate credit in the College of Science and Mathematics can potentially be a major course in Marine Science. Courses above 300 in other colleges may also count as major credits. The determination of the major courses in this interdisciplinary program is the result of consultation between the student and a faculty advisor.

3. **Other Requirements:**

   a. For Group II, MATH through 142; CSCE 102 or higher
   b. CHEM 111, 112
   c. PHYS 211, 211L, 212, 212L

4. **Cognate:**

   There is no cognate requirement in the Marine Science program.
MATHEMATICS

RETENTION: A grade of C or better is required in each major course and in each of MATH 141, 142, 241. A student may enroll in each major course and in each of MATH 141, 142, 241 a maximum of two times. (Enrolled in a course is interpreted to mean that a grade, including W, has been recorded). The student may repeat a maximum of three mathematics courses (receiving a grade of W is not to be considered a repeat).

1. Pre-major Requirements: Each student must have credit for MATH 141, 142, 241 (C or better)

2. Major Program Requirements: There are 3 program options offered in Mathematics, each leading to the Bachelor of Science degree.

   Option A (General Mathematics):
   a) MATH 520, 544 or 526, 546, 554, 574
   b) At least one course selected from MATH 534, 550, 552
   c) 6 hours in MATH numbered above 500, selected in consultation with the advisor

   Option B (Applied Mathematics):
   a) MATH 520, 524, 526, 546, 554, 570 or 527, 574
   b) 3 hours selected from MATH 521, 527, 550, 552, 550, 552, 570, 575

   Option C (Intensive Major):
   Either major above, plus an additional 4 courses in MATH numbered above 500 and selected in consultation with the advisor.

NOTE: ONLY ONE OF MATH 526, 544 MAY BE APPLIED TOWARD MAJOR CREDIT.

3. Other Requirements:
   a. CSCE 145 for Group II
   b. One of the following sequences:
      1. STAT 511 (=MATH 511) and STAT 512
      2. either STAT 509 or STAT 515 and either STAT 516 or CSCE 146

4. Cognate:
   12 hours to be selected in consultation with the advisor.
   a. A math major may satisfy this requirement by selecting 12 credit hours of cognate eligible courses offered by the College of Science and Mathematics or Department of Computer Science and Engineering. Cognates selected from other disciplines should be supportive(*) of the major and must be in one field selected with an approved by the students academic advisor. All exceptions must be approved in advance by the Undergraduate Director.
   b. Only one of STAT 509 and 515 may be used for cognate or minor credit.

*If a discipline is not supportive of the major, then the student should pursue a minor in that department
MEDICAL TECHNOLOGY (BSMT)

ADMISSION:  Grades of C or better in BIOL 101, 101L, 102, 102L
             CHEM 111, 112; Pass MATH 122

RETENTION:  a) 30 credits or more, a GPA of 2.5 or higher required.
            b) 60 credits or more, a GPA of 2.75 or higher required.
            c) After completion of the academic requirements the student
               must have gained admission to an approved (NAACLS) hospital
               clinical program.

1. General Education requirements differ from the B.S. degree as follows:

   Group II - Only MATH 122 and STAT 201 are required.

2. Major Requirements:
   a. BIOL 303, 431, 431L, 460, 460L, 541, 541L, 620
   c. CHEM 321, 321L, 333, 331L, 334, 332L
   b. Satisfactory completion of a 12 month internship in an approved (NAACLS)
      School of Medical Technology.

3. Other Requirements:
   Eight additional credits in Science courses (Students are urged to select these credits
   from PHYS 201, 201L, 202, 202L; BIOL 302, 302L, 530, or 531)

4. Cognate:
   There is no cognate requirement for the Medical Technology program.

PHYSICS (General Major)

1. Pre-major Requirements:
   PHYS 205, 301, 302, 303, 211L, 212L, 308 with grades of C or higher

2. Major Program Requirements:
   a. PHYS 309, 501, 502, 503, 504, 506
   b. At least 6 additional credits in PHYS courses numbered 509 or higher
      including at least two courses in experimental physics, e.g. PHYS 509,
      510, 511, 514, 529, 529L, 531, or 532.

3. Other Requirements:
   A. MATH through 142 for the Group II Math
   B. MATH 241, 242
   C. Two MATH courses from 500 level or above, selected in consultation with
      the advisor.
   D. CHEM 111, 112

4. Cognate:
   The required mathematics courses meet the cognate requirement.

PHYSICS (Intensive Major)

An intensive major must fulfill the same requirements as a general major plus additional physics
courses numbered 500 or above to total 36 hours.
PHYSICS (Applied Major – Engineering Physics)

Option A  **Computer**  (43-45 hours)

PHYS 309, 311, 502, 503, 504, 506, and two courses chosen from PHYS 501, 509, 511, 512, 514
ELCT 201, CSCE 211, 212, 240, 403
ECON 421 (may be used for Group IV)

Option B  **Electrical**  (43-45 hours)

PHYS 309, 311, 502, 503, 504, 506, and two courses chosen from PHYS 501, 509, 511, 512, 514
ELCT 201, 221, 222, 371, 401
ECON 421 (may be used for Group IV)

Option C  **Mechanical**  (46-48 hours)

PHYS 309, 311, 502, 503, 504, and three courses chose from PHYS 501, 506, 509, 511, 512, 514
ENGR 260, 290, 360
EMCH 327, 507, 508
ECON 421 (may be used for Group IV)

STATISTICS (General Major)

RETENTION: To be retained in the program, a student must obtain a grade of C or higher in the first two attempts in all mathematics, computer science and statistics courses required for graduation.

1. **Major Requirements**
   a. Theory and Models: STAT 511, 512, 513
   b. Methods and Computation: STAT 509 or 515, and both 516, 517
   c. Advanced applications: STAT 590 and three (3) STAT electives numbered 500* and above.

2. **Other Requirements**
   a. MATH 141, 142, 241, 550, and either 544 or 526
   b. CSCE 145
   c. ENGL 462

3. Cognate: section II.B.4

STATISTICS (Intensive Major)

All of the requirements of the General Major plus three additional courses selected from 500* level STAT courses, and/or MATH 554, 574.

* Major credit will be given for only one of STAT 509 and 515.
Under certain circumstances students may be granted the BSIS degree from the College of Science and Mathematics, upon completion of one year in Medical or Dental School. The following requirements must be met:

1. The student must complete a minimum of 95 semester credits of degree applicable work as an undergraduate student, at least 60 of these credits at USC, with a minimum GPA of 2.00.

2. All general education requirements of the College of Science and Mathematics must be completed.

3. A minimum of 24 credits of major eligible courses in the College of Science and Mathematics must be completed as an undergraduate student, at least half of these in residence at USC.

4. The last 30 semester hours of undergraduate studies must be completed in residence at USC, as a student in the College of Science and Mathematics.

5. The BSIS degree plan must be approved by the College Interdisciplinary Studies Committee before the student begins Medical or Dental School.

6. The student must pass all first year courses in Medical or Dental School, and be eligible to continue. An official transcript of the student's work in Medical or Dental School must be submitted to verify this.
D. TEACHER PREPARATION PROGRAMS
(TPP)

The College of Science and Mathematics participates in teacher preparation programs for undergraduate students who wish to pursue teacher certification. The University of South Carolina-Columbia's innovative five-year program is closely coupled with a student's undergraduate major. This special program leads to a bachelor's degree and is followed by a master's degree (MT) leading to teacher certification. Because the University of South Carolina is committed to preparing professionals who will serve as leaders in education, admission to the master's degree program is highly competitive. A minimum GPA of 2.5 is required for certification.

Within this new program the Bachelor of Science degree offered by the College is appropriate for students seeking certification as secondary teachers in the single disciplines of Biology, Chemistry, Physics, and Mathematics. In addition, students may apply for the Bachelor of Science in Interdisciplinary Studies degree program (BSIS) to achieve certification in two disciplines with the following combinations: Biology/Chemistry, Chemistry/Physics, or Earth Science/Life Science.

Students wishing to pursue a BSIS degree that leads to certification in more than one discipline must apply for admission to the degree program in the Office of the Assistant Dean. For details on the requirements for admission and the procedures see the University Bulletin in the College's section, under Interdisciplinary Studies.

The following pages list the requirements for the BSIS degree programs offered by the College of Science and Mathematics for prospective teachers. (For other majors see listings earlier in this publication).

The following are prerequisite for application to the M.T. Degree (fifth year):

1. B.S. Degree in Biology, Chemistry, Mathematics, Physics or B.S.I.S. with the following combinations: Biology/Chemistry, Chemistry/Physics, or Earth Science/Life Science.

2. A 12 hour education component:  
   EDUC 300 (3 hrs.)  
   EDUC 400 (1 hr)  
   EDUC 401 (3 hrs.)  
   EDUC 401p (1 hr.)  
   EDUC 402 (3 hrs.)  
   EDUC 402p (1 hr.)

3. Special (additional) requirements for specific majors listed in # 1.
   a. Undergraduate science courses for students majoring in Biology, Chemistry, Physics, or in a B.S.I.S. curriculum must include at least one course in each of the following areas: biology, chemistry, physics, and earth sciences. (Earth sciences may include astronomy; geography, e.g., physical geography, weather and climate, etc; and marine science).
   b. For Mathematics majors additional math must include 531 or 532.
<table>
<thead>
<tr>
<th>1. <strong>General Education</strong> (see pg. 4-5)</th>
<th>\textbf{Credits}</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Must include Physics 201, 201L, 202, 202L in Group V)</td>
<td>43-53</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. <strong>Content Area</strong> (Chemistry-Biology)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a) CHEM 111, 112 (C or better)</td>
<td>8</td>
</tr>
<tr>
<td>CHEM 321, 321L (Quantitative Analysis)</td>
<td>4</td>
</tr>
<tr>
<td>CHEM 333, 331L, 334, 332L</td>
<td>8</td>
</tr>
<tr>
<td>One additional CHEM 300 level or higher</td>
<td>3-4</td>
</tr>
<tr>
<td>b) BIOL 101, 101L, 102, 102L</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 420, 425, 526, 527, 528, or 549(Botany)</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL 510 (Zoology)</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 415 or 460 (Anatomy or Physiology)</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL 302</td>
<td>3</td>
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<tr>
<td>BIOL 301</td>
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<td>51-54</td>
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<table>
<thead>
<tr>
<th>3. <strong>Other Requirements</strong></th>
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<tbody>
<tr>
<td>Earth Science</td>
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<tr>
<td>Education</td>
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<tr>
<td></td>
<td>15-16</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>4. <strong>Electives</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4-18</td>
</tr>
</tbody>
</table>

**TOTAL CREDITS** | 128 |
1. **General Education** (see pg. 4-5)  
(Must include one Biology and one Earth Science in Group V)  

<table>
<thead>
<tr>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>43-53</td>
</tr>
</tbody>
</table>

**Content Area** (Chemistry-Physics)

a) CHEM 111, 112  
CHEM 321, 333, 334  
CHEM 321L, 331L, 332L  
One additional CHEM course at 300 level or higher selected with advisor

b) PHYS 201, 201L, 202, 202L  
PHYS 301, 302, 308, 309, 303

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3. **Other Requirements**

<table>
<thead>
<tr>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>6</td>
</tr>
<tr>
<td>12</td>
</tr>
</tbody>
</table>

18

**TOTAL CREDITS**  
128
1. **General Education** (pg. 4-5)  
(Must include CHEM 111, 112, in Group V)  

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 101, 101L, 102, 102L</td>
<td>8</td>
</tr>
<tr>
<td>BIOL 420, 425, 526, 527, 528, or 549(Botany)</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL 510</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 415, or 460</td>
<td>3-4</td>
</tr>
<tr>
<td>BIOL 301, 301L</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 101</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 311</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 501</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 531</td>
<td>3</td>
</tr>
<tr>
<td>GEOL 399</td>
<td>3</td>
</tr>
<tr>
<td>SMED 520</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits:** 47-49

2. **Content Area** (Life Science/Earth Science)  
a) BIOL 101, 101L, 102, 102L  
   BIOL 420, 425, 526, 527, 528, or 549(Botany)  
   BIOL 510  
   BIOL 415, or 460  
   BIOL 301, 301L  
   GEOL 101  
   GEOL 311  
   GEOL 501  
   GEOL 531  
   GEOL 399  
   SMED 520

**Total Credits:** 47-49

3. **Other Requirements**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics</td>
<td>3-4</td>
</tr>
<tr>
<td>Education</td>
<td>12</td>
</tr>
</tbody>
</table>

**Total Credits:** 15-16

4. **Electives**

**Total Credits:** 14-16

**TOTAL CREDITS:** 128
VII. ADVISOR CHECKLIST

PREPARATION

♦ Be sure that your official office hours are posted prominently on your office door and listed on each course syllabus. A record of your posted office hours should also be in the departmental office.

♦ If you are unable to keep office hours on a specific date, please leave a written note on your office door, announce in class, and inform the departmental office.

♦ Participate in defining how your department/college assigns advisers; conducts senior and graduation checks; distributes advisement materials such as preprinted advisement forms and student records; handles student advisement appointments (through sign-up sheets, the departmental secretary, or other means).

♦ Before the advisement period begins, be sure to post a schedule of available appointment times for advisement on your office door. Leave space for students telephone numbers so that student may be contacted if schedules change.

♦ Review the University Bulletin, the Master Schedule of classes, the advising handbook of the college or department, and any updated materials such as a new minor booklet, policy changes implemented by the department, college or University.

♦ Be able to apply the progression requirements in your College and department and relate to prerequisites in other departments.

♦ Review the academic records of advisees.

THE ADVISEMENT APPOINTMENT

Be sure that you have at hand:

- A series of catalogs, since students claim the one under which they entered
- A current Master schedule
- An advisor major guidelines, if available, from your department or college
- An advisement form for each student
- Departmental or sequence progression sheets
- CUE episodes

Also have available:

- Special permission forms
- Transfer credit evaluation forms
- Major Program Cards
With the student as an active participant:

- Review the record for problem areas that require immediate attention.
- Review the student’s academic plan.
- Review the progress being made; update folder if necessary.
- Discuss potential academic difficulties and their possible remedies.
- Review progression and graduation requirements.
- Refer the student to another University resources if appropriate, such as:
  > Career Center
  > Academic Skills Center
  > Financial Aid Office
  > Counseling and Human Development Center
- With prepared input from a student:
  > Discuss and approve future course selections
  > Determine and approve any minor or cognate selection
- As appropriate, be sure to discuss:
  > The student’s career and/or graduate school plans
  > The student’s involvement in other campus activities
  > Any additional concerns the student may have
- Complete the appointment by:
  > Informing the student of the need to register and to come back during the next regular advising period
  > Informing the student of regular office hours should more discussion be desirable

**FOLLOW-UP**

- Check the folder to be sure that all information is accurate and complete.
- Include written notes about any special conditions or discussions relevant to future sessions with the student.
- Be sure the folder is returned to regular storage so that it is available in the future.
- Consult with the Assistant Dean should any questions arise regarding uncertain policies, procedures, rules, and/or regulations.
VIII. STUDENT CHECKLIST FOR ADVISING

PREPARATION

♦ Review the curriculum of your major program. The University Bulletin, your college’s advising guidelines, and your departmental handbook or sequence sheet are all good sources of information.

♦ Be familiar with the Master Schedule. Knowing the meaning of course numbers, section numbers, schedule codes, and session codes. Write down the dates for both the advising and registration periods.

♦ Develop a written list of questions to ask your advisor. This will help you remember the important points you want to cover with your advisor.

♦ Schedule an appointment with your advisor. Some advisors ask you to put your name on a sign-up sheet; others prefer you to schedule the appointment though the department secretary. You should ask at the front office of your advisor’s department.

THE ADVISEMENT APPOINTMENT

♦ Be on time for your appointment.

♦ Help your advisor help you. If you are having trouble with a specific course or all of your courses, be prepared to discuss this matter. Be open to your advisor’s suggestions for using the Academic Skills Center, Writing Center, Math Lab, etc.

♦ If you are undecided about your major or you are having second thoughts about the major you are currently in, ask your advisor’s opinion. Your advisor can not make your decision for you, but he or she can suggest possibilities and new perspectives, and can refer you to other sources of help and information.

♦ Have an idea about which courses you would like to take the upcoming semester, and listen carefully to your advisor’s recommendations. Familiarize yourself with prerequisites for the courses that you wish to take. Be sure you have met prerequisites for your courses; the computer does not check prerequisites.

♦ Ask questions about your progress toward meeting general education requirements, major prerequisites, major and minor course sequences, and other course requirements for your degree. Review your progress toward graduation.

♦ You may want to discuss possible career/graduate school plans with your advisor. This will become more important as you advance toward graduation. Be aware that the Career Center can offer you invaluable help in this aspect of your college career. Contact the Science and Mathematics liaison at 777-7280 for career guidance.

♦ Be willing to make another appointment after the advising period is over if you have some long-term concerns and questions. If you want to explore the idea of graduate school with
your advisor, he or she may ask you to schedule another appointment to discuss this issue. Remember that advisors typically have a number of other students to advise, teaching and research responsibilities, committee work, etc.

♦ Be aware that advising should change somewhat as you progress through your college career. Sophomores, juniors, and seniors will have greater emphasis on the major, minor or cognate requirements, and career/graduate school plans, while advising for freshmen will typically emphasize general education requirements and choice of major.

♦ Be sure that you leave with a completed advisement form with your advisor’s signature. Keep a copy in a safe place.

FOLLOW-UP

♦ Take your signed advisement form to the department office of your major. The computer will not allow you to register unless that office enters an indicator on the computer system.

♦ Call TIPS or use VIP to find out your registration date and time. Mark this on your calendar.

♦ Use the schedule worksheet in the Master Schedule to plan your schedule.

♦ Use TIPS or VIP to register at or within 72 hours after your appointed time. (Access TIPS or VIP to find out your registration date and time.) Always obtain a printed copy of your schedule and check your courses once you have completed the registration process.

♦ In addition to TIPS, you may find out your registration date and time, access the master schedule of classes, and register via the Internet. You may access VIP at http://vip.sc.edu to perform any of these functions.

♦ Let your advisor know if you are unable to register for any of the courses or alternates indicated on your advisement form.

♦ Verify your schedule before the next semester’s classes begin.

REMEMBER:

The final responsibility of a successful college career belongs to YOU the student.

YOU are responsible for making decisions about your educational plans and career goals, and for meeting the requirements for your degree. Your advisor, your major department office, your Dean’s Office, and the Career Center are all resources for you to use to provide you with additional information, to help you prevent and resolve difficulties, to give you insight into possible alternatives, and to suggest new opportunities.
IX. Academic Regulations Pertinent to the Advisement Process

1. A student must take at least 12 credit hours to be classified as a full time student. A student's status with regard to campus housing, University fees, scholarship standing, athletic eligibility, financial aid, etc. may be affected adversely if enrollment drops beneath 12 hours during the semester.

2. A student is charged full time fees for 12 or more credit hours per semester. Fees are paid by the credit hour for less than 12 hours.

3. In the College of Science and Mathematics, advance approval by the advisor and the Assistant Dean is required for any schedule of 19 or more hours. Normally this approval is only given if the student's cumulative or semester GPA is greater than 3.00.

4. A student is not permitted to repeat a course previously passed without the approval in advance, of his advisor and the Assistant Dean. EXCEPTION: Students who make a D in a required major course for which there is no substitute must repeat that course; credit for the course may only be counted once toward fulfilling graduation requirements.

5. Subject to the following conditions, an undergraduate student may enroll in a graduate course for the purpose of eventually applying the course credit towards a graduate degree:
   a. The student has been accepted as a prospective graduate student with the approval of the Chairman of the department and the Dean of the Graduate School.
   b. The student is adequately prepared for graduate work in the field.
   c. The student is within 30 credit hours of graduation.
   d. Graduate credits earned in this way, will not apply in any way (even as free electives) toward the requirements of the undergraduate degree (except for accelerated Bachelors/Master).

6. A student transferring to the University from another college or university and electing to major in this College must have his transcript evaluated by the Assistant Dean who will decide which courses will be applied for credit towards the degree requirements of the College. He will determine which specific college and program requirements are satisfied by these courses.

7. The last 30 credit hours of courses required for graduation must be earned in residence at the University and must include at least 12 credit hours of the major requirement. In general those credits must be earned at the Columbia campus.

8. A student in good standing (2.0 GPA) who wishes to attend a summer session at another university and to use the credits earned toward a degree in this College must obtain approval, in advance, from his advisor and the Assistant Dean. Permission will not be given to take a course in which the student has been enrolled at USC. Students will not be allowed to take major or cognate courses at other schools, except under very unusual circumstances. Suspension from the University automatically revokes permission to attend another university.

9. Grades for courses taken at any college or university outside of the USC system are not included in the computation of the student's GPA at USC.

10. Courses taken under the pass/fail system cannot be used to satisfy General Education, Major Program, or Cognate requirements.
11. Independent Study courses cannot be used to satisfy General Education requirements.

X. **Operating Procedures**

1. All students in the College must elect a major in one of the degree programs of the College within the first 30 credits. If this is not possible, the student should see the Assistant Dean.

2. A complete academic record on each student is maintained in the Office of the Assistant Dean.

3. A student may elect a major in the College at the time of admission to the University.

4. A student who is admitted to any of the baccalaureate degree programs of other Colleges at the Columbia campus may elect a major in the College of Science and Mathematics by completing the "Change of College Form" in the Office of the Assistant Dean. In some cases terms of probation may be imposed for students with poor academic records.

5. A student in the College may change majors within the College by completing the "Change of major form" available in the Office of the Assistant Dean.

6. The Assistant Dean periodically provides the Director of Undergraduate Studies with a roster of new majors and copies of pertinent academic records. The Director of undergraduate Studies then assigns advisors to these students and distributes the academic records.

7. Advisement forms are collected and carried to the Office of the Assistant Dean. They should not be sent through Campus Mail. The designated person in the Department of the student’s major makes advisement releases for registration.

8. Each student completes a Major Program Card listing the courses intended for major and cognate credit. After approval by the advisor, a copy of this form is sent to the Assistant Dean. This form is used to certify that the student has completed the Major Program and Cognate Requirements at the time of graduation.

9. When a student has earned 95 credit hours, a letter is sent asking the student to come to the Office of the Assistant Dean for a "Senior Records Check". The purpose of this check is to insure that the student is aware of any unfulfilled graduation requirements. A copy of the work sheet used for this check is sent to the advisor.

10. A student who intends to graduate at the end of a semester must complete a graduation application and submit it to the Assistant Dean before the application deadline which is normally the end of third week of classes. The application cannot be processed if the student does not have an up-to-date Major Program Card in the file.

11. Normally, the last day to make a schedule change that involves an ADD is the end of the first week of classes.

12. Normally, the last day to drop a course without penalty (the free drop date) occurs six weeks into the semester.
XI. Waivers and Appeals

1. A student who seeks a waiver of an academic regulation or degree requirement should consult the Assistant Dean of the College.

2. Within established guidelines, the Assistant Dean has the authority to grant relief from the academic regulations and degree requirements of the College.

3. Within established guidelines, the Assistant Dean will only grant relief from specific degree program requirements upon the recommendation of the Director of Undergraduate Studies.

4. A student who is dissatisfied with a decision under paragraphs 2 or 3 above may appeal this decision to the College Scholastic Standards and Petitions Committee. The student must complete a petition form that is available in the Office of the Assistant Dean. On this form, the student will explain as completely as possible reasons for seeking relief. The student then carries the petition to the Instructor (if applicable), the advisor, and the Undergraduate Director of the Program for recommendations. The completed petition is returned to the Assistant Dean, who will forward it to the College Scholastic Standards and Petitions Committee.

5. A student whose petition is denied by the College Committee may appeal the decision to the University committee that will review the case to determine if due process has been followed.

XII. Miscellaneous Information

HEALTH PROFESSIONS (Pre-Profession Advising)

Students who are interested in attending medical or dental school should see Ms. Eileen Korpita, Room 127 of the Sumwalt Sciences Building, as early as possible in their academic career. Files will be initiated which will allow the student to obtain an evaluation from the Health Professions Advisement Committee; such an evaluation is an important aspect of gaining admission to most medical and dental schools. Ms. Korpita’s office will provide such students with detailed information concerning recommended courses of study, applications, examinations, etc.

Students interested in Physical Therapy, Occupational Therapy, Health Information Administration, and other allied health fields must complete their degree at another university. Ms. Korpita maintains current information about the requirements for admission to those programs. Generally two to three years of these undergraduate programs can be completed at the University of South Carolina.
XIII. INTERPRETATION OF PLACEMENT TEST SCORES

FOREIGN LANGUAGE SCORES

The foreign language are identified by the letter; F=French, G=German, L-Latin, S=Spanish. The number in the foreign language scores has the following meanings:

1 = placement in 109
2 = placement in 121
3 = placement in 122
4 = placement in 122 or higher. Must take phase II exam to determine placement.

Students who receive a 2 or higher should be encouraged to take their foreign language immediately. They are not allowed to enroll in the language at a lower level than their placement.

MATHEMATICS SCORES

Students may choose the A or B test. Students coming into our college are instructed to take the A test. They will receive one of the following scores:

A15 = placement into MATH 115
A41 = placement into MATH 141 or MATH 174
(Students may choose to take 112 or 115 before enrolling in 141 to strengthen a precalculus background).

We always have a few students in our college who have taken the B exam. There are new placement outcomes for that exam, effective Fall 1997. With a score of B11 or I11, place the student in MATH 115. With a score of B22, place the student in MATH 141 if they completed trigonometry in high school, and in MATH 112 (College Trig) if they had no trig. (NOTE: a score of I00 indicates a need for remedial coursework, perhaps in the South Carolina Technical School system).