ACADEMIC CALENDAR

EMERGENCY CLOSING POLICY

In the event that weather or other emergency conditions warrant the early closing, all-day closing or delayed opening of Towson University, an announcement will be made through the following communication channels:

Towson University homepage
TU Emergency Text Message Alert (registration required)
Campus-wide email
University Facebook page
University Twitter feed
Local radio and television stations

Such schedule adjustments will also be available on the Towson University Information Line, 410-704-2000. Please DO NOT call the University Police Department with university closing-related questions. The university will not post an announcement that the university is open. No announcement means “business as usual.”

When the main campus is closed, all events (including those sponsored by off-campus organizations) are cancelled. The university will not make any announcements about individual department or program activities. Towson University announcements of delayed opening or closure apply to the main campus, as well as Towson City Center, 7400 York Road and Terracedale.

Off-campus programs and courses adhere to the announcements applicable to the off-campus facility. (For example: Towson University in Northeastern Maryland follows Harford Community College’s emergency closing and delayed opening decisions.)

FALL TERM 2019

Fall classes and Change of Schedule period begins .......................... Mon., August 26
Last day to drop or add first 7-week courses .......................................................... Thurs., August 29
Labor Day Holiday (TU closed)................................................................. Mon., September 2
Change of Schedule period ends. Last day to drop a course with no grade posted to
academic record. Last day to add a course .............................................. Wed., September 4

Last day to withdraw from first 7-week courses
with a grade of W .................................................................................. Mon., September 23
Mid-semester and end of first 7-week courses ........................................... Tue., October 15
Second 7-week courses begin .............................................................. Wed., October 16
Last day to drop or add second 7-week courses .................................... Mon., October 21
Last day to withdraw from full semester courses with a grade of W.
Last day to change to Pass or Audit grading option ........................... Mon., November 4
Last day to withdraw from second 7-week courses
with a grade of W .................................................................................. Wed., November 13
Thanksgiving Holiday (TU closed)...................................................... Wed.–Sun., November 27– December 1
Last Saturday classes meet* ............................................................... Sat., December 7
Last day of classes .............................................................................. Mon., December 9
Reading Day ....................................................................................... Tue., December 10
Final examinations begin ................................................................. Wed., December 11
Last day of final examinations and end of term .............................. Tue., December 17

Commencement TBA

*Saturday exams will be held at the regularly scheduled meeting time.

MINIMESTER 2020

Minister begins ............................................................................ Thurs., January 2
Minister Change of Schedule period .............................................. Thurs.–Fri., January 2–3
Last day to withdraw from Minimester ........................................ Fri., January 10
Martin Luther King Day (TU closed) ................................................ Mon., January 20
Minister ends ....................................................................... Wed., January 22

SPRING TERM 2020

Spring classes and Change of Schedule period begins .................. Mon., January 27
Last day to drop or add first 7-week courses ..................................... Thurs., January 30
Change of Schedule period ends. Last day to drop a course with no grade posted to academic record.
Last day to add a course ................................................................... Tues., February 4
Last day to withdraw from first 7-week courses
with a grade of W .................................................................................. Mon., February 24
Spring Break........................................................................... Sun.–Sun., March 15–22
Classes resume and end of first 7-week courses ................................ Mon., March 23
Second 7-week courses begin ....................................................... Tues., March 24
Last day to drop or add second 7-week courses ............................. Fri., March 27
Last day to withdraw from full-term course with a grade of W.
Last day to change to Pass or Audit grading option ....................... Mon., April 6
Last day to withdraw from second 7-week courses
with a grade of W .................................................................................. Tues., April 21
Last Saturday classes meet .............................................................. Sat., May 9
Last day of classes ............................................................................ Tues., May 12
Final examinations begin .............................................................. Wed., May 13
Last day of examinations and end of term .................................... Tues., May 19
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### HOW COLLEGE IS DIFFERENT FROM HIGH SCHOOL

#### FOLLOWING THE RULES IN HIGH SCHOOL | CHOOSING RESPONSIBLY IN COLLEGE
---|---
Your time is structured by others. | You manage your own time.
You can count on parents and teachers to remind you of your responsibilities and priorities. | You must balance your responsibilities and set your own priorities.
Each day you proceed from one class directly to another, spending six hours each day—30 hours a week—in class. | Schedules tend to look lighter than they really are. You often have hours between classes; class times vary throughout the day and evening; and you spend only 12 to 18 hours of each week in class.
You are not responsible for knowing what it takes to graduate. | Graduation requirements are complex and differ among majors. You are expected to know those that apply to you.

#### GOING TO HIGH SCHOOL CLASSES | SUCCEEDING IN COLLEGE CLASSES
---|---
The school year is 36 weeks long; most classes extend over both terms. | The academic year is divided into two separate 15-week terms, plus a week for exams. Most classes last one term.
Classes generally have no more than 35 students. | Classes may vary from 20 to 100 students.
You may study outside class as little as 0 to 2 hours a week, and this may be mostly last-minute test preparation. | A recent study shows successful students study at least 15 hours per week. Studying includes any time spent on classes such as tutoring, meetings with instructors and review sessions.
You seldom need to read anything more than once, and sometimes listening in class is enough. | You need to review class notes and text material regularly.
You are expected to read short assignments that are then discussed and often re-taught. | You are assigned substantial amounts of reading and writing which may not be directly addressed in class.

#### TESTS IN HIGH SCHOOL | TESTS IN COLLEGE
---|---
Testing is frequent and covers small amounts of material. | Testing is usually infrequent and may be cumulative, covering large amounts of material. You, not the professor, need to organize the material to prepare for the test. A particular course may have only two or three tests per term.
Make-up tests are often available. | Make-up tests are seldom an option; if they are, you need to request them.
Teachers frequently conduct review sessions, pointing out the most important concepts. | Professors rarely offer review sessions, and when they do they expect you to be an active participant, prepared with questions.

#### GUIDANCE AND COUNSELING IN HIGH SCHOOL | ACADEMIC ADVISERS IN COLLEGE
---|---
Your high school guidance counselor will schedule your classes for you to meet state minimum requirements for graduation. | First year students will meet with their assigned FYE adviser to talk about college goals and how to achieve them. You will discuss all the requirements you need for graduation. Beginning with your second term, you will enroll in classes on your own. You will be expected to monitor your progress toward graduation by referring to your Academic Requirements Report online.
Guidance counselors will help you with college applications and ACT/SAT testing. | Academic advisers can provide referrals to other campus resources such as financial aid, study abroad, academic success resources and the Career Center. Academic advisers can assist you with transferring coursework from another college so that it applies to your Towson University degree requirements.
### HIGH SCHOOL TEACHERS

- Teachers check your completed homework.
- Teachers approach you if they believe you need assistance.
- Teachers are trained in methods to share knowledge with students.
- Teachers provide you with information you missed when you were absent.
- Teachers present material to help you understand the material in the textbook.
- Teachers often write information on the board to be copied into your notes.
- Teachers often take time to remind you of assignments and due dates.
- Teachers carefully monitor class attendance.
- Teachers impart knowledge and facts, sometimes drawing direct connections and leading you through the thinking process.

### COLLEGE PROFESSORS

- Professors may not always check completed homework but they will assume you have done it and expect you to perform the same tasks on tests.
- Professors are usually open and helpful but most expect you to initiate contact if you need assistance. All professors allocate office hours, a set time each week when students can drop in.
- Professors have been trained as experts in their field and vary in their teaching methods.
- Professors expect you to get any missed notes from classmates.
- Professors may not follow the textbook. They may give illustrations, provide background information or discuss research about the topic you are studying. You are expected to relate textbook readings to the class.
- Professors may lecture nonstop, expecting you to identify the important points in your notes. Good notes are a must.
- Professors expect you to read, save and consult the course syllabus. The syllabus spells out exactly what is expected of you, when assignments are due and how you will be graded.
- Professors may not formally take roll, but they are still likely to know whether or not you attended.
- Professors expect you to think about and synthesize seemingly unrelated topics.

### GRADES IN HIGH SCHOOL

- Grades are given for most assigned work.
- Consistently good homework grades may raise your overall grade when test grades are low.
- You may graduate if you have passed all required courses with a grade of D or higher.
- Your first test grades, especially when they are low, may not have an adverse effect on your final grade.

### GRADES IN COLLEGE

- Grades may not be provided for all assigned work.
- Grades on tests and papers usually provide most of the course grade. Courses may only have two or three tests or assignments.
- You may graduate only if your grade point average in classes meets major and university requirements, a minimum of C (2.0) but often higher.
- Watch out for your first tests. These are usually “wake-up calls” to let you know what is expected, but they may also account for a substantial part of your course grade.

Adapted from Southern Methodist University (www.smu.edu/alec/transition.asp) and Ball State University (http://cms.bsu.edu/Academics/Advising.aspx).
Towson University is committed to providing comprehensive advising designed to enrich the educational experiences of every student. Advising provides the opportunity for students to identify valuable campus resources, to understand university policies and procedures, and to develop an academic plan that successfully fulfills both personal and educational goals. However, the value of advising as a campus resource is dependent on your level of engagement as a student. A successful and rewarding advising experience requires both the adviser and the advisee to actively work together as a team.

The First Year Experience (FYE) is an advising program for freshmen that pairs each incoming student with a professional adviser or a faculty member who has received special training. You and your FYE adviser will work together throughout the first year to help you gain an understanding of the college experience and to create a foundation for academic success. All FYE students must meet with their assigned FYE adviser each term to discuss their academic plan and to have their FYE advising hold removed prior to registering for classes.

After the freshman year, students who have declared a major will transition to major-based academic advising. Upon declaring a major, you will be assigned to a departmental faculty adviser. Students who have not declared a major will be advised by a professional adviser in the Academic Advising Center.

**STUDENT RESPONSIBILITIES IN THE FYE ACADEMIC ADVISING PROCESS:**

- become knowledgeable about academic policies, procedures and requirements by reviewing the online *Undergraduate Catalog* (including University Core Curriculum and major department requirements)
- regularly check your campus email account and keep an open line of communication with your assigned adviser
- know your TU Student ID number
- know how to use your Academic Requirements Report to understand your progress toward satisfying graduation requirements
- meet with your adviser on a regular basis, at least once every term; arrive on time; be prepared to talk about your academic plan; bring a list of questions and your New Student Guide
- understand campus resources and proactively seek assistance as needed
- take responsibility for your choices and overall academic experience

**ACADEMIC ADVISER RESPONSIBILITIES IN THE ACADEMIC ADVISING PROCESS:**

- provide accurate information about university policies, procedures and academic requirements (including Core Curriculum, graduation, and major department programs)
- serve as a link between students and the campus community, including helping with transitional issues and understanding of campus resources
- assist students in identifying and assessing goals and objectives as part of developing an academic plan
- provide registration information and advice regarding course selection appropriate to the student’s academic plan
- assist students in understanding academic progress using the Academic Requirements Report

**ADVISING HOLDS YOU MIGHT SEE ON YOUR ACCOUNT**

All of the following holds will prevent course registration and require a meeting with an adviser to have the hold removed.

- FYE - First Year Experience Program
- DCP – Degree Completion Plan (at 45 credits – a Degree Completion Plan must be filed)
- IAP – Intentional Advising Program (at 90 credits – for graduation requirements)
- ARP - Academic Renewal Program
- AW - Academic Warning
- ADO - Advising & Orientation (for new freshmen or new transfers)
THINGS TO REMEMBER

My FYE adviser is: ________________________________________________________________

Email: __________________________________________ Phone: _______________________

The Academic Advising Center offers professional and peer advising to assist students with general questions about academic programs and policies. The Academic Advising Center does not provide major-specific advising; rather we help students find resources and understand Towson’s academic programs and policies.

THE FYE ADVISING PROCESS

1. Your FYE adviser is assigned to you based on your major and other academic interests, as indicated on your academic interest form. Students with declared majors are typically assigned an FYE adviser in their major department or academic college.

2. Students who are undecided about a major are typically assigned an adviser from the Academic Advising Center. Athletes and other special groups are assigned accordingly.

3. Your FYE adviser’s name is listed on your course schedule under the course ORIE 305 in the fall and ORIE 306 in the spring. Your adviser’s contact information will be posted to your online Student Center page as well.

4. Every first year student is required to meet with his/her assigned adviser prior to registering for the following term. FYE advising holds are removed by your FYE adviser during your advising session.

5. Registration for the spring term usually begins in November. Registration for the fall term usually begins in April. The academic advising process will vary with each adviser. Your adviser will notify you via TU email with details of advising meetings.

HOW YOUR FIRST TERM SCHEDULE WAS CREATED

Your initial schedule was created based on many factors, including the following:

- when your Academic Interest Form was received
- SAT/ACT scores
- math placement test score
- reading placement test if indicated
- AP/IB or transfer credit
- academic interests
- time constraints
- residential or commuter status
- availability of courses

OVERVIEW OF KEY DATES IN THE FYE ADVISING CALENDAR:

FALL TERM:
August: Mandatory group advising meeting during Welcome to TU
September: individual check-in meeting with your adviser
October: mandatory group advising meeting
November: mandatory individual advising meeting (The advising hold placed on your registration access for spring cannot be removed without this advising session.)

SPRING TERM:
March: mandatory group advising meeting
April: mandatory individual advising meeting (the advising hold placed on your registration access for fall cannot be removed without this advising session.)

In addition to the dates above, you can make an appointment to meet with your adviser at any time during the term. More detailed information about the FYE schedule for the year can be found on your ORIE 305 and ORIE 306 syllabi.

CAMPUS EMAIL POLICY

Your academic adviser will communicate with you through your TU email account. Please activate your TU email account and check it regularly during the term so that you don’t miss key information such as advising meetings, deadlines or other time-sensitive information. For confidentiality purposes, when communicating via email please use your TU email address and include your student ID number.
TRANSFERRING STUDENT ADVISING PROGRAM CHECKLIST

Learning outcomes for new transferring students during their transition to Towson include:

TRANSFER CREDIT EVALUATION

✔ You will understand your Transfer Evaluation and how your transferred coursework fits TU’s requirements.

✔ You will understand the process for appealing transfer credit evaluation decisions.

ACADEMIC ADVISING

✔ You will know how to contact your academic adviser. If you do not have an academic adviser you will know how to contact your department office to be assigned to an academic adviser.

✔ You will know the general calendar for advising sessions in your major department.

TOWSON ONLINE SERVICES (PEOPLESOFT), UNDERGRADUATE CATALOG, BLACKBOARD, AND TOWSON EMAIL

✔ You will know how to access your Student Center and will become familiar with the information available and the resources linked there.

✔ You will know how to access your Academic Requirements Report and will understand the value and use of this tool in your own planning and in your meetings with your adviser.

✔ You will know how to access the Towson Undergraduate Catalog online.

✔ You will understand how to access Blackboard and will appreciate its role in course support.

✔ You will know how to access your TU email account and understand the important role that using and checking that account plays in university communications.

✔ You will learn how to register for classes and make prudent changes to your class schedules using your Towson Online Services account.

ACADEMIC MAJOR

✔ You will verify that your listed major is consistent with your intended major.

✔ You will learn how to change your major online as needed.

✔ You will know how to access information about your major on the Towson website.

✔ You will have and know how to use a program planning guide/sheet for your major.

My department adviser is ____________________________

email ____________________________ phone ____________________________

If you do not have an adviser by the second week of classes contact your academic department. See directory on pp 35-36.
THINGS TO REMEMBER

The Academic Advising Center offers professional and peer advising to assist students with general questions about academic programs and policies. The Academic Advising Center does not provide major-specific advising; rather the staff helps students find resources and understand TU's academic programs and policies.

THE REGISTRATION PROCESS

1. At the Transfer Program you will meet with a faculty or academic adviser who will assist you in selecting your courses. If the major you want to pursue is different from the major you listed on your initial application, please change your major online as soon as possible—this will ensure you are assigned an appropriate adviser.

2. We encourage you to be flexible when choosing your classes. In addition to major requirements you can enroll in core and/or elective classes.

3. If you are not bringing in college credit for a math class, you are required to take the Towson University Mathematics Placement Test to determine the appropriate mathematics course.

4. After completing your first term, you will register for classes on your own based on an assigned enrollment appointment date.

THE ACADEMIC ADVISING PROCESS

1. Students with declared majors are assigned an adviser by the major department listed on the student's record. Please declare or change your major online (as needed) so that you are assigned an appropriate adviser.

2. Students who are open/undecided about a major are assigned an adviser from the Academic Advising Center.

3. Your adviser's name and contact information are posted to your online Student Center page.

4. Every new Towson student is required to meet with his/her adviser prior to registering for the next semester. Academic Advising holds are removed at your advising session.

5. Academic advising for spring registration typically begins in October and advising for fall registration typically begins in March but varies with each department. If you have not been assigned an academic adviser prior to advising, please contact your major department.

CHANGE OF SCHEDULE PERIOD (“ADD/DROP”)

1. As a transferring student you will have the opportunity to make adjustments to your schedule on your own beginning the day after the entire Transfer Program ends. Please note that changes are at your own risk so remember to take major/degree requirements and any prerequisites into consideration. Once you drop a class, it is possible that you may not be able to get it back.

2. Some courses, particularly those in your major, may be restricted, requiring department consent or a special permit in order to enroll in the class. Before dropping other courses, contact the department restricting the course for information on how to get into the class. Please refer to The Registration Process—How to Make Changes to Your Class Schedule section of this booklet.

3. The official Change of Schedule period begins in the days following the start of the term. Consult the Academic Calendar for the exact dates. The Change of Schedule period is your final opportunity to make adjustments to your schedule before courses are permanently posted to your TU transcript.

CAMPUS EMAIL POLICY

Your academic adviser will communicate with you through your TU email account. Please activate your TU email account and check it regularly during the term so that you don’t miss key information such as advising meetings, deadlines, or other time-sensitive information. For confidentiality purposes, when communicating via email please use your TU email address and include your student ID number.

DEGREE COMPLETION PLAN (BE A TIGER ON TRACK)

If you have 45 or more earned credits (including transfer credits), you must meet with your major adviser to complete a Degree Completion Plan. A degree completion plan, individualized to your needs, takes into account not only the courses needed to complete your degree, but the appropriate sequence and timing of the courses.

TO PREPARE YOUR INDIVIDUALIZED DEGREE COMPLETION PLAN:

- check out TU’s online undergraduate catalog for the suggested plan of study for your major;
- review your Academic Requirements Report to see which graduation requirements you have met and which you need to complete; and
- access the website of your college or major department to find information about how to file a Degree Completion Plan with your adviser or academic department.

Your plan is a road map, but it can change if your direction (degree program) changes. With your Degree Completion Plan in place, you will be able to monitor your progress and be a Tiger on Track!
## UNDERSTANDING YOUR TRANSFER CREDIT EVALUATION

### ALTERNATE COURSE CODES

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>T.L.</td>
<td>Transfer Lower Level course in associated discipline.</td>
</tr>
<tr>
<td>T.U.</td>
<td>Transfer Upper Level course in associated discipline.</td>
</tr>
<tr>
<td>10T or 20T</td>
<td>Lower level transfer course with no direct equivalency; can satisfy a Core requirement.</td>
</tr>
<tr>
<td>10L or 20L</td>
<td>Lower level transfer course with no direct equivalency; can satisfy a Core LAB requirement.</td>
</tr>
<tr>
<td>USEL</td>
<td>Abbreviation for “unspecified,” meaning no similar discipline here at TU. Typically elective credit.</td>
</tr>
<tr>
<td>T__</td>
<td>Used as the first digit of a three-digit number code to signify a lower-level course from the sending institution with a 300-level TU equivalent; this course counts as content credit only. Will not count toward 32 upper-level credit requirement for TU graduation.</td>
</tr>
<tr>
<td>F__</td>
<td>Used as the first digit of a three-digit number code to signify a lower-level course from the sending institution with a 400-level TU equivalent; this course counts as content credit only. Will not count toward 32 upper-level credit requirement for TU graduation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACR 800 – TSEM WAIVE</td>
<td>Core 1 – Towson Seminar – is waived for all incoming TU transfer students.</td>
</tr>
</tbody>
</table>

### NON-LETTER GRADES

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>Pass</td>
</tr>
<tr>
<td>PE</td>
<td>Pass by examination</td>
</tr>
<tr>
<td>T</td>
<td>Transfer – no grade</td>
</tr>
<tr>
<td>IP</td>
<td>In progress</td>
</tr>
</tbody>
</table>

### EVALUATION STATUS

<table>
<thead>
<tr>
<th>Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary</td>
<td>Awaiting additional transcript(s) from sending institution(s), transcript(s) from sending institution(s).</td>
</tr>
<tr>
<td>Final</td>
<td>University Admissions is not aware of any further transfer work. No subsequent transcripts are needed at this time.</td>
</tr>
</tbody>
</table>

Maximum number of credits transferable from a 2-year institution: 64

Maximum number of credits transferable from a 4-year or combination of institutions: 90

Any questions or concerns can be directed to University Admissions: 410-704-2113, transfer@towson.edu.
TOWSON UNIVERSITY IN NORTHEASTERN MARYLAND

TUNE, located on the grounds of Harford Community College, offers students the opportunity to pursue their bachelor’s degree close to home. After completing an associate’s degree or 60 credits (at an accredited two-year or four-year institution including TU’s), students are able to seamlessly transition to TU’s facility in Harford County and complete one of nine undergraduate programs of study:

- Business Administration, Leadership and Management Concentration
- Communication Studies
- Family & Human Services, Services in Children and Youth Track
- Information Technology
- Integrated Early Childhood/Special Education
- Integrated Elementary Education/Special Education
- Nursing, Associates to Bachelors & RN to BS
- Psychology
- Sociology, Criminal Justice Concentration

For more information call 410-704-TUNE (8863), email TUNEMD@towson.edu, or visit the Towson University in Northeastern Maryland webpage: www.towson.edu/tunemd and on social media: www.facebook.com/TowsonUniversityInNortheasternMaryland; www.instagram.com/tunemd; https://twitter.com/TU_NEMD.

* In addition to students who are enrolled full time at TUNE, main campus students may also register for courses offered at the TU facility in Harford County.
Visit: https://www.towson.edu/academics/resources/courses.html

The Undergraduate Catalog is divided into several sections: University Curriculum, Academic Policies, Academic Colleges and Departments, and Course Descriptions.

University Curriculum will list what you need to do to graduate from Towson University. Also included in this section is a list of the University Core Requirements and a checklist for you to track your progress. For your convenience, we have duplicated them in this guide.

Academic Policies will explain academic situations that may arise (satisfactory academic progress, good academic standing, etc.).

The Academic Colleges and Departments section is divided alphabetically by department. Each department has a section that explains the major and its tracks and concentrations. If the department offers a minor, it is explained there also. A specific list of courses needed to fulfill each major/minor or concentration or track is detailed in the department section, so it is a good idea to bookmark the page that begins the section for your major department.

UNDERGRADUATE COLLEGES WITHIN TOWSON UNIVERSITY

The College of Business and Economics
The College of Education
The College of Fine Arts and Communication
The College of Health Professions
The College of Liberal Arts
The Jess and Mildred Fisher College of Science and Mathematics
The Honors College (Currently not available at off-site locations.)

COURSE DESCRIPTIONS

These course listings are in alphabetical order by department. Each course listing includes a description of the course content and a list of prerequisite courses (courses you must have completed successfully in order to enroll).

As you look through the courses needed for your major or minor — or even some University Core courses — check out the course descriptions to be sure that you are eligible to take the course. Some courses are reserved for students in a particular major or minor, and they will be designated “Department Consent.” If you believe you are eligible to take a restricted course, you should contact the department directly.
### Complete All Core Curriculum Requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Complete?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Towson Seminar (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>2. English Composition (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>3. Mathematics (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>4. Creativity and Creative Development (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>5. Arts and Humanities (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>6. Social and Behavioral Sciences (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>7. Biological and Physical Sciences with Lab (4 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>8. Biological and Physical Sciences with or without Lab (3 or 4 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>9. Advanced Writing Seminar (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>10. Metropolitan Perspectives (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>11. The United States as a Nation (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>12. Global Perspectives (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>13. Diversity and Difference (3 units)</td>
<td>Yes</td>
</tr>
<tr>
<td>14. Ethical Issues and Perspectives (3 units)</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### Graduation Eligibility

Students who have successfully completed all requirements for an undergraduate degree are eligible for graduation.

- Earn at least 120 units
- Complete all University Core Curriculum categories
- Complete a minimum of 32 units of upper-level (300–400) courses
- Complete all requirements for a declared major
- Earn a minimum cumulative Grade Point Average (GPA) of 2.00

Academic departments may establish additional degree requirements depending on the major. Final determination of graduation eligibility is granted by the Graduation Office once a student submits a graduation application.

### Planning for Graduation

Plan early for graduation. Discuss graduation plans with your adviser a year in advance. Refer to your catalog to ensure you are on track to complete all requirements by your intended graduation term.

Visit the Office of the Registrar’s Web page for details: www.towson.edu/registrar/graduation
From Towson University’s Core Curriculum requirements, students must complete one course from each of the following 14 categories. For a complete list of Core Curriculum courses, visit www.towson.edu/core.

**FUNDAMENTALS**

1. **Towson Seminar:** Focusing on exploration and discovery, this course introduces students to the academic expectations for college-level work and to the intellectual, communication, and collaborative skills needed for academic success. Seminar format emphasizing active learning, with variable content in different Towson Seminar courses. Introduces multiple perspectives and may draw from more than one discipline. Towson Seminar must be taken in one of your first two terms. Must earn a 2.0 grade or higher. If course needs to be repeated, you may choose any TSEM topic.

2. **English Composition:** This course focuses on exploring ways of writing and thinking in the branches of knowledge and on developing rhetorical strategies for successful college-level expository writing. Must earn a 2.0 grade or higher.

3. **Mathematics:** Requires skills at the level of college algebra or above. Treat concepts and skills in the mathematical sciences and emphasize both theoretical foundations and problem-solving applications such as finite mathematics, statistics, discrete mathematics, and mathematical survey courses.

4. **Creativity and Creative Development:** Specific creative activity emphasizing symbolic, affective and imaginative thinking in the creative activity and understanding the creative process through participating in it. Reflect current scholarship in the field, provide reference to theoretical frameworks and methods, and explore the critical standards central to the genre or medium.

**WAYS OF KNOWING**

5. **Arts and Humanities:** The arts examine aesthetics and the development of the aesthetic form. Courses in this area may include, but are not limited to fine, performing and studio art, appreciation of the arts, and history of the arts. All courses, including fine, performing and studio arts, will explore the relationship between theory and practice. The humanities examine the values and cultural heritage that establish the framework for inquiry into the meaning of life. Courses in the humanities may include but are not limited to, the language, history, literature and philosophy of Western and other cultures. (The course meeting this requirement must be taken in a discipline different from the course meeting requirement 4.)

6. **Social and Behavioral Sciences:** The social and behavioral sciences examine the psychology of individuals and the ways in which individuals, groups, or segments of society behave, function, and influence one another. They include, but are not limited to, subjects that focus on history and cultural diversity; on the concepts of groups, work, and political systems; on the applications of qualitative and quantitative data to social issues; and on the interdependence of individuals, society, and the physical environment.

7. **Biological and Physical Sciences (Lab only):** The biological and physical sciences systematically investigate living systems and the physical universe and introduce students to methods used to collect, quantify and interpret scientific data and to synthesize and apply scientific concepts. Courses in this category present the historical development and structural nature of the subject, illustrate the predictive nature of these sciences, and employ mathematics and computing techniques as appropriate. Students must take two courses in the biological and physical sciences categories with at least one four-unit course that includes a laboratory. The laboratory experience will emphasize hands-on investigations and scientific inquiry. Students must select either two courses from different scientific disciplines or two sequenced courses within one discipline.

8. **Biological and Physical Sciences (Lab and Non-Lab):** See description above.
WRITING IN A CHOSEN FIELD

9. **Advanced Writing Seminar:** Courses in this category will address (1) the discourse models and practices important to a specific discipline and (2) techniques of formatting and reporting, validation and documentation required to write with authority and authenticity within the discipline. A grade of C or higher must be earned to satisfy Core Requirement.

PERSPECTIVES

10. **Metropolitan Perspectives:** Courses in metropolitan perspectives examine and explore the metropolis (as broadly conceived) in its past and present complexities. The category includes courses that describe characteristics of specific places, like the Baltimore-Washington metropolitan areas, or that describe characteristics or dynamics of metropolises in general, whether in the United States or in other countries, whether contemporary or historic, through the lens of an appropriate discipline.

11. **The United States as a Nation:** Courses addressing the United States as a nation explore the institutions, history, culture, or traditions of the United States with an emphasis on addressing through a particular subject matter the broader experience of the nation as a whole.

12. **Global Perspectives:** Courses in global perspectives examine how the global environment is changing, and is being changed, by major social, cultural, religious, economic, political and technological forces, and how new patterns of relationships are shaping and being shaped by the global environment.

13. **Diversity and Difference:** Courses in diversity and difference will explore relationships of distinctiveness and interdependence, conflict and cooperation between and among people with varying cultures, beliefs, identities and capabilities. Courses will cultivate in students the ability to examine and articulate differences of conviction and perception through open exchange and civil discourse. As part of that process, students will also come to understand more fully the lenses through which they view the world.

14. **Ethical Issues and Perspectives:** Courses in ethical issues and perspectives will develop one or more ethical issues of current importance to any of a broad range of academic disciplines. These courses are designed to help students understand different perspectives on ethical problems and different processes and techniques helpful in reaching sound judgments.
Please note: Only four courses in the same subject area may be used to fulfill both Core and Major requirements.

For a complete updated list of Core Curriculum courses, visit www.towson.edu/core.

**CORE (1) TOWSON SEMINAR (3 UNITS)**

<table>
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<tr>
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<tr>
<td>TSEM 102</td>
<td>Towson Seminar: Varied Topics</td>
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**CORE (2) ENGLISH COMPOSITION (3 UNITS)**

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<td>Writing for a Liberal Education</td>
</tr>
<tr>
<td>ENGL 190</td>
<td>Honors Writing Seminar</td>
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**CORE (3) MATHEMATICS (3-4 UNITS)**

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<tr>
<td>ECON 205</td>
<td>Statistics for Business and Economics</td>
</tr>
<tr>
<td>MATH 103</td>
<td>Transition to Mathematical Ideas</td>
</tr>
<tr>
<td>MATH 105</td>
<td>Mathematical Ideas</td>
</tr>
<tr>
<td>MATH 106</td>
<td>Intro to Contemporary Mathematics</td>
</tr>
<tr>
<td>MATH 109</td>
<td>Transition to Algebra for Application</td>
</tr>
<tr>
<td>MATH 111</td>
<td>Finite Mathematics</td>
</tr>
<tr>
<td>MATH 115</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MATH 119</td>
<td>Pre-Calculus (4)</td>
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<tr>
<td>MATH 205</td>
<td>Mathematical Concepts and Structure II (4)</td>
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<tr>
<td>MATH 211</td>
<td>Calculus for Applications</td>
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<tr>
<td>MATH 231</td>
<td>Basic Statistics</td>
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<td>MATH 233</td>
<td>Honors Basic Statistics</td>
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<td>Discrete Mathematics</td>
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<tr>
<td>MATH 273</td>
<td>Calculus I (4)</td>
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<td>MATH 274</td>
<td>Calculus II (4)</td>
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<td>MATH 283</td>
<td>Honors Calculus I (4)</td>
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<tr>
<td>MATH 284</td>
<td>Honors Calculus II (4)</td>
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<td>MATH 295</td>
<td>Honors Seminar: Mathematics</td>
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**CORE (4) CREATIVITY & CREATIVE DEVELOPMENT (3 UNITS)**

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<td>ART 103</td>
<td>2D Process</td>
</tr>
<tr>
<td>ART 106</td>
<td>Drawing for Non-Majors</td>
</tr>
<tr>
<td>ART 107</td>
<td>Ceramics for Non-Majors</td>
</tr>
<tr>
<td>ART 109</td>
<td>Sculpture for Non-Majors</td>
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<tr>
<td>ART 113</td>
<td>Painting for Non-Majors</td>
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<tr>
<td>ART 117</td>
<td>Printmaking for Non-Majors</td>
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<tr>
<td>ART 146</td>
<td>Honors Drawing for Non-Majors</td>
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<tr>
<td>ART 156</td>
<td>Artists Books for Non-Majors</td>
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<tr>
<td>ART 157</td>
<td>Letterpress for Non-Majors</td>
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<tr>
<td>ART 161</td>
<td>Digital Object Design for Non-Majors</td>
</tr>
<tr>
<td>COSC 109</td>
<td>Computers &amp; Creativity</td>
</tr>
<tr>
<td>COSC 225</td>
<td>Honors Introduction to Lego Robotics</td>
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<tr>
<td>DANC 106</td>
<td>Fundamentals of Dance Movement (NM)</td>
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<tr>
<td>DANC 235</td>
<td>Dance Composition</td>
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<tr>
<td>EMF 110</td>
<td>Digital Storytelling for Non-Majors</td>
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<tr>
<td>ENGL 283</td>
<td>Introduction to Creative Writing</td>
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<tr>
<td>ENGL 311</td>
<td>Writing Poetry</td>
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<td>ENGL 312</td>
<td>Writing Fiction</td>
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<td>ENGL 352</td>
<td>Honors Writing Fiction</td>
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<tr>
<td>IDFA 203</td>
<td>Creativity in the Fine Arts</td>
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<tr>
<td>IDFA 105</td>
<td>Music Theory for Non-Majors</td>
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<tr>
<td>IDFA 116</td>
<td>Songwriting &amp; Basic Music Comp (VMM)</td>
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<tr>
<td>IDFA 287</td>
<td>Creative Music Technology</td>
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<tr>
<td>MATH 201</td>
<td>Acting I</td>
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<tr>
<td>MATH 101</td>
<td>Honors Acting I</td>
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<tr>
<td>MATH 122</td>
<td>Introduction to Theatre Design</td>
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<tr>
<td>MATH 204</td>
<td>Creating Communities of Action</td>
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**CORE (5) ARTS & HUMANITIES (3 UNITS)**

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<th>Course Code</th>
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<tbody>
<tr>
<td>ARAB 101</td>
<td>Arabic Elements I</td>
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<tr>
<td>ARAB 201</td>
<td>Arabic Intermediate I</td>
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<tr>
<td>ARAB 301</td>
<td>Arabic Composition &amp; Conversation</td>
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<tr>
<td>ARTH 105</td>
<td>Art in Culture</td>
</tr>
<tr>
<td>ARTH 109</td>
<td>Art and the Human Body</td>
</tr>
<tr>
<td>ARTH 208</td>
<td>Honors Art History</td>
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<tr>
<td>ARTH 221</td>
<td>Survey of Western Art I</td>
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<tr>
<td>CHNS 101</td>
<td>Elementary Chinese I</td>
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<tr>
<td>CHNS 201</td>
<td>Intermediate Chinese I</td>
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<tr>
<td>CHNS 301</td>
<td>Chinese Composition &amp; Conversation</td>
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<tr>
<td>COMM 131</td>
<td>Public Speaking</td>
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<td>COMM 132</td>
<td>Honors Public Speaking</td>
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<tr>
<td>DANC 101</td>
<td>The Alexander Technique</td>
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<tr>
<td>DANC 105</td>
<td>Movement Skills for Men</td>
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<tr>
<td>DANC 123</td>
<td>Introduction to Dance: European Court</td>
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<tr>
<td>DANC 130</td>
<td>Dance and Myth</td>
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<tr>
<td>DFST 104</td>
<td>American Sign Language I</td>
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<tr>
<td>EMF 313</td>
<td>Film History</td>
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<tr>
<td>ENGL 205</td>
<td>Shakespeare for Non-Majors</td>
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<tr>
<td>ENGL 221</td>
<td>British Literature to 1798</td>
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<td>ENGL 222</td>
<td>British Literature Since 1798</td>
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<tr>
<td>ENGL 240</td>
<td>Classics of the Western Heritage</td>
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<tr>
<td>ENGL 243</td>
<td>Introduction to Classical Mythology</td>
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<td>ENGL 244</td>
<td>World Folklore</td>
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<tr>
<td>ENGL 261</td>
<td>Elements of Poetry</td>
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<td>ENGL 263</td>
<td>Elements of Fiction</td>
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<tr>
<td>ENGL 290</td>
<td>Honors Seminar: Literature</td>
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<td>FORL 101</td>
<td>Swahili Elements I</td>
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<td>FREN 101</td>
<td>French Elements I</td>
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<td>FREN 201</td>
<td>French Intermediate I</td>
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<td>FREN 301</td>
<td>Advanced Conversation</td>
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<td>German Elements I</td>
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<td>GERM 201</td>
<td>German Intermediate I</td>
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<td>GERM 301</td>
<td>German Composition &amp; Conversation</td>
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<td>GRI 103</td>
<td>Ancient Greek Elements</td>
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<td>HEBR 101</td>
<td>Elements of Hebrew I</td>
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<td>HEBR 103</td>
<td>Biblical Hebrew I</td>
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<td>HEBR 201</td>
<td>Hebrew Intermediate I</td>
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<tr>
<td>HEBR 203</td>
<td>Biblical Hebrew III</td>
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<tr>
<td>HEBR 301</td>
<td>Hebrew Composition &amp; Conversation</td>
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<tr>
<td>HIST 101</td>
<td>Introduction to Ancient Mediterranean Civ</td>
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<tr>
<td>HIST 102</td>
<td>Europe: From the Age of Caesar to the Age of Calvin</td>
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<tr>
<td>HIST 103</td>
<td>History of European Civilization from 17th C.</td>
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<tr>
<td>HONR 235</td>
<td>Honors Seminar: Arts &amp; Humanities</td>
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<td>ITAL 101</td>
<td>Italian Elements I</td>
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<td>ITAL 201</td>
<td>Italian Intermediate I</td>
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<td>ITAL 301</td>
<td>Italian Composition &amp; Conversation</td>
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<td>JPN 101</td>
<td>Japanese Elements I</td>
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<td>JPN 201</td>
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<td>JPN 301</td>
<td>Japanese Composition &amp; Conversation</td>
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<td>LATIN 101</td>
<td>Latin Elements I</td>
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<td>LATIN 201</td>
<td>Latin Intermediate I</td>
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<td>LATIN 301</td>
<td>Advanced Readings in Latin I</td>
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<td>MUSC 101</td>
<td>Intro to Music of the Western Heritage</td>
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<tr>
<td>MUSC 114</td>
<td>Music, Technology and Culture</td>
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<td>MUSC 127</td>
<td>Elements and History of Rock Music</td>
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<td>PHIL 101</td>
<td>Introduction to Philosophy</td>
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<tr>
<td>PHIL 111</td>
<td>Introduction to Logic</td>
</tr>
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<td>PHIL 221</td>
<td>Ancient Greek Philosophy</td>
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<td>PORT 101</td>
<td>Portuguese Elements I</td>
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<tr>
<td>PORT 201</td>
<td>Portuguese Intermediate I</td>
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<td>PORT 301</td>
<td>Composition &amp; Conversation in Portuguese</td>
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<td>RUST 101</td>
<td>Russian Elements I</td>
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<td>RUST 201</td>
<td>Russian Intermediate I</td>
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<td>RUST 325</td>
<td>Jewish Graphic Novels</td>
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<td>SEMS 250</td>
<td>Perspectives in Science and Math</td>
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<td>SPAN 101</td>
<td>Spanish Elements I</td>
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<td>SPAN 201</td>
<td>Spanish Intermediate I</td>
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<td>SPAN 301</td>
<td>Composition and Conversation I</td>
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<td>SPAN 303</td>
<td>Spanish for Heritage Speakers I</td>
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### ACADEMIC PLANNING

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<td>THEA 100</td>
<td>Introduction to Theatre</td>
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<tr>
<td>THEA 242</td>
<td>Costume, Dress and Society</td>
</tr>
<tr>
<td>PHYS 242</td>
<td>General Physics II Calculus-Based</td>
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<tr>
<td>PHYS 251</td>
<td>Honors General Physics I Calculus-Based</td>
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<td>PHYS 252</td>
<td>Honors General Physics II Calculus-Based</td>
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<td>ECON 201</td>
<td>Microeconomic Principles</td>
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<td>ECON 202</td>
<td>Macroeconomic Principles</td>
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<td>ECON 203</td>
<td>Honors Microeconomic Principles</td>
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<td>ECON 204</td>
<td>Honors Macroeconomic Principles</td>
</tr>
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<td>FMST 101</td>
<td>Introduction to Family Studies</td>
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<td>FMST 102</td>
<td>Honors Introduction to Family Studies</td>
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<tr>
<td>GERO 101</td>
<td>Introduction to Gerontology</td>
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<tr>
<td>GENG 237</td>
<td>Honors Seminar: Social and Behavioral</td>
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<tr>
<td>POSC 101</td>
<td>Introduction to Political Science</td>
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<tr>
<td>POSC 102</td>
<td>Honors Introduction to Political Science</td>
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<td>PSYC 101</td>
<td>Introduction to Psychology</td>
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<td>PSYC 102</td>
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**CORE (6) SOCIAL & BEHAVIORAL SCIENCES**

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<tbody>
<tr>
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<td>Microeconomic Principles</td>
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<td>FMST 102</td>
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<td>Introduction to Gerontology</td>
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<td>Honors Seminar: Social and Behavioral</td>
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<td>PSYC 101</td>
<td>Introduction to Psychology</td>
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<td>Honors Introduction to Psychology</td>
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<td>Introduction to Sociology</td>
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<tr>
<td>SCI 102</td>
<td>Honors Introduction to Sociology</td>
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**CORE (7) BIOLOGICAL & PHYSICAL SCIENCES (LAB) (4-5 UNITS)**

Courses taken to fulfill Core 7 and 8 must be from different disciplines or two sequenced courses within one discipline.

<table>
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<tr>
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<tbody>
<tr>
<td>ASTR 161</td>
<td>The Sky and the Solar System</td>
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<tr>
<td>ASTR 181</td>
<td>Stars, Galaxies, and the Early Universe</td>
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<tr>
<td>BIOL 117</td>
<td>Honors Principles of Biology</td>
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<tr>
<td>BIOL 120</td>
<td>Principles of Biology (must take BIOL 120L)</td>
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<tr>
<td>BIOL 191/191L</td>
<td>Introductory Biology Health Professions</td>
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<tr>
<td>BIOL 192</td>
<td>Honors Intro Biology Health Professions</td>
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<tr>
<td>BIOL 200/200L</td>
<td>Biology I: Cellular Biology &amp; Genetics</td>
</tr>
<tr>
<td>BIOL 201</td>
<td>Biology II: Intro to Ecology &amp; Genetics</td>
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<td>Intro to Environmental Chemistry</td>
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<tr>
<td>CHEM 115</td>
<td>Honors Allied Health Professionals I</td>
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<tr>
<td>CHEM 121+121L</td>
<td>Chemistry Allied Health Professions I</td>
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<tr>
<td>CHEM 122+122L</td>
<td>Chemistry Allied Health Professions II</td>
</tr>
<tr>
<td>CHEM 131+131L</td>
<td>General Chemistry I</td>
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<tr>
<td>CHEM 132+132L</td>
<td>General Chemistry II</td>
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<tr>
<td>CHEM 120</td>
<td>Geology of National Parks</td>
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<tr>
<td>CHEM 121</td>
<td>Physical Geography</td>
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<td>CHEM 122</td>
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<td>CHEM 123</td>
<td>Historical Geography</td>
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<td>Light and Color</td>
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<td>General Physics for Health Sciences (5)</td>
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<td>General Physics I Non-Calculus-Based</td>
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<td>General Physics II Non-Calculus-Based</td>
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<td>General Physics I Calculus-Based</td>
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<tr>
<td>PHYS 242</td>
<td>General Physics II Calculus-Based</td>
</tr>
<tr>
<td>PHYS 251</td>
<td>Honors General Physics I Calculus-Based</td>
</tr>
<tr>
<td>PHYS 252</td>
<td>Honors General Physics II Calculus-Based</td>
</tr>
</tbody>
</table>

**CORE (8) BIOLOGICAL & PHYSICAL SCIENCES (LAB AND NON-LAB) (3-5 UNITS)**

Courses taken to fulfill Core 7 and 8 must be from different disciplines or two sequenced courses within one discipline.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 212</td>
<td>Paleoanthropology and Archaeology</td>
</tr>
<tr>
<td>ASTR 161</td>
<td>The Sky and the Solar System</td>
</tr>
<tr>
<td>ASTR 181</td>
<td>Stars, Galaxies, and the Early Universe</td>
</tr>
<tr>
<td>BIOL 105</td>
<td>Environmental Biology</td>
</tr>
<tr>
<td>BIOL 117</td>
<td>Honors Principles of Biology</td>
</tr>
<tr>
<td>BIOL 120</td>
<td>Principles of Biology (must take BIOL 120L)</td>
</tr>
<tr>
<td>BIOL 191/191L</td>
<td>Introductory Biology Health Professions</td>
</tr>
<tr>
<td>BIOL 192</td>
<td>Honors Intro Biology Health Professions</td>
</tr>
<tr>
<td>BIOL 200/200L</td>
<td>Biology I: Cellular Biology &amp; Genetics</td>
</tr>
<tr>
<td>BIOL 202</td>
<td>Biology II: Intro to Ecology &amp; Evolution</td>
</tr>
<tr>
<td>CHEM 100</td>
<td>Chemistry and Current Problems</td>
</tr>
<tr>
<td>CHEM 104</td>
<td>Intro to Environmental Chemistry</td>
</tr>
<tr>
<td>CHEM 115</td>
<td>Honors Allied Health Professions I</td>
</tr>
<tr>
<td>CHEM 121+121L</td>
<td>Chemistry Allied Health Professions I</td>
</tr>
<tr>
<td>CHEM 122+122L</td>
<td>Chemistry Allied Health Professions II</td>
</tr>
<tr>
<td>CHEM 131+131L</td>
<td>General Chemistry I</td>
</tr>
<tr>
<td>CHEM 132+132L</td>
<td>General Chemistry II</td>
</tr>
<tr>
<td>CHEM 120</td>
<td>Geology of National Parks</td>
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<tr>
<td>CHEM 121</td>
<td>Physical Geography</td>
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<td>CHEM 122</td>
<td>Honors Physical Geography</td>
</tr>
<tr>
<td>CHEM 123</td>
<td>Historical Geography</td>
</tr>
<tr>
<td>CHEM 127</td>
<td>Honors Seminar: Biological/Physical Science (5)</td>
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<tr>
<td>PHSC 101</td>
<td>Physical Science</td>
</tr>
<tr>
<td>PHSC 101</td>
<td>Understanding Physics</td>
</tr>
<tr>
<td>PHSC 101</td>
<td>Engineering Mechanics I</td>
</tr>
<tr>
<td>PHSC 101</td>
<td>How Things Work (5)</td>
</tr>
<tr>
<td>PHYS 181</td>
<td>Light and Color</td>
</tr>
<tr>
<td>PHYS 143</td>
<td>Physics of Sound and Music</td>
</tr>
<tr>
<td>PHYS 202</td>
<td>General Physics for Health Sciences (5)</td>
</tr>
<tr>
<td>PHYS 211</td>
<td>General Physics I Non-Calculus-Based</td>
</tr>
<tr>
<td>PHYS 212</td>
<td>General Physics II Non-Calculus-Based</td>
</tr>
<tr>
<td>PHYS 241</td>
<td>General Physics I Calculus-Based</td>
</tr>
<tr>
<td>PHYS 242</td>
<td>General Physics II Calculus-Based</td>
</tr>
<tr>
<td>PHYS 251</td>
<td>Honors General Physics I Calculus-Based</td>
</tr>
<tr>
<td>PHYS 252</td>
<td>Honors General Physics II Calculus-Based</td>
</tr>
</tbody>
</table>

**CORE (9) ADVANCED WRITING SEMINAR (3 UNITS)**

Grade of C or higher is required for successful completion.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>WRIT 160</td>
<td>Technical and Professional Issues in Allied Health</td>
</tr>
<tr>
<td>ANTH 401</td>
<td>Anthropoligical Theory</td>
</tr>
<tr>
<td>ART 351</td>
<td>Writing About Art</td>
</tr>
<tr>
<td>BIOL 381</td>
<td>Biological Literature</td>
</tr>
<tr>
<td>BUS 301</td>
<td>Business Communications</td>
</tr>
<tr>
<td>CHEM 301</td>
<td>Professional Ethics for Scientists</td>
</tr>
<tr>
<td>DANC 321</td>
<td>Responding to Dance</td>
</tr>
<tr>
<td>ECEC 422</td>
<td>Writing Techniques for Teachers in ECEC</td>
</tr>
<tr>
<td>EDUC 301</td>
<td>Writing and Communication Skills for Teacher</td>
</tr>
<tr>
<td>ELED 320</td>
<td>Writing for Elementary Educators</td>
</tr>
<tr>
<td>EMF 377</td>
<td>Broadcast/Film Writing</td>
</tr>
<tr>
<td>ENGL 310</td>
<td>Writing Argument</td>
</tr>
<tr>
<td>ENGL 313</td>
<td>Academic Essay</td>
</tr>
<tr>
<td>ENGL 316</td>
<td>Writing About Literature</td>
</tr>
<tr>
<td>ENGL 317</td>
<td>Writing for Business and Industry</td>
</tr>
<tr>
<td>ENGL 318</td>
<td>Advanced Informational Writing</td>
</tr>
<tr>
<td>ENVS 357</td>
<td>The Chesapeake Bay and Its Watershed</td>
</tr>
<tr>
<td>FMST 485</td>
<td>Research Methods in Family Studies</td>
</tr>
<tr>
<td>FORL 320</td>
<td>Language Acquisition</td>
</tr>
<tr>
<td>GEG 383</td>
<td>Natural Resources and Society</td>
</tr>
<tr>
<td>GEG 401</td>
<td>Growth of Geographic Thought</td>
</tr>
<tr>
<td>GERO 301</td>
<td>Honors Seminar: Social and Behavioral</td>
</tr>
<tr>
<td>HIST 300</td>
<td>Introduction to Historical Study</td>
</tr>
<tr>
<td>IDHP 405</td>
<td>Research Methods in Adult Disabilities Studies</td>
</tr>
<tr>
<td>HLTH 315</td>
<td>Curriculum and Planning</td>
</tr>
<tr>
<td>KINES 351</td>
<td>Philosophy: The Sport Experience</td>
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<tr>
<td>KINES 353</td>
<td>Sport and Society</td>
</tr>
<tr>
<td>KINES 354</td>
<td>Honors Sport and Society</td>
</tr>
<tr>
<td>KINES 417</td>
<td>Org. &amp; Admin. of Athletic Training</td>
</tr>
<tr>
<td>KINES 469</td>
<td>Advanced Writing for Research in Exercise Science</td>
</tr>
<tr>
<td>MATH 330</td>
<td>Functions and Modeling for Secondary School</td>
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<td>Teachers</td>
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<tr>
<td>MCOM 356</td>
<td>Feature Writing</td>
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<td>MCOM 357</td>
<td>Public Relations Writing</td>
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<tr>
<td>MUSC 302</td>
<td>Western Music From 1750-1914</td>
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<tr>
<td>NURS 333</td>
<td>Professional Nursing II: Issues</td>
</tr>
<tr>
<td>OCTH 430</td>
<td>Research Methods in Occupational Therapy</td>
</tr>
<tr>
<td>PHIL 480</td>
<td>Writing Seminar in Philosophical Studies</td>
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<tr>
<td>PSYC 313</td>
<td>Research Design and Statistical Analysis</td>
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<td>PSYC 314</td>
<td>Research Methods in Psychology</td>
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<td>RLS 354</td>
<td>Religion and Science</td>
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<td>SECS 360</td>
<td>Research Methods</td>
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<td>SOCI 300</td>
<td>Sociological Analysis</td>
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<td>SPHA 417</td>
<td>Research and Clinical Writing in Communication Disorders</td>
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<tr>
<td>THEA 307</td>
<td>Theories of Theatre</td>
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<tr>
<td>WMST 333</td>
<td>Women’s Words, Women’s Lives</td>
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<tr>
<td>WRIT 312</td>
<td>History of Science</td>
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<td>WRIT 375</td>
<td>Public Administration</td>
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<tr>
<td>AADS 315</td>
<td>Employment and Disability</td>
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<tr>
<td>EDUC 202</td>
<td>Perspectives on America’s Urban Schools</td>
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<tr>
<td>EDUC 204</td>
<td>Honors Perspectives on America’s Urban Schools</td>
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<tr>
<td>FMST 201</td>
<td>Family Resources</td>
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<tr>
<td>GEOG 251</td>
<td>Introduction to Urban Planning</td>
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<tr>
<td>HIST 202</td>
<td>Cities of the Ancient World</td>
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<td>HIST 203</td>
<td>The Seven Wonders of the Ancient World</td>
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<tr>
<td>HIST 337</td>
<td>History of Baltimore: From Mobtown to Charm City</td>
</tr>
<tr>
<td>HIST 338</td>
<td>The Middle East: An Urban Perspective</td>
</tr>
<tr>
<td>HIST 375</td>
<td>The City in American History</td>
</tr>
<tr>
<td>HIST 390</td>
<td>Medieval Cities of Europe</td>
</tr>
<tr>
<td>HLTH 350</td>
<td>Urban Food Systems</td>
</tr>
<tr>
<td>HONR 235</td>
<td>Honors Seminar: Metropolitan Perspectives</td>
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<tr>
<td>HONR 345</td>
<td>Literature of the Ethics of Violence and Reconciliation</td>
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<tr>
<td>IDFA 201</td>
<td>American Vision: Baltimore Arts</td>
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<tr>
<td>ITEC 201</td>
<td>Metro Information Technology Infrastructure</td>
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<tr>
<td>KNES 320</td>
<td>Culture, Health, and the City</td>
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<tr>
<td>MTRO 101</td>
<td>Introduction to Metropolitan Studies</td>
</tr>
<tr>
<td>PHIL 260</td>
<td>Philosophy of the Prison Industrial Complex</td>
</tr>
<tr>
<td>PHIL 290</td>
<td>Topics on Philosophy of the City</td>
</tr>
<tr>
<td>POSC 304</td>
<td>Politics of Metropolitan Growth and Change</td>
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<tr>
<td>POSC 305</td>
<td>Urban Government and Politics</td>
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<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>CORE (11) THE UNITED STATES AS A NATION (3 UNITS)</td>
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<tr>
<td>AMST 201</td>
<td>Introduction to American Studies</td>
</tr>
<tr>
<td>ANTH 209</td>
<td>Anthropology of American Culture</td>
</tr>
<tr>
<td>ARTH 113</td>
<td>Myths and Stories in American Art</td>
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<td>CLST 201</td>
<td>Introduction to Cultural Studies</td>
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<td>CLST 202</td>
<td>Honors Introduction to Cultural Studies</td>
</tr>
<tr>
<td>CRMJ 254</td>
<td>Introduction to Criminal Justice</td>
</tr>
<tr>
<td>DANC 127</td>
<td>Intro to Dance: American Experience</td>
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<tr>
<td>ENGL 230</td>
<td>Main Currents in American Literature</td>
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<td>ENGL 231</td>
<td>American Literature to 1865</td>
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<td>ENGL 232</td>
<td>American Literature since 1865</td>
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<td>ENGL 233</td>
<td>Survey of American Literature</td>
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<td>FMST 315</td>
<td>American Families on Television</td>
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<td>HIST 145</td>
<td>History of the U.S. to Mid-19th Century</td>
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<tr>
<td>HIST 146</td>
<td>History of the U.S. since Mid-19th Century</td>
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<td>HIST 147</td>
<td>Honors History of the U.S. to Mid-19th Century</td>
</tr>
<tr>
<td>HIST 148</td>
<td>Honors History of the U.S. since Mid-19th C.</td>
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<td>HLTH 101</td>
<td>Wellness for a Diverse Society</td>
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<td>HLTH 102</td>
<td>Honors Wellness for a Diverse Society</td>
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<td>HLTH 207</td>
<td>Health Care in the U.S.</td>
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<td>HLTH 217</td>
<td>Honors Health Care in the U.S.</td>
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<td>HONR 230</td>
<td>Honors Seminar: United States as a Nation</td>
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<tr>
<td>KNES 235</td>
<td>Physical Wellness for a Healthy America</td>
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<td>KNES 251</td>
<td>History of Sport in America</td>
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<td>MUSC 111</td>
<td>Introduction to Music in the U.S.</td>
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<td>MUSC 123</td>
<td>Jazz History for Non-Majors</td>
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<td>MUSC 125</td>
<td>Honors Jazz History for Non-Majors</td>
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<td>MUSC 201</td>
<td>Music in the U.S.: Analytic Emphasis</td>
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<td>MUSC 204</td>
<td>Hip-Hop Music and Culture</td>
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<td>POSC 103</td>
<td>American National Government</td>
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<td>POSC 207</td>
<td>State Government</td>
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<td>POSC 209</td>
<td>Introduction to Law</td>
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<td>POSC 212</td>
<td>Honors in Political Science</td>
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<td>POSC 343</td>
<td>African-American Politics</td>
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<td>RLST 204</td>
<td>Christiansities in America</td>
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<td>RLST 225</td>
<td>American Jewish Humor</td>
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<td>RLST 320</td>
<td>American Religions</td>
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<td>SOCI 210</td>
<td>Sociology of Sport</td>
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<tr>
<td>THEA 103</td>
<td>Introduction to American Theatre</td>
</tr>
<tr>
<td>WMST 235</td>
<td>American Women and Popular Culture</td>
</tr>
</tbody>
</table>
CORE (12) GLOBAL PERSPECTIVES (3 UNITS)

ANTH 207 Cultural Anthropology
ANTH 210 Honors Cultural Anthropology
ARAB 102 Arabic Elements II
ARAB 202 Arabic Intermediate II
ARAB 302 Arabic Composition & Conversation II
ARTH 107 Art: Themes, Dreams and Visions
ASST 201 Introduction to Asian Studies
CHNS 102 Elementary Chinese II
CHNS 202 Intermediate Chinese II
CHNS 302 Chinese Composition & Conversation II
DANC 125 Dance: Global Perspectives
ENGL 248 Literature of Global Perspectives
FORL 102 Swahili Elements II
FREN 102 French Elements II
FREN 202 French Intermediate II
FREN 302 Advanced Composition
GEOG 101 World Regional Geography
GEOG 105 Geography of International Affairs
GEOG 109 Introduction to Human Geography
GEOG 110 Honors Intro to Human Geography
GEOG 112 Honors World Regional Geography
GERM 102 German Elements II
GERM 202 German Intermediate II
GERM 302 German Composition & Conversation II
GRK 104 Ancient Greek Elements II
GRK 204 Ancient Greek Intermediate II
HEBR 102 Elements of Hebrew II
HEBR 104 Biblical-Hebrew II
HEBR 202 Hebrew Intermediate II
HEBR 204 Biblical-Hebrew IV
HEBR 302 Hebrew Composition & Conversation
HIST 110 East Asian Civilization to 19th Century
HIST 111 Modern East Asia since 19th Century
HIST 117 Islamic History
HIST 121 Latin America: Colonial Period
HIST 122 Latin America: National Period
HIST 135 History of Africa to 1900
HIST 156 Africa since 1900
HIST 160 World History Before 1300
HIST 161 World History Since 1300
HONR 243 Honors Seminar: Global Perspectives
ITAL 102 Italian Elements II
ITAL 202 Italian Intermediate II
ITAL 302 Italian Composition & Conversation II
JPNS 102 Japanese Elements II
JPNS 202 Japanese Intermediate II
JPNS 302 Japanese Composition & Conversation II
KNES 285 Sport: Cross-Cultural Perspective
LAST 100 Latin America: Issues and Approaches
LATN 102 Latin Elements II
LATN 202 Latin Intermediate II
LATN 302 Advanced Readings in Latin II
MUSC 112 World Music: Americas, Africa, W Euro
MUSC 113 World Music: East Europe, Asia, Mid Eas
OCCH 205 Alternative and Complimentary Health Care
PHIL 201 Introduction to Asian Philosophy
PORT 102 Portuguese Elements II
PORT 202 Portuguese Intermediate II
POSC 105 Governments of the World
POSC 106 Introduction to International Relations
POSC 108 Honors Intro to International Relations
RLST 101 Introduction to the Study of Religion
RLST 203 Introduction to Islam
RLST 207 Introduction to Buddhism
RLST 208 Introduction to Hinduism
RUSS 102 Russian Elements II
RUSS 202 Russian Intermediate II
SPAN 102 Spanish Elements II
SPAN 202 Spanish Intermediate II
SPAN 204 Honors Spanish Intermediate II
SPAN 302 Spanish Composition & Conversation II
SPAN 304 Spanish for Heritage Speakers II
WMST 233 International Perspectives of Women

CORE (13) DIVERSITY & DIFFERENCE (3 UNITS)

AFST 201 Main Themes in African & African-Am St
ARTH 108 Introduction to Non-Western Art
DANC 210 The Gender Dance
DFST 101 Introduction to Deaf Studies
EDUC 203 Teaching & Learning in a Diverse Society
EMF 205 Women and Gender in Film & Media
EMF 210 African-American Cinema
ENGL 233 Survey of African-American Literature
ENGL 234 African-American Literature
ENGL 235 African-American Literature
ENGL 239 Modern Jewish Literature
FMST 310 LGBT Families
FMST 311 African-American Families
FMST 360 Diversity Culture and Team Dynamics
FORL 325 Stories of Migration
HLTH 220 Sexuality in a Diverse Society
HONR 240 Honors Seminar: Diversity & Difference
IDHP 300 Individuals on the Autism Spectrum
LGBT 101 Introduction to LGBT Studies
MUSC 205 Women in Western Music
NURS 416 Cultural Diversity in Health Care
PHIL 204 Race, Class and Gender
RLST 205 Women in World Religions

RLST 206 Judaism, Christianity, and Islam
RLST 209 Religious Traditions of Asia
RLST 210 Introduction to Judaism
SOCI 241 Blacks in America: Myths and Reality
SOCI 243 Sociology of Race, Class and Gender
THEA 303 Cultural Diversity Contemporary Theatre
THEA 304 Honr Cultural Div Contemporary Theatre
THEA 316 Theatre of Crossing Culture
THEA 380 Topics in Diversity
WMST 231 Women in Perspective
WMST 232 Honors Women in Perspective

CORE (14) ETHICAL ISSUES & PERSPECTIVES (3 UNITS)

ASTR 301 Cosmic Origins
BIOL 306 Human Ecology & Sustainability
CLST 311 Science, Technology & Culture
COSC 418 Societal & Ethical Concerns of Computer Sci.
ENGL 301 Rhetoric and Science
FMST 325 Ethics in Human Services
HCMD 441 Legal and Ethical Issues in Health Care Administration
HIST 200 Introduction to Human Rights
HIST 205 Ethical Perspectives in History
HIST 330 Ethical Dilemmas in the History of Science and Technology
HONR 345 Honor Seminar: Ethical Issues & Perspectives
IDHP 325 Ethics for the Healthcare Professional
MNGT 482 Business Ethics and Sustainability
MUSC 355 Ethical Issues & Perspectives in Music
PHIL 103 Introduction to Ethics
PHIL 212 Honors Special Studies in Philosophy
PHIL 255 Environmental Ethics
PHIL 340 Plato's Ethics
PHIL 342 What Makes Us Moral
PHIL 361 Biomedical Ethics
PHIL 371 Business Ethics
RLST 305 Faith Perspectives in Medical Ethics
RLST 313 Islamic Ethics
RSCD 304 Education, Ethics and Change (EDUC 205)
THEA 310 Theatre for Social Change
WMST 382 Christian Sexual Ethics
WMST 383 Animal Rights, Human Rights
Log in using your Net ID and password.  
1. Academic Requirements Report  
2. View your grades  
3. Request your TU transcript  
4. List of holds  
5. Things you still need to do  
6. Date you can begin enrolling in classes.  
Click details for the start time.  
7. Name(s) of academic adviser.  
Click details for contact information.  
8. View University Core requirements  
9. View the current academic calendar  
10. Declare or change your major or minor  
11. Forms: Permission to take classes at another college, permission to take a course for the third time, etc.
SAMPLE FOUR-YEAR SEQUENCE

The table on the right reflects a sample four-year course sequence. However, the term in which you will complete the requirements will vary by major as well as by individual circumstances. All students must complete all core, major and 120 units required to graduate.

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
<th>When</th>
<th>Grade</th>
<th>Status</th>
</tr>
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<tbody>
<tr>
<td>MATH 111</td>
<td>Finite Mathematics</td>
<td>3.00</td>
<td>Fall 2013</td>
<td></td>
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</tbody>
</table>

The Academic Requirements Report (ARR) will reflect the completion of the Core course requirements.

Once you have declared a major, the ARR will also indicate which major requirements you have completed and still need to complete, as well as courses in progress.

The default view for this report will be if the category is dropped down, the requirement has not been satisfied. If the category is not dropped down, the category has been satisfied.

You will be able to review the course you have used to complete any category by expanding the section as seen in the left example. Note the Core category 3 is indicated “satisfied” by MATH 111, although the course is in progress.

Using the ARR every term will ensure that you are aware of the core, major and graduation requirements you have completed or have yet to complete.

Your TU degree is composed of the Core Curriculum, Major Requirements and Electives.

You must earn at least 120 credits in order to qualify for graduation. About 1/3 of those credits are in the Core Curriculum. The number of credits required in a major varies significantly by major.

Whatever credits are not covered by major requirements and Core Curriculum are elective credits.
Thoroughly, thoughtfully and carefully preparing for a career requires that you take a series of action steps throughout your college program. Self-assessment of skills, interests and values, followed by research and exploration of related careers, may reveal paths that lead to satisfying career options. Consult the freshman, sophomore, junior and senior checklists on the Career Center website for strategies that move you through the phases of self-assessment, exploration, skills development and job search.

towson.edu/careercenter/students/actionplan/
YOUR SECOND TERM

1. Beginning with your second term you will enroll in classes on your own at an assigned enrollment appointment date. You will be able to enroll only after discussing your course selections with your assigned adviser.

2. Your enrollment appointment date and time will be posted to your Student Center page online. Course availability will be highest at your assigned day and time.

The Change of Schedule Period will be your final opportunity to make adjustments to your schedule by adding, dropping or swapping one course for another. Online registration is available by logging onto Towson Online Services. If you have problems, contact the Registrar’s Office at 410-704-2701. An online tutorial of the registration process can be found at www.towson.edu/registrar/registration.

TO SEARCH FOR A COURSE:

- Log onto Towson Online Services
- Click the Self Service link
- Click the Student Center link
- Click the Search for Classes link (top left)
- In the Term field, type 1194 (Fall 2019)
  (Spring 2020 is 1202)
- Enter the Course Subject (e.g., “ENGL”)
- Enter the Course Number (e.g., “102”)
- Click Additional Search Criteria if you want to search for classes held on a particular day, at a certain time, or by a certain instructor.
- To search by core category, in the Class Search section, click on the drop down menu for Core/Gen Ed then select University Core Requirements, then select the desired core from the Category drop down menu.
- If the “Show Open Classes Only” option has a check mark beside it, your search results will show only those course sections that are still available. It will not show wait-listed courses
- Click the Search button
- Available course selections will appear

In addition to students who are enrolled full time at Towson University in Northeastern Maryland, main campus students may also register for courses offered at the TU facility located in Bel Air, Maryland. TUNE students may also register for courses at the main campus.

Please see page 9 to learn more about the different program offerings at TUNE. You may also learn more by contacting them at 410-704-TUNE (8863), by emailing at TUNEMD@towson.edu, or visiting their webpage at: www.towson.edu/tunemd.

While class time and study time may be the most obvious, there are many factors to consider when planning your schedule, including time for:

- study (recommended 2–3 hours for each hour of instruction)
- travel to class and between classes. Make sure you leave enough time to travel to and from each class location (e.g., Towson City Center, York Road Building, Enrollment Services, Center for the Arts, Towson Center, etc.) Note that some classes are scheduled on off-site campuses, including the Towson University Northeastern Campus in Harford County.
- athletics or music training/practice, off-campus observation, internships, etc.
- meals
- work
- social activities
- family obligations
- sleep
### HOW TO MAKE CHANGES TO YOUR CLASS SCHEDULE

#### ENROLL / ADD A CLASS

Use this feature to add a course to your schedule when there is no other course to drop.

- Log onto **Towson Online Services**
- Click on **Self Service**
- Click on **Student Center**
- Click on **Enroll/Drop** (top left)
- Click on the **Add** tab at the top
- Select the term
- Click **Continue**
- Enter either the four- or five-digit class number or click **Search** to find a course
- The course will appear in your shopping cart
- Finalize enrollment by selecting the class you want to add and clicking **Enroll**
- Click **Finish Enrolling**
- A confirmation page will appear—print for your records

#### SWAP A CLASS

Use this feature to change a course you are currently enrolled in to a different course. You will need to know the new course’s four- or five-digit class number.

- Log onto **Towson Online Services**
- Click on **Self Service**
- Click on **Student Center**
- Click on **Enroll/Drop** (top left)
- Click on the **Swap** tab at the top
- Select the term
- Click **Continue**
- Select the course you want removed from your schedule
- Type the class number for the course you want to replace it with
- Click **Next**
- Confirm your choices and click **Finish Swapping**
- Click **Finish Swapping**
- Click on **My Class Schedule** to review your changes
- Print for your records

#### DROP A CLASS

Use this feature to drop a course when there is no other course to add.

- Log onto **Towson Online Services**
- Click on **Self Service**
- Click on **Student Center**
- Click on **Enroll/Drop** (top left)
- Click on the **Drop** tab at the top
- Select the term
- Click **Continue**
- Select the course to drop
- Click **Drop Selected Classes**
- Review the classes to drop
- Click **Finish Dropping**
- Click on **My Class Schedule** to review your changes
- Print for your records
1. Open your internet browser and type inside.towson.edu in the address bar

2. Select Towson Online Services

3. Type your Username and Password in the designated areas

4. Click Login

5. Click on Self Service under Menu

6. Click on Student Center on the left of the screen then click on Enroll/Drop under Academics

7. Select appropriate term and then click on Continue

8. Enter the class number and skip to step 14b or click on search to search for classes
9. Click on select subject or enter subject code to choose a subject area

10. Students can search for specific Core Curriculum categories by choosing the Core/GenEd drop-down menu

11. Narrow the search using Additional Search Criteria

12. When finished selecting search criteria, click on the Search button
13. Class options will appear on the screen in one of two ways:
   a. If the course number was defined in the search, classes will appear in a detailed list
   or
   b. If the course number was not defined, classes will appear in a list and details can be seen by clicking the arrow next to the class

14. Select the course that fits into available time slots in your course schedule
   *Open classes are noted by a green dot
   a. Click Select to select class
   b. Check to confirm class selection and click Next
   c. Class will appear in shopping cart

15. To search and select additional classes, repeat steps 9–14

16. When finished adding classes, view classes in the Shopping Cart

17. FINAL STEP: Select the boxes next to classes that should be added to schedule

18. Click Enroll, confirm classes and click on FINISH ENROLLING

19. Enrollment success will be verified by a green check mark
1. **DO ALL CLASSES HAVE A WAITLIST?**
   If a waitlist is available, an orange triangle icon will appear next to the section in the Class Schedule. Not all classes or departments offer waitlists, so if a class is full and no waitlist is available, re-visit Towson Online Services regularly for possible openings or contact the academic department.

2. **WHAT IS THE ADVANTAGE OF ENROLLING IN A WAITLIST?**
   The waitlist enables students to be automatically enrolled in closed classes as seats become available.

3. **IS THERE A LIMIT TO THE NUMBER OF CLASSES THAT CAN BE WAITLISTED?**
   The limit is set by using units rather than classes. Students have a limit of 10 waitlist units during fall, spring and summer terms. For Mini, you may waitlist up to 3 units. Please note: Regardless of how many units you are waitlisted for, you will not be enrolled beyond the maximum number of units permitted for the term.

4. **ARE THE WAITLISTED UNITS COUNTED INTO THE STUDENT’S TOTAL UNITS FOR THE TERM?**
   Waitlisted courses are not counted toward full-time status or calculated in bills.

5. **CAN I WAITLIST IN MORE THAN ONE SECTION OF THE SAME CLASS?**
   Yes, you can waitlist for multiple sections of the same class. However, once you are enrolled in one section, the other waitlisted section will be automatically dropped.

6. **I WAITLISTED A COURSE AND THEN ENROLLED IN AN OPEN SECTION OF THE SAME COURSE. WHAT HAPPENED TO MY WAITLISTED SECTION?**
   Once you enroll in an open section, any waitlisted sections for the same course will automatically drop.

7. **CAN I REMAIN ENROLLED IN MY CURRENT SECTION BUT WAITLIST A DIFFERENT SECTION?**
   If you wish to remain enrolled in your current section until space becomes available in the closed section, enroll in the waitlisted section using the SWAP feature (see No. 9).

8. **CAN I WAITLIST FOR A CLASS THAT CONFLICTS IN MEETING TIMES WITH A CLASS THAT I’M ALREADY ENROLLED IN?**
   Yes, you can waitlist for time conflicted classes, but you will not be moved off of the waitlist until the time conflict has been resolved. If you wish to remain enrolled in your current course until space becomes available in the closed course, enroll using the SWAP feature (see No. 9).
9. WHEN SHOULD I USE THE SWAP FEATURE TO ENROLL IN A WAITLISTED CLASS?

If you are currently enrolled in another section of the same course or are in a course that has a time conflict with the waitlisted course, use the SWAP feature to enroll in the waitlisted course. SWAP the enrolled or conflicting course with the closed section, choosing the waitlist option. Once space is available in the waitlisted section, the system will automatically swap the enrolled course with the waitlisted course.

10. WILL HAVING A HOLD ON MY ACCOUNT AFFECT MY ABILITY TO USE THE WAITLIST FUNCTION?

Yes. Any type of hold that affects registration will prohibit a student’s ability to use the Waitlist function.

11. HOW OFTEN DOES THE SYSTEM CHECK FOR OPEN SEATS IN WAITLISTED CLASSES?

When a student drops a closed class with a waitlist, the class will remain closed until the students on the waitlist have been enrolled or skipped (if class requirements are not met). Auto-enrollments are processed several times a day during registration periods. Once the waitlist has processed all students on the waitlist, the class will move to open status if there are any remaining open seats.

12. I WAS IN POSITION NO. 1 ON A WAITLIST. WHY WASN’T I ENROLLED WHEN A SEAT OPENED?

The requirements to be moved off of a waitlist are the same as standard enrollment:

- You will not be enrolled in more units than permitted in that term.
- You will not be enrolled if you have not met the prerequisites for that class.
- You will not be enrolled if you have any registration holds, i.e., Advising Hold, Bursars Hold, etc.
- You will not be enrolled in a class if it conflicts in meeting times with another class in which you are enrolled or if you are enrolled in a different section of the same class. (See No. 9: When should I use the SWAP function to enroll in a waitlisted class?)

13. CAN I TAKE MYSELF OFF OF A WAITLIST?

Yes, you may remove yourself from a waitlist by following the same process as for a standard drop.

14. WHAT IS THE FIRST DAY I CAN GET ON A WAITLIST?

Waitlists are only available once the class has reached its enrollment capacity. For high-demand classes, this may be the first day of registration.

15. WHAT IS THE LAST DAY I CAN GET ON A WAITLIST?

For the fall and spring terms the last day to select the waitlist option is the Friday before the term begins. Students will continue to be enrolled over the weekend should a seat become available. The waitlist process ends on Monday.

16. HOW WILL I KNOW WHEN I AM ENROLLED IN THE WAITLISTED CLASS?

Students are notified by an email sent to their TU account.
TRANSFERRING WORK TO TOWSON

With prior permission, Towson students may take courses for transfer to TU until they have attained 90 units. However, no more than 64 units may be transferred from an accredited two-year institution. Permission is obtained by submitting a Petition to Transfer Credits to Enrollment Services prior to registering for the course. Students are expected to complete the final 30 units toward their degree at TU.

To read the entire section of Academic Standards and Procedures, please refer to the online 2019-2020 Undergraduate Catalog.

GOOD STANDING AND SATISFACTORY ACADEMIC PROGRESS

All students are encouraged to maintain at least a 2.00 overall grade point average to remain in good academic standing. Please refer to the registrar’s website for accurate information regarding Academic Good Standing and consequences of Failure to Remain in Good Standing.

I (INCOMPLETE) GRADES

The grade I is given to students by their instructors when verifiable circumstances prevent students from completing a course within the term. The I grade should be given only in cases where students have completed most of the course work and have a reasonable expectation of passing. The grade of I automatically becomes a grade of F 180 days from the end of the term following the granting of an I unless changed to another letter grade by the instructor.

PASS D OR F GRADING OPTION

Students may elect to be graded on a Pass basis for a maximum of 13 units toward their degree. This option is not available for courses required for a major, minor, Honors College, or for certification in teacher education unless special permission is obtained from the department chairperson. Students must make all changes before the published withdrawal deadline and change in grading option each term. Students must complete a Change of Schedule Form in the Registrar's Customer Service Center, located in the Enrollment Services Building, Room 223. Students electing this option must earn a grade equivalent of 2.00 (C) or higher in order to receive the Pass (PS) grade, which is not calculated into the GPA. Students who earn below the grade equivalent of 2.00 will earn that grade, which will be calculated in the GPA.

REPEATING COURSES

When courses are repeated, students will receive credit for the course only once. Only the higher of the two grades will be calculated into the GPA. The lower grade will remain on the record with a repeat excluded message. Students may not make a third attempt of a course without prior approval. Students must complete a Petition for a Third Attempt Form and submit it to the Registrar’s Customer Service Center, located in the Enrollment Services building, Room 223, before registering for the course. Grades of W are administrative and are not considered as part of the repeated course procedure. Courses that have been accepted previously for transfer credit by TU or have been attempted or completed for units at TU may not be repeated at other institutions.

A GPA Calculator is available on the registrar’s website: www.towson.edu/registrar/grades/calculator.html

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<tr>
<th>GRADE</th>
<th>GRADE POINTS PER UNIT</th>
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<tbody>
<tr>
<td>A</td>
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<td>3.67</td>
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</tr>
<tr>
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<td>POSC 103</td>
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<td>MATH 119</td>
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Multiply the number of units x the value points for total points

(total value pts.) \[ \frac{38.67}{13} = 2.974 \text{ GPA} \]

Divide the total value points by the total number of units.

Note: A+, C-, and D- grades do not exist at Towson.
STOP BEFORE YOU DROP... OR WITHDRAW

DROPPING A CLASS
The Change of Schedule period begins in the days following the start of the term. See the Academic Calendar for details. During that period, students may add or drop courses through their Towson Online Services account. Courses dropped during this period do not appear on a student’s transcript.

The number of credits in which a student is enrolled at the end of Change of Schedule Period serves as the basis for determining billing, financial aid, and enrollment status.

WITHDRAWING FROM A CLASS
The Withdrawal deadline varies by term. Please see the Academic Calendar for exact dates. Students may withdraw through their Towson Online Services account. Students who withdraw receive a grade of W, which does not affect the student’s Grade Point Average (GPA). However, students who are considering withdrawing from one or more courses should determine whether their enrollment status will change from full time (12 credits or more) to part time (fewer than 12 credits) and should consider the following potential consequences of course withdrawal(s):

- Impact on financial aid or scholarships for the current term or future enrollment periods (consult your financial aid adviser)
- Eligibility for on-campus housing (consult the Housing and Residence Life Office or Capstone On Campus Management)
- Eligibility for continued participation in athletics (consult your athletics adviser)
- Eligibility for continuation in the Honors College (consult the dean of the Honors College)
- Eligibility for VA benefits (consult Veterans Benefits Office)
- Impact on visa status for international students (consult your ISSO adviser)
- Impact on health insurance and medical coverage and
- Impact on automobile insurance

For further information about the withdrawal policy, check the Registrar's office website: www.towson.edu/registrar/registration/withdraw.html. Before making a final decision about withdrawal, students are strongly encouraged to consult with their assigned academic adviser or with a member of the Academic Advising Center professional staff.

STOP AND GET ALL THE FACTS BEFORE YOU WITHDRAW
WHAT YOU CAN DO IF YOU EXPERIENCE ACADEMIC DIFFICULTY

1. Go to class. Pay attention. Do not use your phone or the internet while in class. Ask questions if you don’t understand something the professor is saying. Take thorough notes.

2. Seek out the professor during his/her office hours. Professors welcome your interest and initiative. Every professor has published office hours on the syllabus or posted on the office door. Be prepared when you go to ask the questions you need to understand the topic, to get suggestions on how to improve your grade in the class, or to make sure you understand the assignments. Bring a pen and paper.

3. Seek out your academic adviser. Freshmen are assigned to an FYE adviser with whom they can meet to discuss their difficulties. Non-freshmen are assigned an adviser in their major department. Open major upper-class students will be advised in the Academic Advising Center, Lecture Hall. Your adviser can make suggestions on how you approach your class work, or can suggest other helpful tips in becoming a better student.

4. Attend workshops provided by the Tutoring and Learning Center. The TLC conducts many different workshops during each term on topics designed to assist students in studying more effectively, improving concentration, and being better prepared to take exams. These are free and open to all students. The TLC is located on the fifth floor of Cook Library. The TLC website offers more useful information at www.towson.edu/tlc. Select TLC workshops will be offered at the Towson University in Northeastern Maryland (TUNE) facility each term.

5. Sign up for assistance from a student tutor. Tutors work out of the Tutoring and Learning Center and this service is free to students. Tutors are available in most disciplines. Contact the Tutoring and Learning Center at 410-704-2291 to request a tutor. Students attending courses at the TUNE facility should contact the Academic Support Coordinator at asctune@ towson.edu or contact their academic advisor for additional academic support.

6. Use the services provided by the Spence Math Lab, Writing Center, Computer Science Tutorial Lab, and Natural Sciences Tutorial Lab. These are available to students at no charge and are designed as a walk-in service, so no appointment is necessary. Math Lab in 7800 York Road Bldg room 105, 410-704-2291; The Writing Center in Liberal Arts room 5330, 410-704-3426; Computer Science Tutorial Lab in 7800 York Road Bldg room 407, 410-704-2424; Natural Sciences Tutorial Lab in Smith Hall room 538, 410-704-3054.

7. Form a study group with three or four students in the same class. Study groups can improve a student’s understanding of the material by sharing information and filling in knowledge gaps. In reviewing information with other students, you become more familiar with the material, you hear the information presented in a different way, and you can ask questions to be able to comprehend more fully the study materials.

8. Increase your study time. Collective wisdom indicates that for every hour spent in class, a student ought to be spending three hours outside class preparing for assignments, reading materials and texts, writing papers, and studying for exams. If you are taking a 3-credit class, you ought to be spending nine hours a week getting prepared. It might help if you put study time in your calendar/planner.
POTENTIAL ACADEMIC CHALLENGES FOR TRANSFERRING STUDENTS

In their first semester, transferring students are not only transitioning from their previous institution to Towson, but many are also transitioning from lower level/division courses (100 – 299) to upper level/division courses (300 – 499). In general, most upper level courses require a different type of focus, an increase in the amount of study time required for success, and more preparation than is required in most lower-level courses. Only courses taken at Towson are calculated in the Towson GPA.

While the material may be comprehensible, some aspects may require a change in the student’s study approach:

1. Fewer grades factor into the final grade: Rather than frequent homework assignments and quizzes, a student’s grade often depends on one or two tests and a final exam, or one test, a paper, and a final exam. This means that students must attend class regularly and keep up with the readings and other assignments.

2. Some upper level courses require a significant amount of writing and most teachers expect that students in an upper-level class have good fundamental college writing skills.

3. Generally, especially in upper-level courses, there are no extra credit or second chances.

Students early on, should assess their need for services. Towson offers free tutoring, academic coaching, writing support, counseling, health services, etc., but the students will need to recognize their need and take advantage. While many faculty and staff are eager to help students, it is the student’s responsibility to ask for help and seek assistance.

Students who are taking upper-level courses should expect to do more work/study/preparation than they did in lower-level courses, whether at Towson or elsewhere. For new transferring students, it is important to think carefully about other aspects of their lives such as commuting to campus and working during the semester.

RESOURCE ON LOWER LEVEL VS. UPPER LEVEL COURSES

Lower-division courses (100 – 299) generally have one or more of the following characteristics:

- Breadth: students gain some understanding of the extent of a field or discipline; OR students learn how one field fits into or relates to other fields.
- Foundation: students become acquainted with principles, terms, methods, and perspectives of a discipline or professional field, as a basis for more advanced or specialized study. Lower-division courses are those that majors are expected to complete in their first two years of study in the subject.
- General education: students develop essential skills, attitudes, and practices (e.g., basics of critical thinking, numeracy, communication, problem solving) important in many different fields of higher education (e.g., lower-division Core) and perhaps in everyday life.
- Preparation: lower-division courses may assume some basic entry-level knowledge, such as high school preparation in the field.

Upper-division courses (300-400) generally have one or more of the following characteristics:

- Depth/Focus: students make in-depth study of a discipline’s theories and methods, developing an understanding of the applications and limitations of those theories.
- Specialization: students develop specific intellectual and professional abilities that will enable them to succeed or progress in a particular field or professional practice.
- Refinement: students build upon the “general education” background noted above, applying these skills more discerningly or in more challenging contexts.
- Preparation: prerequisites may include more general courses, student class standing, GPA requirements, or admission to a pre-professional program. Thus, majors and minors generally take upper-division courses in their junior and senior years.

University of Nevada Reno, Office of the Provost
In order to make your student experience as successful as possible, Towson University offers a number of support services on the main campus. A full list of Academic Services & Resources is located online at www.towson.edu/academics/resources/. Students enrolled at TUNE may contact the director of Student Services for additional information and resources.

THE ACADEMIC ADVISING CENTER
The Lecture Hall  ·  410-704-2472
Hours: M–Th 8 a.m.–5 p.m.; F 8 a.m.–4:30 p.m.
SAA Hours: M–Th 9 a.m.–4:30 p.m.
advising@towson.edu  ·  www.towson.edu/advising

The professional academic advisers in the Advising Center work with first-year students and students without a declared major to review their progress toward the fulfillment of degree requirements. They advise students on developing academic goals, planning programs, selecting courses, investigating majors and meeting academic standards. In addition, the staff conducts specific programs for students who have received academic warnings or who are on academic probation to assist them in regaining good academic standing. The student academic advisers are specially trained and supervised peer advisers who assist students with questions about their degree progress and academic requirements on a walk-in basis. The SAA staff also does outreach programming with student groups and organizations.

ACADEMIC SUPPORT SERVICES AT TU NORTHEAST
TUNE 202  ·  410-704-3057
asctune@towson.edu

TU in Northeastern Maryland (TUNE) students have access to a full-time Academic Support Coordinator for library, writing, and other academic assistance. TUNE students may contact the coordinator to schedule an appointment regarding library services, research consultations, writing support, academic coaching, and workshops.

THE CAREER CENTER
7800 York Road, Suite 206  ·  410-704-2233
careercenter@towson.edu  ·  www.towson.edu/careercenter
Hours: M–F, 8 a.m.–5 p.m.

counseling@towson.edu  ·  www.towson.edu/counseling

The Counseling Center staff helps students make the most of their college experiences. They work with students to resolve emotional difficulties, improve personal skills, overcome the effects of trauma, disadvantage or substance abuse, and achieve personal goals. The Counseling Center also seeks to improve the quality of life on campus as a whole. Recognizing that the university community includes people with a wide range of concerns and needs, it provides programs and presentations by request and offers a full calendar of events during the academic year.

DISABILITY SUPPORT SERVICES
Administration Building 232  ·  410-704-2638
www.towson.edu/dss  ·  Hours: M–F, 8 a.m.–5 p.m.

Disability Support Services (DSS) supports the mission of Towson University by providing services that afford students with disabilities an equal opportunity to participate in all aspects of the educational environment. DSS promotes a broad definition of diversity that appreciates disability as an integral part of the human experience. The office collaborates with students, faculty and staff to create a welcoming campus that meets the needs of students with disabilities, fosters student independence, and recognizes students on the basis of their abilities rather than their disabilities. The University offers many services to students with disabilities. Eligibility for these services is determined individually by the DSS office based on documented need. Students are encouraged to register with DSS as soon as possible after admission to the university to ensure timely provision of services.

FOREIGN LANGUAGE PLACEMENT POLICY
For placement in Spanish language, new students must take an online placement test. Information about the placement test can be found on the Internet Resources link on the Foreign Language department website. http://www.towson.edu/FORL/

General recommendations for the study of other foreign languages:

• One year of high school language study, students may register for 101 or 102.
• Two years of high school language study, students may register for 102.
• Three years of high school language study, students may register for 202 or 203.

COLLEGE CREDIT FOR PRIOR LEARNING EXAM
Administered by the Department of Foreign Languages, this exam is administered exclusively in November each academic year and only in the following languages: Chinese, French, German, Hebrew, Italian, Japanese, and Spanish. For more information, including exam
applications and instructions, visit www.towson.edu/forl or call the Department of Foreign Languages at 410-704-2883.

**MATHEMATICS PLACEMENT TEST**  
The Department of Mathematics has developed its own placement test. The purpose of this test is to measure the required mathematical skills needed for success in various levels of mathematics courses at Towson University. Some students choose majors that require one or more particular mathematics courses; others only take mathematics courses to satisfy the university requirement. In either case, the placement test results identify an appropriate course (or courses) for you. You will not be able to register for a math course unless you have passed the prerequisite course or your mathematics placement test score is sufficient. For more information visit the Mathematics Department website: www.towson.edu/math

**THE MILITARY AND VETERANS CENTER**  
Psychology Building, room 107 · 410-704-2992  
Hours: M–F, 8 a.m.–5 p.m.

The Military and Veterans Center provides educational, social and personal enrichment opportunities for the veteran community of Towson University. The Center seeks to create an enhanced learning environment by providing military affiliated students (active-duty, veterans, spouses and dependents) with support and resources in a veteran-friendly atmosphere, and by addressing the unique issues and challenges that military affiliated students face when entering into the university environment. Staff at the center will assist military affiliated students with information regarding the GI Bill, VA services, financial aid, and guidance through the university application and enrollment processes. The center is staffed by the director of Veterans Services, a program manager specialist and veteran student assistants. The Veterans Center is the one-stop-shop for securing information necessary to successfully make the transition to college life.

**STUDENT COMPUTER LAB AND LEARNING CENTER**  
Albert S. Cook Library 35 · 410-704-5151  
scs@towson.edu · www.towson.edu/scs  
Facebook: TUSCS/ Twitter: TowsonSCS

Student Computing Services (SCS) provides technology support and services for students, available through the Service Desk at each SCS location. The Service Desk supports access and use of all the major student systems at Towson University including Office 365 (free Microsoft Office suite for students), WordPress (personal web pages), Towson Online Services (schedules, course registration, bill payment) and Webmail. At each location, SCS performs troubleshooting and diagnostic assistance for student-owned laptops, including virus removal and wireless network configurations.

**COOK LIBRARY 35**  
Service Desk, computer lab, multimedia loans and support, studios and wepa printing.

**TOWSON RUN 123 IN WEST VILLAGE**  
Service Desk, computer lab and wepa printing.

**TUNE 206**  
Service Desk, computer lab, multimedia loans and support, and wepa printing for TU students in Harford County.

TechOverture (towson.edu/TechOverture) lists important technology-related services for students at TU including how to access and use your Net ID, tech support, resident hall TV and internet, email, Blackboard, Wi-Fi, OneCard, printing and more. Bookmark this useful directory for reference throughout your academic career. Visit towson.edu/scs for hours, locations and a full list of SCS services.

**THE TUTORING AND LEARNING CENTER**  
Albert S. Cook Library 524 · 410-704-2291  
tlc@towson.edu · www.towson.edu/aac  
Hours: M–F, 8 a.m.–5 p.m.; Tuesday, 8 a.m.–7 p.m.

The Tutoring and Learning Center is a full-service learning center for Towson University students. Centrally located in Cook Library, it assists students in achieving their academic goals. Its mission is to facilitate a community of learners through high-quality tutoring, structured study groups and study skills workshops. Services include academic coaching, computer-assisted study skills (CASSI), placement testing, tutoring, study groups and workshops.

**TU VETERANS BENEFITS OFFICE**  
Psychology Building, room 107 · 410-704-3094  
Hours: M–F, 8 a.m. – 4:30 p.m.

The primary function of the Veterans Benefits Office is to certify each veteran’s (or veteran’s dependent’s) enrollment status in courses at Towson University to the U.S. Department of Veterans Affairs for payment of education benefits from the GI Bill programs. The TU Veterans Benefits Office is the only office at Towson University that certifies students for VA Educational benefits. Explanations of all GI Bill Educational programs may be found at www.gibill.va.gov.

**THE WRITING CENTER**  
Liberal Arts Building, room 5330 · 410-704-3426  
Hours: M–Th 9 a.m.–7 p.m.; F 9 a.m.–4 p.m.;  
Su 3–9 p.m. in Cook Library

The Writing Center provides individual writing support to all members of the Towson Community, including undergraduate and graduate students and faculty and staff members. The Writing Center staff works with writers at any stage of the writing process from brainstorming to polishing the final draft. The staff supports writers with any type of writing project, whether that is a PowerPoint presentation, a lab report, or a resume. The Writing Center takes walk-in appointments when possible. As the term progresses, however, most of the sessions fill up each day. We recommend that you schedule an appointment a day or two in advance to make sure someone is able to meet you. Please bring your assignment sheet and two printed copies of your paper to the session.
## FOR ASSISTANCE

### FOR ASSISTANCE WITH

#### ACADEMIC ADVISING
- **Contact**: Academic Advising Center
  - Lecture Hall Building
  - 410-704-2472 • advising@towson.edu
- **For These Services**: Information about university policies and requirements; FYE advising for open majors; degree progress review; assistance developing an academic plan; Student Academic Advisers

#### ADDING/DROPPING COURSES, REGISTRATION, TRANScripts
- **Contact**: Office of the Registrar
  - Enrollment Services 223
  - 410-704-2701
- **For These Services**: Clarification of academic rules; registration information; enrollment verification; maintaining records; issuing transcripts

#### ANXIETY OR EMOTIONAL STRESS
- **Contact**: Counseling Center
  - Ward West
  - 410-704-2512 • counseling@towson.edu
- **For These Services**: Confidential individual, group and couples counseling for students experiencing personal difficulty; stress management; homesickness

#### BILLING QUESTIONS
- **Contact**: Bursar's Office
  - Enrollment Services 336
  - 410-704-2400
- **For These Services**: Payment of tuition and fees

#### CAREER PLANNING; HELP WITH CHOOSING A MAJOR
- **Contact**: Career Center
  - 7800 York Road, Suite 206
  - 410-704-2233 • careercenter@towson.edu
- **For These Services**: Help choosing a major; learn about careers; find an internship, work-study, part-time job; career fairs; professional development workshops

#### DIVERSITY ISSUES
- **Contact**: Center for Student Diversity
  - University Union 313
  - 410-704-2051 • diversityworks@towson.edu
- **For These Services**: Women's Center; SAGE Program; African American, LGBT, Latino, and Asian Pacific Islander Student Development

#### EVALUATION OF AP, IB, CLEp AND TRANSFER COURSEs
- **Contact**: Enrollment Services
  - 7800 York Road, Suite 216
  - 410-704-2113 • admissions@towson.edu
- **For These Services**: Evaluation of transfer course work

#### FINANCIAL AID/ SCHOLARSHIPS
- **Contact**: Financial Aid Office
  - Enrollment Services 339
  - 410-704-4236 • finaid@towson.edu
- **For These Services**: Administration of scholarships, grants, loans and work-study programs

#### HEALTH CONCERNS
- **Contact**: Dowell Health Center
  - Ward West
  - 410-704-2466
- **For These Services**: Primary health care services; immunizations; HIV testing; birth control; health education programs

#### INTERNATIONAL STUDENT QUESTIONS
- **Contact**: International Student and Scholar Office
  - Psychology Building, Suite 408
  - 410-704-2421 • isso@towson.edu
- **For These Services**: Helping to understand federal government regulations and university policies; advisement on visa issues; assist with transition to life in the United States

#### LIVING ON CAMPUS
- **Contact**: Housing and Residence Life
  - West Village Commons, Third Floor
  - 410-704-2356 • housing@towson.edu
- **For These Services**: On-campus housing; residence halls and apartments; off-campus housing listing service

#### OBTAINING SERVICES FOR STUDENTS WITH DISABILITIES
- **Contact**: Disability Support Services
  - Administration Building 232
  - 410-704-2638
- **For These Services**: Providing note takers; sign language interpreters; extended testing time; access to assistive technology; campus mobility services

#### PARKING
- **Contact**: Parking and Transportation Services
  - University Union Garage
  - 410-704-7275 • upark@towson.edu
- **For These Services**: Resident student and commuter student parking permits

#### PLACEMENT TESTING, DEVELOPMENTAL COURSES
- **Contact**: Developmental Education Office
  - Cook Library, Fifth Floor
  - 410-704-2418
- **For These Services**: Administers placement testing in reading, developmental course information

#### STUDENT INVOLVEMENT
- **Contact**: Student Activities Office
  - University Union 217
  - 410-704-3307
- **For These Services**: Over 200 student organizations; Campus Activities Board; Student Government Association; community service and leadership opportunities

#### STUDY ABROAD
- **Contact**: Study Abroad Office
  - Psychology Building, Suite 408
  - 410-704-2431 • studyabroad@towson.edu
- **For These Services**: Coordinates study abroad and exchange programs; provides advising and support services to students before, during and following the study abroad experience

#### TECHNOLOGY QUESTIONS
- **Contact**: OTS Student Computing Services
  - Cook Library 35, Towson Run 123, TUNE 206
  - 410-704-5151 • scs@towson.edu
- **For These Services**: TU Webmail; Towson Online Services; WordPress; virus removal; TU wireless, cable TV, Office 365, Lynda.com; wepa printing; multimedia equipment checkout and usage

#### TUTORING
- **Contact**: Tutoring and Learning Center
  - Cook Library 524
  - 410-704-2291 • tlc@towson.edu
- **For These Services**: Tutorial services; academic coaching; study skills assessment; academic support workshops; study groups/success teams

#### VA EDUCATIONAL BENEFITS
- **Contact**: Veterans Benefits Office
  - Enrollment Services 211
  - 410-704-3094
- **For These Services**: Certifies students for VA educational benefits

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A full list of Student Services and Resources is located online at www.towson.edu/studentlife/services
Please check www.towson.edu for current locations/phone numbers. (All extensions begin with 410-704-XXXX).

DIRECTORY OF FREQUENTLY DIALED NUMBERS

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*POLICE  
4444 - Emergency  
2134 - Public Safety
their original schedule. Dates are determined by the Registrar’s Office each term.

**Advanced Placement (AP) credit:** College credits earned while in high school through advanced placement testing offered through the College Entrance Examination Board in Princeton, New Jersey.

**Advising (ADV) Hold:** All students who are not in the First-Year Experience (FYE) advising program and who are not within their last term before graduation are required to meet with the adviser assigned to them by their major department prior to registration for the next fall or spring term. This requirement is enforced with the Advising Hold which is indicated by and which prevents students from registering. Once the student has completed the advising requirement, their adviser will remove this hold.

**attempted units vs. earned units:** Attempted units are the number of units that a student enrolls in for credit. Earned units are the number of units for which a student receives a passing grade. For example: if a student starts the term with 15 attempted units and fails one 3-unit course, the student will have attempted 15 units, but earned 12 units.

**audit:** A grading option which allows a student (with written permission from the instructor) to attend and participate in a class without earning a calculated grade or credit toward graduation. See Undergraduate Catalog for detailed information.

**Bachelor of Arts degree:** Completion of all requirements listed in the designated catalog for the Bachelor of Science degree in addition to the performance and studio requirements specified by the Department of Music.

**Bachelor of Fine Arts degree:** Completion of all requirements listed for the Bachelor of Science degree in addition to the performance and studio requirements specified by the Department of Music.

**catalog:** College catalogs provide all types of information that parents and students need to know about a school, including the institution’s history and philosophy, policies and procedures, accreditation status, courses of study, degrees and certificates offered, graduation requirements, campus map, admission and enrollment procedures, financial aid, and student life activities. Each student is assigned a catalog year based on when they enter Towson University. Towson University uses an electronic undergraduate catalog that can be found online.

**change of schedule period:** The days following the start of classes each term in which students may add, drop or swap classes from their original schedule. Dates are determined by the Registrar’s Office each term. This is also known as the Add/Drop Period.

**class number:** The number assigned to each individual class section for the purpose of registering for that particular class and section during registration. A four- or five-digit number in parentheses located to the right of the class name and section number as listed in the online services Schedule of Classes. The class number links a time, location and instructor to each course.

**class vs. course:** The word “class” is used to identify the days/times that a specific course meets (e.g., BIOL 201.001). These specific class meetings are called class sections. The word “course” is used to identify a common topic or subject area. These courses will share a common course number (e.g., ENGL, #102). Each course may have multiple class sections.

(Continued on next page)
Core Curriculum: The University Core Curriculum is arranged to give students an opportunity to take courses in all of the critical areas that make up a liberal education. University Core Curriculum requirements include 14 courses in four categories: fundamentals, ways of knowing, writing in a chosen field and perspectives.

course descriptions: Description of the content of the course and any prerequisites needed to enroll in the course. Course descriptions can be found at the end of the online catalog and also by clicking on the course name and number during the online enrollment.

cumulative grade point average: Cumulative grade point average (GPA) refers to the overall grade point average, which includes dividing the number of quality points earned in all courses attempted by the total unit hours in all courses attempted in which a grade has been received.

degree: Awarded to undergraduate students for the successful completion of a program of study. Baccalaureate or bachelor’s degree is the undergraduate degree offered by four-year colleges and universities. The minimum number of earned units required for a bachelor’s degree is at least 120.

degree completion plan: An Individualized Degree Completion Plan (IDCP) takes the suggested plan of study for your major/concentration/track and personalizes it for your academic career given your unique needs, goals and aspirations. This plan could help save you time and money by highlighting a more direct route toward degree completion and graduation. All TU students are required to complete an IDCP when they have 45 or more earned credits.

enrollment: Also known as registration. This is the procedure by which students choose classes each term. A student enrolls in courses at Towson by logging onto Towson Online Services and adding courses to his or her schedule.
enrollment appointment: The day and time a student is eligible to begin course registration. Your opportunity to register or change your schedule starts with your enrollment appointment and ends the night before classes begin for the term. Appointments are determined by the number of units a student has earned—the more units earned, the earlier a student can register. The enrollment appointment can be found online on the Student Center page.

elective: A class a student can take that is not specifically required by the major or minor and is not included in the university Core Curriculum.

faculty: People who teach classes at a college. Some colleges differentiate between faculty and instructors. Instructors are hired to teach a specific class or classes, while faculty members have contracts with the college that require additional duties beyond teaching (such as research or advising). Faculty members are also referred to as professors.

freshman seminar: A class for first-year students, the seminar focuses on exploration and discovery, introducing students to the academic expectations for college-level work and the intellectual, communication and collaborative skills needed for academic success. The seminar (TSEM 102) is taught by faculty across all disciplines on a variety of topics. Any TSEM 102 course will fulfill the Core Curriculum requirement and must be completed with a grade of C or higher. The freshman seminar cannot be used for major credit. Students can choose which seminar topic to take and should complete this requirement in the first year at TU.

FYE adviser: A First-Year Experience (FYE) adviser is a faculty or staff member or a professional academic adviser who works specifically with first-year students to help them transition to college and make decisions about their education. Advisers are assigned prior to the first term in college and are selected, when possible, by areas of academic interest. An FYE adviser works with students for their entire first year at Towson. The FYE adviser is indicated by ORIE 305 (ORIE 306 in spring) on each student’s schedule.

FYE advising hold: A negative service indicator ($) found on a student’s Towson Online Services account. A negative service indicator can prevent students from registering for classes, changing classes, getting an official transcript, or other official university business. The FYE hold will be removed and access to registration restored only after students meet with their academic adviser. Other negative service indicators can be placed by the Health Center, Bursar’s Office or Admissions Office.

grade point average (GPA): The grade point average (GPA) is a common method used to measure academic performance. The GPA is calculated by dividing the total amount of grade points earned by the total amount of unit hours attempted. A grade point average may range from 0.0 to 4.0. A student has a grade point average calculated for each college term, as well as a cumulative grade point average.

hold: A hold is a negative service indicator ($) placed on a student’s account when there is an outstanding student obligation, such as unpaid tuition, immunization records needed, academic advising, unresolved student conduct issues, etc. Failure to satisfy outstanding obligations may result in the holding of transcripts and may prevent registration for classes for the next term.
Honors College: An enhanced college experience for the most highly qualified and motivated students (as determined by test scores and grades). Entering freshmen are invited to apply for admission to the Honors College. Rising sophomores also may apply. All applicants must meet the Honors College’s stringent admission standards. Students must complete 24 units of specific coursework and maintain at least a 3.30 grade point average to remain in good standing in the Honors College. Students in the Honors College enjoy smaller class sizes, priority registration, access to special campus facilities (including honors housing) and merit scholarships. Most students are admitted to the Honors College for their freshman year, but continuing and transfer students on the Main Campus may also apply. (Honors College classes are currently not available at off-site locations.)

Honors course: Classes available only to students enrolled in the Honors College. Many honors courses are enhanced versions of Core Curriculum requirements, but can also be specifically designed to meet the requirements of the Honors College. Honors courses use different course numbers and enrollment can only be accessed by those accepted into the Honors College.

International Baccalaureate (IB) courses: Some high schools participate in a rigorous program of academic study called the International Baccalaureate. If a student scores high enough in IB courses, TU will award the student college-level credits.

Individually designed major: Sometimes a student is interested in a major that TU does not offer. The Individually Designed Major (Thematic Option) gives students an opportunity to put together a program of study based on a major offered at another college or university. It requires a lot of thought and planning, but can be a rewarding experience for a student.

Interdisciplinary studies major and minor: Majors and minors in this area bring together courses from different academic departments into unique programs. Currently there are four majors and nine minors in this program. These majors are great for students with a broad range of interests. For example, the interdisciplinary studies major in American studies includes courses in history, anthropology, English, art history, geography, music, philosophy, political science and sociology, as well as American studies.

Internship: Internships provide students with opportunities to gain real-world experience and build their skills and network of contacts while earning academic credit. Some majors at TU require one or more internships while others encourage their students to do an internship. While most students in internship programs at TU are juniors or seniors, a growing number of freshman and sophomore students are entering internships to explore careers of interest to them.

Language Proficiency Exam (PE exam): Students with strong skills in a language other than English may apply to the Department of Foreign Languages to take a challenge exam usually offered in November. Contact the Department of Foreign Languages for a list of language exams, application information and test dates.

Major/academic plan: A major, also known as the academic plan in the Towson Online Services system, is an approved set of courses within an academic discipline (e.g., psychology, elementary education or nursing). A student must declare and meet the requirements for the major as stated in their assigned Undergraduate Catalog. A student must officially declare a
major by the time he or she reaches 60 earned units (junior standing).

**major concentration:** A concentration is a sequential arrangement of courses representing a specialized area of study within a program. A concentration requires a minimum of 25 units and should have enough unique units to distinguish it from the major, track or another concentration. A concentration will appear on the student’s transcript as a sub-plan upon graduation.

**major track:** A track is a sequential arrangement of courses representing a specialized area of study within a major program.

**minor:** An approved set of courses within a major area of study, or a separate, distinct thematic area of study consisting of at least 18 and no more than 30 units. A minimum of 12 units must be upper-level courses (300–400 numbered courses) and no more than 12 units can be taken outside of the minor or thematic discipline. A grade equivalent of 2.0 or higher is required in all courses completed toward the minor.

**National Student Exchange:** This program allows full-time degree candidates an opportunity to become acquainted with social and educational patterns in other areas of the United States. Through Towson’s membership in the NSE, students may attend one of the 190 participating schools for a term or a full year. Schools participating in the program include those in 47 states, Puerto Rico, Guam and the Virgin Islands.

**open major:** A student who has not officially declared a major or who has decided to change from a declared major but does not have a specific replacement.

**Pass/D or F Grading Option:** The grade of PS (Pass) is assigned to a course selected on the Pass grading option when students earn a C grade or higher. Students who elect the Pass grading option and earn a grade of D+ or lower will have the actual earned grade recorded on the permanent record and used in calculation of the grade point average.

**placement test:** test to determine correct level for courses in math, reading, writing and foreign languages

**prerequisite course:** A course taken in preparation for another course. For example, ACCT 201 is a prerequisite for ACCT 202. Prerequisite requirements for courses are listed in the Undergraduate Catalog as well as the class search function in Towson Online Services.

**Registrar’s Office:** The registrar is responsible for maintaining all academic records, including updating records and grades, handling transcripts and assigning enrollment appointment dates.

**schedule of classes:** a list of courses being taught each term that includes days, time, faculty member, prerequisites, restrictions, seat limits and seat availability and descriptions. It is either real-time (online) or PDF (updated once a day).

**seat permit:** Permission from the department offering the course for a student to enroll. The seat permit applies if the course is restricted in some way.

**section number:** Each class offered during the term is assigned a section number which determines the days and times the class meets and indicates who the instructor is. A course can have many sections or only one section.

**semester:** See term/term.

**screened major:** A major that lists conditions under which students are admitted to that major. Not all majors are screened at Towson University. These conditions can include completion of specific courses, attaining a predetermined GPA, and completing application materials submitted by published deadlines. Application conditions and procedures for screened majors are listed within the major department information in the online catalog. Be sure to access the catalog of the year you began at Towson to see the requirements you need to complete.

**syllabus:** An outline or overview of the important information about a course. It usually includes the instructor’s contact information and office hours, grading
policy, recommended or required textbooks for the course, important dates and deadlines, assignments, and other course expectations.

term: The time period for which college classes are in session is referred to as an academic term. Towson University’s primary terms are the fall and spring terms, which are approximately 16 weeks in length. Other terms include summer trimester, which ranges from five to eight weeks, and minimester (winter term), which lasts approximately three weeks.

transfer credit: Credit received at another college/university which is then accepted when the student enrolls at Towson University. Most non-developmental courses in which a student receives a D (1.0) or higher are accepted. Courses accepted in a major require a grade of C (2.0) or higher.

transcript: The official permanent academic record of the student. It shows courses attempted and completed, units and grades earned, and academic status, including academic honors and suspensions. Unofficial transcripts are also available which include all of the above and any terms of warning.

Towson University (TU): TU is organized into seven undergraduate colleges (College of Business and Economics, College of Education, College of Fine Arts and Communication, College of Health Professions, College of Liberal Arts, Jess and Mildred Fisher College of Science and Mathematics, and the Honors College). Each college is organized into departments. Each department determines requirements for each major and minor offered by the department.

Towson University in Northeastern Maryland (TUNE): Towson University in Northeastern Maryland is a Towson facility located in Harford County for students who have completed 60 credits or an associates degree. TUNE offers 9 undergraduate programs of study and are located at 510 Thomas Run Road, Bel Air, MD 21015.

undergraduate: A term used to describe college freshmen, sophomores, juniors and seniors who are pursuing baccalaureate (bachelor’s) degrees, associate degrees and certificate programs.

units/credits: Courses taken in college are measured in units, also known as credit hours or credits. To earn one unit, a student must attend a class for one classroom hour each week of the term. Classes are offered in 1–6 unit increments, with most classes being 3 units.

warning hold: A service indicator placed on a student’s record when the cumulative GPA falls below the standard for a student’s classification. This hold requires the student to participate in intervention activities. The warning hold does not appear as a permanent part of the official transcript.

withdrawal from a course: Voluntary disenrollment in a course by the student after the add/drop period has ended. A grade of W is recorded on the official transcript; the W grade is not calculated in either the term or the cumulative GPA.

withdrawal from the university: Voluntary disenrollment from the university by the student. Grades of W are recorded on the official transcript from all enrolled courses for the specific term. The W grades are not calculated in either the term or the cumulative GPA.
Accounting Major*+◆
Combined B.S./M.S. in Accounting

Acting (B.F.A.)*+◆

African & African-American Studies Minor

Allied Health Major

American Studies Minor

Ancient Mediterranean Studies Minor

Applied Adult Disability Studies Minor

Art + Design Major
Concentrations
Ceramics
Digital Art and Design
Graphic Design
Illustration
Interdisciplinary Object Design
Metalsmithing and Jewelry
Painting, Drawing, Printmaking
Photo Imaging
Sculpture

Tracks
General Design Studies
General Fine Arts

Art Education (K-12) Major*◆

Art History Major/Minor

Asian Studies Minor

Astronomy Minor

Athletic Training Major*◆

Biology Major/Minor
Concentrations
Cell and Molecular Biology
Functional Biology of Animals
Organismal Biology and Ecology
Secondary School Biology and General Science Teaching*

Business Administration Major/Minor*◆
Concentrations and Tracks
Economics
Entrepreneurship
Finance
Financial Planning
Human Resource Management
International Business
Investments
Legal Studies
Leadership and Management
Marketing
Project Management and Business Analysis

Business Communications & Liberal Arts Minor

Business Systems and Processes Major

Chemistry Major/Minor
(ACS accredited degree)+
Concentration
Chemistry Secondary Education/UTEach Tracks
General
Professional ACS Certification Option

Communication Studies Major/Minor
Combined Major
Communication Studies and Political Science

Computer Science Major/Minor◆
Track
Computer Security
Software Engineering

Combined Majors
Computer Science and Mathematics
Computer Science and Mathematics with Security Track

Cultural Studies Major/Minor

Dance Major in Performance and Choreography (B.F.A.)*+◆

Dance Major (B.F.A. with K-12 Certification Concentration)*+◆

Deaf Studies Major/Minor

Early Childhood Education Major*◆

Earth-Space Science Major
Concentration
Earth Science Secondary Education

Economics Major/Minor
Track
Financial Economics

Combined Majors
Economics and Geography
Economics and Political Science

Electronic Media and Film Major/Minor
Concentrations
Film and Media Studies*
Film/Video/Digital Media*
Radio/Audio*

Elementary Education Major*◆
Elementary Education Major with Early Childhood Certification*◆

English Major/Minor◆
Concentrations
Literature
Secondary Education
Writing
Minor
Creative Writing

Entrepreneurship Minor for Non-Business Majors

Environmental Science and Studies Major/Minor (with FCSM)
Concentration
Environmental Science

Environmental Science and Studies Major/Minor (with CLA)
Concentration
Environmental Studies

Exercise Science Major

Family and Human Services Major
Tracks
Introduction to Child Life
Human Services
Leadership in Nonprofit Sector
Services to Children and Youth

Family Science Major
Combined Major
Family Science and Health Science

Family Studies Minor

Finance Minor

Foreign Languages Major/Minor/Proficiency
Concentrations
French Literature/Professional
French Secondary Education
Spanish Literature/Professional
Spanish Secondary Education

Minors
Chinese (Mandarin)
French
German
Italian
Linguistics
Spanish

Forensic Chemistry Major+
Tracks
DNA
General Forensic Science
Trace Evidence/Drug Analysis

Geography and Environmental Planning Major/Minor
Tracks
Global Skills
Minors
Geography
Geography Information Sciences
Meteorology

Combined Majors
Geography and Economics
Geography and History
Geography and Political Science
Geography and Sociology/Anthropology

Geography and Land Surveying Major (with CCBC, Catonsville)

Geology Major/Minor

Gerontology Major/Minor

Health Care Management Major/Minor+
Track
Long-Term Care

Health Science Major/Minor+
Concentrations
Community Health
School and Community Health
School Health–Teacher Education (7-12 Teacher Certification)

Combined Major
Health Science and Family Science

History Major/Minor
Track
History Secondary Education
Combined Major
History and Geography

Minor
Human Rights

Information Systems Major/Minor◆
Tracks
Business
e-Government
Interface Design
Systems

Information Technology Major/Minor

Integrated Early Childhood Education–Special Education Major*

Integrated Elementary Education–Special Education Major*+
Interdisciplinary Studies Major
Concentrations/Minors
American Studies
Asian Studies
Individually Designed Thematic Option
Latin American and Latino/a Studies
Concentration Only
Animal Behavior
Minors Only
African and African American Studies
Ancient Mediterranean Studies
Business, Communication and the Liberal Arts
Jewish Studies
Museum Studies
International Studies
Major/Minor
Law and American Civilization Major
Marketing Minor
Mass Communication Major/Minor
Tracks
Advertising
Journalism and New Media
Strategic Public Relations and Integrated Communication
Combined Major
Mass Communication and Political Science
Mathematics Major/Minor
Concentrations
Actuarial Science and Risk Management
Applied Mathematics
Pure Mathematics
Mathematics Secondary Education+
Combined Majors
Mathematics and Computer Science
Mathematics and Computer Science Security Track
Metropolitan Studies Major
Middle School Education Major
Tracks
English
Mathematics
Non-Teaching
Science
Social Studies
Molecular Biology, Biochemistry and Bioinformatics Major/Minor
Tracks
Molecular Biology
Biochemistry
Bioinformatics
Museum Studies Minor
Music Major*#
Bachelor of Music#
Concentrations
Composition#
Guitar#
Jazz/Commercial Music (Performance or Composition)#
Keyboard (Piano or Organ)#
Voice#
Winds/Strings/Percussion#
Bachelor of Science in Music**#
Music Minor (Performance)#
Music Industry Minor
Music Education (K-12) Major**+
Concentrations
Instrumental#
Vocal/General#
Nursing Major**+
Basic Program
Degree Completion Options
Registered Nurse Completion (RN-to-B.S.)
Associate-to-Bachelor's (ATB)
Nursing Dual Enrollment
Philosophy Major/Minor
Physical Education (K-12) Major**+
Concentration
Teacher Education
Physical Therapy Preparation
Pre-Professional Program
Physics Major/Minor
Concentrations
Applied Physics
Astrophysics
Computational Physics Concentration
General Physics
Physics Secondary Education Program+
Minor
Astronomy
B.S. Physics/M.S. in Computer Science
Physics and Engineering
Dual Degree Program (with Univ of Maryland, College Park)
Political Science
Major/Minor
Combined Majors
Political Science and Economics
Political Science and Geography
Political Science and Communication Studies
Political Science and Mass Communication
Prelaw Advising
(and Dual Degree Program with Univ of Baltimore)
Premedical/Predental
Pre-Professional Preparation Program
Prepharmacy
Pre-Professional Preparation Program
Preveterinary Medicine Pre-Professional Preparation Program
Psychology Major/Minor
Options
Clinical Area of Focus
Honors Thesis Program
Combined Major
Psychology and Sociology-Anthropology
Religious Studies Major/Minor
Secondary Education**+
Certification Areas
Biology+
Chemistry+
Earth-Space Science+
English+
French+
History+
Mathematics+
Physics+
School Health+
Social Science+
Spanish+
Social Sciences Major
Concentration
Secondary Education
Sociology-Anthropology Major/Minor
Concentrations
Anthropology
Criminal Justice
Sociology
Combined Majors
Sociology (Sociology-Anthropology)
and Psychology
Sociology (Sociology-Anthropology) and Geography
Special Education Major**+
Tracks
Elementary/Middle
Secondary/Adult: English Track
Secondary/Adult: High School Mathematics Track
Secondary/Adult: Middle School General Science Track
Secondary/Adult: Middle School Mathematics Track
Secondary/Adult: Social Science Track
Speech-Language Pathology and Audiology Major*
Sport Management Major
Theatre Arts Major/Minor**#
B.A./B.S. in Theatre Arts**#
Tracks
Design and Production
Theatre Studies
Women's and Gender Studies Major/Minor
Lesbian, Gay, Bisexual and Transgender Studies
Concentrations, minors and tracks are listed under majors.
*Screened or competitive major. Admission to the university does not guarantee admission to this major program.
+This program is accredited by a national association.
#Auditions are required.
This list is up-to-date as of April 2019
For a complete updated listing of Undergraduate Programs, visit www.towson.edu/academics/undergraduate/majors/
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no appointment needed

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Core Curriculum Questions

WE CAN Help

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M-F 8:30 am - 4:00 pm

How to Change your Major

Transfer Credit Questions

Campus Referrals

How to Register for Classes

spotlight

CHAT WITH US NOW!
Where should I park?
Don't waste time searching for parking. Depending on when you arrive on campus, parking can generally be found in the lots in one of three zones.

- before 8:30 a.m
- before 9 a.m
- 9 a.m. or later

Academic and Administrative Buildings

Residence Buildings

- Pay & Display Visitor Parking
- Construction areas
- Pay & Display Visitor Parking
- Construction areas
- Pay & Display Visitor Parking
- Construction areas
- Pay & Display Visitor Parking
- Construction areas
- Pay & Display Visitor Parking
- Construction areas