

6-2018

2018-19 OHIO Guide

Ohio University

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Intro

Message From The Dean

Dear Bobcat,

As you enter college, you are joining a new society with its own language, rules, and norms. It is my pleasure to introduce you to The OHIO Guide, an important resource as you navigate this new culture. The Guide provides you with essential information concerning available majors and minors and important academic policies and resources that will help you successfully navigate the complexities of college culture and academic life.

From course selection tips to hints for communicating with faculty, The OHIO Guide is an invaluable resource and companion to the many supportive people who are available at the University, all committed to ensuring a successful start to your college career. Along with your Orientation Leader, Academic Advisor, Faculty members, Resident Advisor, and a host of others, this handy book will be able to answer many of your questions as you get your footing at the University.

Your time at Ohio University will be unmatched in terms of the resources and opportunities available to you. The OHIO Guide will help you in the early stages of your college career as you explore the ways you want to engage in the community and to carve out a unique and positive pathway to your future.

Best wishes for your success at Ohio University!

Sincerely,

Elizabeth Sayrs, Ph.D.

Dean of University College and Vice Provost for Undergraduate Education

Vision Statement

Ohio University will be the nation's best transformative learning community where students realize their promise, faculty advance knowledge, staff achieve excellence, and alumni become global leaders.

Safety

Staying Safe on campus and in Athens

Emergency Numbers

- Ambulance/Athens Police/Fire Dept. 911
- Campus Care 740-593-1660
- Ohio University Police 740-593-1911
- O'Bleness Hospital 740-593-5551

Ohio University Police

Crime prevention tips, personal safety information, and more

- Call 740.593.1911
- Email police@ohio.edu (not monitored in real time, responses may be delayed by several days)
- Visit [Contact Us webpage](#)

Alcohol.Edu/HAVEN

An online Alcohol/Sexual Assault Education Course

Requirement

- All first-year Ohio University students, including transfers with fewer than 30 earned credit hours, are required to successfully complete the online education for College.
- College credit hours earned in high school do not exempt you from this requirement, regardless of the hours earned.
- If you are transferring from another college or university, and have fewer than 30 credit hours at Ohio University, you must take the course.
- If you are relocating to the Athens campus from a regional campus of Ohio University and have fewer than 30 credit hours, you must take the course.
- Failure to complete the course will result in a registration hold.

The Course

The course measures students' alcohol-related attitudes and behaviors and encourages students to reflect on their choices about alcohol use. All survey responses are strictly confidential: Ohio University will only receive information about the student body as a whole and will never see an individual student's answers. Truthful answers—no matter what they are—will not put you at any risk for repercussions.

Getting Started

To obtain your login ID and to complete the course, please [visit the Health Promotion webpage for Alcohol EDU/Haven](#).

You may begin taking the online course on July 16, 2018 by visiting the website listed above. All you need to take the course is a computer with access to the Internet and audio capabilities. The course has two sections:

- The first part **MUST** be completed before moving on campus. You must earn a grade of 80 or higher to pass the course. The deadline for finishing this section of the course is August 29, 2018.
- About a month and a half after you complete the Final Exam you will receive an email to complete part two. The deadline to complete this section of the course is October 29, 2018.

Starting at Ohio University in Fall 2018-19

- The deadline for finishing the Final Exam is August 29, 2018

- The deadline to complete part two is October 29, 2018

Starting at Ohio University in Spring 2018-19

- The deadline for finishing the Final Exam is January 14, 2019
- The deadline to complete the Final Exam is March 8, 2019

Contact

Terry Koons

Associate Director, Health Promotion

Campus Involvement Center

Baker University Center 355

koons@ohio.edu

740-593-4025

About Sexual Misconduct

Below text copied from www.ohio.edu/communitystandards/process/sexualassault.cfm

Sexual misconduct, including relationship violence and stalking, is a serious issue that can result in interfering or preventing victims of those behaviors from having an equal opportunity to access education or employment. Sexual misconduct, therefore, is a Title IX civil rights issue. Ohio University is committed to addressing allegations of sexual misconduct and remedying its effects on those it has impacted. Sexual misconduct of any degree is a serious offense and compromises the integrity and safety of the university community. All forms of sexual misconduct are violations of the A-4 (Mental or Bodily Harm to Others) provision of the Ohio University Student Code of Conduct. Students found in violation of this provision are subject to a range of disciplinary sanctions, including disciplinary expulsion from Ohio University.

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Bystander Intervention

Bystander Intervention means... Doing **WHAT** you can **WHEN** you can to prevent harm to others



BYSTANDER INTERVENTION

As a member of the Bobcat Family we ask you to do **WHAT** you can **WHEN** you can!

Utilize the 3 D's of Bystander intervention to become an active and informed bystander.

3D's of Bystander Intervention

- **Direct:** get Involved
- **Delegate:** find someone else to help
- **Distract:** disrupt the situation

Use one of the 3 D's when you see...

- Someone is being harassed
- Someone is too intoxicated
- Something that feels wrong
- Someone is being bullied
- Someone is in distress

"I joined Better Bystanders because I know the stories of many survivors in my life and I wanted to help stop violence on my campus and be a good role model for my peers..."

-Riley

Peer Educator Organizations

Better Bystanders: educate the Ohio University students, faculty, and staff on power based personal violence, consent, & bystander intervention.

Power/Gamma: addresses health & lifestyle issues facing college students: healthy sexual expression, safe alcohol use, sexual assault, stress reduction, healthy relationships, etc. **See you at CHOICES in the fall!**

if you **SEE**
something
SAY
something

Bobcat Family 24/7

For more information or to request a program
contact: bystander@ohio.edu

Institutional Equity Statement

It is the policy of Ohio University that there shall be no discrimination against any individual in educational or employment opportunities because of race, religion, color, sex, sexual orientation, national origin, ancestry, age, gender identity or expression, mental or physical disability, or veteran status. Ohio University is an affirmative action institution. Contact the [Office of Equity and Civil Rights Compliance](#) to handle inquiries regarding nondiscrimination policies.

Community Standards & Student Code of Conduct

Office of Community Standards and Student Responsibility

[The Office of Community Standards and Student Responsibility](#) administers the Student Code of Conduct, which outlines the University's expectations for student behavior. Students are responsible for upholding the standards outlined in the Code from the time they are admitted to the university through the date of their graduation. **This includes Bobcat Student Orientation.**

The Code holds students accountable for their behavior both on and off campus, including various breaks throughout the academic year. When students are found in violation of the Code, Community Standards strives to respond in a developmental and educational manner, while also holding students accountable for their behavior. All students are expected to know and abide by the [Student Code of Conduct](#).



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1.2 Embracing A World-Class Education

Ohio University attracts diverse scholars from all over the world. Learning from faculty who are leaders in their field means that while English is the language of instruction and all of our faculty members are proficient in English, we have instructors with a wide variety of accents. One of the many things Ohio University students learn during their education is how to communicate with diverse professionals. To be most successful as an OHIO student when you have an instructor who is not a native English speaker, please take these steps:

- Visit your professor during his/her office hours. Office hours are your opportunity to spend one-on-one time getting to know your instructor, what research area they focus on, and what drew them to their field of study. Having conversations like this will increase your understanding of your faculty.
- Listen carefully in class. Communication is a two-way street, and while speaking English requires effort for someone who grew up speaking a different language, native speakers also need to put forth the effort to understand those who are trying so hard to communicate well.
- Ask questions in class when you don't understand. Engaging with faculty members in the discussion about a topic will help them see what you have understood and what they need to spend more time explaining. This will increase your understanding of the material.

We hope you value and appreciate the world-class education you receive at Ohio University. We may be in a small town, but we have a worldwide reach, and you will have access to scholars from a wide variety of countries who contribute a wealth of knowledge and culture to your education.

1.3 Campus Contacts

- Accessibility Services • 740-593-2620 • www.ohio.edu/disabilities
- Admissions • 740-593-4100 • www.ohio.edu/admissions
- Athletics Ticket Office • 740-593-1300 • www.ohiobobcats.com/tickets
- Bursar • 740-593-4130 • www.ohio.edu/bursar
- Counseling & Psychological Services • 740-593-1616 • www.ohio.edu/counseling
- Culinary Services • 740-593-2970 • www.ohio.edu/food
- Financial Aid and Scholarships • 740-593-4141 • www.ohio.edu/financialaid
- Institutional Equity • 740-593-9140 • www.ohio.edu/equity-civil-rights
- International Student & Faculty Services • 740-593-4330 • www.ohio.edu/global/isfs
- Multicultural Programs • 740-593-4027 • www.ohio.edu/culturalcenter
- Diversity & Inclusion • 740-593-2431 • www.ohio.edu/diversity
- University Registrar • 740-593-4191 • www.ohio.edu/registrar/
- Housing and Residence Life • 740-593-4090 • www.ohio.edu/housing
- University Libraries • 740-593-2699 • www.library.ohiou.edu
- University Switchboard • 740-593-1000

1.4 Parent & Family Weekends

[The Office of the Dean of Students](#), in collaboration with University departments and offices, seeks to partner with parents and families to provide timely, helpful information to aid in the academic, social and holistic success of Ohio University students. To accomplish this mission the Office of the Dean of Students seeks to effectively communicate with parents and families, help parents and families understand and navigate the Ohio University landscape, provide advocacy for parents and families, and provide on-campus activities for [family weekends](#).

- **Family Weekend** September 28-30, 2018
- **Dads Weekend** November 2-4, 2018
- **Sibs Weekend** February 1-3, 2019
- **Moms Weekend** April 5-7, 2019

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CHAPTER 2

Each college, school, and department has faculty and/or professional advisors who will listen to students and provide appropriate information about academic options, degree programs, and University resources. Academic advisors are interested in student learning and development and will help create educational plans consistent with academic, career, and personal goals. Advisors will also assist students in the preparation of an appropriate schedule each semester. However, advising is a collaborative process. It is the student's responsibility to be prepared for advising appointments and to know and follow current procedures at the department, school, college, and university levels.

2.1 Academic Advising Mission Statement

Ohio University recognizes academic advising to be a central element of the educational experience of its undergraduate students. Advising is a collaborative relationship for which advisors and students share responsibility, and through which students create sound educational plans consistent with their academic, career, and personal goals. Advisors are responsible for being accessible and responsive to students and for providing accurate, timely information. Students are responsible for being prepared for advising sessions and for understanding university and major requirements. Advisor/Advisee expectations are established by the University Academic Advising Council.

2.2 Responsibilities

Advisor Responsibilities

- Establish and adhere to reasonable weekly office hours, be available for advising appointments, and expand hours during registration.

- Be sensitive to the needs of students from diverse backgrounds.
- Understand the mechanics and deadlines of enrolling students, such as scheduling online, adding and dropping classes, closed-class options, and special enrollment forms.
- Understand how to read a Degree Audit Report, commonly referred to as a DARS, and how to request DARS for exploring other majors and programs.
- Understand university grading policies, including probation and academic dismissal.
- Be familiar with the variety of university degree and program offerings, departmental and college requirements, as well as university-wide General Education requirements.
- Assist students in exploring course and program offerings and career choices.
- Know where to refer students with special needs or interests (e.g., the Academic Achievement Center, the Career and Leadership Development Center, International Student and Faculty Services, the Office of Student Accessibility Services, Student Financial Aid and Scholarships, Global Opportunities, Ombudsperson).
- Help students plan a course of study based on aptitudes, life goals, career interests, academic performance, and the frequency and sequencing of course offerings.
- Help students continually reassess their course of study in light of changing goals and overall academic performance.
- Share information about opportunities in the major and intended career field (e.g. internships, practicums, volunteer, and service learning opportunities).
- Refer students to the college office or the Office of the Registrar when appropriate.

Student Responsibilities

- Consult with your advisor at least once each semester.
- Make appointments for advising via phone, email, or office hour sign-up sheets during mutually agreed-upon advising times.
- Be prompt for your appointments.
- If unable to make a scheduled appointment, notify the advisor in advance.
- Discuss academic and career-related needs and seek additional help from appropriate sources as suggested by the advisor.
- Be prepared for the advising appointment by bringing appropriate materials such as written questions, your DARS, and a prepared tentative schedule. Students should also check their catalog requirements and consult the course offerings for the upcoming semester.
- Seek assistance in decision-making rather than expect the advisor to make decisions.
- Follow through with the appropriate action after each advising session and consult with the advisor if critical decisions cannot be accomplished.
- Evaluate advising sessions and give formal and informal feedback to the advisor.
- Seek reassignment to another advisor if necessary.
- Be aware of departmental major, college, and university-wide General Education requirements.
- Understand how to read and use a DARS.

2.3 Finding Your Advisor

Advisor name and contact information is available in [MyOHIO Student Center](#). Advisors will be listed in the column on the right side of the screen.

Students should meet with their advisor at least once per term. Although meeting with an advisor before registration each semester is important, this is not the only time meetings are recommended. Advisors can help students gather information about the field(s) they are considering and can direct students to helpful university resources. Students struggling with coursework or who are considering changing their schedule should contact their academic advisor.

2.4 Change Your Advisor

Students should work to understand and collaborate with their academic advisor and work with the resources above when they struggle to have a helpful working relationship. However, it is important to note that students may request a new advisor from their department office, should they feel a change in advisor assignments is critical.

Students who are frustrated with the advising they receive, or who are having difficulty making contact with their advisor, should seek assistance in the below order.

- Advising Coordinator for your major ([listing in Undergraduate Catalog](#))
- College or Regional Campus Student Services Office (see Chapter X)
- [Allen Student Advising Center](#)

2.5 Advising & Changing Your Major

Students considering changing their major should take several steps:

- Use the “What-if” DARS feature in [MyOHIO Student Center](#) to look at the coursework as it relates to the majors under consideration.
- Read about other [majors](#) in the Undergraduate Catalog. Students who feel sure about the major they want to pursue should make an appointment with an advisor in the new major by contacting the advising coordinator in the [Catalog](#).
- Students who are uncertain about the major they want to pursue should make an appointment with an advisor in the Allen Student Advising Center.

2.6 Walk-in Advising

Do you need general academic guidance?

Do you want to study abroad?

Do you need help finding an internship?

Many offices are waiting to talk with you about how you can make the most of your opportunities. There are walk-in hours available at the Office of Global Opportunities, the Career Leadership and Development Center, and the Allen Student Advising Center.

If you need help it is often a great first step to stop by an office and ask if there is someone available to talk to you, or if you should make an appointment.

The bottom line is everyone at Ohio University wants you to succeed. If we can help you right away we will. If we can't, we will make an appointment to talk with you as soon as possible.

2.7 Advising Weeks

When you have questions about your degree plan and how to make the most of your opportunities at Ohio University your academic advisor is a great resource. You should meet with your advisor at least once per semester in order to revise and develop your plan for graduating and for your next semester. Unless you have special concerns, these meetings usually occur in the second half of the semester.

You will receive a notification that you have a “Registration Appointment Time”. That is the day and time at which you are permitted to register for classes for next semester. It is a good idea to have met with your academic advisor prior to that time so you will not have a registration hold and can register for your classes at the earliest opportunity available.

2.8 Advising Holds

An advising hold will be placed on student records each semester to prevent registration for the next semester until the student has met with their academic advisor. The advising hold is released by the assigned academic advisors after students meet with them. It is NOT recommended that a student ask to have this hold lifted without meeting with their advisor because doing so means the student is registering without the guidance of a professional who will ensure that the student is making progress toward their degree goals. While some advisors do not require a meeting to remove a hold, it is in your best interest to request one!

2.9 DARS

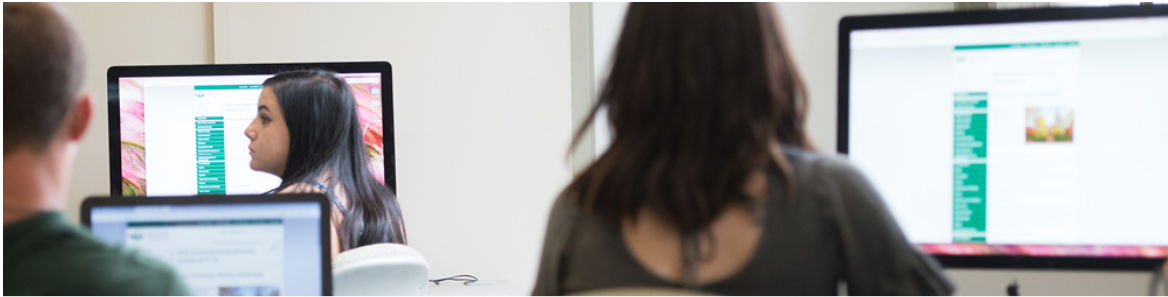
What do you have to do to graduate? That answer is on your Degree Audit Report (DARS).

Would you like to see what you would need to do to graduate with a different major or a minor or certificate? You can also run a “What-if” DARS that will show you how many of your classes meet requirements for that program. Learning to read your DARS will help you be the driver of your educational experience.

2.10 Chapman-Clapp Award

Do you have an amazing academic advisor that goes above and beyond to make sure you have the information and encouragement you need? Excellent advisors are recognized by the Chapman – Clapp Academic Advising Award. If you would like to nominate your advisor, please [answer a few questions](#) to let us know about the great experience you have had.

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CHAPTER 3

Keeping in touch with the people who are a part of your educational experience and understanding how to use Ohio University to achieve your goals are two important parts of being successful here. Ohio University students use several systems to stay connected and informed. This section tells you more about those, why they are important, and how to use them.

3.1 COMMUNICATION SYSTEMS

Succeeding in college requires communicating with many different people and offices. This section of the OHIO Guide highlights the communication systems that the university uses to connect you to the people and places that will help you succeed.

3.1a Catmail

→ [Login to Catmail](#)

Catmail: Ohio University's email & calendar

Helpful links for Catmail:

- [Catmail Personalization](#)
- [Mobile Devices Setup](#)
- [Quick Links](#)

3.1b Blackboard

Blackboard [Learn] is Ohio University's centrally supported Learning Management System. Blackboard is available to all current faculty, staff, and students.

3.1c MyOHIO Success Network

→ [Login to the MyOHIO Success Network](#)

[The MyOHIO Success Network](#) connects you to the OHIO community--your instructors, academic advisor, and student services professionals--that are here to help you be successful!

The tools available through the MyOHIO Success Network provides you with a one-stop shop for accessing student support services, exploring campus services, making online appointments, and even asking for help when you need it.

Why am I getting emails from MyOHIO Success Network?

We can all use reminders. One way that MyOHIO Success Network helps you be successful is by notifying you when an issue has been reported which could be interfering with your academic success here at Ohio University. This may be an automated Flag or concern, such as if you have not logged in to an online course in the first week, or your instructor reports that you have never attended a class you are registered for.

MyOHIO Success Network will email you when a Flags is raised and give you suggestions for resolving the issue or information on how to reach out to campus services for additional help.

Timely notifications of issues and quick corrective action have been shown to help keep students on track for graduation!

3.1d MyOHIO Portal

→ [Login to your MyOHIO Portal](#)

MyOHIO Portal is Ohio University's student portal where you can access academic and registration information. The MyOHIO Portal is an online tool that you will frequently use, so it is important to become familiar with all that it has in store. Your OHIO ID and password are required for your personalized gateway to:

- Class registration and schedule
- Financial Aid application and award status

- Online account statements and payment options
- Grade reports
- Blackboard Learn course materials and announcements
- Your Catmail inbox
- Personalized university news, events, academic resources, and important deadlines

3.1e Top Hat

→ [Login to Top Hat](#)

Top Hat is a student response system that utilizes students' personal devices (smartphones, tablets, laptops, etc.) combined with interactive slides to facilitate classroom discussions, track attendance, and conduct real-time polls or quizzes.

Top Hat may be used in the classroom for:

- In-class polling
- Interactive class discussions
- Attendance tracking

3.2 REGISTRATION SYSTEMS

Selecting and planning your curriculum to meet your goals is an important part of completing your degree on time. The systems reviewed in this section will help you understand the requirements for your major, select classes that work well together in your schedule, and register for those classes.

3.2a MyOHIO Student Center

Your MyOHIO Student Center is an online tool that is customized to your personal information specifically, ranging from who your academic advisor is and your class schedule. You can access its multiple features by signing in using your OHIO ID and password. Use the MyOHIO Student Center for the following:

- Add Classes to your Shopping Cart
- Register (Enroll) for Classes (Add, Drop, Swap)
- Search for Classes
- View your Schedule
- View your Grades
- View your Enrollment Appointment (Registration Access) Time
- View your Course History

- View your Advisor Assignment
- View your Address and Phone Information
- View your Emergency Contact information
- View your Holds
- Update Address and Phone Information
- Update Emergency Contact Information
- Apply for Graduation

How can your MyOHIO Student Center and Course Offerings be used simultaneously to schedule/register for courses?

Video

Please visit the textbook on a web or mobile device to view video content.

3.2b Undergraduate Catalog

→ [Go to Undergraduate Catalog](#)

The Undergraduate Catalog is your one-stop shop for university information, including academic policies and programs. Exploring the catalog independently can help you learn the breadth of what Ohio University has to offer in the classroom. Whether you are unsure of which classes to take for your major, interested in exploring electives, or considering a major change, the catalog is a great place to start. Look for the college you'd like to learn more about along the left side of the page. Additionally, visiting the catalog in preparation for meeting with your academic advisor can help maximize your time together. The catalog has a full list of course requirements for graduation: university-wide and college general education requirements, as well as major, minor, and certificate requirements.

3.2c DARS

DARS is an acronym for the Degree Audit Reporting System. DARS analyzes degree requirements for a major, minor, or certificate according to the catalog year in which you entered the program. DARS reports are the printed results of the analysis. The DARS report displays the courses from which you must select in order to complete degree

requirements, and it shows how the completed courses apply toward those requirements. The DARS report provides a "snapshot" of where you stand relative to graduation.

Helpful links for DARS:

- [What-If DARS](#)
- [DARS FAQ](#)
- [Contact](#)

3.2d Course Offerings

→ [Go to Course Offerings](#)

If you find yourself wondering what your schedule might look like, or which classes are still open the first week of each semester, look no further! The course offerings search engine allows students to find which classes are offered, what the requisites are for them, and when they meet. The search engine is an incredibly powerful tool for academic planning.

3.2e Schedule Planner

→ [Login to MyOHIO Student Center for Schedule Planner](#)

The Schedule Planner is an efficient and friendly tool that helps you plan your class schedule without the hassle of using pen and paper. It will show you how all the classes that you would like to take fit together during a week. You can choose the schedule you like best when you register for classes.

In your MyOHIO Student Center, you may need to disable the pop-up blocker of your browser to successfully launch the Schedule Planner.

Visit the Registrar's website for [video and PDF support files](#).



CHAPTER 4

SECTION 1

4/1.1 General Education Requirements

The faculty of Ohio University has determined an educated person needs certain intellectual skills in order to participate effectively in society. These include:

- The ability to communicate effectively through the written word and the ability to use quantitative or symbolic reasoning
- Broad knowledge of the major fields of learning
- A capacity for evaluation and synthesis

To meet these objectives, the university has instituted a three-tiered General Education requirement for all baccalaureate degree students (except those in the Honors Tutorial College):

- Tier I: Quantitative Skills and English Composition
- Tier II: Breadth of Knowledge
- Tier III: Synthesis



REMINDER

Tier I first-year quantitative skills and composition requirements are normally fulfilled during the first year, but you are not necessarily required to take them during the first semester. In fact, many students may be assigned or advised to defer them until a later semester, depending on their major.

Tier I: English Composition (IE, IJE)*

**Number and letter indicate tier level and area (i.e., 1=Tier I; E=first-year English composition, J=junior composition); JE=junior composition equivalent*

Ohio University believes the ability to communicate effectively through the written word is one of the qualities of a well-educated person. In order to help our students achieve this goal, the University has instituted an English composition requirement. The two components are a 3-4 credit first-year course (1E*) and a 3-credit advanced composition course (1J*) taken during the junior year.

During Bobcat Student Orientation, all students who do not already have first-year composition credit (e.g., AP or CCT or transfer credit) are assigned a semester to take ENG 1510 (3 credits). Students whose native language is not English will take ENG 1610 (4 credits) when they place at that level.

ENG 1510 focuses on the process of writing, including developing ideas, writing drafts, and revising rhetorically. Students will engage in formal and informal writing as well as group work. In addition, ENG 1510 focuses on helping students to write thesis-driven, source-based essays; thus, the curriculum also addresses critical reading and research strategies. ENG 1510 is a foundational course for student success. Typically, students will write and revise four essays throughout the semester.

Students who wish to have the first-year or junior composition requirement waived MUST take the composition waiver exam during the first week of any semester.

Tier I: Quantitative Skills (1M)*

**Number and letter indicate tier level and area (1=Tier 1; M=math or quantitative skills)*

Ohio University believes an educated person should possess the ability to use quantitative or symbolic reasoning in order to participate effectively in society.

Your math placement (PL) is determined by your ACT or SAT math score or by an online math placement exam if you do not have an ACT or SAT math score. Your placement indicates an appropriate course (or choice of courses) that fulfill the Tier I quantitative skills requirement. If you are not satisfied with your math placement, you may choose to take the math placement test online.



REMINDER

Students may also place into MATH D005 (intermediate algebra course that does not meet the Tier I requirement), which helps build a stronger quantitative skills foundation before they take a Tier I course. If your math placement is PL3 (Calculus), you have demonstrated quantitative skills competence sufficient to meet the Tier I requirement. Therefore, the Tier 1 requirement is waived with the PL3 placement, but you will not earn credit for that waived requirement. However, some majors or colleges may still require you to complete one or more math courses. Check with your intended college or major if you have questions.

Tier II: Breadth of Knowledge

You are required to complete a total of 21 credit hours from an approved list of courses in the following **six** distribution areas:

- Applied Science and Mathematics (2AS)
- Cross-Cultural Perspectives (2CP)
- Fine Arts (2FA)
- Humanities and Literature (2HL)
- Natural Sciences (2NS)
- Social Sciences (2SS)

You are required to take at least two credit hours in each of the six areas and may satisfy no more than two of the required six areas with courses from the same department/school. You may satisfy no more than 8 of the 21 hours with courses from the same department/school.

You may apply no more than two approved Tier II courses in your major department/school or area of concentration (for B.S.S. students) toward partial fulfillment of the Tier II requirement.

Approved courses are marked in the Course Descriptions section with 2AS, 2CP, 2FA, 2HL, 2NS, or 2SS as the General Education code. See www.catalogs.ohio.edu and click on 'General Education Requirements' for a complete list of Tier II courses, or search the online catalog by placing one of the codes above in the keyword or phrase search.

You may use the Course Offerings or Schedule Planner to find Tier II courses being offered in a particular semester.

Tier III: Synthesis

The final element of the General Education program is one senior-level course designed to help students develop a capacity for synthesis.

Students are required to complete at least three hours in Tier III or Tier III–equivalent course(s). At least two of the three hours must be taken at senior rank (90 hours).

Search the [online catalog](#) by placing T3 in the keyword or phrase search. Approved courses are marked in the Course Descriptions section with T3 as the general education code.

To find a Tier III being offered in a particular semester, please use [Course Offerings](#) or Schedule Planner.

4/1.2 Graduation Requirements

To earn a bachelor’s degree from Ohio University, you must earn at least 120 credit hours. Some colleges and majors may require more than 120 credit hours. For all graduation requirements, see the Undergraduate Catalog.

First-Year	0-29 semester credit hours earned
Sophomore	30-59 semester credit hours earned
Junior	60-89 semester credit hours earned
Senior	90-120 semester credit hours earned

Successfully earning an average of 15 credit hours per semester, excluding summers, will allow you to graduate in four years for MOST majors at OHIO. Don’t forget to apply for graduation in your last semester. Check the academic calendar for the deadline to apply.

In addition to earning at least 120 credit hours, you need to meet these requirements:

- Earn at least a 2.0 cumulative GPA (grade point average); some majors are higher
- Complete General Education (Tier I, II and III) requirements
- Complete the requirements of one major with required GPA
- College-level requirements, if applicable (e.g., the College of Arts & Sciences has requirements in humanities, social sciences, natural sciences, and foreign language that you must complete)
- Complete at least 30 semester credit hours at OHIO (if you are a transfer student).

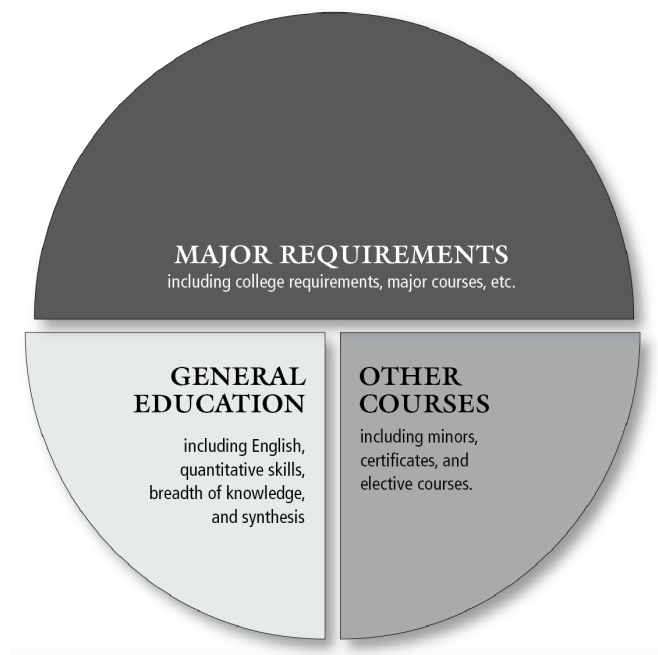


Chart: Major Requirements, General Education, and Other Courses

NOTES

- Sometimes the requirements for a major or college may overlap with General Education requirements.
- Students must average at least 15 credit hours per semester to graduate in four years.
- Students must earn at least 120 credit hours to graduate with a bachelor's degree.

4/1.3 The Ohio University Undergraduate Catalog, 2018-19

The Ohio University Undergraduate Catalog is your official source for University policies and procedures. You are responsible for knowing and following current university-wide, college, and departmental/school requirements and procedures.

The undergraduate catalog is published for an academic year, which comprises fall through summer semesters. For example, the 2018-19 academic year is fall 2018, spring 2019, and summer 2019. The catalog in effect for the term in which you first complete coursework at Ohio University becomes your University and Major Program Catalog of Entry.

This catalog defines the university-wide and college-level academic requirements you must complete and academic policies you must follow.

If you have not graduated after five years from your initial registration, your college may choose to update either or both catalogs as they pertain to requirements for graduation. Offices responsible for enforcing other university policies, such as graduation with honor, for example, may apply the current university-wide policies to existing students.

If you choose or change your major after beginning at OHIO, check with the department or school of the major for current admission requirements to the program.

The Undergraduate Catalog includes the following:

- University-wide and college-level policies, procedures, services, and requirements;
- Colleges at OHIO and majors in each college alphabetical by department/school and major name;
- Each major with all required courses and other requirements.

The catalog includes course descriptions with this information:

- Course prefix and number (e.g., ECON 1030);
- Title of the course (e.g., Principles of Microeconomics);
- Credit hours (e.g., 3);
- If the course fulfills a General Education requirement (e.g., 2SS);
- If the course has a requisite (e.g., MATH 1200 or math PL2 or higher);
- A course description; and
- Repeat/Retake Information (e.g., may be retaken two times excluding withdrawals, but only last course taken counts).

Additionally, the catalog includes:

- A list of all academic programs, sorted by type (bachelor degrees, associate degrees, minors, certificates) and
- Required courses for each academic program that displays the individual course description information.



- Use the catalog search feature to find information quickly.
- Use “My Portfolio” on the bottom-left side of the catalog front page to save majors, programs, and courses that interest you.

- Print a “degree planner” document for your specific program to map out when you should plan to take certain courses.
 - Consider adding a minor or certificate to your major to allow you to explore other interests and enhance your credentials.
 - The Undergraduate Catalog is mobile-friendly.
-



CHAPTER 4

SECTION 2

Study what you love. But what is that called? How do you find it?

At Ohio University we have three types of credentials you can earn – majors, minors, and certificates. Each student can create a unique combination that communicates strengths and areas of expertise. To find your best path read through this list, read more in the Undergraduate Catalog about the programs that pique your interest, and talk with your Academic Advisor about your options. If you are exploring broadly and would like guidance as you search for your best fit, make an appointment at the Allen Student Advising Center to maximize your options.

At Ohio University we want you to get a great start. This section will help you learn more about our programs, how you change into them, and what classes get you started as you begin your journey. Advisors and instructors will help you along the way as you make the most of your Ohio University academic opportunities!

4/2.1 Academic Programs

OHIO's full list of curricula — majors, minors, and certificates — is available in the Undergraduate Catalog.

Majors

→ [Search all OHIO majors by alphabet or college](#) on the Admissions website

A Major is the main focus of your academic career. Most majors require between 30 and 60 credit hours of course work. Determining your major within your first year in college will help you graduate on time. Meeting with professors in your

chosen field will help you have a clear understanding of the options that major provides you. Every student must have a major in order to graduate.

Minors

→ [Go to Curricula page of the Undergraduate Catalog for list of minors](#)

Adding a minor or certificate is a great way to build knowledge and experience in diverse areas.

A minor is a collection of usually 5 – 8 courses in one field of study. It can be used to enhance your degree and to indicate that you have more than one interest area and that you at least have a strong foundation in an area of study.

Certificates

→ [Go to Curricula page of the Undergraduate Catalog for list of certificates](#)

A certificate is a collection of usually 5 – 8 courses in more than one field of study. Certificates provide an opportunity to choose courses from many different disciplines that relate to one fundamental question. Like minors, they communicate to employers that you have an area of interest and a strong foundation in that topic area.

4/2.2 Declaring/Changing Majors

Major program admission requirements are subject to change. Contact the college or school office, or check their website for the most up-to-date information. If your major program is listed as undecided and you wish to declare a major, or if you would like to change your major, you will need to check with the college in which the major is offered to see if you meet entry requirements. Here are some general guidelines to get you started.



College of Arts and Sciences

Students interested in entering the College of Arts and Sciences must have a 2.00 cumulative GPA and may apply during the first seven weeks of each semester. Biological Sciences has additional requirements for entry listed in the Undergraduate Catalog.

For more information about OHIO's College of Arts and Sciences:

- visit the first floor of Wilson Hall (College Green)
- visit the CAS [website](#)
- call 740-593-2845
- [Transfer to A&S From Other Colleges Within Ohio University](#)



College of Business

The College of Business allows a limited number of students from other Ohio University academic colleges to apply for transfer into the College of Business (CoB). The CoB reserves the right to limit transfer admission as necessary. These are the conditions under which students may transfer into the CoB to earn either a Bachelor of Business Administration (BBA) degree or a Bachelor of Sport Management (BSM) degree.

AFTER ONE SEMESTER OF STUDY

Your cumulative GPA must be no less than 3.0 on at least 15 Ohio University semester hours.

You must have successfully completed ENG 1510 or 1610 and ONE of the following courses with a grade of no less than “C”: ECON 1030 Principles of Microeconomics or ECON 1040 Principles of Macroeconomics.

AFTER TWO SEMESTERS OF STUDY

Your cumulative GPA must be no less than 2.75 on at least 24 Ohio University semester hours.

You must have successfully completed ENG 1510 or 1610 and *ONE* of the following courses with a grade of no less than “C”: ECON 1030 Principles of Microeconomics *or* ECON 1040 Principles of Macroeconomics.

In addition to the above, **International Students** must provide documentation that confirms they have achieved ONE of the following:

- A paper-based TOEFL score of at least 525 (50+ on composition)
- A grade of no less than “A-” in OPIE D970 “OPIE 8-Hour Bridge A” (formerly OPIE 56)
- A grade of no less than “C” in OPIE D970 and a grade of no less than “B-” in OPIE 980 “OPIE 8-Hour Bridge B” (formerly OPIE 61)

Ohio University students may use the [online application](#) to apply for “next-semester” admission to the College of Business. The application will include a due date.

Residency Requirement: You must be enrolled in the college before your senior year to allow for the CoB 48-hour residency requirement. You must earn at least 50 percent of the business credit hours required for the business degree at OHIO.



Current Ohio University students who have not completed the coursework listed above may be directly admissible to the College of Business without the courses listed above if they have achieved an ACT score of ≥ 24 or an SAT score ≥ 1090 and they have earned a high school GPA of at least 3.0 and they have achieved a cumulative Ohio University GPA of at least 2.75 on no fewer than 25 academic credit hours.

Students transferring into the College of Business must complete the Copeland Core Learning Community (previously Bobcat Business) in their first term as a College of Business student. The LC includes BA 1000 (1), BA 1500 (2), and BA 1100 (3), plus a one credit hour LC Course.

For more information about the College of Business:

- visit Copeland Hall 214
- visit COB [website](#)
- call 740-593-2042

- [COB Transfer Application](#)



Scripps College of Communication

All students wishing to transfer into a school in the college must meet the minimum standards indicated by the individual school. Completion of those requirements does not guarantee acceptance into one of the programs; students are admitted on a space-available basis, up to the school's enrollment ceiling. A "C" or better is required in the core classes for each school (see Undergraduate Catalog for list).

J. Warren McClure School of Information and Telecommunication Systems

For more information about the J. Warren McClure school, contact [Hans Kruse](#) in Schoonover Center 360 or call 740-593-4890

- Students must have a 2.50 cumulative GPA or higher. Meeting this and other requirements does not guarantee admission into the school.
- Students must complete a Transfer Information Sheet — available in the school office or [online](#) — and submit an Update of Program form to the school.
- Students may apply for transfer at any time; however, transfers are finalized only at the beginning of each term.

School of Communication Studies

For more information about the School of Communication Studies, contact Associate Director for Undergraduate Studies Jerry Miller in Schoonover Center 400 or call 740-593-4842.

- Students should [review the school website](#), print a "What If" DARS, and attend a transfer workshop (offered September and February).

- Students should have completed at least 14 hours and earned a 2.75 cumulative GPA or higher for admission. If the GPA is close to a 2.75, we will delay admission decisions until the posting of that term's grades. GPA and an application essay, which must be concise with correct grammar and spelling, will be taken into consideration when making decisions about admission; therefore, a 2.75 overall GPA does not guarantee admission. **Students must [apply online](#)**. The online application is available from Sept. 1 to Oct. 15 to apply for spring semester admission and Feb. 1 to March 15 to apply for fall semester admission.
- First-year students may apply between Feb. 15–March 15 for fall admission.

E.W. Scripps School of Journalism

For more information about the J School, contact Transfer Committee Chair Elizabeth Hendrickson in Schoonover Center 227 at hendrice@ohio.edu or 740-593-4118.

The faculty of the E.W. Scripps School of Journalism is dedicated to quality instruction in preparing students for a career in the journalism disciplines. To provide this quality of instruction, the school's policy is to maintain an enrollment at a number that may be served effectively by its faculty. This policy is a means by which the school can better maintain its academic quality.

- Applicants must have a minimum cumulative grade point average of 3.0 overall or an average of 3.0 in the last two semesters to be considered for admission. Please note that a 3.0 qualifies a student only for consideration and does not guarantee admission. Applicants must have completed a minimum of 30 semester hours by the time of application.
- Students are encouraged to take journalism courses before applying for transfer. The school also encourages students to attend one of the transfer workshops offered by the school each fall and spring semester before applying. Information about the date and location of workshops is available in the school office.
- Applications for transfer are accepted twice per academic year. The deadline of 5 p.m. September 28 (or the following Monday if on a weekend) is for admission for spring semester. The deadline of 5 p.m. February 15 (or the following Monday if on a weekend) is for admission for the following fall semester. Any application received after the September 28/February 15 (or the following Monday if on a weekend) deadlines will not be considered.

To apply to the E.W. Scripps School of Journalism:

- [Fill out the application](#)
- Submit a college transcript or current DARS showing your most recent grades.
- Include at least two letters of recommendation from references best able to comment on the applicant's journalistic abilities. Recommendation letters are an important part of the transfer committee's deliberations. Applicants who do not include at least two letters will not be considered. Please note:

recommendation letters should not be from high school teachers, administrators, or guidance counselors.

- Complete a 500-word written essay on the theme “Why I want to be a journalism major.”
- The transfer committee recommends that applicants submit examples of journalism work not to exceed six samples. Samples of work cannot be returned.
- The application must be typed, signed and dated, and submitted in a binder.
- **Any application that is incomplete or received after the deadline will not be considered. It is the responsibility of applicants to make sure that their transfer packet is complete.** Applications should be delivered to Schoonover Center 223 or mailed to E.W. Scripps School of Journalism, Schoonover Center 223, 1 Ohio University Drive, Athens, OH 45701-2979.
- The school’s transfer committee will evaluate applications and make recommendations to the Director and Associate Director. The school’s Director and Associate Director will make final decisions on transfer admissions. Applicants will receive written notification of acceptance or denial. Students who are denied admission must wait one year (from the time the application was submitted) to re-apply. **Applications will not be carried over to the next year. Re-application is necessary.**

School of Media Arts & Studies

For more information about MDIA, contact Brian Plow in Schoonover Center 300 at 740-593-4870 or mediaschool@ohio.edu.

Students seeking transfer to the Pre-Media or any specific program area must have at least a 3.0 OHIO GPA. However, students with a GPA of 2.7 and above with extenuating circumstances are encouraged to apply as well. Applications are accepted both fall and spring semesters. The deadline for submission is 5 p.m. on Friday of the seventh (7th) week of the semester. Students may apply as early as their first year, however, any student currently without an OHIO GPA will be accepted on a provisional basis. Full admission will be based on their performance in the first semester of Ohio University coursework. **All application materials can be submitted online.**

Prospective transfer students to MDIA must submit:

- The [transfer application](#)
- An up-to-date DARS
- Two letters of recommendation (from professors, high school teachers, guidance counselors or job supervisors)
- A statement of intent/purpose (what your career goals are and why MDIA will help you realize these goals)
- Submission of a portfolio of work is optional

School of Visual Communication

For more information about Viscom, contact the Associate Director for Undergraduate Studies in Schoonover Center 250 at 740-593-4898 or viscom@ohio.edu.

The following policy has been established by the School of Visual Communication as a means of selecting the best-qualified students for the program. The academic quality of the curriculum depends in part on maintaining enrollment at a number that can be effectively served by our faculty and our facilities. The school is dedicated to top-quality instruction, and this policy is one means to maintain that goal.

The School of Visual Communication will consider applicants twice a year, and only when openings are available. A very limited number of openings usually occur in each major sequence each academic year. Please call the school to determine the status of transfer openings.

Students transferring with over 60 semester hours of credit will find it difficult to complete the school's curriculum in 2 years.

Transfer sequence requirements for students inside the School of Visual Communication:

Students with 30 to 60 earned semester credit hours may apply to transfer sequences within the school after meeting with their advisor and making a written request to the school's faculty. Faculty approval and available openings in the requested major sequence are required before students will be allowed to transfer sequences.

To apply to the VISCOM program, you must:

- Have a GPA of 3.0 or higher at the time of transfer.
- Attend a transfer information session held at 10 a.m. on the 4th Friday of fall and spring semesters.
- If there are openings in the sequence you are seeking, sign-up in Schoonover Center 250 during the 8th week for an interview time on the Friday of that week.
- For the interview, bring a current copy of your DARS or transcript, a resume, three letters of recommendation, a statement of intent letter, and a portfolio.
- Successful applicants will be enrolled conditionally, and then have two consecutive semesters to complete VICO 1000 and JOUR 1330 with a grade of C or better before final admission.

For more information about the Scripps College of Communication:

- visit the Dean's Suite in Room 100 of Schoonover Center for Communication
- visit Scripps [website](#)
- call 740-593-4883
- Transfer Admission information is also in the [Undergraduate Catalog](#)



Patton College of Education

Students interested in transferring into a major in the Department of Human and Consumer Sciences (except Family and Consumer Sciences-Licensure) must have a 2.0 cumulative GPA and may apply during the first seven weeks of each semester.

To transfer into a Teacher Education licensure program you must have a cumulative GPA of 3.0 or higher and may apply during the first seven weeks of each semester.

Students interested in transferring into a major in the Department of Recreation and Sport Pedagogy (except Physical Education) must have a 2.0 cumulative GPA and may apply during the first seven weeks of each semester.

For more information about the Patton College:

- contact Ben Forche at forche@ohio.edu
- call 740-593-4400
- visit McCracken Hall



Russ College of Engineering & Technology

To transfer into an engineering program, you must have earned a C or better in a math course (1200 or higher) and a science course (typically CHEM 1210 or higher OR PHYS 2051 or higher) at Ohio University. **Students transferring into Engineering Technology and Management or Aviation are not subject to these admission criteria.**

NOTES

You cannot transfer into any major in Russ College if you would be on academic probation after transferring into that major. The probation rules for the College are stricter than those for the University as a whole. In order to not be on probation, you must have a GPA of 2.0 or higher for all coursework, for all courses in Russ College, and for all courses in your intended major. You must also have successfully completed all required courses in three attempts.

Successful completion means getting a C (or in some courses, a C-). The specific courses that have a minimum of a C- rather than a C depend on your intended major.

For more information about the Russ College:

- contact Grace Sallar Stocker Center 118 or 740-593-1573.
- Transfer requirements are also in the [Undergraduate Catalog](#)



College of Fine Arts

Students interested in transferring to majors in the College of Fine Arts must have a cumulative GPA of 2.0 or higher and may apply during the first seven weeks of each semester.

School of Art + Design

For more information, contact Assistant Director for Student Services Rosemarie Basile in Seigfred Hall 528 at 740-593-4288

The School of Art + Design welcomes students transferring from other programs. Students transfer in as a BA in Studio Art or BA in Art History during the first seven weeks of each semester.

- **To apply as a BA in Studio Art**, students must have a minimum of 3.0 in all art classes. It is recommended you complete at least 3 Foundations courses (ART 1200, 1210, 1220, 1230) as well as 2 Art history courses (AH 2110, 2120, 2130) before applying.
- **To apply as a BA in Art History**, you must have a 3.0 minimum cumulative GPA and a minimum of 3.0 in art history classes you have completed. It is recommended you complete AH 2110, 2120, and 2130 before applying.

Students are strongly encouraged to make an appointment with the Assistant Director for Student Services during priority registration to discuss the transfer process and programmatic requirements. A student may not transfer into the School of Art as a senior.

After completing the requisite Foundation courses, a student may apply for acceptance into one of the BFA majors (BFA Graphic Design, BFA Interior Architecture, BFA Studio Art), or the student may continue the pursuit of one of the BA degrees.

Dance Division, School of Dance, Film and Theater

For more information, contact Travis Gatling in Putnam Hall 137 at 740-593-1826

Acceptance to the BFA or BA degree programs and to the dance minor in choreography and performance is determined by audition. Please [contact the Dance Division](#) to arrange for an audition.

School of Music

For more information, contact Associate Director Matthew James in Glidden Hall at 740-593-4244

Students intending to major in music must audition on their major instrument or voice as part of the admission process. An appointment for an audition and information concerning proficiency requirements may be secured by [contacting the School of Music](#).

Theater Division, School of Dance Film and Theater

For more information, contact Merri Biechler, Assistant Director in Kantner 307 at 740-593-4818

Students first enroll as BA theater majors (BA5194) and complete requisite courses before applying for acceptance into a BFA major, or the student may continue pursuit of the BA in Theater degree (BA5194).

For more information about the College of Fine Arts:

- contact Maureen Wagner in Jennings House
- call 740-593-1808



College of Health Sciences and Professions

Students interested in transferring to majors in the College of Health Sciences and Professions must have a cumulative GPA of 2.0 or higher and may apply during the first seven weeks of each semester. These majors have additional selective admission requirements: exercise physiology, nursing, and social work. Students may enter the selective majors below as pre-majors while completing the requisite courses and requirements.

Nursing

Pre-Nursing major: 2.75 GPA, grade of B- or better in NRSE 1111, grade of C or better in one of the following: BIOS 1300, BIOS 1310, CHEM 1210, CHEM 1220, CHEM 1510, or CHEM 1520; grade of C or better in three of the five following courses: PSY 1010, SOC 1000, NUTR 1000, COMS 1010, PSY 2410 OR EDEC 1600. An Update of Academic Program form is available in the School of Nursing.

Nursing major: Pre-Nursing majors must apply during the spring semester for admission into the Nursing (BSN) major. Pre-Nursing majors will receive communication about how to complete the process. Students must complete the following requirements to be selected for the Nursing major:

- Minimum cumulative GPA of 2.75
- “C” or better in: CHEM 1210-1220; BIOS 1300-1310; ENG 1510; three of the five following courses: PSY 1010, SOC 1000, NUTR 1000, COMS 1010, PSY 2410 or EDEC 1600
- B- or better in NRSE 1111
- Successful completion of HESI A2 admission examination

- Documented report of clear criminal background check from FBI and BCI.

Social Work

Students interested in Social Work will enter with a pre-major code (ND6603).

To be admitted into the major, students must apply and be accepted after successful completion of the following admission requirements:

- “C” or better grade in SW 1000 and SW 2601C
- ENG 1510, BIOS 1030 or BIOS 1300, MATH 1200, PSY 2110, PSY 2410 or EDEC 1600
- One course from two of these disciplines: ANTH, ECON, POLS, SOC
- 20 hours of human services volunteer work completed through SW 2601C
- Cumulative GPA of at least 2.5

Upon successful completion of the above requirements, students may apply to the Social Work major following the guidelines in the Department of BSW Program Handbook. Applications are submitted online by the end of the second week of the semester following completion of the admissions requirements.

Students may choose either a Bachelor of Social Work (BSW) degree or a Bachelor of Arts in Social Work (BASW) degree. Students completing a Bachelor of Arts degree must successfully complete a foreign language 2120 course (or its equivalent).

For more information about the College of Health and Human Services:

- contact [Rebecca Zuspan](#) in Grover Center W370
- call 740-593-9336



Honors Tutorial College

Transfer opportunities in the Honors Tutorial College are limited due to the academic requirements of the college and the tutorial nature of instruction.

- Students beyond the sophomore year are not often considered for admission. Typically, current OHIO students must apply by December 1 to be considered for transfer.
- Non-Ohio University students who seek to transfer must apply by the December 1 deadline along with other applicants.
- In both cases, interested students should contact the Honors Tutorial College office for guidance at 740-593-2723 or honors.college@ohio.edu.

For more information about HTC:

- visit 35 Park Place
- call 740-593-2723



University College

The Bachelor of Specialized Studies (BSS) allows students to create a faculty-approved, individualized, multidisciplinary degree program tailored to their unique interests and needs. In conjunction with faculty and a BSS Academic Advisor, students design an academic program that is further reviewed by an admissions committee.

- Athens campus students are required to attend a BSS Information Session (offered regularly each semester) to discover opportunities available through the BSS program and learn how to construct their degree. Post info session, students will receive an email with further information.
- After attending a BSS Information Session, students may declare the pre-BSS major code, and begin working individually with a BSS advisor to shape their Specialized Studies degree and successfully

complete the application process to fully enter the major.

- Application deadlines and additional information can be found at www.ohio.edu/uc/bss.

The Associate in Individualized Studies (AIS) is a self-designed, 2-year degree program that mirrors the individualized bachelor's degree. A separate application is required. Students must consult with an AIS advisor to apply.

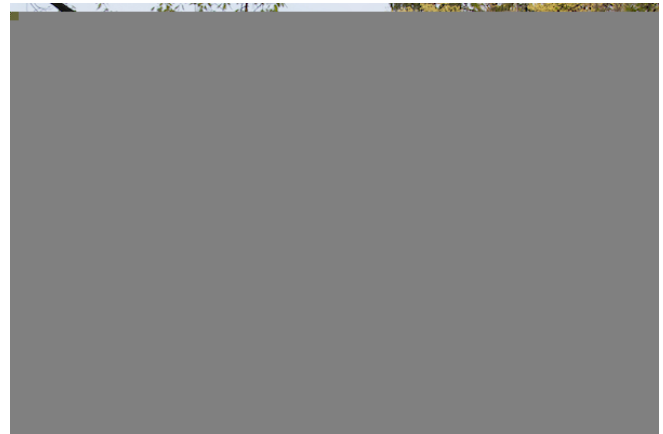
- Additional information can be found at www.ohio.edu/uc/associates/ais.cfm.

The Bachelor of Criminal Justice (BCJ) requires a completed applied associate's degree in law enforcement or a related area and a cumulative GPA of 2.0 or higher.

- Additional information can be found at www.ohio.edu/uc/bcj.

For more information about University College:

- visit Chubb Hall 140
- call 740-593-1935



Center for International Studies

Students interested in entering one of the five Global Studies majors must have a cumulative GPA of 2.0 or higher. Students are required to study abroad or do an internship abroad for at least five weeks.

Students interested in declaring a certificate in Global Studies must have a cumulative GPA of 2.5 or higher and may apply at any time during the semester.

Additional information can be found at <https://www.ohio.edu/global/cis/>.

For more information about the Center for International Studies:

- visit Yamada International House at 56 E. Union Street
- call 740-593-1840

4/2.3 Suggested Introductory Courses

Listed here, here are suggested courses during your first year at OHIO. You will choose 4 or 5 courses for your first semester with input from your Orientation advisor. Course descriptions are found in the Undergraduate Catalog and in Course Offerings. Some courses are only open to majors. If you have questions about these suggested courses, speak with your advisor. The Tier II “Breadth of Knowledge” requirement, in many cases, overlaps with college and major requirements in social sciences, humanities, and natural science requirements. Other majors require separate classes to fulfill Tier II and major/ college requirements. Your advisor can clarify if requirements may overlap with Tier II.

AFRICAN AMERICAN STUDIES (AAS)

AAS 1010, 1060, 1100, 1500. African American History (1010) and Intro to African American Studies (1060) are recommended. Arts & Sciences foreign language requirement; Arts and Sciences college distribution requirements.

ANTHROPOLOGY (ANTH)

ANTH 1010, 2010, 2020. Tier I requirements; Arts & Sciences foreign language requirement; Arts and Sciences college distribution requirements (these courses often simultaneously fulfill Tier II requirements).

APPLIED NUTRITION (WITH CONCENTRATIONS IN DIETETICS, CULINARY NUTRITION, or ENVIRONMENTAL NUTRITION), OR NUTRITION, PRE-MED TRACK (NUTR)

ACCT 1010 (not required for environmental or dietetics concentration); ANTH 1010; BIOS 1030 or 1700/1705, 1710/1715; CHEM 1210-1220 (environmental and culinary concentrations) or 1510-1520 (dietetics concentration; plus CHEM 1500 upon placement for dietetics concentration); COMS 1010; ECON 1030 or 1040 (environmental and culinary concentrations); HLTH 2000; NUTR 1000, 1100; MATH 1200/1300/1350/2301; PBIO 1030 (environmental concentration only); PSY 1010; any Tier II Fine Arts course.

ART AND ART HISTORY (ART, AH)

Studio Art majors: ART 1200, 1210, 1220, 1230, 1240; take 2 from AH 2110, 2120, & 2130. Students interested in Interior Architecture should follow the Studio Art requirements plus ART 1600. Art History majors: Take AH 2110, 2120, and 2130, and a foreign language. Art majors will determine first-year courses with an art advisor during Orientation.

AVIATION (AVN)

Management and flight students should take: MGT 2000, AVN 1000, 1100; ET 1500, ENG 1510, GEOG 1310, PHYS 2001,

MATH 1350; COMS 1010 and 1030. In addition, flight majors also take AVN 2400, 3100, 3400; GEOG 1100; PSY 1110; ECON 1030, and MIS 2021. Management majors also take: ACCT 1010; BUSL 2000, MKTO 2020; GEOG 1100 and 1310; PSY 1010, and select a Tier 2AS or Tier 1 math course from the following: HLTH 2020 or ITS 1010; MATH 1200 or 1300.

BIOLOGICAL SCIENCES (BIOS)

For students who meet the requisites:

- Fall Semester: take BIOS 1700, BIOS 1705, CHEM 1510, MATH 1300 (or 2301 if placement indicates readiness for calculus). May also take ENG 1510 or A&S Humanities or Social Sciences.
- Spring semester: BIOS 1710, BIOS 1715, CHEM 1520, MATH 2301 (if 1300 in fall), ENG 1510 (if not taken in fall) or A&S Humanities or Social Sciences or PSY 2210.
- Students who place into MATH 1200 and/or CHEM 1500 should start those courses immediately in fall semester.
- Students in the B.A. tracks in Human or Environmental Biology should consult a departmental advisor.

BUSINESS (ALL MAJORS)

BA 1000, BA 1100, BA 1500, UC 1900 or 1500 (first-CoB term learning community); MATH 1350; ECON 1030 and 1040; ENG 1510; QBA 1720; ACCT 1010; approved electives from Tier II and Global Perspectives list; also non-business electives needed to reach the 30 hour minimum and free electives needed to reach the 120 hour minimum. Accounting majors are encouraged to take ACCT 1010 and ACCT 1020 in their first year.

CHEMICAL ENGINEERING (CHE)

CHEM 1510, 1520; MATH 2301, 2302; PHYS 2051; CHE 1000, 1800; ENG 1510; ET 1500 and 2300; 2CP; 2FA; 2HL; 2SS (choose one in each Tier II category).

CHEMISTRY and BIOCHEMISTRY (CHEM)

Chemistry and Environmental Chemistry majors should start CHEM 1510-1520 series, MATH 2301-2302 series and take Arts & Sciences college distribution areas in social sciences or humanities (which may also fulfill Tier II requirements) or foreign language requirement (if necessary).

- Biochemistry majors, pre-med, pre-dent and pre-pharm majors should start CHEM 1510-1520 series, MATH 2301-2302 series and BIOS 1700-1710 series.
- Forensic Chemistry majors should start CHEM 1510-1520 series, MATH 2301-2302 series, BIOS 1700-1710 series and take LET 1050.
- For students who place into MATH 1200 and/or CHEM 1500, those should be started immediately in fall semester.
- All students taking CHEM 1510-1520 should consider CHEM 1151-1152 (PLTL for CHEM 1510-1520).

CHILD AND FAMILY STUDIES (CFS)

All Concentrations take: CFS 2700; CFS 2710; CFS 2720; EDEC 1600; HLTH 2000; PSY 1010; PSY 1110 or PSY 2110. Child, Adult, and Family Services Concentration: choose one of either SW 1000 or SOC 1000. Child Life Concentration: EDEC 1001; EDSP 2710; BIOS 1030. Family Gerontology Concentration: HLTH 2901.

CIVIL ENGINEERING (CE)

MATH 2301, 2302; CE 2000, 2100, 2160 and 2220; CHEM 1510; ENG 1510; PHYS 2051, 2052; 2 CP; 2 FA; 2 HL; 2 SS (choose one in each category)

CLASSICS, CLASSICAL CIVILIZATION (CLAS, CLAR)

First-year students should enroll in introductory courses surveying various aspects of the ancient world. Courses focused on ancient Greco-Roman culture, literature, and history include CLAS 2300, CLAS 2310, CLAS 2340, CLAS 2510, CLAS 2520, CLAS 2530, CLAS 2540, and CLAS 2550. Courses focusing on ancient Greco-Roman archaeology include CLAR 1110, CLAR 2110, CLAR 2120, and CLAR 2130. The 2000-level CLAS courses also fulfill the Tier 2HL requirement, and the 2000-level CLAR courses fulfill the Tier 2SS requirement.

CLASSICS and WORLD RELIGIONS (CLWR)

First-year students should enroll in courses introducing the study of religion and informed discussion of basic intellectual issues in religious belief. These include CLWR 1810, CLWR 2220, and CLWR 2230. Students should also enroll in language courses relevant to their chosen area of focus.

COMMUNICATION STUDIES (COMS)

COMS 1030 and are 1100 strongly recommended for first year, ENG 1510, Tier I quantitative skills, and partial completion of Tier II courses; introductory courses that may apply to a Related Area, minor, and/or certificate can be selected with the assistance of student success advisor Paula Linscott.

COMMUNICATION SCIENCES AND DISORDERS (CSD)

ANTH 1010; BIOS 1030 or BIOS 1300 or BIOS 1700; COMS 1030; CSD 1080; MATH 1200, 1300; PHYS 2001 or CHEM 1210 or CHEM 1510; PSY 1010, CSD 1110, EDEC 1600, EDSP 2710

COMMUNITY AND PUBLIC HLTH (HLTH)

HLTH 2000; EH 2000; PSY 1010; SOC 1000; CHEM 1210; PSY 2110 OR MATH PLACEMENT COURSE, BIOS 1030, ENG 1510, TIER 1 AND TIER 2 REQUIREMENTS

COMPUTER SCIENCE (CS)

For students without prior programming experience, take CS 1400, CS 2300, or ET 2100 before CS 2400.

CS 2400, 2401, 2650; EE, 1024; MATH 2301, 2302; ENG 1510; ET 1500; 2 CP; 2 FA; 2 HL; 2 SS (choose one in each category)

DANCE (DANC)

DANC 1801, 1210, 1211, 1220, 1250, 1221, 1230, 1231, 2700; Tier I and II requirements. An audition is required for

admission to the Dance major or the Performance & Choreography minor. *For more information about the program and dance classes for non-majors, [visit the Dance website](#).*

EARLY CHILDHOOD EDUCATION PRE-MAJOR (EDU)

ENG 1510; MATH 1101 or higher; EDEC 1600; EDTE 1000; HIST 2000, 2010 or POLS 1010; one Science course with lab from: PHYS 2001; (ASTR 1000 and 1400); (ASTR 1001 & 1400); P SC 1011; P SC 1051; GEOG 1100; GEOL 1010; BIOL 1010; PBIO 1140. C or better required in all courses listed above and minimum 3.00 GPA required to apply to the Early Childhood major.

ECONOMICS (ECON)

ECON 1030 or 1040; MATH 1350 or 2301; Arts & Sciences foreign language requirement; Arts and Sciences college distribution requirements (these courses often simultaneously fulfill Tier II requirements).

EDUCATION except EARLY CHILDHOOD (EDU)

EDTE 1000; PSY 1010; Tier I math and ENG 1510. All of these classes require a grade of “C” or better and minimum 3.00 GPA required to apply to Teacher Candidacy. Students should schedule a meeting with their academic advisor as soon as possible to ensure other course selections are appropriate.

ENERGY ENGINEERING (EnE)

ET 1500; MATH 2301, 2301; CHEM 1510, 1520; PHYS 2051; ET 1100, 2100; ECON 1030, ENE 1010, 1800

ELECTRICAL ENGINEERING (EE)

ET 1500, ENG 1510, CHEM 1510, PHYS 2051, MATH 2301, 2302; EE 1014, 1024; CS 2400.

ENGINEERING TECHNOLOGY AND MANAGEMENT (ETM)

ET 1100 and 1500; ETM 1000, 1030, 1120; ENG 1510; COMS 1030; MATH 1300 or 1350 or 2301; CHEM 1210 or 1500 or 1510; PHYS 2001 or 2051; PSY 1010; ACCT 1010; BUSL 2000; MGT 2000; MKT 2020.

ENGLISH (ENG)

ENG 2010 and 2020 are the foundation courses for the major (after Tier I English composition), and either one may be taken first. Students in the Creative Writing track should next take 3610, 3620, or 3630; students in other English major tracks should next take any ENG 3000-level course in a literary period. English majors are advised to begin working on the Arts & Sciences foreign language requirement as soon as possible, as well as Arts & Sciences college distribution areas, which may also fulfill Tier II requirements.

ENVIRONMENTAL AND PLANT BIOLOGY (PBIO)

PBIO 1140 or 1150 or 2090; MATH 2301 with Math Placement 3 or MATH 1300 with Math Placement 2 (for BS), MATH 1300 with Math Placement 2 or MATH 1200 with Math Placement 1 (for BA); CHEM 1500 or 1510 (for BS) or 1210 (for BA); Arts & Sciences college distribution requirements.

ENVIRONMENTAL HEALTH SCIENCES (EH)

BIOS 1700/1705, CHEM 1210-1220, ECON 1030, EH 2000, OHS 2000, HLTH 2000, MATH 1300 OR 1350, PHYS 2001, PSY 1010, 1110 OR 2110, SOC 1000.

EXERCISE PHYSIOLOGY (EXPH) / EXERCISE PHYSIOLOGY PRE-PHYSICAL THERAPY

CHEM 1210-1220 or 1510-1520; NUTR 1000; PSY 1010 and 2110; MATH 1350 or 2301; BIOS 1700/1705–1710/1715; EXPH 1490 and 2280; ANTH 1010 or SOC 1000. Students must complete BIOS 1700/1705 – 1710/1715 by the end of sophomore year at the latest. Tier 2 courses in Fine Arts and in Humanities and Literature are other good options for first-year students.

FAMILY AND CONSUMER SCIENCES EDUCATION (CONS)

CONS 1100 (fall only); EDTE 1000; EDEC 1600; RHT 1330; NUTR 1000; ART 1600; HLTH 2020; PSY 1010; ECON 1000; Tier I quantitative skills; CONS 2500.

FILM (FILM)

Film offers an undergraduate major only through the Honors Tutorial College.

GEOGRAPHY (GEOG)

GEOG 1100, 1200, and 2680 are the basic introductory courses applicable to all of our Geography majors. GEOG 2400 is a required introductory course for our Environmental Geography and Environmental Prelaw majors. Each of these courses also helps satisfy Tier II requirements for non-majors, as do GEOG 1310 and 2680. For Meteorology, start the MATH 2301 series, or its requisite series, as soon as possible. GEOG 2500 is a required introductory course for urban planning and sustainability majors.

GEOLOGICAL SCIENCES (GEOL)

GEOL 1010 or GEOL 2020 plus one of the following: GEOL 1200, 1300, 1700, 2110, 2150, 2210, 2310 (fall semester); GEOL 2550 (spring semester); CHEM 1210, 1220 or CHEM 1510, 1520 (fall, spring): It is imperative that Geological Sciences and Environmental Geology majors complete chemistry through at least 1210 or 1510 during their first year in order to enroll in a required major course (GEOL 3150) fall semester of their sophomore year. Students who do not complete chemistry their first year will be set back one full year in the major track; ENG 1510; MATH 2301. Arts and Sciences college distribution requirements (these courses often simultaneously fulfill Tier II requirements).

GLOBAL STUDIES (INST)

For the first year, consider the following recommended courses:

- Global Studies – Africa: Global Citizenship Learning Community (UC 1900); Core courses (ANTH 1010; ECON 1000 OR 1030 OR 1040; GEOG 2400; INST 1100; POLS 2500); Tier I requirements; Tier II & Global Studies electives (AAS 2500; BIOS 2750; CLWR 1810; DANC 3550; EDTE 2500; FILM 2010; GEOG 1310; GEOL 2110, 2150, 2310; IHS 2210; INST 2100; MUS 1210; POLS 1500, 2300); Language: Akan (Twi), Arabic, French,

Kikuyu, Portuguese, Setswana, Somali, Sudanese Arabic, Swahili, Wolof, Yoruba, or Zulu (3 years of one language, or 2 years of one language and 1 year of another language required)

- Global Studies – Asia: Global Citizenship Learning Community (UC 1900); Core courses (ANTH 1010; ECON 1000 OR 1030 OR 1040; GEOG 2400; HIST 2460; POLS 2500); Tier I requirements; Tier II & Global Studies electives (AH 2130; BIOS 2750; CLWR 1810; DANC 3550; EDTE 2500; FILM 2010; GEOG 1310; GEOL 2110, 2150, 2310; IHS 2210; INST 1114; MUS 1210; POLS 1500, 2300); Language: Arabic, Chinese (Mandarin), Hindi-Urdu, Indonesian, Japanese, Khmer, Malaysian, Thai, or Vietnamese (3 years of one language, or 2 years of one language and 1 year of another language required)
- Global Studies – Europe: Global Citizenship Learning Community (UC 1900); Core courses (ANTH 1010; ECON 1000 OR 1030 OR 1040; GEOG 2400; INST 1400; POLS 2500); Tier I requirements; Tier II & Global Studies electives (AH 2130; BIOS 2750; CLWR 1810; DANC 3550; EDTE 2500; FILM 2010; GEOG 1310; GEOL 2110, 2150, 2310; IHS 2210; MUS 1210; POLS 1500, 2300); Language: French, German, Italian, Portuguese, Russian, or Spanish (3 years of one language required)
- Global Studies – Latin America: Global Citizenship Learning Community (UC 1900); Core courses (ANTH 1010; ECON 1000 OR 1030 OR 1040; GEOG 2400; INST 1600; POLS 2500); Tier I requirements; Tier II & Global Studies electives (AH 2130; BIOS 2750; CLWR 1810; DANC 3550; EDTE 2500; FILM 2010; GEOG 1310; GEOL 2110, 2150, 2310; IHS 2210; MUS 1210; POLS 1500, 2300); Language: Spanish or Portuguese (3 years of one language required)
- Global Studies – War and Peace: Global Citizenship Learning Community (UC 1900); Core courses (ANTH 1010; CAS 1425; COMS 1100; ECON 1000 OR 1030 OR 1040; GEOG 2400; POLS 2500); Tier I requirements; Tier II & Global Studies electives (AH 2130; BIOS 2750; CLWR 1810; DANC 3550; EDTE 2500; FILM 2010; GEOG 1310; GEOL 2110, 2150, 2310; IHS 2210; MUS 1210; POLS 1500, 2300); Area Studies Core (HIST 2460; INST 1100, 1114, 1400, 1600); Language: Akan (Twi), Arabic, Chinese (Mandarin), French, German, Hindi-Urdu, Indonesian, Italian, Japanese, Khmer, Kikuyu, Malaysian, Portuguese, Russian, Setswana, Somali, Spanish, Sudanese Arabic, Swahili, Thai, Vietnamese, Wolof, Yoruba, or Zulu (3 years of one language, or 2 years of one language and 1 year of another language required)

GREEK, LATIN (GK, LAT)

First-year students should enroll in introductory courses in ancient Greek and Latin language (GK 1110 and LAT 1110) in fall semester.

HEALTH SERVICES ADMINISTRATION (HLTH)

First-year students should focus on completing their Tier 1 and Tier 2 requirements, as well as the following courses: HLTH 2000; HLTH 2170; ACCT 1010; COMS 1030; ECON 1030; MKT 2020; and PSY 2110. HLTH 2000 is the first requisite for the Health Services Administration core requirements and should be taken as early as possible.

HISTORY (HIST)

First-year students should select any two courses from the Western Heritage sequence (HIST 1210, 1220) or the World History sequence (HIST 1320, 1330). In the fall, first-year students are strongly encouraged to enroll in the learning community linked to one of these courses. Students may also take the U.S. survey (HIST 2000, 2010). A learning

community may be available in one or more of these courses. Begin working on the Arts & Sciences foreign language requirement, as well as Arts & Sciences college distribution areas, which may also fulfill Tier II requirements.

INDUSTRIAL AND SYSTEMS ENGINEERING (ISE)

CHEM 1210 or 1510; COMS 1030 or THAR 1130; ECON 1030; ENG 1510; ET 1100, 1500; ISE 1100, 2100, 3200; MATH 2301, 2302; PSY 1010; PHIL 1300; PHYS 2051, 2052

INFORMATION AND TELECOMMUNICATION SYSTEMS (ITS)

ITS 2140; Tier II courses; ECON 1030, 1040; courses for the business minor (e.g., MGT 2000, MKT 2020, MIS 2021).

JOURNALISM (JOUR)

Both journalism tracks (News and Information and Strategic Communication) require JOUR 1010. Students who have completed JOUR 1050 or MDIA 1091 or MDIA 1010 and transfer in to journalism may substitute one of those courses for JOUR 1010. Also required are the following (which can overlap with Tier I and II): political science (1 course); psychology (one course, not PSY 1110 or 2110); history (2 courses); English (2 courses, first-year composition and one ENG literature course); statistics (one course, e.g. PSY 1110 or 2110 or MATH 2500 or ECON 3810); philosophy or classics and world religion (2 courses, one must be PHIL 1200); sociology and/or anthropology (1 course); economics and business (2 courses, one ECON course and one additional course from ECON, ACCT 1010, BUSL, 200, MGT 2000, MKT 2020, FIN 3000, or MIS 2021); 2 courses in same foreign language; one natural science course and one applied science course; one course in interdisciplinary arts/fine arts; (2 courses of MDIA 2701) one course in African American studies or women's and gender studies; one Arts & Sciences cross-cultural perspectives course, and one Arts & Sciences elective or COMS 1030.

LINGUISTICS (LING)

Declared Linguistics majors should enroll in LING 1010, LING 3500. Students interested in Linguistics who are not declared Linguistics majors should enroll in LING 2700, LING 2750 or LING 2800.

LONG-TERM HEALTH CARE ADMINISTRATION (HLTH)

First-year students should focus on completing their Tier 1 and Tier 2 requirements, as well as the following courses: HLTH 2000; HLTH 2170; HLTH 2901; ACCT 1010; ECON 1030; EH 2000; PSY 1010; PSY 2110.

MATHEMATICS (MATH)

Majors should complete the MATH 2301/2302/3300 series as far as possible and should NOT take 1350. Majors with a PL2 placement should start in MATH 1300 as soon as possible. Arts and Sciences foreign language requirement; Arts and Sciences college distribution areas may also fulfill Tier II requirements. Actuarial Science majors should consider taking ECON 1030 and/or 1040.

MECHANICAL ENGINEERING (ME)

ME 1010, 1800; ENG 1510; MATH 2301, 2302, 3200; PHYS 2051; CHEM 1510; ET 1100, 1500, 2100, 2300; 2CP; 2FA; 2HL; 2SS (choose one in each category).

MEDIA ARTS & STUDIES (MDIA)

All students entering the School of Media Arts & Studies spend the first year as Pre-Media Arts and Studies majors. During this year, Pre-MDIA majors are required to take MDIA1010, 1020 and two 1.5 credit-hour production basics courses (MDIA1200, 1300, 1400 or 1500). MDIA1010 is offered in the fall semester. MDIA1020 and the production basics courses are only offered in the spring semester. Pre-MDIA majors must complete these courses with a C grade or better to be admitted into a chosen emphasis area. During the first year, completion of ENG1510, the Tier I Quantitative Skills course, and partial completion of other Tier II general education requirements are recommended. Students wishing to take more MDIA courses in their first year may also consider MDIA Tier II course offerings: MDIA 2012, 2113, 2132, or 2305.

MODERN LANGUAGES: FRENCH (FR), GERMAN (GER), SPANISH (SPAN), RUSSIAN (RUS), ITALIAN (ITAL), PORTUGUESE (PORT)

First year students are strongly encouraged to enroll in language courses. Students who want to continue taking French, German, Italian, Portuguese, Russian, or Spanish MUST take the language placement exam before enrolling in a course. If the student has had no prior language experience, they must obtain permission before registering. The 1110-1120 sequence is elementary; 2110-2120 is intermediate; 3110-3120 is advanced. Students may also begin working on Arts and Sciences college distribution areas.

MUSIC (MUS)

All music majors take MUS 1090, MUS 1250, MUS 1410/1420, ensemble, and applied study on their voice/instrument. All music majors are required to take MUS 1009/1010 and MUS 1029/1030 depending on music theory placement. First-year students in Music Education should also take MUS 1630 and 1790; first-year Music Therapy majors should also take MUS 1810/1820 and MUS 1470/1480 (if instrumental); first-year Performance majors should also take chamber music and MUS 1210; and first-year Composition majors should also take MUS 1210. First-year music majors should also focus on Tier I and Tier II requirements. All prospective music majors must audition successfully prior to admission to music major degree programs.

NURSING PRE-MAJOR (NRSE)

NRSE 1111; CHEM 1210-1220; BIOS 1300-1310; ENG 1510; 3 of the following 5 courses: EDEC 1600 or PSY 2410, NUTR 1000, SOC 1000, PSY 1010, and COMS 1010.

NUTRITION (PRE-PROFESSIONAL)

ANTH 1010; BIOS 1700/1705, 1710/1715; CHEM 1510, 1520 (CHEM 1500, depending on placement); COMS 1010; NUTR 1000, 1100; MATH 1350 or 2301; PSY 1010; any Tier II Fine Arts course.

OCCUPATIONAL HYGIENE AND SAFETY (OHS)

BIOS 1030 or 1700; CHEM 1210-1220 or 1510-1520; ECON 1030 and ECON 1040; EH 2000; OHS 2000; HLTH 2000; MATH 1300 or 1350 or 2301; PHIL 1300; PHYS 2001, 2002; PSY 1010, 1100 or 2100; SOC 1000. Any Tier II classes.

OUTDOOR RECREATION AND EDUCATION (REC)

REC 1000, 1130, 1180, 2010, 2150, 2750.

PHILOSOPHY (PHIL)

Begin with PHIL 1010, or with an area course, such as logic (1200), ethics (1300), religion (2600), or another 2000-level course. Arts and Sciences foreign language requirement; Arts and Sciences college distribution areas may also fulfill Tier II requirements.

Physical Education Teacher Education (PETE)

Students will enter the program as a Physical Education Teacher Education pre-major (ND8838) and will need to complete the requisite courses with a C or better and earn a cumulative GPA of 3.0 or better before applying to the Physical Education Teacher Education major (BS8106). These pre-major requisite courses need to be taken the first year: BIOS 1030, ENG 1510, HLTH 2020, COMS 1030, PETE 1260, PETE 2100, EXPH 2280, PSY 1010, and MATH 1090 or higher.

Physical Activity and Sport Coaching (PASC)

Students must maintain a GPA of 2.0 or better and complete the following courses within the first year: ENG 1510, COMS 1030, BIOS 1030, PSY 1010, AT 1001, NUTR 1000, PETE 2000, PETE 2100, PETE 1260, and MATH 1090 or higher.

PHYSICS AND ASTRONOMY (PHYS, ASTR)

- If Math Placement Level 3 (PL3) please take the following courses: fall: PHYS 1901, MATH 2301; spring: PHYS 2051, MATH 2302.
- If Math Placement Level 2 (PL2), you are **strongly** encouraged to take the Math Placement test to improve your placement to PL3. If the placement test score is still not high enough to move up to that level, then please take the following courses: Fall: PHYS 1901, MATH 1300; Spring: PHYS 2051, MATH 2301.
- If lower than Math Placement Level 2 based on ACT scores, then you are **strongly** encouraged to take the Math Placement test to improve your placement to PL2 and take MATH 1300 in fall semester. Needing to take remedial math courses before taking MATH 1300 could delay your graduation.
- Other courses: ENG 1510; ET 2100 or CS 2400, Tier II Humanities, Fine Arts or Social Science requirements (these may also fulfill Arts & Sciences college distribution requirements). Many Physics & Astronomy students take a Philosophy course (e.g. PHIL 1010) for their Tier II Humanities requirement. Music Theory (MUS 1000) or History of Rock Music (MUS 1240) are popular Tier II Fine Arts requirement choices.
- One year of a foreign language is required for a BS degree. If you like languages and plan to take more than the minimum one year (for study abroad or to get a minor in a language), then language courses may be taken in first year. Otherwise, it is recommended that you wait until your second year to take a language course.
- There is a learning community available for physics & astrophysics majors. Taking that along with PHYS 1901 is highly recommended.

POLITICAL SCIENCE (POLS)

First-year students should enroll in a POLS 1000-level course in the Fall semester. (If a student has already completed a 1000-level course, then the student can proceed to any 2000-level course.) Students should begin their Arts & Sciences foreign language requirement and the A&S distribution requirements.

PSYCHOLOGY (PSY)

PSY 1010, 2110, 2120; Arts and Sciences college distribution (social sciences, natural sciences and humanities) and foreign language requirements. The prerequisite for PSY 2110 is a Math Placement Level 2 or higher or MATH 1200 or 1300 or 2301 & (not MATH 2500 or QBA 2010 or ECON 3810 or COMS 3520). Arts and Sciences college distribution requirements.

RECREATION MANAGEMENT (REC)

REC 2010, 2150, 2750; and courses required for a Business minor.

RESTAURANT, HOTEL AND TOURISM (RHT)

ECON 1000; RHT 1100, 1200, 1330; SOC 1000 or PSY 1010, 1110; MIS 2011; CONS 2500; ENG 1510; NUTR 1000; MATH 1200.

RETAIL MERCHANDISING & FASHION PRODUCT DEVELOPMENT PRE-MAJOR (RFPD)

RFPD 2010; CONS 2500, COMS 1030; IART 1170 or 1180, ECON 1000, MATH 1200 or higher; PSY 1100 or PSY 2110; PSY 1010 or SOC 1000; CONS 2500; ACCT 1005; ART 1121 or RFPD 1500 or 1600.

SOCIAL WORK PRE-MAJOR (SW)

SW 1000, SW 2601C; BIOS 1030 or BIOS 1300; PSY 1010, 2110, 2410 or EDEC 1600. Additional liberal arts courses, including one from each of the following four departments: anthropology, economics, political science, sociology; Tier I composition and quantitative requirement (MATH 1200 required); Liberal arts courses may also fulfill Tier II requirements. Students must have a minimum 2.5 cumulative GPA for admission to the major from the pre-major.

SOCIOLOGY (SOC)

For Sociology: SOC 1000; for Criminology: SOC 1000 and SOC 2600; additional recommended 2000-level courses are SOC 2100, 2110, 2200, 2300; and PSY 2110. Arts & Sciences foreign language requirement; Arts and Sciences college distribution requirements.

THEATER (THAR)

THAR 1090, 1110, 1111, 1130, 1390, 1391, 1392, 1720, 1730; Tier I and II requirements.

VISUAL COMMUNICATION (VICO)

First year: VICO 1000 (offered only in the fall); VICO 1014 (fall for design majors; spring for photography majors); VICO 1021 (fall for photography majors; spring for design majors); VICO 1115 all design majors (spring); VICO 2390 photojournalism majors (spring). Additionally, all students are required to complete JOUR 1330. All VICO students must

choose from ART 1200, 1210, and/or 1230. Choose Tier I and II requirements which also fulfill general requirements for VICO (see Undergraduate Catalog).

WOMEN'S, GENDER, AND SEXUALITY STUDIES (WGS)

WGSS 1000 (a Tier II HL course); WGSS 2000, 2100; BIOS 2020; PBIO 2170; HLTH 2100; CLWR 2220; SOC 2200.

UNDECIDED STUDENTS/UNDECLARED STUDENTS (UNC)

First-term students who are exploring major options or working toward requirements of a selective major are required to register for a learning community that aligns with their current interests and skills.

4/2.4 DARS

See Chapter 3/Section 2c

4/2.5 External/Transfer Credit

See Chapter 8/Section 2

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CHAPTER 4

SECTION 3

4/3.1 Grading System

- | | | | |
|------|--------|------|--------|
| • A | = 4.00 | • C | = 2.00 |
| • A- | = 3.67 | • C- | = 1.67 |
| • B+ | = 3.33 | • D+ | = 1.33 |
| • B | = 3.00 | • D | = 1.00 |
| • B- | = 2.67 | • D- | = 0.67 |
| • C+ | = 2.33 | • F | = 0.00 |

4/3.2 GPA (Grade Point Average)

The basis for determining a student's scholastic standing is the grade point average (GPA). This average is determined by dividing the total number of grade points earned by the total number of semester hours of credit attempted.

How to Calculate Your GPA

You can find your hours attempted and points earned on your most recent DARS, which shows all course grades you have earned.

Divide points earned (points earned means the total grade points for all courses completed for a grade) by the hours attempted (all courses you have completed at OHIO for a grade, including failed courses). See Ohio University's Grading System (above) for points earned per grade (1 hour of A = 4pts, so 3 hours of A = 12pts).

GPA = grade points earned ÷ hours attempted

For example, if a student earned a C (2.0) and a B (3.0) in each of two three-hour courses, first multiply the number of hours in each course by the grade point value for that grade ($3 \times 2 = 6$ and $3 \times 3 = 9$) and add the grade points for each course together to find the total number of grade points (15). Then add the number of hours attempted ($3 + 3 = 6$) and divide the total number of grade points by the total hours attempted ($15/6 = 2.5$). The student's GPA after completing the two classes would be 2.5.

If you want assistance to calculate your GPA, see your college office, your advisor (found in your MyOHIO Student Center), or visit the Allen Student Advising Center in Baker Center 417.

Additionally, there is a GPA calculator in your [MyOHIO portal](#). Sign in to my.ohio.edu and click on the Academics tab. If the GPA calculator is not already available, click the Customize drop-down tab and add it to your page.

A [GPA calculator](#) is also available from the AAC.

Cumulative vs. Semester GPA

- Your cumulative GPA is your GPA for all of your semesters at Ohio University.
- For your first semester, your semester GPA and cumulative GPA are the same.
- After the first semester, you will have a GPA each semester, which will contribute to your cumulative GPA.

4/3.3 Other Credit Options

CR = Credit

Credit is added to credit earned but does not figure into the GPA (grade point average).

I = Incomplete

An Incomplete may be given when a student does not finish the work required for a regular grade because of extenuating circumstances (extended illness or family emergency, etc.) A grade of "I" must be arranged with the instructor of the class. Failing the course is NOT a legitimate reason for requesting an Incomplete. The "I" does not

count in the GPA. The student must complete the work and the instructor must submit a grade change within the first two weeks of the next semester of enrollment or two years from the end of the term in which the grade of “I” was given, whichever comes first, or the “I” converts to an “F”, and the “F” counts in the student’s GPA. (The instructor may request a one-time extension to the end of the semester). When a student applies for graduation, any Incompletes on the record will be calculated as “F” grades for the purposes of determining eligibility for graduation and will be converted to “F” grades upon graduation.

WN = withdrawn never attended

Student never attended or participated in the class.

WP = Withdrawn Passing

Student was passing the class at the time of the withdrawal.

WF = Withdrawn Failing

Student was failing the class at the time of the withdrawal.

WP and WF are used when the student drops a class after the Friday of the second week of the semester. These grades do not count in the GPA, even if the student was failing the class at the time of the drop. See Course Offerings for drop deadlines.

FN = Failure Never Attended

FS = Failure Stopped Attending

These FN and FS grades are assigned when the student does not officially drop a class for which he or she is registered but either never attended (FN) or attended at least once (FS). Both the FN and FS count as an F grade in the GPA. Even if you never attend class, unless you drop the class by the end of the 10th week, you will fail the class and the F will be in your GPA.

AU = Audit

A student interested in taking a class under the audit grading option should register for the class then contact the student services office in their college or regional campus by Friday of the second week of the semester. Registering for audit is requesting to preview or review the course without earning a grade or credit hours. The student is expected to attend and participate in the class according to the instructor’s policy. Failure to do so can result in removal of the Audit from the record. Audited classes count in tuition, but do not count toward financial aid eligibility. Audited classes appear on your official transcript with AU grades, and they do not apply toward any requirements for your major, minor, or certificate.

NR = No Report

The instructor does not report a grade or turns in grades too late to be processed. If this occurs, contact your instructor immediately.

P = Pass

Conversion of grades A through D- under the pass/fail option. The fail “F” grade on the pass/fail option counts in the GPA the same as any “F” grade. Only electives may be taken pass-fail. To be eligible to take a class Pass/Fail, a student must have at least 2.5 GPA for the most recent semester of full-time enrollment or a cumulative GPA of 2.0 or higher. To take a class Pass/Fail, a student must register for the class through online registration and then go to their college or regional campus student services office by Friday of the second week of the semester to request the pass/fail option.

4/3.4 Academic Honor Opportunities

Dean’s List

The Dean’s List, compiled at the end of each semester, includes the names of all students whose GPA for the semester is at least 3.5 for a minimum of 15 credit hours earned, including at least 12 credit hours attempted for letter grades that are used to calculate GPA.

Departmental Honors

Outstanding undergraduate students at Ohio University who are not students in the Honors Tutorial College may choose to earn departmental honors in their major. A thesis or project is required. Depending on the major, this thesis or project may be an expository or creative piece of original work, the result of supervised research, or a collection of artistic endeavors. A departmental supervisor assists you in deciding an appropriate project and guides you toward completion of the thesis or project. Departments determine the eligibility of students. You should talk with the Honors Coordinator in your department about your interest in this program. To graduate with departmental honors, you must satisfy the criteria required by your major department. You are advised to begin planning this program as soon as possible. Successful completion of departmental honors is noted in the commencement program, on your transcript, and on your diploma.

Graduation with Honor

To be eligible for graduation with honor, you must complete a minimum of 30 hours of coursework with letter grades that affect your GPA in residence at Ohio University.

The GPA requirements for graduation with honor are:

- Cum laude (with honor) 3.5 to 3.749
- Magna cum laude (with high honor) 3.75 to 3.899
- Summa cum laude (with highest honor) 3.9 to 4.0

4/3.5 Probation & Dismissal

At the end of each semester, every undergraduate student must earn at least a 2.0 minimum [cumulative GPA](#), or they will be placed on academic probation. To be removed from probation, the student's cumulative GPA must reach at least 2.0.

If you are placed on academic probation, schedule an appointment as soon as possible with your academic advisor. Your advisor can answer any questions you have regarding academic probation, help you identify behaviors/circumstances that may have negatively impacted your academic progress, and create a plan to improve your grades.



If you are placed on academic probation, you will be required to attend an Academic Success Workshop at the beginning of your next enrolled semester. Some colleges also require students who have earned below a specific GPA to attend a Gaining Academic Progress Workshop. During these workshops, you will learn strategies to help you succeed academically.

Students With Fewer Than 90 Semester Credit Hours Earned

A student who is placed on academic probation and does not earn at least a 2.0 cumulative GPA the following semester is either continued on probation or is academically dismissed.

The student is continued on probation if either:

- the semester GPA is at least 2.0
- the cumulative GPA is equal to or greater than the minimum GPA required for the total hours earned

Total Hours Earned	Minimum Cumulative GPA to be Continued on Academic Probation
0 – 29.99 hours earned	1.6 cumulative GPA
30.00 – 59.99 hours earned	1.8 cumulative GPA
60.00 – 89.99 hours earned	1.9 cumulative GPA

If a student who is on probation fails both of the criteria above, they will be academically dismissed.

Contact your college office for information on the reinstatement policy for your college.

Students With 90 or More Semester Credit Hours Earned

Students with 90 or more semester credit hours earned who are on probation must achieve a 2.0 accumulative GPA to avoid academic dismissal.

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CHAPTER 4

SECTION 4

4/4.1 DARS

→ [Information about DARS](#)

→ [Access your DARS](#)

→ [How to read your DARS](#)

4/4.2 Registration

→ [Registration Access Schedule](#)

→ Your enrollment appointment (registration access) time is available in My OHIO Student Center.

Fall and Spring Priority Registration

- Undergraduate students are required to meet with an academic advisor prior to registering for classes. All undergraduate students will have a priority registration advising hold until your advisor releases the hold. You will receive an email when your priority registration advising hold is released.
- You will receive an email notification when your appointment time has been assigned.
- For planning purposes only, you may add classes to your cart in My OHIO Student Center prior to your enrollment appointment time. You are not registered in your classes until you finalize your registration by

clicking "Finish Enrolling" and receive the success message for each class to indicate you are enrolled.

Summer Registration

- Available to all students at the same time.
- No hold is associated with registration.



NOTES

If an undergraduate student is pursuing more than one major, the student must have their hold cleared by the advisor (or designee) of each major. The student will not be permitted to register until the holds have been released for all majors.

4/4.3 Advising & Holds

Advising

For more information about academic advising, see Chapter 3

- Your advisor is listed in My OHIO Student Center in the Advisor box.
- Your advisor is listed on the first page of your DARS report.

Holds

Some students may find that they are prevented from registering or receiving other University services because a hold has been placed on their academic record. Holds are placed when students fail to meet financial or other obligations. Students need to clear the hold with the office that placed the hold before they will be allowed to register or receive other University services.

4/4.4 Finding Classes

→ Find course descriptions in the Ohio University [Undergraduate Catalog](#)

→ Search for classes in [Course Offerings](#)

Planning Your Schedule

Ask yourself or your advisor these questions as you start to look for classes:

Should I enroll in a Learning Community?

All University College students and many Arts & Sciences undeclared students will participate in a Learning Community that includes either UC 1900 (1 credit) or UC 1000 “The University Experience” (2 credits), which has a unit on choosing a major and exploring related careers.

Which courses are required for my current major or a major I am considering?

Talk with your orientation advisors, read the section “Suggested Introductory Courses for Majors,” or see the Undergraduate Catalog, www.catalogs.ohio.edu.

In which semester am I assigned to take English 1510?

Students with appropriate English AP scores or transfer courses have completed this requirement.

Do I need a math, chemistry, economics, accounting, physics, etc. course which requires a specific math placement level (PL1, PL2, or PL3) or requisite course? Do I have the correct math placement or appropriate AP or transfer credit?

Are there courses I need or want, which are only offered this semester or are in a sequence that starts this semester?

My major is undecided. Which Tier 2 or elective courses interest me?

Some choices may overlap with future college or major requirements.) Should I enroll in EDCE 2010, “Career and Life Planning” (2 credits)?

Should I take UC 1100, “Learning Strategies” (2 credits) and/or UC D998, “College Reading Skills” (2 credits) to develop my study skills and/or college reading skills?

Or do I need UC 1060, “Academic Computing Skills” (1 credit) to develop the computer skills I will need at OHIO?

What should I do if I wish to change my major?

After the semester begins or whenever you decide to declare or change your major, go to the college office of the major you want. The college will determine if you meet the admissions requirements and will help you with the change of major process. Generally, students can only change majors during the first seven weeks of any semester. However, some colleges or majors have different times they accept students. See Transfer Requirements on previous pages for more information.



NOTES

Many first-year students enroll in 1000- and 2000-level courses. Such courses generally have few or no prerequisites and serve as introductions to the area of study.

Balance Your Course Selections

Most students take 5 courses or 15 hours per semester

Balance more difficult and less difficult courses each semester.

If you need to take a course that will probably be very demanding, try to take another course in an academic area that is a strength for you.

You establish your GPA during the first year at OHIO (if you are a transfer student, only your course credit transfers, not your GPA). That is why it is so important to earn your best grades now.

The more credits you earn, the more difficult it becomes to raise your GPA. Many majors at OHIO and graduate programs (if you decide to continue your education), as well as many internships, require at least a 2.8 or higher GPA.



NOTES

You may register for up to 20 credits without special permission. If you want to take more than 20 hours, you must get permission from your college office. Permission may depend on your GPA and hours earned. You will pay extra tuition for each hour above 20 hours.

4/4.5 How to Register for Classes

To register, use [My OHIO Student Center](#) (which may be accessed from [My OHIO portal](#) — Academics tab). For questions, contact [Registrar Services](#) in Chubb Hall.

- [How to Register for Classes](#) [Video]
- [Registration Instructions](#) [PDF]

4/4.6 Waitlisting

Waitlisting is available for some classes at Ohio University and those are identified in Course Offerings.

→ [Waitlisting FAQs](#)

TOP THINGS TO REMEMBER ABOUT WAITLISTING

- Waitlisting is an option for some classes that allow you to be on an electronic waitlist for a class that is full, rather than seeking out a paper permission slip.
- Classes with a waitlist available are identified in Course Offerings with a class note.



Course	Title	Component	Class Number	Section	Days	Time	Credit Hours	Instructor	Course Fee
▶ GEOG 3200	Human Geography	Lecture	3344	100	M,W,F	10:45 AM to 11:40 AM	3	Anderson	\$0

A waitlist is available for this class section. Please see www.ohio.edu/registrar/waitlistreg-faq.cfm for more information about waitlisting.

- **Your waitlist order is based on when you get on the waitlist.** If you aren't sure about getting on a waitlist, add it and follow up with your advisor.
- If you get on the waitlist for a class, remember you will not get enrolled unless you leave that timeslot open.
- If you are enrolled in one section of a course and want to get on the waitlist for a different section to replace it, use the “Swap” option unless it is a multi-component course.
- Once you are on a waitlist, check your schedule frequently to see if you've been added to the class. **You are not automatically notified if you are enrolled from a waitlist.** You will need to check your schedule and make any necessary adjustments.
- **How to get on the waitlist for a class...**
Once a class is in your shopping cart, select the “waitlist if class is full” checkbox on step 1 of the registration process.

1. Select classes to add - Enrollment Preferences

Summer Semester 2016-17 | Undergraduate | Ohio University

VICO 1000 - Intro to Studies in Visual Com

Class Preferences

VICO 1000-100 Lecture ⚠ Wait List Wait List: Wait list if class is full

Session: 1st Summer Session Permission Nbr:

Career: Undergraduate Grading: Δ-F

Units: 3.00

How to get on the waitlist for a class

- **How to find your waitlist position...**

On your class schedule, look in the “Waitlist Position” column.

Search Plan Enroll My Academics

my class schedule add drop swap edit term information

My Class Schedule

Select Display Option: List View Weekly Calendar View

Summer Semester 2016-17 | Undergraduate | Ohio University

Class Filter Options

Show Enrolled Classes Show Dropped Classes

Status	Waitlist Position	Units	Grading	Grade	Deadlines
Waiting	1	3.00	Grade Eligibility Code 1		

How to find your waitlist position

4/4.7 Permission [Green] Slips

Class permission slips may be requested from instructors or the academic departments/schools where the courses are taught. Return the signed class permission slip for processing to the appropriate office, as indicated on the class permission slip, no later than the Friday of the second week of the semester.

Class permission slips are to be used when one or more of the following conditions exist:

- Permission is required from department/instructor to enroll in class and student has obtained permission.
- Student does NOT meet requisites but has permission to enroll in class and enforced requisites are being waived.
- Class is full but student has permission to enroll in class.
- Permission to add class after the Friday of the first week of the semester. (Instructor's permission is required to add a class after the Friday of the first week of the semester.)

- Student has reached maximum repeat/retake limit but has received permission to enroll in class and maximum repeat/retake limit is being waived. (Class permission slips must be returned to Registrar Services, first floor, Chubb Hall to be processed.)
- Retaking course in same semester. (Class permission slips must be returned to Registrar Services, first floor, Chubb Hall to be processed.)
- Override major set aside. (Class permission slips must be returned to Registrar Services, first floor, Chubb Hall to be processed.)
- Faculty permission for time conflict. (Class permission slips must be returned to Registrar Services, first floor, Chubb Hall to be processed.)



If your class permission slip has an expiration date, it must be processed on or before that date, but no later than the Friday of the second week of the semester.

4/4.8 Placing Into the Right Course with Placement Tests

Placement tests are designed to assist you and your advisor in deciding on appropriate courses. In addition, information about your ACT reading sub-score or SAT-verbal score and the recommended reading load based on your score can help you create a balanced schedule.

Chemistry Placement Test

The chemistry placement test is a national exam to evaluate students' skills in algebra, general science, and high school chemistry. All students intending to major in a discipline that requires CHEM 1510 (most majors in engineering and the natural and life sciences) must take the placement exam. The test results indicate the appropriate first course for college chemistry: CHEM 1500 or 1510.

- Students in majors that require the **CHEM 1210/1220 sequence** should not take the placement exam.
NOTE: Students cannot earn credit for both CHEM 1210 and CHEM 1510. Students will earn credit for

both CHEM 1500 and CHEM 1510.

- **Chemistry 1500:** Students who receive this placement are not yet ready for entry into the Fundamentals of Chemistry (CHEM 1510) course. They will improve their skills in CHEM 1500 and may enroll in CHEM 1510 after completion of CHEM 1500 with a C- or better. The requisites for CHEM 1500 are MATH PL 2 or MATH 1300 or concurrent AND NOT CHEM 1210. CHEM 1500 is a 4-credit course offered in the fall and spring.
- **Chemistry 1510:** Students who receive this placement have sufficient background skills for a science or engineering major. CHEM 1510 is the entry course for the Fundamentals of Chemistry course sequence. The requisites for CHEM 1510 are MATH 1300 or MATH PL 2 (or higher) AND a score of 34 or better on the chemistry placement exam OR CHEM 1500 with C- or better. CHEM 1510 is a 4-credit course offered in the fall, spring, first summer session, and second summer session.

If you have additional questions about the chemistry placement exam, please contact the Department of Chemistry & Biochemistry at 740-593-1737 or chemistry@ohio.edu.

Language Placement Tests

In order to begin a language at the appropriate level students need to take a placement test from the department that manages the language they would like to study.

French, German, Italian, Portuguese, Russian, Spanish

Contact: Modern Language, 740-593-2765, Gordy Hall 283

Process: These languages require a placement test or a course permission slip except Italian

American Sign Language

Contact: Becky A Brooks, Ph.D., NIC, brooks1@ohio.edu, 740-593-1405, Grover W244A

Process: Students may register for the first term CSD 1110 with a placement test.

Upper levels require requisites or testing.

Arabic, Chinese, Japanese, Swahili

Contact: Dr. Chris Thompson, thomsoc@ohio.edu, 740-593-4564, Gordy Hall 383.

Process: Students may register for the first term (1110) without a placement test.

Upper levels require requisites or testing.

Akan (Twi), Bahasa Malaysia, Hindi, Indonesian, Setswana, Thai, Wolof

Contact: Center for International Studies, 740-593-1840, international.studies@ohio.edu, Yamada International House, 56 East Union Street.

Process: Students may register for the first term (1110) without a placement test.

Upper levels require prerequisites or testing.

Greek or Latin

Contact: Classics and World Religions, Dr. Bill Owens, owensb@ohio.edu, 740-597-2100

Process: Students may register for the first term (1110) without a placement test.

Upper levels require prerequisites or testing.

Mathematics Placement Test

A math placement is necessary to register for courses in accounting, economics, chemistry, engineering, computer science, math, physics, and statistics on the Athens campus. Ohio University determines a student's skill level in math in one of three ways.

A sub-score from the ACT or SAT, a college-level math course transferred in from another institution, or Advanced Placement credit for math. Students without one of these will not be assigned a math placement; therefore, these students must take the math placement test. Even if you have completed a math course at another institution, please have your ACT/SAT scores sent to the Undergraduate Admissions if you have not already done so.

Math Placement Level	ACT Math Score	SAT Math Score	First Course (Athens Campus)
DV	0–19	0–519	MATH D005 (Elementary Algebra) *Note: This course does not meet the General Education Tier 1 quantitative requirement, but is the requisite for all Placement Level 1 (PL1) courses.
PL1	20–23	520–579	MATH 1090 (Consumer Mathematics) or MATH 1200 (College Algebra) or MATH 1250 (Introductory Game Theory) or PSY 1110 (Elementary Statistical Reasoning) or PHIL 1200 (Principles of Reasoning)
PL2	24–29	580–709	MATH 1300 (Pre-Calculus for engineering & Natural Sciences) or MATH 1350 (Survey of Calculus for Business) or PSY 2110 (Statistics for Behavioral Sciences)
PL3	30–36	710–800	MATH 2301 (Calculus I) Note: This placement satisfies the Tier I quantitative requirement

If you do not have a math placement, or if you are not satisfied with your ACT/SAT placement results, you may log on to [ALEKS](#) and take the math placement test.

Computer Science Placement Test

CS 2400 is the introductory course for Computer Science majors and minors; however, it assumes some programming knowledge and experience. To take this course, students must first either take the placement test offered by the Russ

College of Engineering and Technology or take CS 1400, CS 2300 or ET 2100 as a requisite. Placement dates and times will be listed in course offerings under the entry for CS 2400, or you may contact Tiffany Hunter at 740-593-4672, huntert1@ohio.edu, or in Stocker 329.

English Composition Waiver

All students are assigned to take ENG 1510 during a particular semester—fall or spring. Completing this course fulfills the Tier 1 English Composition requirement.

The English department offers the first-year composition exemption exam once during the fall semester and once during the spring semester. It takes place the Saturday of the first week of classes from 9:45 a.m. to 12 p.m. You must be registered for the exam before exam day, and you may take it only once. You may register at the Department of English (Ellis Hall Rm. 360) during the first week of classes between 8 a.m. and 5 p.m. and pick up an information sheet that gives more information on the exam.

Please note that fewer than 10% of first-year students earn a waiver.

While you may take the exam and receive an exemption, you fulfill the Tier 1 requirement but do not receive credit hours for a composition course.

Visit the English department webpage for complete information.

ACT Reading Score

Research shows that reading ability is a significant factor in your academic success in college. To assist you and your advisor with your choice of the appropriate type and number of reading courses, the University uses the reading score of the ACT.

ACT Score	Consider	Recommendations
Below 16	Students with these scores may face a significant barrier to completing college level reading assignments. Work directly with your advisor to determine the best course load and major.	Strongly recommended to enroll in college reading skills UC D998
16-18	Enroll in no more than one course per semester requiring substantial reading.	Strongly recommended to enroll in college reading skills UC D998
19-20	Enroll in no more than one course per semester requiring substantial reading.	Recommending to enroll in UC D998: College Reading Skills or UC 1100: Learning Strategies or UC 1900: Learning Community Seminar
21-23	Enroll in no more than two courses per semester requiring substantial reading.	
24-36	Prepared for two or more courses per semester requiring substantial reading.	

What your ACT Reading Score may mean when you choose your courses...



First-year students with an ACT reading sub-score below 21 or SAT Verbal score below 480 may register for UC D998.

The AAC offers one-on-one, in-person study skills coaching which can help with time management, concentration, memory, taking good notes, exam preparation, and more.

4/4.9 Adding/Dropping Classes

Once you leave Bobcat Student Orientation, you will use [My OHIO Student Center](#) to make changes to your schedule. Registration is available 24 hours a day, seven days a week.*



NOTES

Add and drop dates may vary for classes that are flexibly scheduled or do not meet the full semester. See [Course Offerings](#) or your [My OHIO Student Center](#) for specific dates.

Adding Classes

You may add a class without the instructor's permission through your My OHIO Student Center before classes begin through Friday of the first week of the semester. Be sure to complete the 3-step process that includes "Finish Enrolling." Always check your schedule again when you are done. You may add a class with the instructor's permission through Friday of the second week of the semester by obtaining a completed and signed class permission slip from the instructor and returning it to the appropriate office, as indicated on the permission slip, no later than the second Friday of the semester for a full-term class.

If you add a class after the semester begins, see the instructor immediately to make sure you may remain in the class (see Non-Attendance policy), get a copy of the syllabus, and access Blackboard if your instructor uses it.



NOTES

A student may request a class permission slip to add a class only from instructors or academic departments/schools where the course is taught. It is usually most effective to make your request in person by visiting the instructor in her/his office or by visiting the class and asking before class begins.



REMINDER

Talk to your advisor before changing your schedule! Be sure to remain in at least the minimum hours required if you are receiving financial aid (12 hours) and/or a scholarship (15 hours).

Dropping/Withdrawing From Classes

Use your My OHIO Student Center to drop any class except your last class.

When you plan to drop a class and add a different class, use the Swap feature to ensure you are not dropped from your class until you have successfully added your replacement class.

You may drop a full-semester class from the time you register through the Friday of week ten of the semester using your My OHIO Student Center.

Dropping credits through the Friday of the second week of the semester entitles you to receive a 100 percent refund of the reduction when such changes result in a reduction of fees — unless you are dropping all hours (see *Withdrawing After Classes Begin* below). Classes dropped through the Friday of the second week will not appear on your academic record. Withdrawn classes after the Friday of the second week of the full semester will appear on your academic record with grades of WP or WF and will not result in a refund of fees.

See Academic Calendar for drop deadlines for each semester.

Withdrawing From the University After Classes Begin

You should make an appointment with your College Student Services office if you are considering withdrawing from OHIO.

Withdrawing is different than dropping a class or canceling your registration after classes begin. Withdrawing means dropping all classes for the semester on or after the first day of classes. Withdrawal may occur between the first day of classes through the next to the last day of the semester. You may not withdraw on the last day of classes or during Final Exam week. It may not be done online; instead, contact your college office to request to withdraw.

If you live on campus, when you withdraw from all of your classes, you are required to make an appointment with a Housing and Residence Life staff member in your building to check out of your room, sign your Room Condition Report (RCR), and return all keys. Housing refunds are based on the housing refund schedule.

As you withdraw from classes, you may wish to [appeal for a tuition refund](#) due to special circumstances. Petitions will be approved only in extreme cases; in general, only reasons that prohibit you from attending classes for significant periods of time will be considered. Earning a low grade in the class is not such a circumstance.

The [housing refund schedule](#) is available on the Housing and Residence Life website.



REMINDER

Do not just stop attending classes and/or leave the Athens Campus. That is not an official withdrawal and will result in F or FN/FS grades, which count in your GPA, with no refund.

**Some Tuesdays, from 6 p.m.–midnight, and some Saturdays, from midnight–noon, online registration may not be available due to scheduled maintenance. All add, drop, withdraw policies are in the Undergraduate Catalog, www.catalogs.ohio.edu.*

4/4.10 Retaking a Course

A regular undergraduate course with fixed content can be retaken to affect your accumulative grade point average. Undergraduate courses that are retaken to improve a grade will be identified automatically at the time you register. Retaking the course removes the hours and the effect of the earlier grade from the calculation of the grade point average. However, all grades are printed on the student's academic record (transcript).



NOTES

The later grade is the one calculated in the grade point average even if it is lower than the first and the course semester hours duplicated by retaking coursework are not accepted toward the credit hour requirement for graduation.

The number of times a student is allowed to retake an undergraduate course for the purpose of improving the grade is restricted to a maximum of two attempts in addition to the first attempt. Withdrawals are not counted as an attempt.

Retaking a Course to Raise Your GPA

Retaking a course you have passed (e.g., with a D or C-) can impact your eligibility for financial aid. Before retaking a course, you should ensure you will fulfill the minimum completion percentage requirement for [Satisfactory Academic Progress \(SAP\)](#).

4/4.11 Embracing A World-Class Education

We hope you value and appreciate the world-class education you receive at OHIO. We may be in a small town, but we have a worldwide reach, and you will have access to scholars from a wide variety of countries who contribute a wealth of knowledge and culture to your education.

Ohio University attracts diverse scholars from all over the world. Learning from faculty who are leaders in their field means that while English is the language of instruction and all of our faculty members are proficient in English, we have instructors with a wide variety of accents. One of the many things Ohio University students learn during their education is how to communicate with diverse professionals.

To be most successful as an OHIO student when you have an instructor who is not a native English speaker, please take these steps:

Visit your professor during his/her office hours.

Office hours are your opportunity to spend one-on-one time getting to know your instructor, what research area they focus on, and what drew them to their field of study. Having conversations like this will increase your understanding of your faculty.

Listen carefully in class.

Communication is a two-way street, and while speaking English requires effort for someone who grew up speaking a different language, native speakers also need to put forth the effort to understand those who are trying so hard to communicate well.

Ask questions in class when you don't understand.

Engaging with faculty members in the discussion about a topic will help them see what you have understood and what they need to spend more time explaining. This will increase your understanding of the material.

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CHAPTER 4

SECTION 5

Enhancing Your OHIO Experience

Becoming a Bobcat is about more than attending classes and earning a degree.

If you are attending Ohio University with the intention of making the most out of this outstanding opportunity, here are things you can do to make your experience truly transformative:

Get Involved

→ Visit [OrgSync](#)

Did you know there are hundreds of student clubs and organizations on campus? Find one that speaks to your interests and passions! Whether it's related to your major or just a hobby you have, there is something for everyone. Visit [OrgSync](#) to start exploring.

Study Abroad

→ Go to [Study Abroad Programs](#)

By living and studying in another country, people learn to live with and appreciate different points of view and gain a more global perspective on life's challenges and opportunities. For more information, visit the Office of Global Opportunities within the Walter International Center.

Find Employment

Getting a job, whether on campus or in the community, helps students organize their time and focus their energy. Students who work 10-15 hours per week actually earn higher grades than those who are not employed.

Student Hourly

→ [Go to Job postings](#)

Or go to <https://www.ohiouniversityjobs.com> and select 'Student Jobs'

Students not eligible for Federal Work Study, but still interested in working on campus should explore the opportunities of Student Hourly Employment (SHE). SHE jobs are University positions available to all students enrolled at least half-time. There is no financial need or grade point average requirement. SHE employers will arrange work hours based on need and the students' academic schedules.

Federal Work Study

→ [Go to Federal Work Study](#)

Federal Work-Study is one of the Campus-Based Aid Programs. This program provides University and community service jobs to Ohio University students who qualify. Work-Study awards are based on the results of your Free Application for Federal Student Aid (FAFSA). Only students who have been awarded Federal Work-Study on their My OHIO Student Center can view and select a Work-Study position.

PACE

→ [Go to PACE](#)

The Program to Aid Career Exploration (PACE) is an on-campus, internship-like work program. It is sponsored by and unique to Ohio University. This program employs around 300 students each year. PACE gives students the chance to explore their career interests. It also serves as a great resume-builder for students looking to expand their work experience.

Build Your Resume

In an increasingly competitive job market, it is more important than ever to leave college with more than just a degree. Speak with advisors in your college or at the Career and Leadership Development Center (CLDC) to learn about what kind of internship or practical experience would augment your classroom learning.

Community Service

Volunteering in the community is a great way to grow personally while making a positive impact on the world around you. There are many community service organizations that work toward specific goals; find one that aligns with your passion! Giving back to the community around you will help you see that you are an essential part of the Bobcat family.

Meet with Your Advisor Your advisor can help you find the best academic path for your goals and make strategic decisions that guide you to graduation. When discussing your major with your advisor, explore what minors and certificates you could add that would make you stand out as a well-educated Ohio University Bobcat. Your Academic Advisor is listed on the right-hand side of your Student Center.

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CHAPTER 5

5.1 Student Financial Aid & Scholarships

→ Go to [Student Financial Aid & Scholarships](#)

5.2 Free Application for Federal Student Aid (FAFSA)

→ Go to [Completing the FAFSA](#)

Each year, students must complete the Free Application for Federal Student Aid (FAFSA). The FAFSA serves as the application for all federal, state, and institutional financial aid at Ohio University.

Items Needed to Complete the FAFSA:

- Social Security Number of Student and Parents of Dependent Students
- Alien Registration Number (if you are not a U.S. Citizen)
- Bank statements and records of investments (if applicable)
- Records of untaxed income (if applicable)
- An FSA ID to sign electronically www.fsaaid.ed.gov
- The appropriate federal income tax returns, W-2s, and other records of money earned based on the FAFSA you are completing

5.3 Satisfactory Academic Progress (SAP)

→ Go to [SAP](#)

To receive financial aid, you must meet Satisfactory Academic Progress (SAP). SAP requirements are checked each year at the end of spring semester. Any student who fails to meet one of the requirements will lose all financial aid eligibility.

5.4 Student Employment

Student Hourly

→ [Go to Job postings](#)

Or go to <https://www.ohiouniversityjobs.com> and select 'Student Jobs'

Students not eligible for Federal Work Study, but still interested in working on campus should explore the opportunities of Student Hourly Employment (SHE). SHE jobs are University positions available to all students enrolled at least half-time. There is no financial need or grade point average requirement. SHE employers will arrange work hours based on need and the students' academic schedules.

Federal Work Study

→ [Go to Federal Work Study](#)

Federal Work-Study is one of the Campus-Based Aid Programs. This program provides University and community service jobs to Ohio University students who qualify. Work-Study awards are based on the results of your Free Application for Federal Student Aid (FAFSA). Only students who have been awarded Federal Work-Study on their My OHIO Student Center can view and select a Work-Study position.

PACE

→ [Go to PACE](#)

The Program to Aid Career Exploration (PACE) is an on-campus, internship-like work program. It is sponsored by and unique to Ohio University. This program employs around 300 students each year. PACE gives students the chance to explore their career interests. It also serves as a great resume-builder for students looking to expand their work experience.

5.5 FAQs

HOW WILL I BE NOTIFIED ABOUT MY FINANCIAL AID IN THE FUTURE?

The Office of Student Financial Aid and Scholarships sends notices to students' Catmail accounts, so please check Catmail every day and do not forward your Catmail to another account. On your MyOHIO Student Center, you can:

- Access your financial aid award information.
- Review and accept or decline the financial aid offered to you.

WHAT DO I NEED TO DO TO RECEIVE MY FEDERAL DIRECT STUDENT LOAN?

In order for your student loan to apply toward your charges, you must accept your loan(s) on MyOHIO Student Center. You must complete a Loan Agreement (MPN) and Entrance Counseling, both of which are listed on your To Do List on MyOHIO Student Center.

WHAT IF MY FINANCIAL AID DOES NOT COVER ALL OR ENOUGH OF MY EDUCATIONAL EXPENSES?

[Go to Additional Payment Options](#)

Parents can apply for a PLUS loan, which is available to the parent of a dependent student. Parents must be credit-worthy or have a credit-worthy co-signer. The PLUS loan has a fixed interest rate for the life of the loan. Private loans are also available to both students and parents. Student borrowers must have a creditworthy co-signer. Interest rates and loan fees vary. Repayment begins after you leave school.

WHAT IF MY FINANCIAL SITUATION HAS CHANGED AND MY FAFSA DOESN'T REFLECT THAT?

If you feel your FAFSA does not accurately reflect your family's current financial situation due to a loss of income, contact the Office of Student Financial Aid and Scholarships to request access to the online Change of Income Application.

IF I AM RECEIVING AN OUTSIDE SCHOLARSHIP, HOW DO I HAVE IT APPLIED TO MY BILL?

If you receive a scholarship from an outside source, please endorse the check (if needed). Mail it to ATTN: Outside Agency Scholarships, Ohio University, Chubb Hall 020, Athens, OH 45701. Make sure to provide contact information for

the agency, such as phone number, e-mail address, and physical address. Outside agency scholarship awards of \$1,000 or less will be applied fully to fall semester unless otherwise specified by the donor. All other scholarships are divided equally between fall and spring semesters.

IS MY FINANCIAL AID AUTOMATICALLY RENEWED?

Some institutional scholarships are renewable. Check your MyOHIO Student Center for renewability criteria for each scholarship. Grants, loans, and Work-Study awards are not automatically renewed or guaranteed. You must reapply for financial aid each year by completing the FAFSA. To be considered for priority awards, students should complete the FAFSA by OHIO's first-priority consideration date of January 15. The 2019-2020 FAFSA will be available October 1, 2018. Families should utilize the IRS Data Retrieval Tool to automatically load 2017 tax information into the FAFSA.

WILL I AUTOMATICALLY BE CONSIDERED FOR SCHOLARSHIPS?

Incoming first-year students are automatically considered for University scholarships by completion of the admissions application. You should complete the FAFSA each year since some scholarships consider financial need, as well as merit. As an upperclass student, you must complete the online scholarship application at www.ohio.edu/financial-aid within the priority filing timeline of November 1 through February 1. To ensure consideration, you should have, at least, a 3.4 overall GPA and have earned at least 15 semester hours by the end of fall semester of the application year and, at least, 30 semester hours by the end of spring semester.

HOW DO I LOCATE SCHOLARSHIPS ON MY OWN?

There are many outside scholarship opportunities based on academic merit, financial need, field of study, or participation in a specific program or organization. You can use free online scholarship search engines, such as www.fastweb.com, to search for additional scholarships.

WHAT IS SATISFACTORY ACADEMIC PROGRESS (SAP) AND WHAT DO I HAVE TO DO?

All students receiving financial aid are required by federal regulations to make Satisfactory Academic Progress (SAP). There are three requirements for SAP for undergraduates: (1) achieve a 1.75 cumulative GPA by the end of your first year and maintain a 2.0 cumulative GPA by the end of your second year, (2) earn passing grades in at least 67 percent of your courses each semester, and (3) complete a bachelor's degree in no more than 180 semester hours.

HOW DO I GET A JOB?

There are three forms of on-campus employment at OHIO: Federal Work-Study (FWS), Student Hourly Employment (SHE), and the Program to Aid Career Exploration (PACE). Eligibility for Federal Work-Study (FWS) is determined by your FAFSA.

If you are awarded FWS, you will follow the instructions on your MyOHIO Student Center to select an on-campus job. Hourly job opportunities from all hiring departments at Ohio University (except Culinary Services) are posted at www.ohio.edu/hr/employment. Select the "Student" link. Students who want to apply for a food service position should apply directly to Culinary Services (www.ohio.edu/food/about/students.cfm). PACE offers internship-like experience to full-time undergraduates who have earned at least 15 semester hours, have at least a 2.3 overall GPA, and have a demonstrated financial need. For information about PACE, visit www.ohio.edu/financial-aid and select Types of Aid and Student Employment.



NOTES

Be sure to remain in, at least, the minimum hours required if you are receiving financial aid. Some types of aid require full time enrollment of 12 hours. Other types, like loans, require half-time enrollment of 6 hours. Many OHIO scholarships require 15 hours.



REMINDER

Every student is assigned a financial aid administrator. Someone is looking out for you!



CHAPTER 6

SECTION 1

MyOHIO Success Network

The most up-to-date place online to find assistance with a variety of issues is the MyOHIO Success Network (MOSN). This information and communication hub provides contact information and office descriptions. In some cases, electronically scheduled appointments are available (e.g., The Allen Student Advising Center).

You can find information about the [MyOHIO Success Network](#) — or [link directly to the system](#). Once you log in, click the “Services” tab and scroll through to find the office that would be helpful. The search bar can be helpful if you put in a topic to help you narrow down your choices.



CHAPTER 6

SECTION 2

6/2.1 Student Services Offices

College of Arts and Sciences

- 1st floor, Wilson Hall (College Green)
- 740.593.2845
- <https://www.ohio.edu/cas/undergrad/index.cfm>

College of Business

- 214 Copeland Hall
- 740.593.2042
- <https://business.ohio.edu/resources/student-services/>

Scripps College of Communication

- Schoonover Center
- 740.593.4883
- <https://www.ohio.edu/scrippscollege/about/deans-office.cfm>

Patton College of Education

- McCracken 103
- 740.593.4400

- <https://www.ohio.edu/education/college-offices/office-of-student-affairs/advising/index.cfm>

Russ College of Engineering & Technology

- 155 Stocker Center
- 740.593.1474
- <https://www.ohio.edu/engineering/current/undergrad/student-services.cfm>

College of Fine Arts

- Jennings House
- 740.593.1808
- <https://www.ohio.edu/finearts/students/resources-materials/undergraduate-resources.cfm>

College of Health Sciences and Professions

- 370 W Grover Center
- 740.593.9336
- <https://www.ohio.edu/chsp/undergraduate/student-services/index.cfm>

Honors Tutorial College

- 35 Park Place
- 740.593.2723
- <https://www.ohio.edu/honors/about/index.cfm>

University College

- 140 Chubb Hall
- 740.593.1935
- <https://www.ohio.edu/uc/advising>

Center for International Studies

- 1st Floor Yamada International House
- 56 East Union Street
- 740.593.1840
- <https://www.ohio.edu/global/cis/index.cfm>

6/2.2 Transfer Credit

Contact these college professionals with your questions about transfer credit

College of Arts and Sciences

- Kristi Conrad
- 107 Wilson Hall (College Green)
- 740.593.2847

College of Business

- Lori Mardis
- 214 Copeland Hall
- 740.593.2000

Scripps College of Communication

- Greg Moeller
- 100 Schoonover Center
- 740.593.4883

Patton College of Education

- McCracken 103
- 740.593.4400

Russ College of Engineering & Technology

- Deborah McAvoy
- 122 Stocker Center
- 740.593.1468

College of Fine Arts

- **Art**—Rosemarie Basile • 528 Seigfred Hall • 740.593.4281
- **Dance**—Travis Gatling • 137B Putnam Hall • 740.593.9357
- **Music**—Matthew James • 576 Glidden Hall • 740.593.4247
- **Theater**—Merri Beichler • 307C Kantner Hall • 740.593.9355

College of Health Sciences and Professions

- W370 Grover Center
- 740.593.9336

Honors Tutorial College

- Cary Frith

- 35 Park Place
- 740.593.2496

University College

- Lisa Flowers-Clements
- 140 Chubb Hall
- 740.593.1935

Center for International Studies

- Catherine Cutcher
- Yamada International House 213
- 740.597.2756



CHAPTER 6

SECTION 3

6/3.1 College Offices

See Chapter 6/Section 2: Student Services Offices

6/3.2 Dean of Students

Location: Inside Baker Center, Third Floor

Website: <https://www.ohio.edu/deanofstudents/>

Students are the heart of Ohio University. In the Office of the Dean of Students, we advocate for students, coordinate response to student crisis, and provide outreach and engagement to parents and families. We advance the university mission of supporting the intellectual and personal development of our students through ongoing advocacy and care.

6/3.3 Alden Library

Location: Near Baker Center on Park Place

Website: <https://www.library.ohio.edu/>

Alden Library, a haven for students, faculty and community members alike, has evolved throughout the years in many ways but has remained the heart of Ohio University since its earliest days more than 200 years ago. There are some

things about Alden Library, a popular destination for studying and research, even its most-frequent visitors may not know but should check out.

→ See [Ten things you may not know about Alden Library but should \(PHOTOS\)](#) article

6/3.4 Allen Student Advising Center

Location: Inside Baker Center, Fourth Floor

Website: <https://www.ohio.edu/uc/advising-center>

The Allen Student Advising Center offers guidance for students who are academically lost or have multiple concerns and aren't sure whom to ask.

6/3.5 University Registrar

Location: Chubb Hall, First Floor

Website: <https://www.ohio.edu/registrar/>

The Office of the University Registrar provides services to current and former students as the custodian of student and course records; and supports programs on all campuses.

FAQs

When do I get my final grades for the semester?

Final grades are made available approximately one week after the term closing date. An email will be sent to your OHIO email address when final grades are available.

Will my parents receive a copy of my grade report?

The University is not permitted to share a student's records with parents/guardians without the student's consent except in an emergency situation. We strongly encourage students to provide this information to their parents/guardians. The Family Educational Rights and Privacy Act of 1974, as amended (FERPA), is a federal law that transfers the rights from the parents/legal guardians to the student once the student turns 18 or attends a post-secondary institution. For more information about FERPA, please visit www.ohio.edu/registrar/ferpa.cfm.

Is there a form a parent can sign to obtain access to a student's record?

There is not one "blanket" form that can be signed granting someone access to a student's education records at the University. There are many offices that maintain records about a student. There is a release form that can be signed by the student to authorize the release of specific records as designated by the student on the form. The form would then

be submitted to the office that maintains those records. In addition, a parent/legal guardian may complete the “Certificate of Dependency” form, if the student is a financial dependent, to obtain access to student records. Please review www.ohio.edu/registrar/ferpa.cfm for more information.

How do I get verification of my enrollment?

Students often need official verification that they are enrolled at OHIO sent to agencies or organizations, including: insurance companies, auto dealers, prospective employers, U.S. Veterans Affairs, financial aid lenders, loan guarantors, etc. Once the student has registered for classes, the student may print a copy of his/her schedule. Many organizations will accept this as proof of enrollment. If a more official verification is needed, go to www.ohio.edu/registrar/enrollcert.cfm for instructions. Once you register for classes, you may obtain an official enrollment verification letter online. New transfer and first-year students will register for classes at Bobcat Student Orientation and then may obtain the letter online. Proof of enrollment may only be requested for a previous or current semester (not for the entire upcoming year).

If the agency or organization provides a form that must be signed by the University Registrar and requires the university seal, print the verification letter and attach it to the form. The verification letter includes the required information, signature, and seal. Include the name of the policy holder and a policy holder ID number in the memo field of the verification letter, if the letter is needed for insurance purposes.

What if I am unable to attend classes?

If classes for the term have not started and you will not be able to attend at all, please cancel your registration by dropping all of your classes through My OHIO Student Center. If you are going to miss the first class, you should contact your instructor. Please see Non-Attendance Policy for information about consequences of missing classes at the beginning of the semester.

Each instructor provides a class attendance policy and their syllabus. Please be sure to contact your instructor if you are having difficulty attending class.

If you need to leave the University in the middle of the term, please contact your college Student Services Office for assistance.

Can I drop a class after the class has started?

Yes, but first you should check to be sure that dropping the class will not negatively impact you. Many students are required to enroll in a minimum number of hours for scholarships, financial aid, veterans benefits, etc. In Course Offerings or the Academic Calendar, you can find the last day to drop and the last day to withdraw from a class. You can also find deadline dates in My OHIO Student Center. If you drop the class prior to the last day to drop, it will not appear on your official transcript. If you drop after that but before the last day to withdraw, the course appears on your official transcript with a WP, WF, or WN grade. The WP/WF/WN grades do not affect your grade point average.

Is it OK to miss the first class? (Non-Attendance Policy)

No. If you miss the FIRST TWO meetings of a class without notifying and obtaining permission from the instructor, when each class meets for less than 80 minutes of actual instruction time, the instructor has the option to request you to drop the class. If the class meetings are 80 minutes or more, the instructor may request you to drop if you miss the FIRST meeting of the class. If the instructor requests you to drop, you must drop the course using your My OHIO Student Center. Failure to drop the course in this circumstance will result in an F or FN or FS, which counts in your GPA.

How and when do I know when my finals are scheduled?

Final exams are scheduled in advance and that information is available when you register for each class at www.ohio.edu/registrar/finals.cfm.

Students may not be required to sit for more than three final examinations in one day. If you are scheduled for more than 3 final exams in one day, you may seek relief from the instructor with the final exam scheduled latest in the day. This process must be initiated and completed by the beginning of the 13th week of the semester. The instructor will provide an examination for the student at a mutually agreed upon time during the examination period.

How do I request an “Incomplete” grade?

If you are unable to complete the work required for a course due to extenuating circumstances (extended illness or family emergency, etc.), you may request that your instructor assign your grade as Incomplete. A grade of “I” (Incomplete) must be arranged with the instructor of the class. Failing the course is NOT a legitimate reason for requesting an Incomplete. You have up to two weeks of the next semester of enrollment to complete the work and the instructor must submit a grade change within that time. Otherwise, the “I” converts to an “F,” and the “F” is calculated in your GPA. The deadlines for finishing an Incomplete are in the 2018–19 Academic Calendar.

May I return to Ohio University if I take off a semester?

Yes, once a Bobcat, always a Bobcat! If you do not attend a fall or spring semester and then decide to return to Ohio University, you will need to complete a “Re-enrollment Form,” which is available at www.ohio.edu/registrar/forms.cfm.

What is waitlisting?

By joining a waitlist, you acknowledge you might be enrolled in that class without further notification, as well as your obligation to pay any fees resulting in your registration in the class. Being on a waitlist means you are on a list of students who will be enrolled automatically in a class, if seats become available and you meet all other requirements. Other requirements that could keep you out of a class are:

- You are in another section of the same course, and the course does not allow multiple enrollments in the same semester.
- You have another class on your schedule, and the time of that class conflicts with the waitlisted class.

- Instructor permission is required to get into the class.
- The hours for the class will cause you to exceed 20 hours enrolled for the semester.

This means if you are on a waitlist, a seat becomes available, and you meet all of the requirements to get into the class, you will be enrolled in the class without additional notice to you. You will not be charged for being on a waitlist, but you will be charged if you are subsequently enrolled in that class and the additional enrollment results in an increase of fees charged.

Being on a waitlist does not mean you will necessarily be enrolled in a class. Not all students who are on waitlists get into those classes. This could be because they don't meet some additional requirements (as described above) or simply because seats do not become available for the class. You should not assume you will be enrolled in a class for which you waitlist.

Friday of the first week of the semester is the last day students are automatically enrolled from waitlists into classes that meet the full semester.

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CHAPTER 6

SECTION 4

6/4.1 One-on-One & Group Tutoring

→ [Go to Tutoring Services](#)

Tutors are available to help students develop study strategies, review course concepts and ideas, and provide practice problems and concepts to help them develop a greater understanding of course material.

At OHIO, one-on-one tutoring is promoted as Peer Tutoring. In most cases, group tutoring refers to Supplemental Instruction (SI) which is a series of weekly review sessions for students taking historically difficult courses at OHIO. Sessions are free and available to all students enrolled in targeted courses.

6/4.2 Study Skills Development

Coming Soon

6/4.3 Math, Science & Writing Assistance

See Chapter 6/Section 5

6/4.4 Online Learning Tools

6/4.5 Courses for Academic Preparation

→ [Go to Skills Courses](#)

Many students are unprepared for and surprised by the vast differences between how they studied in high school and what is required in college. High school studying usually involved memorization of facts and often required no more effort than just "looking over the material." College freshmen quickly discover that these strategies don't work well and erroneously believe that the problem can be remedied by simply "studying a lot more."

AAC courses (UC 1100, 1101 and UC D998) offer learning strategies to assist students transitioning to college-level coursework and expectations.

6/4.6 TRiO/Student Support Services

→ [Go to CAP](#)

OHIO's federally funded TRIO grant—known as the College Achievement Program or **CAP**—provides academic and cultural enrichment to low income and first-generation college students.



CHAPTER 6

SECTION 5

6/5.1 Math

Instructors' Office Hours

All instructors have dedicated (and required) office hours where students can visit them with questions. Professors and Teaching Assistants are ready and willing to help with any question or concern that you may have! Check your syllabus for days and times of your instructors' office hours.

Math & Science Center

Designated tables outside of the AAC on the second floor of Alden Library, the MSC is where students can get their math questions answered. → [Go to MSC](#)

Supplemental Instruction (SI)

SI offers free, out of class, weekly review/study sessions for traditionally difficult courses*—such as MATH 1200, 1300, 1350, 2301, and 2302, PHYS 2001 and 2051, and BIOS 1700. Sessions are led by students who have successfully completed the course. → [Go to SI](#)

**May not include all course sections*

Peer-to-Peer Tutoring

Use OHIO's tutor matching software (TutorTrac) to make an appointment with a peer tutor and work one-on-one for 60 minutes. Through discussion and practice, by working with a tutor you can gain clarification and master the content of your particular math class. → [Go to Peer Tutoring](#)

College Study Skills Coaching

Meet with a professional coach from the Academic Achievement Center (AAC) to review your note taking and study habits.

Allen Student Advising Center

Should you drop or withdraw from your math class? What will happen to your GPA if you fail? The Advising Center offers advising for all OHIO students through walk-in hours or by appointment for any academic question, issue, or concern.

→ [Go to Advising Center](#)

Math-Specific Study Tips

Coming Soon

Morton Hall Math Tutoring Center

Coming Soon

Private Tutoring

Coming Soon

6/5.2 Science

Instructors' Office Hours

All instructors have dedicated (and required) office hours where students can visit them with questions. Professors and Teaching Assistants are ready and willing to help with any question or concern that you may have! Check your syllabus for days and times of your instructors' office hours. *Don't forget you can email your professors too!*

Math & Science Center

Designated tables outside of the AAC on the second floor of Alden Library where students can get their science questions answered. → [Go to MSC](#)

Supplemental Instruction (SI)

SI offers free, out of class, weekly review/study sessions for traditionally difficult subjects*—such as BIOS, CHEM, and PHYS. Sessions are led by students who have successfully completed the course. (*May not include all course sections) → [Go to SI](#)

Peer-to-Peer Tutoring

Use OHIO's tutor matching software (TutorTrac) to make an appointment with a student tutor and work one-on-one for 60 minutes. Through discussion and practice, by working with a tutor you can gain clarification and master the content of your particular science class. → [Go to Peer Tutoring](#)

College Study Skills Coaching

Meet with a professional tutor from the Academic Achievement Center (AAC) to review your note taking and study habits.

Allen Student Advising Center

Should you drop or withdraw from your science class? What will happen to your GPA if you fail? The Advising Center offers advising for all OHIO students through walk-in hours or by appointment for any academic question, issue, or concern. → [Go to Advising Center](#)

6/5.3 Writing

Student Writing Center

You can get help with developing the thesis or main idea, organizing or developing the ideas, the bibliography, grammatical issues or any other writing concerns. → [Go to SWC](#)

Graduate Writing & Research Center

An innovative learning space for undergraduate students who are working on major writing projects like theses, dissertations, journal articles, grants, and job search materials or on conference presentations, conference posters, or multimedia projects. → [Go to GWRC](#)

ELIP

Go to ELIP website and check out the Resources tab for some of the most useful writing resources available on the web. → [Go to ELIP](#)

Instructors' Office Hours

Office hours are times that instructors set aside to be available to students. Don't understand something from class? Use office hours to talk through it until you understand it. And don't forget you can email your professors too!

Peer-to-Peer Tutoring

Use OHIO's tutor matching software (TutorTrac) to make an appointment with a student tutor and work one-on-one for 60 minutes. Remember to book appointments early! → [Go to Peer Tutoring](#)

Allen Student Advising Center

Should you drop or withdraw from your English class? What will happen to your GPA if you fail? The Advising Center offers advising for all OHIO students through walk-in hours or by appointment for any academic question, issue, or concern. → [Go to Advising Center](#)

College Study Skills Coaching

Meet with a professional tutor from the Academic Achievement Center (AAC) to review your note taking, test taking, study habits, or time management strategies. Appointments can be made on TutorTrac. Online resources for the above topics, as well as a list of general study tools are also available. Free | [More information](#)



CHAPTER 7

7.1 Provost's Undergraduate Research Fund

→ [Learn more about Provost's Undergraduate Research Fund](#)

The Provost's Undergraduate Research Fund provides annual grants of up to \$1,500 each to support the research projects, creative projects, and scholarly work of undergraduate students under the guidance of a faculty mentor or advisor. To be eligible, students must be enrolled in the Athens or one of the regional campuses. Grants may be used for materials, supplies, and travel related to research or creative projects. The fund is administered through the Research Division.

Proposals are due in October.

7.2 Student Expo

→ [Go to Student Expo](#)

The annual event attracts more than 800 student presenters from dozens of disciplines. More than 2,000 students, faculty, staff, community members and local middle school and high school students attend to learn more about how Ohio University students are engaged in research, scholarship and creative activity.

7.3 Cafe Series

→ [Go to Cafe Series](#)

Science Cafés and Café Conversations are venues for students to informally share their interests with faculty presenters, staff, and the community in a friendly setting.

7.4 Fellowships

→ [Go to Fellowships](#)

The Office of Nationally Competitive Awards (ONCA) and the Graduate College's Director of Grant Development work together to help promising undergraduate and graduate students compete for national awards, which can provide the funding, opportunity, and connections to realize their dreams--both now and in the future. Available on the Fellowships webpage are:

- List of Upcoming Workshops
- List of Upcoming Fellowships
- Search for Fellowship Opportunities
- Fellowships for International Students
- List of Summer Research Internships

7.5 Funding Resources

→ [Go to Funding Resources](#)

The Office of the Vice President for Research and Creative Activity oversees several Internal Award program to support the research, scholarship and creative activity of faculty, staff and students.



CHAPTER 8

8.1 Relocate Students

Students who were previously enrolled at one of Ohio University's regional campuses and began taking classes on the Athens Campus are considered "relocate students."

Important Reminders

- Some classes, especially introductory classes, may be larger. Some may have different expectations.
- Especially in larger classes, professors may expect you to use office hours and campus resources to ask for help.
- More information from professors and the University may be sent to you **only** through CATMAIL or be web-based (Blackboard) than in your past experience.
- If you are living in a residence hall, you will experience a different environment. Residence halls provide an excellent opportunity to meet new friends and experience diversity. However, you will be responsible for finding effective places and times to study. You may also experience sharing a room for the first time. It is important to communicate with your roommate(s) to establish a cooperative living environment.
- If you are living off-campus, it will require more time and effort to meet new people and become integrated into the campus. The Office of Off-Campus Living, located in the [Campus Involvement Center](#), is an excellent resource to help you get involved on campus.
- Policies and procedures may be different than at your regional campus. You are responsible for knowing and following OHIO's Athens Campus regulations. For example, if you do not attend the first 1-2 contact hours of any class, the instructor has the option of not admitting you to the class in which you are registered. If you have not been admitted, you must still drop the class.

- Your credits from a previous institution transfer, but your GPA does not transfer. However, all OHIO credits and grades/GPA, regardless of campus, delivery method, or student status, do apply. Some selective majors take into account your transfer GPA and your OHIO GPA when considering you for admission to those programs.

Frequently Asked Questions

Will I Live in a Residence Hall?

Ohio University requires all first- and second-year students to reside on campus after high school graduation. In most cases, this is the first and sophomore years at OHIO. Housing exemptions may be given for those with two full years of college credit earned after high school graduation at another institution. [Possible exemptions](#) are outlined at Housing and Residence Life website. Exemptions must be reviewed and approved. [Contact Housing and Residence Life for more information.](#)

May I Bring a Car to Campus?

All students with sophomore status and above (must have earned at least 30 semester hours) and all commuter students who want to have a car or motorcycle on campus [must register with Parking Services and obtain a permit](#). All students are encouraged to register vehicles with Parking Services even if they have not purchased a permit from Parking Services.

8.2 Transfer

Because you are transferring from another college or university, you have some familiarity with what it means to be a college student. It is important to remember that each campus is different. It is important to familiarize yourself with OHIO's Athens campus.

Important Reminders

- Some classes, especially introductory classes, may be larger. Some may have different expectations.
- Especially in larger classes, professors may expect you to use office hours and campus resources to ask for help.
- More information from professors and the University may be sent to you only through CATMAIL or be web-based (Blackboard) than in your past experience.
- If you are living in a residence hall, you will experience a different environment. Residence halls provide an excellent opportunity to meet new friends and experience diversity. However, you will be responsible for finding effective places and times to study. You may also experience sharing a room for the first time. It is important to communicate with your roommate(s) to establish a cooperative living environment.
- If you are living off-campus, it will require more time and effort to meet new people and become integrated into the campus. The Office of Off-Campus Living, located in the Campus Involvement Center, is an excellent resource to help you get involved on campus.

- Policies and procedures may be different than at previous campus. You are responsible for knowing and following OHIO's regulations. For example, if you do not attend the first 1-2 contact hours of any class, the instructor has the option of not admitting you to the class in which you are registered. If you have not been admitted, you must still drop the class.
- Your credits from a previous institution transfer, but your GPA does not transfer. However, all OHIO credits and grades/GPA, regardless of campus, delivery method, or student status, do apply. Some selective majors take into account your transfer GPA and your OHIO GPA when considering you for admission to those programs.

How Transfer Credit is Accepted and Evaluated

Acceptance of Credit

Courses completed with a C- or better (or the equivalent) from a regionally-accredited college or university are generally accepted. Test Credit (Advanced Placement, International Baccalaureate, College Level Examination Program) is also generally accepted.

- **Only your credits are transferred, not your grade point average (GPA).** Your OHIO GPA will be based on your OHIO grades. Some selective majors may take into account your transfer GPA and your OHIO GPA when considering you for admission to that program. Your final GPA upon graduation from OHIO is based solely on your OHIO grades.
- Courses completed with a D+, D or D- from another Ohio public university/college will be accepted with the designation TD+, TD or TD-. **If you transfer in a course with a D grade, and your major or another required course requires a grade of “C” or better for that specific course, you must retake the course.**
- **Students can also earn college credit for successful scores on qualifying credits by examination, including AP, IB, and CLEP exams.** To have course credit by examination evaluated, you should request official copies of the scores [be sent directly from the testing agency](#).
- *What if a course is not accepted?* First, contact your college office (below), because that is where your transcripts are sent after evaluation by Undergraduate Admissions. Ask someone in your college office to check your transcript to determine why the course was not accepted. If a mistake was made, your college office should contact Undergraduate Admissions to confirm. The transcript can then be sent back to Admissions to add the course to your record.

Evaluation of Credit

The college in which you are enrolled determines how your transfer courses are equated and applied towards graduation requirements.

- Your transferred credit is evaluated and posted by your academic college.

- Check your My OHIO Student Center first to see if the external coursework is reflected on your transfer credit report. If it is not, [contact Undergraduate Admissions](#) to determine if the appropriate transcript has been received.
- If the external credit is listed on your transfer credit report but not on your DARS, contact your academic college to request your coursework be evaluated.
- **Transfer courses are equated either to specific courses at OHIO (e.g., PSY 1010) or to a department and course level (e.g., PSY 1XXL, or 1000-level psychology credit) if no specific course in the department matches the course you are transferring to OHIO.** If no department or course matches your accepted transfer course, it will be equated to “TECE” (Technical Elective) and a course level (e.g., TECE 2XXL).
- If you change colleges, your new college office may change some evaluations to apply to your new degree.
- Some performance or studio courses may need additional review by department faculty. Consult your college office for further information.
- *What if it appears that a course is equated incorrectly?* This sometimes happens if a course title is unfamiliar or if no course description is available. Go to your college office and ask why the transfer course in question was equated to a particular OHIO course. Bring a catalog from the original college or university or a course syllabus (or something which has the course description). Many academic departments require a course syllabus in order to make an evaluation. If a mistake has been made, your college office can correct it.

Contacts for Transfer Credit Questions

- **College of Arts and Sciences**
Kristi Conrad • 740-593-2847 • 107 Wilson Hall (College Green)
- **College of Business**
Lori Mardis • 740-593-2000 • 214 Copeland Hall
- **Scripps College of Communication**
Greg Moeller • 740-593-4883 • 100 Schoonover Center
- **Patton College of Education**
McCracken 103 • 740-593-4400
- **Russ College of Engineering**
Deborah McAvoy • 740-593-1468 • 122 Stocker Center
- **College of Fine Arts**
Art—Rosemarie Basile • 740-593-4281 • 528 Seigfred Hall
Dance—Travis Gatling • 740-593-9357 • 137B Putnam Hall
Music—Matthew James • 740-593-4247 • 576 Glidden Hall
Theater—Merri Beichler • 740-593-9355 • 307C Kantner Hall
- **College of Health Sciences and Professions**
740-593-9336 • W370 Grover Center

- **Honors Tutorial College**

Cary Frith • 740-593-2496 • 35 Park Place

- **University College**

Lisa Flowers-Clements • 740-593-1935 • 140 Chubb Hall

- **Center for International Studies**

Catherine Cutcher • 740-597-2756 • Yamada International House 213

Frequently Asked Questions

Will I Live in a Residence Hall?

Ohio University requires all first- and second-year students to reside on campus after high school graduation. In most cases, this is the first and sophomore years at OHIO. Housing exemptions may be given for those with two full years of college credit earned after high school graduation at another institution. [Possible exemptions](#) are outlined at Housing and Residence Life website. Exemptions must be reviewed and approved. [Contact Housing and Residence Life for more information.](#)

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8.3 Veterans

First and foremost, Bobcats are very grateful for your service or that of your family member. It is for this reason that we established the Brigadier General James M. Abraham and Colonel Arlene F. Greenfield Veterans and Military Student Services Center. That's where you find others who have woven a military experience into an academic one to provide opportunities in the armed services and the civilian world. If you are here on military benefits, or you are a veteran, please be sure to connect with the resources here that will help you be successful on both fronts.

8.4 College Credit Plus (CC+)

Did you know that sometimes there will be local high school students in class with you? Many of our students participate in the CC+ student prior to attending Ohio University, and likewise, we have over one hundred high school students who take classes on the Athens Campus. Please welcome them the way you welcome anyone coming into a new situation. They are a part of our Bobcat family!

8.5 Autism

→ [Go to ASPeCT](#)

Student Accessibility Services developed a coaching support program — **ASPeCT: Autism Spectrum PEer Coaching Team** — to address the increasing need to support students on the autism spectrum. The program is designed to provide an additional layer of individualized support for students throughout their transition to college.

8.6 Diabetes

The Diabetes Institute strives to improve the quality of life for those affected by diabetes. Through innovative research, progressive clinical care, education and community outreach they work to help achieve their vision of a Diabetes Free Society. If you have diabetes or are interested in helping them prevent it, please contact them to learn more about the opportunities available.

8.7 Commuters

→ [Go to Commuter Student Services](#)

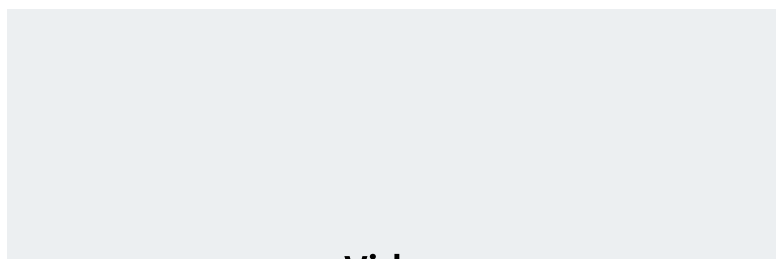
The purpose of OHIO's Commuter Student Services is to enhance the quality of education, serve as a resource, advocate for the needs of, and support the balancing of commuting and academic success for commuter students. Opportunities coordinated through CSS may include:

- Academic Advising
- Tutoring Services
- Veteran and Commuter Lounge
- Transportation (parking permits, parking map)
- Off-Campus Meal Plan

8.8 First-Generation

→ [Go to OHIO First Scholars](#)

First-generation students make up approximately one-third of OHIO's first-year class each year! That means nearly 1,500 first-gen students come to our campus each fall!



Video

Please visit the textbook on a web or mobile device to view video content.

At OHIO, first-generation students (FGS) are students who have no parent/guardians who has not completed a bachelor's degree. First-Gen students may be the first in their families to attend a four-year university, or they may have older siblings who have attended college or have earned degrees.

First-generation students are just as qualified and capable as their continuing-generation peers, however, it's understood that they may face unique experiences as they begin this exciting journey, and **OHIO First Scholars** exists to support and encourage them. It is housed within the Allen Student Advising Center and coordinated by first-generation college graduates who understand the unique experiences and strengths of first-generation students.

OHIO First Scholars is committed to supporting the success, persistence, and engagement of Ohio University's first-generation college students by providing proactive outreach and support programs.

Outreach and Programs

These efforts address the challenges first-generation students may face as they acclimate to the university while also celebrating the unique strengths they bring to our campus.

- Supplemental Academic Advising
- Tutoring—OHIO First Scholars covers the cost of up to four hours per week of peer tutoring through the Academic Achievement Center (AAC)
- Communication
- Mentoring Program
- Seminar Course
- Specialized Living Experience
- We Are First [student organization]
- OHIO First Scholars also serves as a resource on issues related to the success, persistence, and contributions of first-generation college students on our campus.



CHAPTER 9

9.1 The Margaret Boyd Scholars Program

→ [Go to Margaret Boyd Scholars Program](#)

The Margaret Boyd Scholars Program seeks to inspire and encourage undergraduate women to become engaged, confident, and connected leaders at OHIO and beyond.

Women are selected as Boyd Scholars in the fall semester of their first year. The four-year academic enrichment program includes two academic seminars (in the first and fourth year of the program), as well as a community living component and various personal and professional development opportunities.

The Margaret Boyd Scholars Program is open to women from all colleges and majors. Scholars are encouraged to pursue other interests, including education abroad, athletics, and involvement in community organizations.

The Margaret Boyd Scholars Program is a collaboration between the Division of Student Affairs and University College.

Further Reading

- [OHIO's first, only women's scholar program open to first-year students / Deadline to apply for Margaret Boyd Scholars Program is Oct. 20 \(Sep 20, 2017\).](#)
- [Twenty first-year students selected for inaugural class of Margaret Boyd Scholars \(Jan 15, 2014\).](#)

First-year women who are interested in the Margaret Boyd Scholars Program should visit the website and follow the program on social media for the year's deadlines and application process.

9.2 The Ohio Fellows Program

→ [Go to the Ohio Fellows Program](#)

OHIO Fellows is a non-traditional scholars program—an individually tailored, interactive educational encounter that unlocks and advances the inherent potential in students. The Ohio Fellows Program fosters in-depth learning and engagement through close collaboration with faculty, peers, and alumni.

Further Reading

- [The return of the Ohio Fellows / Student leadership program reborn after 42-year hiatus \(Oct 25, 2013\)](#).
- [Two Ohio Fellows alumni still learning lessons / Alumni couple Kerry and Lynne McCalla share Ohio Fellows memories and the program's influence \(Sep 11, 2012\)](#).

First-year students who are interested in OHIO Fellows should visit the website and watch for the year's deadlines and application process.

9.3 Office of Nationally Competitive Awards

→ [Go to ONCA](#)

The Office of Nationally Competitive Awards (ONCA) assists Ohio University students with virtually all facets of applying for some of the most prestigious awards available. These awards include such impressive and competitive awards as the Rhodes, Fulbright, Marshall, Truman, Udall, Critical Language, Hollings, and Goldwater Scholarships.

Services provided by ONCA include: providing specific information about scholarships and awards, mentoring and counseling students about their particular situations and candidacies, assisting with the application processes, and organizing seminars and supportive programs for students. Most national awards are merit-based and extremely competitive. To be considered viable candidates, students should have at least a 3.7 GPA for most awards and be actively involved in both their studies and, depending on the particular competition, in extracurricular activities, research, and/or community service.

ONCA is located at 35 Park Place, the Honors College Tutorial House, but the office works with outstanding students from all over campus.

9.4 Presidential Leadership Society

→ [Go to Presidential Leadership Society](#)

The Presidential Leaders are an elite society of student volunteers who give their time and talents to advance the priorities and initiatives of President Nellis. These premiere students are loyal Bobcats and role models who represent the very best Ohio University has to offer. Students apply to serve for one-year terms and must re-apply at the end of each term for consideration.

What Does A Presidential Leader Do?

- L** EARN more about the mission, vision, history and interworking of Ohio University
- E** NGAGE with faculty, staff, students, alumni, donors and friends of OHIO
- A** SSIST the Office of the President in furthering President Nellis' strategic initiatives
- D** ETAIL the student experience to various constituents and polish public speaking skills
- E** LEVATE the reputation of OHIO by showcasing the tremendous talent of its students
- R** EPRESENT Ohio University and President Nellis at special events on and off campus

9.5 Career and Leadership Development Center

→ [Go to CLDC > Leadership Development](#)

Excel in your college and professional career through the development of leadership skills. The CLDC emphasizes six leadership skills, carefully selected based on research into the qualities that employers value most. The skills are self-awareness, team development, problem-solving, interpersonal development, adaptability, and innovation.

About Leadership Development FOUNDATIONS program: this is designed for first-year students. By engaging in Foundations you gain a competitive edge while working with future leaders of OHIO to harness your leadership style and skills. Students who complete the six-week cohort Foundations program go on to compete for some of the most highly sought after leadership positions on Ohio University's campus.



CHAPTER 10

10.1 Advising

Academic Advisors Illuminate Your Path to Success

Every Ohio University undergraduate has an advisor assigned to assist them. These helpful faculty and staff know how to use university systems, how to meet requirements for your degree, and how to make the most of your Ohio University experience. You are required to meet with your advisor at least once per semester, but you are welcome to meet more often when you have questions or concerns or would like some guidance. College can be complicated. Work with your advisor to make sure you understand how things work!

10.2 Elective Coursework

Many majors have room for elective coursework. This provides a great opportunity for you to explore areas of interest that you may never have studied. If you really enjoy an elective it might be a good idea to take another class in that subject. Perhaps you will follow the path to even complete a minor. Ohio University has a breadth of coursework that is almost hard to believe. Examine your options so that you can make the most of your time here!

10.3 Career Leadership and Development Center (CLDC)

Preparing you today for tomorrow's opportunities

The CLDC helps students learn more about themselves, their values and interests, and how those fit in the world of work. You can begin using the resources at the CLDC on your first day as a student and when you are ready to graduate they will help you get launched into a position that fits your skills and interests.

10.4 Student Organizations

Ohio University has more than 400 student organizations. Run by students with guidance from faculty, these groups focus on academic and non-academic interests. Joining a student organization can help you find people who have similar values and interests. Joining an organization can also help you build your resume and gain leadership experience. Being a Bobcat is an action, not an assignment. Coming to Ohio University means being ready to get involved and participate. Joining a student organization is a great start!

10.5 Ohio University Libraries

Most people go to libraries for their resources, but many Bobcats will tell you the best thing about our libraries is the staff! They are the most friendly, helpful people you will find anywhere. They love researching new topics, so when you tell them what you want to learn about for a project or an assignment, they will bring the excitement. No question for them is too trivial, no task too tall. The library staff wants you to achieve your goals and master your material. They will be happy when you are informed. Ask questions, and appreciate the awesome librarians that are committed to your success!



CHAPTER 11

11.1 Email Etiquette

When you write an email to your advisor or instructor:

- Use your OHIO email account or Blackboard site
- Include a clear Subject Heading at the top so the person knows the purpose of the email
- Include a greeting: Dear _____, (not “Hey”), address the person with a proper title, e.g. “Dr.” or “Professor,” background information, your full name and PID number at the end.
- Reread your email before you send it...Is it well-written (grammar, spelling, punctuation)
- Is your purpose clear? Is your tone polite and respectful
- Do not use text-message acronyms (e.g., “can u meet w me @ 12?”)

11.2 Meeting Etiquette

- Make appointments in advance—don’t wait until the last minute. Put the appointment on your calendar and do not forget it! Cancel in advance if you are unable to attend. Do not be a “no-show”
- Arrive 5 minutes early for your appointment
- Turn off and put away your cell phone before entering the office. Do not check or send text messages during the meeting
- Bring specific questions and prepare for each meeting
- Utilize office hours. If you have class when the advisor/instructor has office hours, politely request an alternative meeting time

- Follow up with advisor/instructor recommendations and advice, and report the results of your follow-ups to the advisor/instructor
- Write a thank you note or email after helpful interactions

11.3 Transportation

CATS/CATS Late Night

→ [Go to CATS](#)

Transportation & Parking Services offers free campus transit known as the Campus Area Transit Service or CATS.

Dedicated transit loops which service campus on 10 & 20-minute increments run M-F 7 AM to 5:30 PM. No ID is required to ride. All CATS shuttles can be tracked in real time using the Doublemap App or via cats.doublemap.com.

A door-to-door transit service is available via CATS Late Night operations M-F 5:30 PM – 3 AM & Sat. 10 PM – 3 AM. This service provides a safe means of travel across campus and up to 2 miles driving distance from the center of campus (Baker University Center). Riders are encouraged to schedule rides in advance by calling or texting 740-593-4040.

Additional Information Regarding CATS & CATS Late Night Operations and route schedules are available by contacting Transportation Services at 740-593-1611 or transportation@ohio.edu.

Airport Shuttle Services

→ [Go to Airport Shuttle Services](#)

Shuttle service provided year round to the Columbus International Airport (CMH). Special rates are offered around peak campus travel periods.

Additional information regarding Airport Shuttle Services is available by contacting Transportation Services at 740-593-1611 or transportation@ohio.edu.

Bobcat Pass

→ [Go to Bobcat Pass](#)

Ohio University students and faculty/staff can ride for free on any Athens Public Transit bus route simply by presenting their Ohio ID at time of the ride. This service is made possible via a partnership between Ohio University & The City of Athens. Routes include access to popular east side shopping locations, various locations throughout the city of Athens & The Plains & Chauncey. All Bobcat Pass vehicles can be tracked in real time using the Doublemap App or via cats.doublemap.com.

CATCAB

→ [Go to CATCAB](#)

Free campus door to door transportation option to service students and faculty/staff with temporary or permanent mobility limitations. Riders must be registered to use service.

Additional information regarding CATCAB and registration procedures are available by contacting Transportation Services at 740-593-1611 or transportation@ohio.edu.

Zipcar

→ [Go to Zipcar](#)

“Wheels When You Want Them” Car Sharing Service which allows Ohio University students 18+ to rent vehicles by the hour or day for personal/business use. Ohio University currently has 4 active zip cars available for reservation on campus. For Additional information please contact Zipcar directly at 1-866-4ZIPCAR

GO BUS

Serving OHIO visitors, students, staff, and faculty

→ [Go to Go Bus \(Baker Center stop details\)](#)

The GoBus intercity bus service is a collaborative effort between the Ohio Department of Transportation, the City of Athens, and the Hocking Athens Perry Community Action. The GoBus is a public bus service that runs twice daily, serving Athens, Columbus, Cincinnati, Cleveland, Marietta, Parkersburg, Van Wert, Wooster, and communities in between. The GoBus operates seven days a week, year-round, and prices range from \$5 to \$25 (before tax) for a one-way ticket.



CHAPTER 12

Summer at Ohio University is a fully immersive and rewarding experience! From taking classes and getting ahead on your degree to experiencing the Athens community and taking advantage of events, seminars, and camps, everything you could want is right here. **Summer is OHIO!**

12.1 Summer Sessions

- May 13 – June 29, 2019, Summer Session I
- July 1 – Aug. 17, 2019, Summer Session II
- May 13 – Aug. 17, 2019, Full Summer Session

12.2 Registration

→ Find complete details at [University Registrar > Calendars](#)

Summer semester registration begins at 8 a.m. on Monday, February 18, 2019

12.3 Taking Classes at Another Institution

→ [Go to Transferology](#).

You may choose to take one or more classes at another college or university. If you choose to do so, always check with your college office **BEFORE** taking the class to understand how the credit will transfer back to Ohio University. Remember that the credit may transfer, but the grade will not. Many institutions also require a Transient Student Approval form from Ohio University before you take classes. You may get this form from your college office or the institution you plan to attend.

If you are planning to attend an institution in Ohio, you may also use Transferology, a free online source for transfer information, to get accurate information about how the credit will transfer.

→ See [Chapter 6/Section 2](#) in this Guide for a list of college offices and contacts ←

As soon as you have completed the course, have an official transcript sent to Undergraduate Admissions at Ohio University. Once the credit is evaluated and posted by your college office, it will appear on your DARS. Please note you may need to refresh your DARS in order for the credit to appear.

12.4 Transcripts

→ Find complete details at [University Registrar > Transcripts](#)

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CHAPTER 13

Sustainability is the ability to meet the needs of the present without compromising the ability of future generations to meet their needs. Ohio University takes a "Triple Bottom Line" approach to sustainability by equally factoring people, the planet and prosperity into our sustainability initiatives and decisions.

13.1 While You're Here... Be Sustainable!

- Join sustainability focused groups on campus. A list is available at https://orgsync.com/browse_orgs/790
- Take advantage of public transportation.
 - Download the Double Map App for bus schedules, and show your OHIO ID for free local bus rides.
 - Ride the GoBus home on weekends
- Enjoy sustainability and zero waste events, such as
 - Sustainability Film Series
 - Pollution Prevention Week
 - Sustainable Living Floor and Ecohouse workshops
 - Earth Day Celebration
- Take the sustainability walking tour
- Participate in the "30 Mile Meal" by eating at local dining establishments!
- Enjoy recreational rides on the Hockhocking Adena Bikeway. You can borrow a bike at the Athens Public Library.
- Enroll in sustainability-focused classes. A [list of course options](#) is available online.
- Reduce energy costs by turning off lights and electronics when not in use.
- When possible, keep thermostat at 68-70°F in winter; 76-78°F in summer.

13.2 Zero Waste

The mission of the OHIO Zero Waste Initiative at the Voinovich School of Leadership and Public Affairs is to reduce the waste footprint at Ohio University thanks to support from the Sugar Bush Foundation, a supporting organization of the Ohio University Foundation.

The Voinovich School team of staff and students partners with Campus Recycling, the Office of Sustainability and other University groups to raise waste awareness across the campus community.

"Zero Waste" is a 90% diversion of discarded materials from the landfill through recycling and composting while working to reduce the amount of waste disposed.

Sustainability & Zero Waste Tips:

- Reduce food waste by taking/ordering only food that you plan to eat.
- Use a reusable mug to receive a discount at coffee shops.
- Bring reusable grocery bags when shopping.
- Carry your own reusable water bottle instead of disposable plastic.
- Place all recyclables in a designated recycling bin.
- Organizing a student event? Check out the [Green Event Guide](#) and certify your next event "Green"
- Volunteer at a Zero Waste Tailgate.
- Shop at local thrift stores instead of buying new.

13.3 Connect

Office of Sustainability

- [Website](#)
- Email sustainability@ohio.edu
- [Twitter](#) @SustainableOU

Zero Waste

- [Website](#)
- Email ZeroWaste@ohio.edu
- [Twitter](#) @OHIOZeroWaste