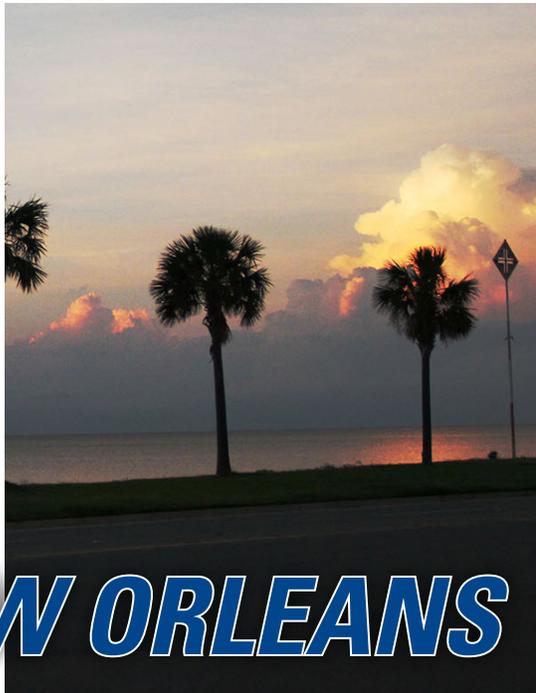
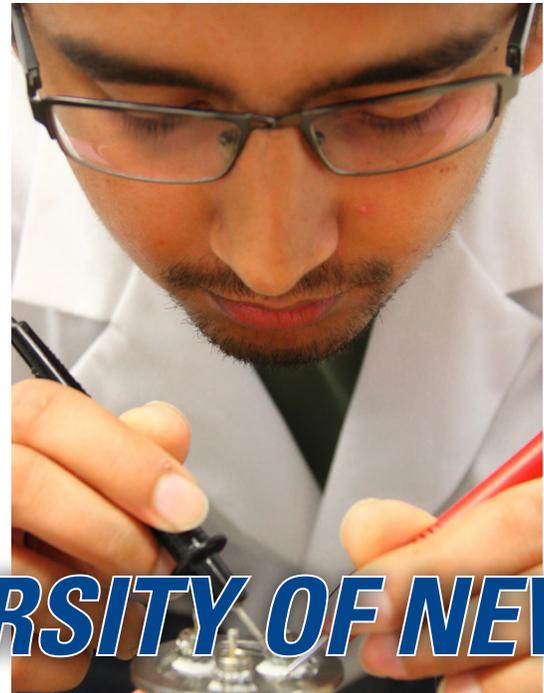
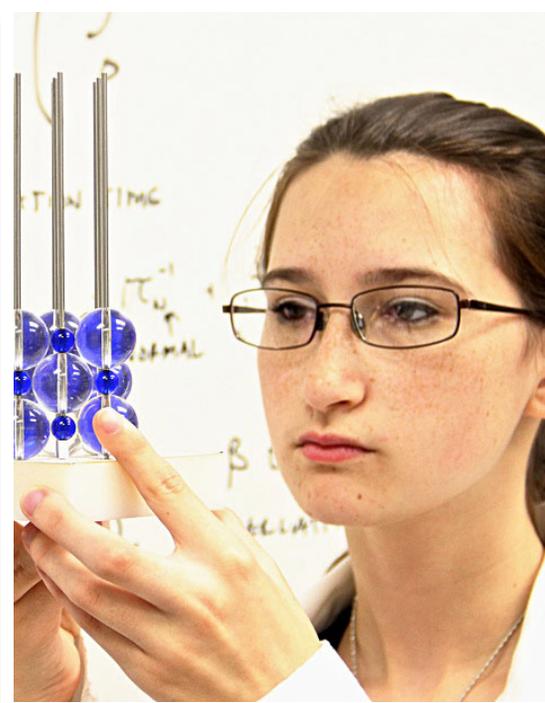




Undergraduate / Graduate



Catalog August 2013



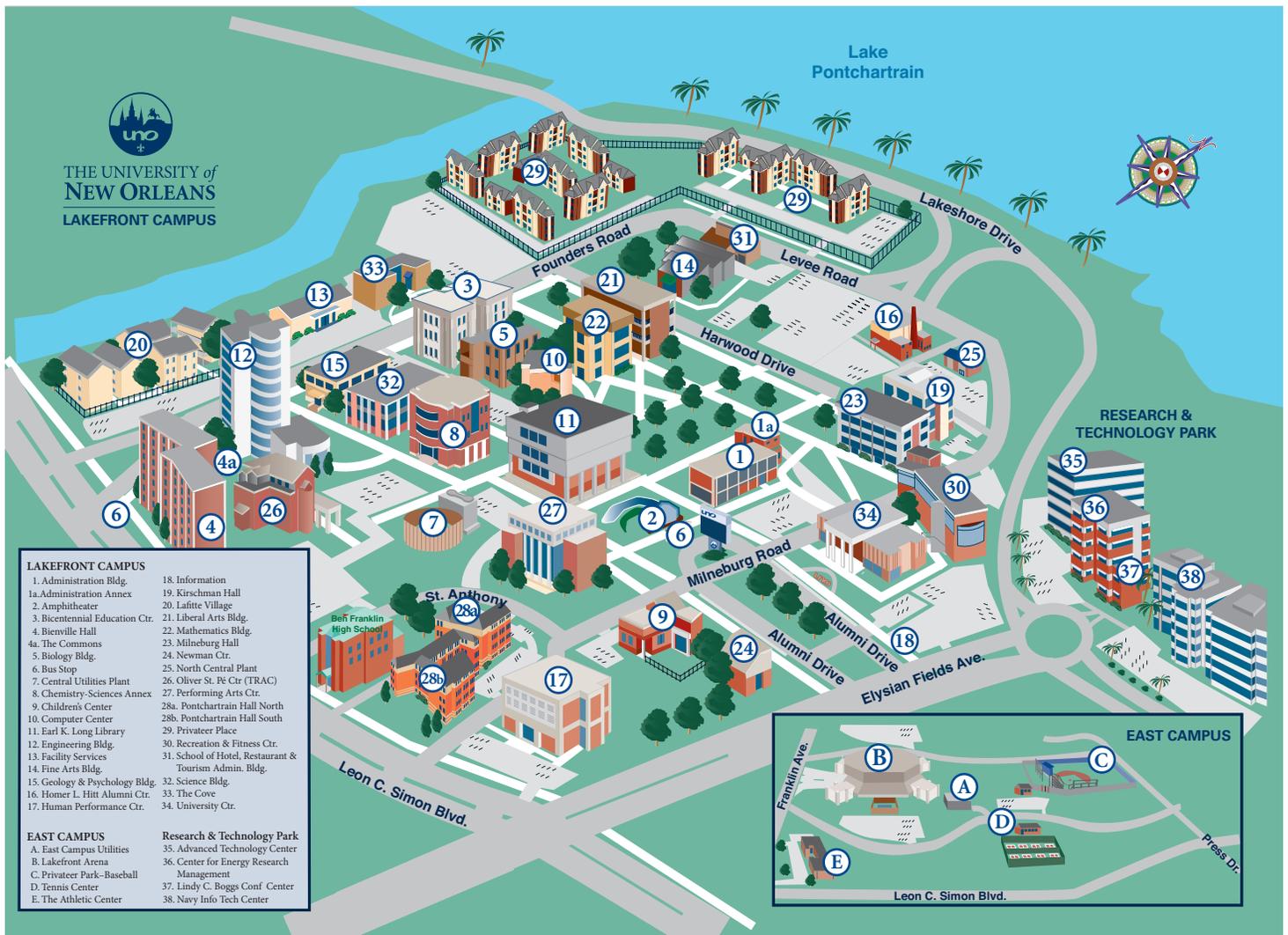
THE UNIVERSITY OF NEW ORLEANS

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The Catalog represents a flexible program of current educational plans, offerings, and requirements that may be altered from time to time to carry out the purposes and objectives of the university. The provisions of this publication do not constitute an offer of contract that may be accepted by students through registration and enrollment in the university; the university reserves the right to change any provision, offering, or requirements at any time within the student's period of study.

Lakefront Campus Map



The University

The University of New Orleans (UNO), the urban research university of the State of Louisiana, was established by the Louisiana Legislature in 1956 to bring public-supported higher education to the state's largest urban community. The Board of Supervisors of the Louisiana State University acquired a 195-acre site on the southern shore of Lake Pontchartrain within the City of New Orleans. A number of the buildings remaining on the property from its prior use as an air station for the United States Navy were renovated for academic purposes during the winter and spring of 1958. In September 1958, Louisiana State University in New Orleans, which was renamed the University of New Orleans in 1974, opened to nearly 1,500 freshman students, more than twice the number anticipated. Only a freshman curriculum was offered the first year. In succeeding years, additional levels of curricula were developed and offered so that by 1962 the University was operating as a full four-year, degree-granting institution. Programs of study are now offered through five academic undergraduate colleges: Business Administration, Education and Human Development, Engineering, Liberal Arts and Sciences – in addition to the Graduate School. Legislation was passed in the 2011 session to move UNO from the Louisiana State University (LSU) System into the University of Louisiana System (ULS).

UNO has grown to become a research university that provides essential support for the educational, economic, cultural, and social well-being of the culturally rich and diverse New Orleans metropolitan area. Located in an international city, the university serves as an important link between Louisiana and both the nation and the world. The university strategically serves the needs of the region through mutually beneficial collaborations with public and private bodies whose missions and goals are consistent with and

supportive of UNO's teaching, scholarly, and community service objectives. Joint projects with schools, governments, foundations, businesses, and civic groups enrich opportunities for learning and community growth. Research and graduate programs focus on fields of study in which UNO is nationally competitive or responding to specific state or regional needs. UNO offers more than one hundred challenging and in-demand programs, many of which are uniquely linked to the rich and vibrant city of New Orleans.

UNO is a selective admissions university serving approximately 10,000 students. Of this number, nearly three-fourths are undergraduates and a fourth are graduate students in both Master's and Doctoral programs. The university's diverse population is comprised of students from a broad range of backgrounds, representing nearly every state in the U.S. and over one hundred countries across the globe. The university is committed to providing a supportive and student-centered learning environment for high-achieving and motivated students that enhances their success. UNO strives to enrich the quality of campus life through extra-curricular activities and programming. In addition to serving traditional aged students, the university supports a large population of non-traditional students whose experiences and motivation prepare them for programs of study leading to degrees as well as to professional and personal advancement.

UNO is classified as a Southern Regional Education Board Four-Year II institution, a Carnegie Doctoral/Research Intensive University and a Southern Association of Colleges and Schools Level VI institution. The University of New Orleans is committed to continual improvement through a vibrant strategic planning process.

Academic Programs

UNO offers the following degrees and major programs:

Bachelor of Arts

Major	College
Anthropology	Liberal Arts
Art (Art History and Studio Art)	Liberal Arts
English	Liberal Arts
Film and Theatre Arts	Liberal Arts
History	Liberal Arts
International Studies	Liberal Arts
Music	Liberal Arts
Philosophy	Liberal Arts
Political Science	Liberal Arts
Sociology	Liberal Arts

Bachelor of Interdisciplinary Studies

Bachelor of Science

Major	College
Accounting	Business Administration
Biological Sciences	Sciences
General Business Administration	Business Administration
Chemistry	Sciences
Civil Engineering	Engineering
Computer Science	Sciences
Early Childhood Education Grades PK-3	Education and Human Development
Earth and Environmental Sciences	Sciences
Electrical Engineering	Engineering
Elementary Education Grades 1-5	Education and Human Development
Elementary Education and Special Education Mild Moderate Grades 1-5	Education and Human Development
Finance	Business Administration
Hotel, Restaurant and Tourism Administration Management	Business Administration Business Administration

Marketing	Business Administration
Mathematics	Sciences
Mechanical Engineering	Engineering
Naval Architecture and Marine Engineering	Engineering
Physics	Sciences
Psychology	Sciences
Secondary Education Grades 6-12	Education and Human Development
Urban Studies and Planning	Liberal Arts

Master of Arts

Arts Administration
English
History
Political Science
Romance Languages
Sociology

Master of Arts in Teaching

Curriculum and Instruction
Special Education

Master of Business Administration

Master of Education

Counselor Education
Curriculum and Instruction
Educational Leadership
Special Education

Master of Fine Arts

Film and Theatre
Fine Arts

Master of Music in Music

Master of Public Administration

Master of Science

Accounting
Applied Physics
Biological Sciences
Chemistry
Computer Science
Engineering Science
Engineering Management
Earth and Environmental Sciences
Financial Economics
Health Care Management
Hospitality and Tourism
Mathematics
Psychology
Urban Studies

Master of Urban and Regional Planning

Doctor of Philosophy

Applied Biopsychology
Applied Developmental Psychology
Chemistry
Counselor Education
Curriculum and Instruction
Educational Administration
Engineering and Applied Science
Financial Economics
Integrative Biology
Political Science
Special Education
Urban Studies

Pre-professional Programs

UNO has programs designed to provide college training for those students interested in gaining admission to one of the professional schools. Pre-professional programs are offered in the following areas:

Cardiopulmonary Science
Dental Hygiene
Dentistry
Medical Technology
Medicine
Nursing
Occupational Therapy
Optometry
Pharmacy
Physical Therapy
Physician's Assistant
Veterinary Medicine

Accreditation

The University of New Orleans is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, telephone number 404-679-4501) to award bachelor's, master's, and doctoral degrees. The Commission on Colleges of the Southern Association of Colleges and Schools is the recognized regional accrediting body in the eleven U.S. Southern states (Alabama, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, and Virginia) for those institutions of higher education that award associate, baccalaureate, master's or doctoral degrees. The Commission on Colleges is the representative body of the College Delegate Assembly and is charged with carrying out the accreditation process.

Administrators

UNO Administrators

President	Peter J. Fos, Ph.D.
Executive Assistant to the President	Carlen L. McLin, Dr.P.H.
Provost and Vice President of Academic Affairs	James E. Payne, Ph.D.
Vice President of Business Affairs	Gregg Lassen, Ph.D.
Vice President for Student Affairs and Enrollment Management	Brett Kemker, Ph.D.
Vice President of Research and Economic Development.....	Kenneth W. Sewell, Ph.D.
Vice President for External Affairs	Rachel A. Kincaid, M.B.A.
Vice President of Communications, Marketing and Public Relations	Kevin McLin, M.F.A.
Executive Director of University Advancement.....	Anthony Gregorio
Intercollegiate Athletics	Derek Morel, M.S., A.F. M., <i>Director</i>
Assistant Athletic Director for Compliance	Jacob Ludwikowski, B.A.
Director of Internal Audit.....	Elizabeth Bourgeois, B.A., CIA, CISA

Academic Affairs

Provost and Vice President of Academic Affairs	James E. Payne, Ph.D.
Associate Provost and SACS Liaison	William R. Sharpton, Ph.D.
Assistant Provost and University Registrar	Matthew Moore, Ed.D.
College of Business Administration	John A. Williams, Ph.D., <i>Dean</i>
College of Education and Human Development	Darrell P. Kruger, Ph.D., <i>Dean</i>
College of Engineering	Norman Whitley, Ph.D., <i>Interim Dean</i>
College of Liberal Arts	Kevin L. Graves, Ph.D., <i>Interim Dean</i>
College of Sciences	Steven Johnson, Ph.D., <i>Dean</i>
Earl K. Long Library.....	Sharon Mader, Ed.D., <i>Dean</i>
Graduate School	Donna L. Dickerson, Ph.D., <i>Interim Executive Director</i>
Interdisciplinary Studies	Elaine Brooks, Ph.D., <i>Director</i>
Global UNO.....	Merrill Johnson, Ph.D., <i>Executive Director</i>
Institutional Effectiveness.....	Leslie Colver, Ph.D., <i>Director</i>
Institutional Research and Data Management	Kim M. Oren, M.A., <i>Director</i>
Online Programs	Daniel Gonzalez
Honors Program	Abu K. Sarwar, Ph.D., <i>Director</i>

Student Affairs and Enrollment Management

Vice President for Student Affairs.....	Brett Kemker, Ph.D.
Enrollment Services.....	David Meredith, Ph.D., <i>Executive Director</i>
Student Affairs	Pamela Kaye Vrana Rault, Ph.D., <i>Associate Director</i>

Learning Resource Center	Toni Spahn, M.S. <i>Interim Director</i>
Student Financial.....	Denise Spellman, <i>Associate Director</i>
Trio - Project ACCESS	Dion E. Dukes, <i>Associate Director</i>
Trio - OJETS	Eliza M. Nascarella, M.S., <i>Associate Director</i>
Trio - Project PASS.....	Sylvia "Juni" Bowes, <i>Associate Director</i>
Jefferson Upward Bound.....	Laurie Molnar, M.Ed., <i>Associate Director</i>
STETS.....	Alida W. Murray, <i>Associate Director</i>
Orientation & Programs.....	Christy Heaton, M.S., <i>Associate Director</i>
Enrollment Services.....	Susan Dandridge, M.Ed., <i>Associate Director</i>
Counseling Services	Adrian C. Péré, LCSW-BACS, <i>Director of Counseling Services</i>
Counseling Services	Rosamond Myers, Ph.D., <i>Director of Clinical Training</i>
Counseling Services	Asia Wong, LMSW, <i>Director of Outreach</i>
Career Services.....	Martha Barnes, Ed.S., <i>Director</i>

Financial Services

Vice President for Business Affairs	Gregg Lassen, Ph.D.
Assistant Vice President for Business Affairs; Budget, Finance & Systems.....	Tiffany Gilmore-Soublet, M.B.A.
Assistant Vice President for Business Affairs; Accounting & Procurement.....	Michael Dauenhauer, B.S.
Assistant Vice President for Human Resource Management	Ranzey P. Montet, B.S.
Accounts Payable.....	Dana Bird, B.S., C.P.A., <i>Manager</i>
Bursar.....	Brett Cassell, M.B.A.
General Accounting and Financial Reporting	Debra Alvarez, B.S., <i>Manager</i>
Materials, Management and Contracts Administrator	Stephen F. Kolz, B.S., <i>Director</i>
Sponsored Programs Accounting.....	David P. Muscarello, B.S., C.P.A., <i>Director</i>
Recreation and Intramural Sports.....	Margaret V. Royerre, M.S., <i>Director</i>
University Computing.....	James Burgard, B.S., <i>Associate Vice President / CIO</i>
Auxiliary Services.....	Patrick Linn, B.S., <i>Director</i>

Research and Sponsored Programs

Vice President for Research and Economic Development	Kenneth W. Sewell, Ph.D.
Executive Director	Carol T. Lunn, M.B.A.

Training Resources and Assistive Technology Center TRAC)

TRAC.....	Kenneth R. ZANGLA, M.S., <i>Director</i>
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**Office of Technology Management and Commercialization
(OTMC)**

OTMC James L. Endler, *Facility Security Officer*

External Affairs

Vice President for External Affairs Rachel A. Kincaid, M.B.A
Director of External Affairs Crstal Ellerbe
Assistant Director Mallory Moore

Communications, Marketing and Public Relations

Vice President for Communications, Marketing
and Public Relations Kevin McLin, M.F.A.
Assistant Vice President for Communications,
Marketing and Public Relations Janene Tate
Public Relations and Communications..... Patricia Murret, *Assistant Director*
Marketing.....Sarah Bergez, *Director*
Public Relations and
University Spokesperson Adam Norris, B.A., M.S., *Director*

Faculty

A

Abdelguerfi, Mahdi Professor of Computer Science and Chair of the Department of Computer Science; Ph.D., Wayne State University. Member, Graduate Faculty.

Abdel-Rahman, Hesham Louisiana Real Estate Commission Professor Economics and Finance; Ph.D., University of Pennsylvania. Member, Graduate Faculty.

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Ahmed, Irfan Assistant Professor of Computer Science; Ph.D., Ajou University.

Akyuzlu, Kazim M. M. Professor of Mechanical Engineering; Ph.D., University of Miami. Member, Graduate Faculty.

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Alsamman, Abdul Rahman Associate Professor of Electrical Engineering; Ph.D., University of Alabama. Member, Graduate Faculty.

Anthony, Nicola Mary, Associate Professor of Biological Sciences; Ph.D., Cambridge University. Member, Graduate Faculty.

Arnold, Allison Instructor in English; M.A., University of Kentucky.

Arroyo, Alexa Instructor in Fine Arts; M.A., Rutgers University.

Artigas, Maria Del Carmen Professor of Spanish; Ph.D., University of Virginia. Member, Graduate Faculty.

Atkins III, Victor B., Assistant Professor of Music, MM. Manhattan School of Music, Member, Graduate Faculty.

Atkinson, Connie, Associate Professor of History and Associate Acting Director of the Midlo Center; Ph.D., University of Liverpool. Member, Graduate Faculty.

Augier, Denis M. Associate Professor of French; Ph.D., University of Indiana, Bloomington. Member, Graduate Faculty.

Austin, Patricia June Professor of Curriculum and Instruction; Ph.D., The University of New Orleans. Member, Graduate Faculty.

Azzam, Rasheed M. A. Distinguished Professor of Electrical Engineering; Ph.D., University of Nebraska-Lincoln. Member, Graduate Faculty.

B

Baas, Diane Assistant Professor in Film, and Theatre; M.F.A. University of Washington School of Drama, Graduate Faculty.

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Beams, Joseph D. Oil and Gas Associate Professor of Accounting; Ph.D., Virginia Tech. Member, Graduate Faculty.

Beaton, Elliott A. Assistant Professor of Psychology; Ph.D., McMaster University. Member, Graduate Faculty.

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Bell, Charles D., Assistant Professor of Biological Sciences, Ph.D., Yale University. Member, Graduate Faculty.

Benischek, Roger Instructor in Film, and Theatre and Director of the Nims Center; M.S., California State College-Bakersfield.

Beriss, David I. Associate Professor and Chair of the Department of Anthropology; Ph.D., New York University. Member, Graduate Faculty.

Birk, Lothar Associate Professor and Chair of the Department of Naval Architecture and Marine Engineering; Ph.D., Tech University of Berlin.

Bischof, Günter J. Professor of History and Director of CenterAustria; Ph.D., Harvard University. Member, Graduate Faculty.

Blankenship, Elizabeth Ruth Instructor in English and Director of the Women's Center; M.A., University of New Orleans.

Bole, Paul Thomas Associate Professor of Professional Practice of Education; Ph.D., Northern Colorado University.

Bonis, Marc P. Assistant Professor of Professional Practice of Educational Leadership, Counseling and Foundations; Ph.D., The University of New Orleans.

Bordelon, Bridget Mary Assistant Professor of Hotel, Restaurant, Tourism Administration; Ph.D., University of New Orleans.

Bourderionnet, Olivier. Assistant Professor of French; Ph.D., Tulane University. Member, Graduate Faculty.

Bourgeois, Edit J. Professor in the Department of Electrical Engineering and Associate Dean of Engineering; Ph.D., Tulane University. Member, Graduate Faculty.

Boyden, Joseph Anthony Writer in Residence, Department of English; M.F.A., University of New Orleans.

Brand, Anna Livia Assistant Professor of Planning and Urban Studies, Ph.D. Massachusetts Institute of Technology. Member, Graduate Faculty.

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Broadhurst, Christopher J. Assistant Professor of Educational Leadership, Counseling and Foundations; Ph.D., North Carolina State University.

Brockmann, Erich N. Associate Professor of Management; Ph.D., Florida State University. Member, Graduate Faculty.

Brooks, Elaine S., Professor of Spanish and Academic Director for the Bachelor of Interdisciplinary Studies Degree Program; Ph.D., University of California-Davis. Member, Graduate Faculty.

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Candy, Catherine M. Associate Professor of History; Ph.D., Loyola University of Chicago. Member, Graduate Faculty.

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Chen, Huimin Associate Professor of Electrical Engineering; Ph.D., University of Connecticut. Member, Graduate Faculty.

Chervenak, Edward E. Instructor in Political Science; Ph.D., Tulane University. Member, Graduate Faculty.

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Daunis, Miriam R. Associate Dean of the College of Sciences and Instructor in Mathematics, Ph.D., Southern Methodist University. Member, Graduate Faculty.

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F

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Fink, Inge Instructor in English; M.A., University of New Orleans.

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Ghose Hajra, Malay. Assistant Professor; Department of Civil and Environmental Engineering; Ph.D., Kansas State University. Member, Graduate Faculty.

Gladstone, David L. Associate Professor of Planning and Urban Studies and LMHA Professor, Ph.D., Rutgers University. Member, Graduate Faculty.

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Goodman, Richard Assistant Professor of English; M.F.A., Spalding University. Member, Graduate Faculty.

Gopu, Vijaya Professor and Endowed Chair of Civil and Environmental Engineering, Ph.D., Colorado State University, Member, Graduate Faculty.

Goss, Andrew M. Associate Professor of History and Chair of the Department of History; M.A.Ph.D., University of Michigan. Member, Graduate Faculty.

Graves, Kevin L. Professor of Film and Theatre and Interim Dean of the College of Liberal Arts; Ph.D., Texas Tech University. Member, Graduate Faculty.

Gray, D. Ryan. Assistant Professor of Anthropology; Ph.D., University of Chicago. Member, Graduate Faculty.

Green, Yvette N. Associate Professor of Hotel, Restaurant, Tourism Administration; Ph.D., Virginia Polytechnic Institute and State University.

Griffin, Henry Artist in Residence of Film, and Theatre M.F.A University of New Orleans, Graduate Faculty.

Griffith, Kevin B. Associate Professor of Film, and Theatre; M.F.A., University of Southern Mississippi. Member, Graduate Faculty.

Guillot, Martin Joseph Associate Professor of Mechanical Engineering; Ph.D., University of Texas, Austin. Member, Graduate Faculty.

H

Hall, Carsie A. Associate Professor of Mechanical Engineering; Ph.D., Howard University. Member, Graduate Faculty.

Hansen, Erik Assistant Professor of Film and Theatre; MFA University of New Orleans, Graduate Faculty.

Harmelink, Philip J. Ernst and Young Professor of Accounting, Research Professor and Chair of the Department of Accounting; Ph.D., University of Iowa. Member, Graduate Faculty.

Hassan, Mohammad K. Associate Professor of Economics and Finance; Ph.D., University of Nebraska-Lincoln. Member, Graduate Faculty.

Hauser, Kornelia Visiting Professor of Sociology; Ph.D., University of Bremen.

Hayes, Cheryl A. Associate Professor and Co-Chair of the Department of Fine Arts; M.F.A., University of New Orleans. Member, Graduate Faculty.

Hazlett, John D. Professor of English and Director of BA in International Studies; Ph.D., University of Iowa. Member, Graduate Faculty.

Hembree, Carolyn A. Assistant Professor of English; M.F.A., University of Arizona. Member, Graduate Faculty.

Hensel, Paul J. Professor of Marketing and Associate Dean for the College of Business Administration Executive and External Programs; Ph.D., University of Houston. Member, Graduate Faculty.

Herlihy, Barbara J. Research Professor of Educational Leadership, Counseling and Foundations; Ph.D., Northwestern University. Member, Graduate Faculty.

Herrington, Paul D. Professor of Mechanical Engineering and Director of Graduate Program in Engineering Management; Ph.D., Louisiana State University. Member, Graduate Faculty.

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Himelstein, Abram Assistant Professor of Professional Practice; M.F.A., The University of New Orleans.

Holladay, Kenneth W. Professor of Mathematics; Ph.D., Massachusetts Institute of Technology. Member, Graduate Faculty.

Hoover, David Professor and Chair of Film, and Theatre; M.F.A., Lindenwood University. Member, Graduate Faculty.

Hoque, MD, Tamjidul Assistant Professor of Computer Science; Ph.D., Monash University. Member, Graduate Faculty.

Houser, Esther Anita Instructor in Accounting; M.S., Virginia Tech.

Howard, Jerome Joseph Associate Professor of Biological Sciences; Ph.D., University of Iowa. Member, Graduate Faculty.

Huelshoff, Michael G. Associate Professor of Political Science; Ph.D., University of Michigan-Ann Arbor. Member, Graduate Faculty.

Hui, David Research Professor of Mechanical Engineering; Ph.D., Toronto University. Member, Graduate Faculty.

I

Ibáñez, Juana L. Instructor of Geography; M.A., University of Texas, Austin.

Ioup, Juliette W. Professor of Physics and Seraphia D. Leyda University Teaching Fellow; Ph.D., University of Connecticut. Member, Graduate Faculty.

Iseki, Hiroyuki Assistant Professor of Transportation Studies and Urban Planning; Ph.D. University of California, Los Angeles. Member, Graduate Faculty.

J

Janz, Janice Gail Associate Professor of Professional Practice of Education; Ph.D., University of New Orleans.

Jenkins, Pamela J. Professor of Sociology; Ph.D., Louisiana State University. Member, Graduate Faculty.

Jensen, Craig A. Associate Professor of Mathematics; Ph.D., Cornell University. Member, Graduate Faculty.

Jilkov, Vesselin P. Associate Professor of Electrical Engineering; Ph.D., Bulgarian Academy of Sciences. Member, Graduate Faculty.

Johnson, Barb Assistant Professor of English; M.F.A., University of New Orleans. Member, Graduate Faculty.

Jonhson, Jennifer M. Assistant Professor of Educational Leadership, Counseling and Foundations; Ph.D., University of Central Florida. Member of Graduate Faculty.

Johnson, Merrill Lee Professor of Geography, Executive Director of Global UNO; Ph.D., University of Georgia. Member, Graduate Faculty.

Johnson, Richard A. Professor of Fine Arts; M.F.A., Washington University. Member, Graduate Faculty.

Johnson, Steven G. Dean of the College of Science and Professor of Biological Sciences; Ph.D., University of Kansas. Member, Graduate Faculty.

Jovanovich, Kim D. Professor of Electrical Engineering and Assistant Dean of Engineering. M.S. Telecommunications, University of Southern Mississippi. Member, Graduate Faculty.

Jursic, Branko Professor of Chemistry; Ph.D., University of Zagreb. Member, Graduate Faculty.

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Kythe, Prem K. Professor Emeritus of Mathematics; Ph.D., Aligarh Muslim University.

Labarge, Richard A. Professor Emeritus of Economics; Ph.D., Duke University.

LaGarde, Marie Professor Emerita of French; Ph.D., Tulane University.

Lambert, Samuel J. Professor Emeritus of Accounting; Ph.D., Louisiana State University.

Lannes, William Professor Emeritus of Engineering; M.S., Naval Postgraduate School.

Laska, Shirley Emeritus Professor of Sociology; Ph.D., Tulane University.

Leake, Joanna Brent Emeritus Professor of English; M.A., State University of New York, Buffalo.

Leboeuf, Maurice M. Professor Emeritus of Management; Ph.D., Louisiana State University, Baton Rouge.

Leevongwat, Ittiphong; Assistant Professor of Electrical Engineering. Ph.D., Tulane University.

Litton, Freddie W. Professor Emeritus of Education; Ed.D., University of Northern Colorado.

Longstreet, Wilma S. Professor Emerita of Education; Ph.D., Indiana University, Bloomington.

Lorton, John Professor Emeritus of Education; Ed.D., University of Southern Mississippi.

Mackin, Cooper R. Professor Emeritus of English and Chancellor Emeritus; Ph.D., Rice University.

Madaus, Herbert S. Professor Emeritus of Business Communication and Office Systems; Ed.D., Oklahoma State University.

Margavio, Anthony V. Professor Emeritus of Sociology; Ph.D., Louisiana State University.

May, James G., Professor Emeritus of Psychology; Ph.D., University of Houston.

McDowell, Peggy Pulliam Professor Emerita of Fine Arts; M.F.A., Memphis State University.

McIntosh, Harriet A. Professor Emerita of Management; Ph.D., University of North Dakota.

McLean, Jack H. Professor Emeritus of Psychology; Ph.D., Tulane University.

McManis, Kenneth L. Professor Emeritus of Civil Engineering; Ph.D., Louisiana State University.

McSeveney, Dennis R. Professor Emeritus of Sociology, Dean Emeritus of Liberal Arts and Associate Provost Emeritus; Ph.D., Emory University.

Mercuro, Nicholas Professor Emeritus of Economics; Ph.D., Michigan State University.

Meza, James Professor Emeritus of Education and Dean Emeritus of the College of Education and Human Development; Ed.D., University of New Orleans.

Mitchell, R. Judson Professor Emeritus of Political Science; Ph.D., University of Notre Dame.

Mooney, Michael E. Professor Emeritus of English; Ph.D., University of Southern California.

Morillo, Carolyn R. Professor Emerita of Philosophy; Ph.D., University of Michigan.

Moustafa, Saad E. Professor Emeritus of Civil Engineering; Ph.D., University of California, Berkeley.

Mueller, Gordon H. Professor Emeritus of History; Ph.D., University of North Carolina, Chapel Hill.

Mumphrey, Anthony J., Jr. Professor Emeritus of Planning and Urban Studies; Ph.D., University of Pennsylvania.

Munchmeyer, Frederick C. Professor Emeritus of Naval Architecture and Marine Engineering; Ph.D., University of Michigan, Ann Arbor.

Murdock, Jane Y. Professor Emerita of Special Education; Ph.D., University of Utah.

Murphy, Joseph E. Professor Emeritus of Physics; Ph.D., City University of New York.

Murphy, Kay A. Professor Emerita of English; M.F.A., Goddard College.

Nash, Jerry C. Research Professor Emeritus of French; Ph.D., University of Kansas.

Nataraj, Mysore S. Professor Emeritus of Civil and Environmental Engineering; Ph.D., Vanderbilt University.

Nelson, Beverly H. Professor Emeritus of Management; Ph.D., Louisiana State University.

Neubauer, David W. Professor Emeritus of Political Science; Ph.D.; University of Illinois, Urbana.

Nosich, Gerald M. Emeritus Professor of Philosophy, Ph.D., University of Illinois at Chicago Circle.

O'Connor, Charles J. Professor Emeritus of Chemistry; Ph.D., University of Illinois.

O'Connor-Walker, Dolores Professor Emeritus of Spanish; Ph.D.; University of California, Berkeley.

O'Dell-Smith, Roberta Associate Professor Emerita of Biological Sciences; Ph.D., Duke University.

Olson, Gayle A. Research Professor Emerita of Psychology; Ph.D., Saint Louis University.

Olson, Richard D. Research Professor Emeritus of Psychology; Ph.D., Saint Louis University.

Owen, Kenneth E. Librarian Emeritus; M.S., Louisiana State University.

Paradise, Louis Professor Emeritus of Educational Leadership, Counseling and Foundations/Provost Emeritus; Ph.D., University of Virginia.

Pearl, Daniel Professor Emeritus of Accounting; Ph.D., University of Minnesota, Minneapolis.

Pekarek, Donald A. Vice Chancellor Emeritus for Student Affairs, University Relations and Campus Services; M.A., Missouri State Teachers College.

Penfield, Elizabeth Professor Emerita of English; M.A., Duke University.

Pinter, Aelita J. Professor Emerita of Biological Sciences; Ph.D., Tulane University.

Plante, Kathleen G. Registrar Emerita; MA, University of Arkansas at Little Rock.

Poirrier, Michael A. Professor Emeritus of Biological Sciences; Ph.D., Louisiana State University.

Politzer, Peter A. Boyd Professor Emeritus of Chemistry; Ph.D., Case Western Reserve University.

Porter, Robert J., Jr. Professor Emeritus of Psychology; Ph.D., University of Connecticut.

Pressley, Milton M. Professor Emeritus of Marketing; Ph.D., Florida State University.

Puri, Pratap Research Professor Emeritus of Mathematics; Ph.D., Indian Institute of Technology.

Ragas, Wade R. Professor Emeritus of Economics and Finance; Ph.D., The Ohio State University.

Razek, Joseph R. Professor Emeritus of Accounting; Ph.D., University of Illinois.

Rees, Charles Sparks Professor Emeritus of Mathematics; Ph.D., University of Kansas.

Reinecke, John A. Professor Emeritus of Marketing; Ph.D., University of Illinois, Urbana.

Rogers, James S. Professor Emeritus of Biological Sciences; Ph.D., University of Texas, Austin.

Ryan, Timothy P. Professor Emeritus of Economics; Ph.D., The Ohio State University.

Salley, Coleen Professor Emerita of Education; M.S., Louisiana State University.

Sauder, Robert A. Professor Emeritus of Geography; Ph.D., University of Oregon. Member, Graduate Faculty.

Saussy, Gordon A. Professor Emeritus of Economics; Ph.D., Yale University.

Savage, William R. Professor Emeritus of History; Ph.D., University of Chicago.

Schueler, Donald G. Professor Emeritus of English; Ph.D., Louisiana State University.

Schuth, H. Wayne Professor Emeritus of Film, Theatre and Communication Arts; Ph.D., The Ohio State University.

Sexton, James D. Professor Emeritus of Special Education; Ph.D., University of Tennessee.

Shull, Steven Allan Research Professor Emeritus of Political Science; Ph.D.; The Ohio State University.

Sieg, Jerry P. Professor Emeritus of Music; Ph.D., Florida State University.

Silvestri, Lynette R. Associate Professor Emerita of Human Performance and Health Promotion; Ed.D., Northwestern State University of Louisiana.

Skiffington, Frances W. Librarian Emerita; M.L.S., Louisiana State University, Baton Rouge.

Smith, Theresa L. Professor Emerita of Human Performance and Health Promotion; Ph.D., Louisiana State University, Baton Rouge.

Snowden, Jesse O. Professor Emeritus of Geology; Ph.D., University of Missouri, Columbia.

Soble, Alan G. Emeritus Research Professor of Philosophy, Ph.D., State University of New York, Stony Brook.

Stamps, Leighton E. Professor Emeritus of Psychology; Ph.D., West Virginia University.

Stephens, Raymond W. Professor Emeritus of Geology; Ph.D., Louisiana State University, Baton Rouge.

Stern, Alfred Professor Emeritus of Special Education; Ph.D., University of Texas, Austin.

Stiebing, William H. Jr. Professor Emeritus of History; Ph.D., University of Pennsylvania.

Stocker, Jack H. Professor Emeritus of Chemistry; Ph.D., Tulane University.

Stone, Jim. Emeritus Professor of Philosophy, Ph.D., Colorado State University.

Strickland, S. Mark Dean Emeritus of Academic Services; M.B.A., Auburn University.

Sullivan, John J. Professor Emeritus of Physics; Ph.D., Syracuse University.

Sweany, Ray L. Professor Emeritus of Chemistry; Ph.D., University of Illinois, Urbana.

Thayer, Ralph E. Professor Emeritus of Urban and Regional Planning; Ph.D., Pittsburg University.

Tillis, Salvatore Director Emeritus of the University Computer Center, M.A., University of New Orleans.

Trefonas, Louis M. Professor Emeritus of Chemistry; Ph.D., University of Minnesota, Minneapolis.

Trahan, Jr., Russell E. Professor Emeritus of Electrical Engineering and Dean Emeritus of the College of Engineering; Ph.D., University of California-Berkeley.

Utley, John, Professor Emeritus of Biological Sciences, Ph.D., Duke University.

Varela, Oscar A., Professor Emeritus of Economics and Finance; Ph.D., University of Alabama in Birmingham.

Varnado, Alban F. Professor Emeritus of Drama and Communications; Ph.D., Louisiana State University, Baton Rouge.

Villere, Maurice F. Professor Emeritus of Management; Ph.D., University of Illinois.

Vorus, William S. Professor Emeritus of Naval Architecture and Marine Engineering; Ph.D., University of Michigan.

Wagner, Fredrick W. Professor Emeritus of Planning and Urban Studies; Ph.D., University of Washington.

Ward, Martha C. Professor Emerita of Anthropology; Ph.D., Tulane University.

Ward, William C. Professor Emeritus of Geology; Ph.D., Rice University.

Watkins, Terry A. Professor Emeritus of Mathematics; Ph.D., Texas Tech University.

Webb, Malcolm C. Professor Emeritus of Anthropology; Ph.D., University of Michigan, Ann Arbor.

Welch, George R. Professor Emeritus of Biological Sciences; Ph.D., University of Tennessee.

Whelan, Robert K. Professor Emeritus of Urban and Regional Planning and Public Administration; Ph.D., University of Maryland.

Whitbread, Leslie G. Professor Emeritus of English; Ph.D., DLit, University of London.

Whitney, Gerald A. Professor Emeritus of Economics and Finance; Ph.D., Tulane University.

Whittenburg, Scott L. Professor Emeritus of Chemistry; Ph.D., University of Utah.

Wildgen, John K. Professor Emeritus of Planning and Urban Studies; Ph.D., Duke University.

Wildgen, Kathryn Eberle Professor Emerita of French; Ph.D., Duke University.

Williams, John R. Professor Emeritus of French; Ph.D., University of Colorado, Boulder.

Young, William Thomas Professor Emeritus of Fine Arts; Ed.D., Columbia University.

Yrle, Augusta C. Professor Emerita of Management; Ed.D., University of New Orleans.

Academic Staff

College of Business Administration

Banks-Lewis, Tresa Senior Academic Counselor/Internship Coordinator; M.A., University of New Orleans.

Dunn, Enjilee Academic Counselor; B.S., University of New Orleans.

Gaffney, Margaret J. Assistant Dean; M.A., University of New Orleans.

Hossain, Mohammed, Associate Director for Executive Education; M.B.A., University of New Orleans.

Kloor, Aundrea L. Director of Executive Education Programs; M.A., University of New Orleans.

Rahey, Daniel E M.B.A. Counselor/Coordinator; M.P.A., Bowie State University

Verde, Lisa L. Financial Coordinator for Executive Education Programs; B.A. University of Phoenix

College of Education and Human Development

Blanchard, Martha M. Assistant Dean and Certification Officer; M.Ed., University of New Orleans.

Laiche, Reagan C. Counselor; M.Ed., University of New Orleans.

Ovella, Kurt M. Counselor; M.Ed., University of New Orleans.

Welch, Donna M. Assistant Dean, M.Ed., University of New Orleans.

College of Engineering

Benko-Hakim, Nelly College Academic Advisor; B.A., University of New Orleans.

College of Liberal Arts

Cipolone, Anthony Assistant Dean for Budget and Technology; MM, University of New Orleans.

Greenblatt, Harmon Director Graduate Program in Arts Administration; MME, De Paul University.

Micocci, Anthony Assistant Director Graduate Program in Arts Administration; MBA, Columbia University.

Miguez, Jennifer A. Executive Coordinator for Operations and Events; BA, Louisiana State University.

Peltz, Adam Academic Counselor; MFA University of New Orleans.

College of Sciences

Tuller, Teresa, Assistant Dean; M.S., Kansas State University.

The Graduate School

Anderson, Brandy Graduate Admissions Evaluator; B.S., University of New Orleans.

Athey, Amanda Associate Executive Director; M.A., University of Georgia.

Bellow, Kristie Graduate Admissions Coordinator, B.G.S., University of New Orleans.

Bryant, Dante Coordinator of Graduate Assistants; B.I.S., University of New Orleans.

Franco, Jorge Graduate International Admissions Coordinator; B.A., Nicholls State University.

Interdisciplinary Studies

Brooks, Elaine Academic Director; Ph.D., University of California Davis.

Buisson, Natalie Tompson Program Specialist; M.Ed, University of New Orleans.

Harper, Daniel Associate Director; M.S., Missouri State University.

Enrollment Services

Aryal, Ishwor, Admissions Database Administrator; M.S., University of New Orleans.

Bandy, Katie, Admissions Counselor; B.M., University of South Alabama.

Baptiste, Shantrella Coordinator of Reception Services, B.A., University of New Orleans.

Blady, Christina, Financial Aid Validator, B.I.D.S., University of New Orleans.

Bomersback, Emily, Admissions Counselor, M.A., Indiana University.

Burrell, Allen C. Associate Director for Computer Systems; B.S., Xavier University.

Castro, Jackelin, Latin Outreach Coordinator, M.B.A., University of New Orleans.

Dandridge, Susan, Associate Director for Student Services; M.Ed., Virginia Commonwealth University.

Day, Pamela Work-Study Officer.

DeGruy, Ashley, Administrative Coordinator 2; B.A., Southern University of New Orleans.

deLaneville, Jessica, First Year Academic Advisor, B.I.D.S., University of New Orleans.

Dello Stritto, Jamie, Application Evaluation Manager; B.A., University of New Orleans.

Dickerson, Zena, Chief Coordinator of Scholarships; B.A., Mississippi State University.

Dolliole, Renee, Financial Aid Counselor, B.A., Dillard University.

Dupree, Sabrina, Coordinator for Communications; B.A., University of New Orleans.

Edwards, Lorraine, Administrative Supervisor.

Fajardo, Jessica Scholarship Officer, B.A., University of New Orleans.

Fuselier, Nick, Student Success Counselor, M.Ed., University of New Orleans.

Gable, Shawna, Administrative Coordinator,

Garrity, Marla B., Financial Aid Counselor; B.S., Louisiana State University.

Gavion, Calvin, Financial Aid Validator; B.A., Dillard University.

Gooden, Carlos, Assistant Director for Recruitment, M.Ed., University of Toledo.

Harris, Brian, Admissions Counselor, M.Ed., University of Southern Mississippi.

Heaton, Christy, Associate Director for Orientation & Programs; M.A., Western Illinois University.

Hoffshire, Michael, Student Success Counselor, M.A., Michigan State University.

Holliday, Russell, Administrative Coordinator

Horne, Emily, First Year Academic Advisor, M.Ed., Kent State University.

Hornsby, Brett Campus Programs Coordinator; B.I.D.S., University of New Orleans.

Hornyan, Brenda K. Assistant Director for Computer Systems; M.B.A., University of New Orleans.

Keith, Caleigh, First Year Academic Advisor, M.F.A., University of New Orleans.

King, Marissa, Admissions Counselor, B.A., Whittier College.

Lockridge, Ann Coordinator, Loan Processing and Chairperson of SAP; B.A., Our Lady of Holy Cross College.

Meredith, Dave, Executive Director, Ph.D., University of Cincinnati.

Miller, Amy, First Year Academic Advisor, M.Ed., University of New Orleans.

Nguyen, Diana, Financial Aid Validator; B.S., University of New Orleans.

Petit, Barbara, Administrative Coordinator

Polivoda, Cat, Student Success Counselor, M.S., Texas A & M University.

Ralston, Nicole, Student Success Counselor, M.Ed., NC State University.

Richardson, Christina, Financial Aid Counselor; B.S., University of New Orleans.

Riche, Jessica, Administrative Coordinator, B.I.D.S., University of New Orleans.

Salas, Tonia, Student Success Counselor, M.Ed., NC State University.

Slessinger, Toni, Admissions Counselor, M.A., Northwestern State University.

Spellman, Denise B. Interim Director of Financial Aid; B.G.S., University of New Orleans.

Smith, Danielle, Administrative Coordinator

Uhle, Kate, Admissions Counselor, M.A., University of Texas.

Verink, Linzee, Admissions Counselor, B.A., University of New Orleans.

Williams, Gerard, Coordinator of First Year Advising, M.Ed., University of New Orleans.

Williams, Jennifer Financial Aid Counselor; B.A., University of New Orleans.

Woods, Kandise, Admissions Counselor, B.A., University of New Orleans.

Earl K. Long Library

Bopp, Melanie, Library Assistant; M.L.S., Louisiana State University.

Cabading, Patrick, Library Assistant; B.A., University of New Orleans.

Davenport, Lisa, Library Assistant ; B.A., University of Southern Mississippi.

Heyl, Jessica Library Assistant B.S.; University of New Orleans.

Hodges, James W Library Assistant; B.A., University of New Orleans.

Joullian, Ronald Library Assistant; B.S. University of Montevallo.

Korec, Anastacia, Library Assistant; B.A., University of New Orleans.

Levkowicz, Janet, Library Assistant; B.A., University of New Orleans.

Lew, Elizabeth, Library Assistant; M.L.S., Louisiana State University

Lien, James F. Library Assistant; B.A., Tulane University.

McDonald, Brian, Technology Training and Support Specialist t; M.A., University of New Orleans.

Mukherjee, Norma, Assistant to the Dean; B.B.A., Texas Tech University.

Simmons, Faith, Library Assistant; B.A., Tulane University.

Young, Catlin, Library Assistant; B.A., University of Mary Washington.

International Education

Cot, Alea Morelock, Assistant Vice President and Director; M.A., Tulane University.

Davidson, Margaret F. Resident Director, Academic Year Abroad; Ph.D., Tulane University.

Esmail, Suad, Assistant Director, Office of International Students and Scholars; M.Ed.; University of New Orleans.

Hicks, Mary Lola, Program Director, Division of International Education; M.Ed., University of New Orleans.

Kaposchyn, Marie E., Program Director; Division of International Education; M.A., University of New Orleans.

Marlatt, Jarred, Coordinator, Division of International Education. M.A., West Chester University.

Martinez, Mariana Z., Coordinator, Division of International Education; B.A., Tulane University.

Popescu, Alice, International Student Advisor, Office of International Students and Scholars; M.B.A. University of New Orleans.

Sigel, Ines, Coordinator, Division of International Education; B.A., University of New Orleans.

Thomas, Christiana J., Director, Office of International Students and Scholars; M.A., Indiana University of Pennsylvania.

Ziegler, Irene B., Program Director, Division of International Education; Ph.D., University of Graz.

Intensive English

Garza, Antonio, Teaching Associate, Intensive English Language Program; M.F.A., University of Florida.

Gonzales, LaTasha, Charbonnet, Academic Coordinator, Intensive English Language Program; M.A., Monterey Institute of International Studies.

Larson, Jamie, Teaching Associate, Intensive English Language Program; M.F.A., University of New Orleans.

Linville, Bethany, Teaching Associate, Intensive English Language Program; M.A., Tulane University.

Pollard, Eric, Coordinator, Intensive English Language Program; B.A., State University of New York at Buffalo.

Powell, Mark, Coordinator, Intensive English Language Program; M.A., University of Texas at Austin.

Winkler, Phoebe, Teaching Associate, Intensive English Language Program; M. Ed, Seattle University.

Learning Resource Center

Spahn, Toni T., Instructor/Director of Learning Resource Center; M.S., Tulane University.

Guillory, William, Administrative Coordinator of Learning Resource Center; B.A., Stanford University.

Writing Tutor Center

Fink, Inge, Instructor/Director of the Writing Center; M.A., University of Innsbruck.

Registrar

Moore, Matthew S, University Registrar, Ph.D., Auburn University.

Chevis, Taryn, Associate Registrar for Operations, M.B.A, University of New Orleans.

Davis, Janet L., Associate Registrar; M.A., Southeastern Louisiana University.

Garcia, Edward T., Associate Registrar for Degree Audit, M.B.A., University of New Orleans.

Soharu, Rajni E., Associate Registrar for Technology; M.S., University of New Orleans.

Student Support Services Program

Megan Bryant, Tutor Coordinator Counselor, Student Support Services; MS, NCC, Loyola University of New Orleans.

Chapuis, Nora Allen, Director Student Support Services; M.A. University of New Orleans.

Sheila M. Wilkinson, Associate Director Student Support Services; LMSW, Tulane University; JD, Loyola University of New Orleans.

University Computing and Communication

Adams, Robert, Unix System Administrator; B.S., University of New Orleans.

Arora, Gagan, Application Programmer; M.S., Tulane University

Austin, Kathy, Security Administrator.

Baham, Susan, Application Team Leader; B.A., University of Houston.

Hord, Alicia Lambert, Assistant to the CIO

Brannon, Walter S., Manager/ University Email Systems; B.A., University of Florida.

Bray, Irene, Senior User Support Consultant.

Bruhn, Brian P., Coordinator of Technical Services, Media Resources

Burgard, Jim, Associate Vice-Chancellor and CIO; B.S. University of New Orleans.

Carpenter, Chris, Application Team Leader; B.A., University of New Orleans.

Cutrer, Jr., Nick S., Manager of Desktop Computing; B.S., University of New Orleans.

D'Aquin, Kenneth, Manager, Data and Application; B.A., University of New Orleans.

Dupree, David A., Director for Application Systems; M.Ed., University of New Orleans.

Fortunato, Tony, Senior Messaging Administrator

Gernon, Ross Michael, Communications Analyst

Hardin, Ellis, Senior Messaging Administrator; M.S., University of New Orleans

Henry, Lauri L., Assistant Director of Application Systems/PeopleSoft Project Manager; B.A., Nicholls State University.

Henriquez, Juan A., Director of User Training and Support; MSEE., University of New Orleans.

Hillburn, George, Manager, Security Systems

Houck, Cyprian, Help Desk Support Consultant

Jones, Yolanda, Telephone Systems Opr. II.

Landry, Dottie, Administrative Assistant IV.

Lewis, Cheryl, Information Tech Consultant.

Lizama, Gina Marie, Coordinator Key & Card Access

Lott, Michael, Programmer Analyst; B.S., University of New Orleans.

Marshall, Chris T., Manager of Enterprise Networks.

Martinez, Billy, Enterprise Projects Analyst.

McCorkle, Jesse, User Services Analyst.

Meredith, Robert, Identity Synchronization Administrator

Merrick, Kenneth, Programmer; B.S. University of New Orleans

Minnis, Pierre, LAN Administrator; B.S., University of New Orleans.

Peter, Leslie Latrenda, Administrative Coordinator,, Telecommunications and Electronics

Rini, Brian M., Assistant Database Administrator; B.S., University of New Orleans.

Rodriguez, Derek, Helpdesk Manager; B.A., University of New Orleans.

Rooney, David, Programmer/Analyst; B.S., Rider College.

Sheffield, William G., Electronics Shop Manager; A.S., Delgado Community College.

Sicard, Bill, Database Administrator; M.S., National Technology Institute.

Stott, Philip, Senior Network Engineer; B.S., University of New Orleans.

Truong, Theo, Web Programmer/Developer

Ulmer, Ernest, Telecommunications Analyst.

Weiser, Paul, Application Analyst; M.B.A., University of New Orleans.

Wilson, Herbert A., Enterprise Projects Analyst; B.S., University of New Orleans.

Admissions

Admission to the University and to all its programs and operations is open to all persons regardless of race, creed, color, sex, age, marital status, handicap, veterans' status, or national origin who meet the admission requirements and qualifications of the University.

The University requires a non-refundable \$20 application fee of all applicants. The fee is payable when the application is submitted to the Office of Admissions. Application deadlines for each semester (Fall, Spring, Summer) are published on the Important Dates Calendar maintained by the University Registrar's Office. Domestic and International applicants should refer to this calendar.

For information and application forms, contact the Office of Admissions, UNO Lakefront, New Orleans, Louisiana 70148; or access the University on the World Wide Web at <http://www.uno.edu>.

UNDERGRADUATE ADMISSIONS

Categories of Admission and Procedures

HIGH SCHOOL EARLY START

Outstanding high school students may be admitted to the University while still enrolled in high school, in any of the following categories, if they meet the stated requirements. Students must be academically prepared to enroll, and there must be the ability to predict academic success.

DUEL ENROLLMENT

Immediately following the freshman year in high school, students may be enrolled in University courses that carry corresponding levels of high school credit if they meet first year GPA and test score admission requirements during the summer, fall, or spring terms. Students may take up to seven hours in the summer term and nine hours in fall or spring. They receive a reduced rate of tuition.

CONCURRENT ENROLLMENT

Immediately following the freshman year in high school, students may be enrolled at their high school and at the University if they meet first year GPA and test score admission requirements during the summer, fall, or spring terms. Students may take up to seven hours in the summer term and nine hours in fall or spring. For these courses, they receive university credit only.

FULL-TIME ENROLLMENT

Students having the approval of their high school principal may "skip" the senior year of school and register as full-time students. These students may be eligible to receive their high school diploma from their home high school after successfully completing 24 semester hours of credit.

To be admitted as a Full-Time Enrollment Student, a student:

1. must have completed the junior year of high school,
2. must be recommended for Early Admission by the high school principal,
3. must have a 2.5 average on all high school grades, and
4. must have minimum admission scores for the ACT or PLAN (18 E, 19M,) SAT or PSAT (450 E, 460M) or COMPASS (74 E, 46M) tests.

Students wishing to apply for admission to any of the Early Admission categories should contact the Office of Admissions at UNO for the necessary application forms. They are also located at this site:

http://www.uno.edu/admissions/apply/dual_enroll_app_process.aspx

NEW FRESHMEN

Freshman Admission Requirement

Students who graduate from state-approved high schools must complete the Louisiana Board of Regents Core Curriculum (See Core Curriculum listed below) and require no developmental/remedial courses (ACT of 18 or higher or SAT score of 450 or higher on English, ACT of 19 or higher or SAT score of 460 or higher on Mathematics is non-remedial) AND one of the following:

1. ACT composite score of 23 or greater (SAT I Math + Critical Reading combined score of 1060 or greater) OR
2. High school cumulative CORE GPA of 2.5 or greater

Out-of-State and Homeschool students who do not meet the core curriculum must satisfy all items in #1 and 2 or have a composite ACT score of 26 or greater (SAT I Math + Critical Reading combined score of 1170 or greater) and require no developmental/remedial courses.

Adult Freshmen age 25 and over who are graduates of state approved high schools (or have received their GED) must also show the need for non-developmental coursework as demonstrated by the appropriate testing requirements.

Exceptions

The Office of Admissions may consider students for exceptions if they fall below the GPA requirement. These applications will be reviewed by the Director of Admissions.

Students with less than a 2.0 will not be admitted.

Louisiana Board of Regents Core Curriculum

Units	Course
4	English I, II, III, and IV
4	Mathematics Algebra I/Applied Algebra I/Algebra I-Pt 2 Geometry/Applied Geometry Algebra II Financial Math/Math Essentials/Advanced: Pre-Calculus/ Advanced: Functions & Statistics/Pre-Calculus/Calculus/Probability and Statistics/Discrete Math/approved elective
4	Sciences Biology Chemistry 2 units from Physical Science/Integrated Science/Physics I/Physics of Technology I/Aerospace Science/Biology II/Chemistry II/Earth Science/Environmental Science/Physics II/Physics of Technology II/ Agriscience II/Anatomy and Physiology/approved elective including approved IBC-related course)
4	Social Studies Civics/AP American Government + Free Enterprise (1/2 unit each) American History World History/World Geography/Western Civilization/AP European History World History/World Geography/Western Civilization/AP European History/Law
1	Arts Fine Arts Survey or 1 unit Art/Dance/Music/Theatre Arts/Applied Arts/approved IBC-related course
2	Foreign Language (2 units in the same language) or 2 Speech courses
19	Total Core Curriculum Units

NOTE: Other courses may be acceptable as substitutes for courses in the core curriculum. Contact LOSFA at www.osfa.state.la.us for more information on acceptable substitute courses.

All freshman applicants should submit their applications as early as possible in their senior year. Applicants who meet admission requirements will be admitted conditionally as soon as possible after receipt of the application, official test scores, and official high school transcripts. UNO will retrieve transcripts for Louisiana high school graduates from the Louisiana State Transcript System (STS) if available. An official transcript certifying courses, grades and graduation from high school is required before the student can begin taking classes.

Transcripts must be mailed directly from the high school to the UNO Office of Admissions in order to be considered official; ACT/SAT I scores must be sent directly to UNO from the American College Testing Program/Educational Testing Services.

Advanced Standing Examinations

Students of superior ability and preparation and students who have already obtained a fundamental knowledge of subjects offered by the University may be permitted to take departmental advanced standing examinations in

specific courses, which, if passed with satisfactory grades, will enable the student to receive degree credit. The Advanced Placement tests of the College Entrance Examination Board (CEEB), International Baccalaureate exams taken at the Higher Level, the subject examinations of the College Level Examination Program (CLEP), Dantes, and UXCEL, and military coursework also may be used as a basis for allowing advanced standing credit. Details on advanced standing are outlined in the chapter entitled University Regulations. Please note that advanced standing credit earned may not be used for the last 30 hours of degree requirements.

TRANSFER STUDENTS

Those applicants who are now or have been in college should submit applications as early as possible in the semester preceding the date that admission is desired. Eligibility for admission cannot be determined until the application and complete official transcripts from each college and university attended have been received. Applicants should refer to the Important Dates Calendar on the University Registrar's website for application deadlines. Applicants must list on their applications each college and university attended and have transcripts sent from all institutions attended, regardless of whether credit was earned or is desired. Any student who fails to acknowledge attendance in each college or university in which he or she has been registered is subject to dismissal from the University.

Students enrolled in college at the time applications are submitted should have transcripts sent when they apply for admission, to be followed by the complete final transcript at the close of the semester. The admissions decision is not complete until the final transcript from the institution where the applicant is currently enrolled.

Credits earned at other post-secondary institutions and presented for transfer credit will be evaluated according to four considerations:

1. the educational quality of the institution from which the credit is being transferred;
2. the comparability of the nature, content, or level of credit to that offered by UNO;
3. the appropriateness and applicability of credit earned to the programs offered by UNO; and
4. a member of one if the six regional accrediting agencies.

The extent to which credits earned in colleges and universities are accepted toward the degree program the student follows at UNO is determined by the dean of the college in which the student plans to major. If students have previously received a failing grade in 1158 from UNO, they must take and pass English 1158 with a grade of C or better.

Students transferring with 1158 credit may take any upper-level English course for which they qualify during their first semester, provided that they resolve their 1158 transfer credits within that first semester.

Transcripts from every college/university attended are required of all transfer students. Not more than one-half the credit required for a degree may be accepted from junior or community colleges. A maximum of one-fourth the credit required for the degree may be earned through appropriate university correspondence and extension study. Students must complete the last 30 hours prior to graduation in residency at UNO. Students not meeting general transfer requirements (2.00 or greater, but less than a 2.25) may be admitted by the Director of Admissions via exception.

Transfer students with less than 24 semester hours of earned credit must satisfy freshman requirements as well as transfer admission requirements.

RE-ENTRY STUDENTS

Former UNO undergraduate students who were not enrolled in the regular semester immediately preceding the semester of desired enrollment must apply for admission according to the deadline published on the Important Dates Catalog maintained on the University Registrar's website. If intervening college work was taken, official transcripts from all institutions attended must be submitted before an admissions decision can be made.

Former students who were on scholastic probation and are readmitted will be continued on scholastic probation regardless of the average earned at the other institution(s).

GUEST STUDENTS

Transfer students who are enrolled in any accredited college or university and wish to enroll in UNO for one semester must have at least a cumulative GPA of 2.0 or higher and must be eligible to return to their home

institution. Such admission will terminate at the end of the session and does not presuppose acceptance by any college or division of the University during the regular session. Students attending on this basis must submit all official university transcripts in which they are currently enrolled stating total number of credit

hours previously earned. These are required in order to satisfy any course prerequisites requirements for registration. New freshmen entering UNO during the summer are classified as summer-only students even though they plan to attend another university in the fall. To be eligible, freshmen must meet normal freshmen admission requirements.

SPECIAL STUDENT PROGRAM

This program is designed for non-degree seeking students who are not currently enrolled in another institution and whose intention is to only enroll in undergraduate courses.

Eligibility Requirements

To be eligible for enrollment in undergraduate credit courses in the Special Student status, students must satisfy one of the following criteria:

1. If you never attended college, you must meet freshmen admission requirements.
2. If you have attended college, you must be eligible to return to your home institution and have at least at 2.0 GPA. Enrollment at your last accredited institution of higher education must not have resulted in an academic/disciplinary suspension.

Candidates must submit all prior transcripts to be considered.

Credits Earned

Credits earned in Special Student status are recorded on the student's permanent academic record. Credits earned in the Special Student status may or may not be applied to a degree program at UNO to be determined by the Dean of the college to which the student is admitted after the student applies and meets the normal admission requirements. A maximum of 30 hours of credit earned as a Special Student will be allowed toward a degree program at UNO. A minimum of 30 semester hours must be completed in the college in which the degree is awarded. Students in Special Student status *may not* enroll in graduate level courses.

Academic Advisement and Continuing Each Semester

Since prior college work is not posted to the student's record unless they apply and are admitted to a degree program, students must contact the college office to determine course enrollment eligibility. This may include taking necessary placement tests in English, mathematics, and foreign language. All prior transcripts and test scores are added to the student's file and will be available for the college office. To continue each semester, the student must complete a request in the Admissions Office and meet satisfactory academic progress the prior semester.

Academic Standards and Regulations

Students in the Special Student status participate in credit courses side by side with degree students. Day, evening, and off-campus credit offerings of UNO are taught by regular faculty members. The standards maintained for each offering are the same. Outside preparation and study are required in all UNO credit classes. Students are advised not to enroll unless they have time to study and attend classes regularly.

Special Students are subject to University rule governing class attendance, minimum grade point average, schedule changes, resignations, and other academic regulations. Academic standing will be determined on the basis of coursework taken in the Special Student status only. A Special Student who is admitted later to regular status will have his/her academic status determined by the college dean on the basis of the complete record.

A Special Student may not petition for scholastic amnesty or permission to take advanced standing examinations. In addition, a Special Student may not receive credit for bypass courses, CEEB Advanced Placement Examinations, the College Level Examinations Program, armed services courses, and correspondence courses. Special Students who change to degree status may petition the dean of the new college for all of the above.

A Special Student is eligible to apply for a grade suspension when a course is repeated. If a Special Student changes to degree status the grade suspension will be reviewed in light of the complete UNO and transfer record and may be nullified if it appears as though the student would not have been eligible for the original suspension.

Veterans

Veterans planning to attend UNO under one of the public laws governing veterans' educational benefits should not attempt to enroll in the Special Student status. To be eligible for educational benefits, a veteran must enroll in regular status.

The University does evaluate formal service school training according to the Guide to the Evaluation of Educational Experiences in the Armed Services published by the American Council on Education. In order to have your coursework evaluated, send wither an in-service training transcript (Army) or certified DD295/DD214 with course completion certificates to the Office of Admissions, University of New Orleans, New Orleans, LA 70148.

These records must indicate:

1. Exact title and identification number of course completed
2. Location of training
3. Length of course in weeks
4. Exact dates of attendance
5. Branch of service teaching the course

International Students

International students are not eligible for Special Student status.

Financial Aid

Special Students are not eligible for Pell Grants and many other types of financial aid. Please check with our Financial Aid Office at (504) 280-6603 for more details.

Application for Degree Program

Students in the Special Student status desiring to change to a degree program must:

1. Complete a Change to Undergraduate Degree Status form located in the Admissions office or online at http://www.uno.edu/admissions/adm_documents/general_forms/Change_to_Degree_Status_Form.pdf.
2. Submit official transcripts from all colleges/universities attended.
3. Meet minimum requirements for admission.

International Students

Citizens of a foreign country applying to UNO as freshmen and transfer undergraduate students are expected to meet all requirements for admission to the University. Graduates of foreign secondary schools who have completed the equivalent of at least an American high school diploma may apply for admission to UNO. Transfer applicants are considered for admission on the basis of secondary school records as well as previous college records. The deadline dates for filing applications and submitting complete official records can be found on the Important Dates Catalog maintained on the University Registrar's website.

Proficiency in the English language is vital to the academic success of international students.

For any applicant graduating from a high school located in a non-English speaking country, admission will be based on the following:

1. A minimum SAT Math score of 460 or ACT Math score of 19
2. A minimum SAT English score of 450 or ACT English score of 18

If the applicant cannot meet the minimum SAT or ACT English scores, they can gain admission by having:

1. A minimum 79 TOEFL score or 6.5 IELTS score
and
2. A minimum 2.75 Cumulative GPA as calculated by the Admissions Office

For International students seeking to transfer from to UNO from an international two or four-year college will be based on the following:

1. Have earned at least 24 hours of college-level credits including a college-level math course
2. A minimum GPA of 2.25 on all college work
3. A minimum 79 TOEFL or 6.5 IELTS score

Upon arrival at UNO, these students will take the English Department's placement exam and will be placed into the appropriate English score based on this measure.

Admission to UNO from IELP

The Admissions Office will conditionally admit students to the IELP program. The admission letter will include language that to be fully admitted to UNO, the student will need to meet the following criteria:

1. A minimum SAT Math score of 460 or ACT score of 19 or minimum 40 on the Algebra section of Compass test.
2. Score at least LCT 70+/ GVR 70-75+/ WC 75+ on the Michigan Test
3. No Compass scores for English or other measures will be used to satisfy English competency

For additional information on the TOEFL write: TOEFL, Educational Testing Service, Princeton, New Jersey 08540, USA. Further testing will be given to verify English competency when the student arrives on campus. Students may also submit IELTS scores for admission consideration if they have not taken TOEFL.

In certain cases applicants with superior academic credentials who do not meet the minimum TOEFL requirement may be considered for admission into the Intensive English Language Program before pursuing a degree. All applicants are required to provide evidence of sufficient funds to cover all costs while studying at the University.

It is mandatory that all international students participate in the student medical insurance program. Fees for this insurance will be assessed at registration.

Golden Ager Program

This program is designed to encourage persons over 65 years of age to enroll in credit classes at UNO. It has been made possible by state legislation which exempts persons age 65 and over from payment of tuition at all public colleges and universities in the state. The costs of textbooks and special fees are not included in the fee exemption.

The same academic regulations which apply to the student body in general also apply to Golden Agers. These include class attendance, testing, course prerequisites, and admission requirements. It is recommended that Golden Agers apply for their first admission through the Special Student Program if they are not seeking a degree.

Academic Renewal

The University permits students who have not attended college for a given three-year period to request that all work prior to that three-year period not be considered in computing their averages. This allows a student who may have made a poor record in the first attempt at college to start over with a "clean slate." For further explanation the student should consult the Office of Admissions.

Fees and Financial Aid

Fees for auditing classes are the same as for enrolling for credit. Nonresident fees, however, are not applicable if the student is enrolled in audit classes only. Audit classes cannot be used as eligible classes for establishing minimum enrollment requirements for Financial Aid Programs. (This includes all grant, loan, and scholarship programs).

Special Fees

** SPECIAL FEES ARE NON-REFUNDABLE **

Arts Administration (AADM) 6504.....	\$25
Biological Sciences 1042, 1051, 1061, 1071, 1081, 2014, 3284, 3854, 4334, 4334G, 4384, 4384G, 4414, 4414G, 4624, 4624G, 4844, 4844G, 4914, 4914G, 4944, 4944G, 4974, 4974G	\$22
Biological Sciences 1301, 2114, 2954, , 4114.....	\$27.50
Biological Sciences 1311.....	\$33
Biological Sciences (BIOS) 4644, 4644G.....	\$35
Biological Sciences (BIOS) 3354.....	\$40
Biological Sciences (BIOS) 2741.....	\$55
Chemistry 1007, 1008.....	\$40
Chemistry 2026.....	\$33
Chemistry (CHEM) 2017, 2018, 2025, 3027, 4028, 4028G, 4030, 4030G.....	\$60
Clinical Practice Fee: EDUC 4813, 4813G, 4823, 4823G, 4833, 4833G, 4843, 4843G, 4853, 4853G, 4863G, 4873G, 4883G, 4910, 4910G, 4920, 4920G, 4930, 4940, 4940G, 4950, 4950G, 4960, 4960G, 4970, 4970G, 4980G, 4990G, EDGC 6896, 6898	\$250
Earth and Environmental Science 1001, 1002, 1003, 1004, 1005.....	\$22
Earth and Environmental Science 1001, 1002, 1003, 1004, 1005.....	\$22
Earth and Environmental Science 2051, 2700, 2740, 3093, 3310, 4520, 4520G, 4550, 4550G, 4560, 4560G, 4750, 4900, 4900G.....	\$33
ENCE 2301, 2310, 2311, 3323, 3341, 3356, 4319, 4319G, 4390, 4390G.....	\$55
Electrical Engineering (ENEE) 2510, 3092, 3517, 3518.....	\$50
ENEE 2586, 3091, 3511, 3514, 3516, 3574.....	\$55
Engineering Lab.....	\$55
English 2311, 2312.....	\$11
ENME 1781, 2711, 3711, 3716, 3733.....	\$55
Fine Arts (FA) 2201, 2202, 2203, 2231, 2264, 4240, 4240G, 4245, 4245G, 4267, 4267G, 4270, 4270G, 4271, 4271G, 4272, 4272G, 4273, 4273G, 4274, 4274G, 4275, 4275G, 4280, 4280G, 4281, 4281G.....	\$25
Fine Arts (FA) 4599.....	\$45
Fine Arts 1050, 1051, 1060, 1061, 1551, 3301, 3302.....	\$75
Fine Arts (FA) 2450, 2550, 2650, 2750, 2850, 4650.....	\$85
Fine Arts (FA) 3650, 3750, 3850.....	\$100

Fine Arts 3550, 4550, 4750.....	\$165
Film and Theatre Arts (FTCA) 2110, 4110, 4110G.....	\$10
Film and Theatre Arts (FTCA) 1100, 2160.....	\$40
Film and Theatre Arts (FTCA) 4120, 4120G.....	\$50
Film and Theatre Arts 3510, 4510, 4510G, 6510.....	\$110
Hotel, Restaurant and Tourism Administration 2030.....	\$137.50
Hotel, Restaurant and Tourism Administration 3141.....	\$55
Hotel, Restaurant and Tourism Administration 4230.....	\$16.50
Mathematics (MATH) 1115, 1125.....	\$20
Music 3950, 3960, 3990, 6950, 6990.....	\$82.50
Music Applied Lessons.....	\$220
Naval Architecture (NAME) 3155, 6145.....	\$50
NAME 3130, 4170.....	\$55
Physics 1003, 1004, 1007, 1008, 1011, 1033, 1034, 1063, 1065.....	\$22
UNIV 1001.....	\$50/course
Telecourse Offerings (401-409 sections only).....	\$20/course
Internet Courses (476-480 sections only).....	\$20/course
Second Life Courses (481-485 sections only).....	\$20/course
Television Courses (495-499 sections only).....	\$20/course
Co-op course fee.....	\$82.50
Distance Learning Fee.....	\$20/course

Miscellaneous Fees

Registration Fee NON-REFUNDABLE.....	\$10
Late Registration Fee NON-REFUNDABLE.....	\$150
Application Fee NON-REFUNDABLE.....	\$20
Advanced Standing Examination Fee.....	\$20
Graduate Enhancement Fee.....	\$33/ cr.hr.
Extended Payment Plan Option (EPPO) NON-REFUNDABLE Not available for Summer semesters.....	\$50
Undergraduate "W" Drop Fee.....	\$50
Add Fee During Schedule Adjustment Period.....	\$50/day
International Student Fee NON-REFUNDABLE.....	\$150
Off-Campus Registration Fee NON-REFUNDABLE ² (except for Graduate students).....	\$75
Technology Fee (\$75 maximum per semester).....	\$5/credit hour
Building Use Fee—Undergraduate (Fall and Spring) 1-3 hours.....	\$15
4-6 hours.....	\$30
7-9 hours.....	\$38
10-11 hours.....	\$45
12 hours plus.....	\$48

Building Use Fee—Graduate (Fall and Spring)	
1-3 hours	\$15
4-6 hours	\$30
7-8 hours	\$38
9 hours and up.....	\$48
Operational Fee—Undergraduate (Fall and Spring)	
1-3 hours	\$22
4-6 hours	\$43
7-9 hours	\$54
10-11 hours	\$64
12 hours plus.....	\$69
Operational Fee—Graduate (Fall and Spring)	
1-3 hours	\$22
4-6 hours	\$43
7-8 hours	\$54
9 hours and up.....	\$69
Operational Fee—Undergraduate (Summer)	
1-3 hours	\$23
4-5 hours	\$33
6 hours and up.....	\$40
Operational Fee—Graduate (Summer)	
1-3 hours	\$23
4-5 hours	\$33
6 hours and up.....	\$40
Professional Program Fee – MBA	
Summer	
1-3 credits	\$663
4-5 credits	\$977
6-Up.....	\$1,173
Fall and Spring	
1-3 credits	\$632
4-6 credits	\$1,244
7-8 credits	\$1,570
9-Up.....	\$2,000
Fuel Recovery Fee (Fall and Spring).....	\$10 per credit hour
Academic Excellence Fee.....	\$10/credit hour (\$120 maximum)

Insurance Fees

Students age	Annual	Fall	Spring-Summer	Summer Only
34 and younger				
Student Only	\$1,090	\$448	\$664	\$277
Spouse	\$3,143	\$1,291	\$1,915	\$799
Each Child	\$2,016	\$828	\$1,228	\$513
Students age	Annual	Fall	Spring-Summer	Summer Only
35 and older				
Student Only	\$1,572	\$646	\$958	\$400
Spouse	\$3,143	\$1,291	\$1,915	\$799
Each Child	\$2,016	\$828	\$1,228	\$513

DIPLOMA FEES (REQUIRED TO GRADUATE):
 ** DIPLOMA FEES ARE NON REFUNDABLE **

Bachelor's.....	\$50
Master's	\$50
Doctoral.....	\$50
Dissertation Processing & Microfilming	\$45
Degree only fee.....	\$15
Diploma remake	\$50

¹ This fee will not be assessed to first-time freshmen.

² Also applies to undergraduate students enrolled in both on- and off-campus courses.

Refund of Fees

When a student officially resigns from the University, refund of the University fees and nonresident fees for the class(es) in which the student is currently enrolled will be made as shown in the Course Schedule Bulletin.

Student schedule changes (not resulting in a resignation from the university) which require reductions in fee assessments will be refunded at the full rate if such changes are made by the published deadline for receiving a 100% refund for dropping a class(es). Thereafter no refund will be made for reduction of hours.

Students administratively resigned from the University because their provisional admissions are not approved will be refunded according to the Class Schedule Bulletin.

Due to the volume of student-initiated resignations and schedule changes, the University will be unable to provide fee refunds for at least two to three weeks following the first day of classes during any semester.

Students due a University fee refund because of a course cancellation should contact the Bursar. Field service and laboratory fees are generally not refundable unless the course is canceled. Fees for auditing courses will not be refunded.

MILITARY SERVICE REFUND

1. If a student elects to take a grade of "I" and/or a final grade in some of his/her courses and "W" in others, the refund shall be that portion of tuition and fees for those courses in which the student chooses to receive a grade of "W". Auxiliary services charges shall be refunded on a pro-rata or unused basis, whichever is appropriate.

2. 100% of all tuition and fees shall be refunded excluding student insurance purchased by the student. Auxiliary services charges shall be refunded on a pro-rata or unused basis, whichever is appropriate.

Documentary proof establishing voluntary or involuntary enlistment must be submitted to the Office of the Registrar and will be required before any fees are refunded

Motor Vehicle Registration

All UNO students (inclusive of full-time, part-time, day, evening, Saturday only, etc.) must purchase a parking decal prior to parking any vehicle on the main campus or east campus. All parking on campus (except in pay parking lots) is by parking permit only. Decals are issued Monday-Friday between 8:00 a.m. thru 4:30 p.m. at the University Police Office, located on the second floor of the Computer Center. To obtain a parking permit University Police requires:

- Receipt from completion of online application for decal or payment receipt for a parking decal from the Bursar's Counter.
- Current driver's license
- Current motor vehicle registration (if a new vehicle, present your temporary license plate, which is attached to the back of your temporary registration paper)

Vehicle Registration Fees

	1st Motor Vehicle	Additional Motor Vehicle
Fall Semester	\$100	\$50
Spring Semester	\$85	\$43
Summer Session	\$60	\$30

Student decals are issued beginning the first day of Centralized Enrollment Services. Residential decals for Pontchartrain Hall and Lafitte Village must be renewed each semester. Privateer Place decals are issued by Privateer Place management personnel. There is no cost for residential decals.

Fees are subject to change without prior notice, and no refunds will be issued. However, decals will be replaced without charge (e.g., to accommodate broken windshields, new car purchases, and similar situations) if you remove the valid decal and bring it in (the current year and number of the decal) to University

Police; otherwise, you will be charged for an additional decal in accordance with the rates in effect for that particular semester.

The decal must be permanently affixed to the vehicle to which it is assigned. Registration is not complete until the decal is affixed to the outside lower part of the rear windshield on the left (driver's) side in the self-adhesive manner. Decals are nontransferable.

Financial Aid

The Office of Student Financial Aid is responsible for processing financial aid programs, including Federal Grants, Federal Direct Student Loans, Scholarships, and Student Employment (part-time campus work). Students interested in receiving financial aid should first complete the Free Application for Federal Student Aid (FAFSA) and be accepted for admission to the university. A list of many deadlines and helpful information about financing your UNO education is available from the Office of Student Financial Aid or online at <http://www.uno.edu/finaid/index.aspx>. This office will evaluate each student's eligibility based upon information received from the Federal Student Aid Center, in accordance with the financial aid policy below.

Information about student aid, the FAFSA, and other financial aid forms may be obtained either from the Office of Student Financial Aid, University of New Orleans, in the Privateer Enrollment Center, located in the Earl K. Long Library – 1st Floor, New Orleans, LA 70148 or from the UNO website; <http://www.uno.edu/finaid/index.aspx>

Financial Aid Policy

A student must be admitted into the University as a degree seeking student in an eligible curriculum in order to be considered for financial aid and meet ALL Federal, State, and Institutional requirements.

In determining the eligibility for financial assistance, the Office of Student Financial Aid is guided by the data supplied by the parents and/or student on the FAFSA which determines the contribution that is expected from family resources and the student's estimated expenses known as the Cost of Attendance (COA). The university attempts to provide the difference between the Cost of Attendance and the Expected Family Contribution (EFC). In some cases, there is aid available to assist in fulfilling the EFC in the form of a Federal Direct Unsubsidized Stafford Student Loan or a Federal Direct PLUS loan for parents of dependent students. Financial aid packages may not exceed the students cost of attendance.

April 15 of each award year is the priority deadline date for processing of financial aid. Students interested in participating in one of the federal or state student financial assistance programs at UNO (Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal College Work-Study Program, Louisiana GO Grant, Leveraging Educational Assistance Partnership Grant, Federal Perkins Loan, or the Federal Direct Program (i.e., Federal Direct Subsidized, Federal Direct Unsubsidized, Federal Grad Plus and Federal Direct Parent Loans) MUST file a completed FAFSA. Forms may be obtained from high school counselors, the UNO Office of Student Financial Aid, or online at www.fafsa.ed.gov. You must complete the FAFSA each year in which you are enrolled! The FAFSA/Renewal FAFSA is generally made available January 1st of each year.

When you are awarded, students are packaged financial aid annually for the fall and spring semesters combined. Students wishing to attend the summer semester may apply for residual aid that was not used during the fall and spring semesters or additional available funding by completing a Summer Financial Aid Request Form. The Summer Request Form is made available on March 15th of each year. Subsequent annual award packages are based upon the data supplied on the Renewal FAFSA, and upon the student making Satisfactory Academic Progress. A copy of the university's Satisfactory Academic Progress policy may be obtained from the Office of Student Financial Aid or online at <http://finaid.uno.edu/sappolicy.cfm>.

All questions pertaining to student financial aid should be directed to the Office of Student Financial Aid.

Grants

Federal Pell Grants are available to undergraduates who have not yet attained a bachelor's degree. The maximum amount of the grant will be set by the U.S. Department of Education based on congressional appropriations. The actual amount of the grant is determined by the Expected Family Contribution (EFC) which is based on income and assets of the family, as well as, by the number of credit hours the student enrolls. Eligible students can only receive Federal Pell Grant funding up to 6 years (600%).

Louisiana GO Grant

The purpose of this program is to provide a need-based component to the state's financial aid plan to support nontraditional and low to moderate-income students who need additional aid to afford the cost of attending college.

To be eligible for a Louisiana Go Grant, a student must:

1. Be a Louisiana Resident;*
2. File a Free Application for Federal Student Aid (FAFSA);
3. Receive a federal Pell grant;
4. Have remaining financial need after deducting Estimated Family Contribution (EFC) and all federal/state/institutional grant or scholarship aid ("gift aid") from student's Cost of Attendance (COA);
5. Be a student enrolled in an eligible Louisiana institution on at least a half-time basis (minimum 6 hours at semester school or 4 hours at a quarter school).

Award amounts to eligible students are based on the institution's allocation and their packaging policy. Awards may vary with each academic year. Awards will not be paid for summers sessions, quarters or terms.

Maximum and minimum annual award amounts for the 2013-2014 Academic Year:

Minimum Annual Award	\$300
Maximum Annual Award	\$3,000

Renewal Requirements :

1. Must file a FAFSA or the Renewal FAFSA at least annually;
2. Continue to receive a Federal Pell Grant;
3. Have remaining financial need after deducting Estimated Family Contribution (EFC) and all federal/state/institutional grant or scholarship aid ("gift aid") from student's Cost of Attendance (COA).
4. The Award can be renewed for subsequent years to a maximum lifetime award that correlates to that of the Federal Pell Grant.

*Residency: Louisiana resident as of the day the FAFSA is filed and Louisiana is the student's true and fixed domicile as reported on the FAFSA. If student's state of residence on the FAFSA is not reported as LA, but a dependent student claims that a non-custodial parent is a Louisiana resident, or that parents are Louisiana residents living out of state, LOSFA will determine residency based on the completion, by the parents, of a residency affidavit.

Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal Supplemental Educational Opportunity Grants (FSEOG) is available to undergraduate students who have not yet attained a bachelor's degree. The amount of the award may range from a minimum of \$200 to a maximum of \$4,000 per year (based upon availability of funds) and must be given to the neediest UNO students, according to the Estimated Family Contribution as determined by the FAFSA.

Teach Grant Program

The College Cost Reduction and Access Act of 2007 created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program, which awards grants to students who intend to teach. The TEACH Grant recipient's obligation is to serve as a highly qualified, full-time teacher in a high-need

subject area for at least four years within eight years of finishing the program at a school serving low-income students/families (see important note below*).

These are the initial requirements to be considered to participate in the program:

1. Complete the Free Application for Federal Student Aid (FAFSA) online at www.FAFSA.ed.gov. You do not have to demonstrate financial need to be eligible for the TEACH grant program.
2. You must be a U.S. Citizen or eligible non-citizen.
3. You must be enrolled as a degree-seeking undergraduate or graduate student in the College of Education, in a major/program that is necessary to begin a career in teaching in a high-need subject area. (GCTEP, GPTEP, Post Bach and Ph.D. students cannot qualify for the TEACH Grant)
4. Meet the following academic achievement requirements:
 - a. Score above the 75th percentile on one of the following college Admission's tests (SAT, ACT for undergraduate students), (GRE for graduate students)
 - b. Have a Cumulative GPA of at least 3.25 on a 4.0 scale, and maintain a cumulative GPA of at least 3.25 throughout your academic program for which you receive a TEACH Grant.
 - c. Complete TEACH Grant online counseling each year.
5. Sign a TEACH Grant Agreement to Serve and Promise to Pay (ATS) each year with the U.S. Department of Education. www.teach-ats.ed.gov

The TEACH Grant Program provides eligible undergraduate students up to \$3,760.00 per year (\$15,040.00 maximum eligibility). Graduate students are also eligible for up to \$3,760.00 per year (\$7,520.00 maximum eligibility). Eligible students will have funds disbursed based on number of hours enrolled during each semester, as of the 14th day of class. The annual award limits are as follows:

- \$3,760.00 for full time students
- \$2,820.00 for ¾ time students
- \$1,880.00 for ½ time students
- \$940.00 for less than ½ time students

For additional information regarding the TEACH Grant program, you may go online at www.teachgrant.ed.gov, or contact the U.S. Department of Education at 1-800-4FEDAID (800/433-3243) or contact our office at finaid@uno.edu. If you have already completed your 2013-2014 FAFSA and did not indicate you were interested in this program, please complete the ATS with the Federal Dept. of Education to initiate the eligibility review process by our office.

*IMPORTANT NOTE: Recipients who do not complete their teaching obligation will have to repay the TEACH Grants as if the grants were a Federal Direct Unsubsidized Loan, with interest accruing from the time the grant was disbursed.

Loans

Several loan programs are available to students at UNO. These loan programs operate with the understanding that the student will repay the borrowed amount under the terms of the loan with interest.

Loans are available to students from the Federal Direct Student Loan Program, the Federal Perkins Loan Program and the Federal Direct GRAD Plus program. Parents of dependent students may also apply for the Federal Direct PLUS Loan for Parents. Additional information about this program may be viewed at <http://federalstudentaid.ed.gov/>. You may also inquire about other financial aid programs and/or alternative student loans with the Office of Student Financial Aid.

Federal Direct Loan Program

Federal Direct Loans are low-interest loans for students and parents to help pay for the cost of a student's education after high school. The lender is the U.S. Department of Education rather than a bank.

Federal Direct Loans are:

Simple—You borrow directly from the federal government.

Flexible—You can choose from several repayment plans that are designed to meet the needs of almost any borrower, and you can switch repayment plans if your needs change.

What kinds of Federal Direct Loans are available?

Federal Direct Subsidized and Unsubsidized Loans— Eligibility for Federal Direct Subsidized and Unsubsidized Loans is based on the information reported on the Free Application for Federal Student Aid (FAFSA). No interest is charged on subsidized loans while you are in school at least half-time, during your grace period, and during deferment periods. Interest is charged on unsubsidized loans during all periods.

Federal Direct Subsidized and Unsubsidized are available to most students who are enrolled at least half-time and who meet certain qualifications. A Federal Direct Subsidized Stafford loan is awarded to undergraduate students that demonstrate federal financial need. The Federal Direct Unsubsidized Stafford Loan are loan funds in which the student does not demonstrate federal financial need, and the student is responsible for the interest payment on this loan program while the student is in school. Loans are made in amounts up to \$3,500 for freshman, \$4,500 for sophomores, and up to \$5,500 for juniors and seniors. Graduate students are eligible to apply for up to \$20,500 per academic year – depending on the Cost of Attendance. Effective July 1, 2012, Graduate students are only eligible for the Federal Direct Unsubsidized Loan and Federal PLUS (NO Subsidized Loan funds).

Independent and dependent students may apply for additional Direct Unsubsidized Stafford Loan funds in amounts between \$2,000 - \$7,000 (depending on student's dependency status and classification) and up to \$20,500 for graduate students (depending on student's Cost of Attendance). There are both annual and aggregate loan limits for these programs.

Students are required to complete an Entrance Counseling Interview and a Federal Direct Master Promissory Note (MPN) before a loan can be disbursed. A Master Promissory Note and an Entrance Interview must be completed to receive the Stafford Loan. Repayment of student loans is not required while the student is enrolled in school at least half-time. The student may choose to defer their interest payment on a Federal Direct Unsubsidized Loan – this request can be indicated on the Master Promissory Note. Please read all information provided about the terms and conditions of a Federal Direct Student Loan prior to accepting a loan or signing a promissory note.

Federal Direct PLUS Loans—Federal Direct PLUS Loans are low-interest loans available to parents of dependent students and to graduate and professional degree students. Interest is charged during all periods. This program requires a credit check to confirm credit worthiness. Eligible parents can obtain additional funding to help pay the cost of educational expenses for their dependent undergraduate child(ren). It is highly recommended that the student files the FAFSA before applying for this program. The eligibility amount is determined by a Financial Aid Administrator.

Federal Direct GRAD Plus is a loan program designed for Graduate/Professional students to obtain educational financial assistance in addition to the Stafford Loan Program. This program requires a credit check to confirm credit worthiness. A student must complete the FAFSA to be considered, and the eligibility amount is determined by a Financial Aid Administrator.

Campus-Based Loan Program

Federal Perkins Loans are available for students in amounts up to \$5,500 for undergraduate students and up to \$8,000 for graduate students (based upon availability of funds) per year. No repayment is due and no interest is charged as long as the student is attending school in at least half-time enrollment. After the student has left the University or drops below half-time status, he or she must begin repaying the loan within nine (9) months at an interest rate of five (5) percent per year. The repayment period, depending upon the amount borrowed, might extend up to ten years. Borrowers who teach in certain specified elementary or secondary schools where there is a high concentration of students from low-income families may qualify for forgiveness privileges of up to 100 percent of the loan if they teach there for a period of five years.

Student Employment (Federal College Work-Study/ Budget Work-Study)

Many departments and other areas employ students (Federal or Budget) in part-time jobs on the campus. Such employment must be approved by the Office of Student Financial Aid. All part-time jobs provide basic equity in the rates paid students for similar jobs within the University: the rate paid depends on the nature of the work, the student's classification in college, and his or her skills and previous work experience.

There are a limited number of student jobs. Students expressing an interest in student employment, who enroll in classes and meet the employment requirements, must be interviewed by the various colleges/departments in which the student will potentially be placed. The interview and hiring process must be completed and approved prior to hiring/the student's start date. Therefore, an applicant should not assume that they will automatically be placed in a position.

Federal Work-Study students may hold only one part-time job at UNO, and he or she must be enrolled at least half-time during the regular semester, and must be meeting Satisfactory Academic Progress (SAP).

Students interested in Budget Work-Study campus employment should contact the various departments on campus immediately after enrolling so that interviews may be arranged with supervisors. You may also view some available part-time job posting at <http://www.career.uno.edu/jobs/index.cfm>.

Recommendation: Freshmen should not seek employment unless absolutely necessary, in order to devote adequate time to adjusting properly to studies at the college level.

Federal College Work-Study Program

The Federal Work-Study Program is a campus-based program which provides on-campus and off-campus part-time jobs for undergraduate and graduate students who demonstrate financial need. This self-help aid program allows students to earn money to assist in paying for educational expense, while allowing you the opportunity to gain valuable work experience. Eligibility is based on financial information furnished in the Free Application for Federal Student Aid (FAFSA) which is a part of the Federal College Work-Study Program application. Students are awarded in the order in which the funds are available.

Scholarships and Fee Exemptions

The University of New Orleans has a long-standing tradition of pride in the academic ability of its students. The University has demonstrated its commitment to excellence by establishing a growing number of scholarship opportunities for students for freshmen and transfer students. Each year, over \$1.5 million dollars in academic scholarships are awarded to assist students in obtaining one bachelor degree. These scholarships are awarded on the basis of outstanding high school academic records, strong standardized test scores, class rank, and achievements in leadership and community service. Freshmen admitted to the University for the fall semester are granted full consideration for scholarships if they complete an Application for Undergraduate Admissions by priority deadline of January 15. To receive consideration for a scholarship, students must complete the Admissions application and qualify fully for admission. A separate application is not required for consideration.

The scholarship must be used for university-related expenses (tuition, dormitory room, meal or book/supplies).

Please note: Meeting the minimum requirements does not guarantee a scholarship. Scholarships are awarded based upon availability and funding.

Scholarship renewal is guaranteed if the student successfully meets the retention requirements as outlined in his scholarship guidelines. The award will automatically be credited to the student's account. Most freshmen scholarships are renewable for up to four years, or graduation, whichever comes first. Transfer scholarships are generally renewable for up to two years or graduation, whichever comes first. Institutional scholarships can be used during the Fall and Spring semesters only. They cannot be used during the summer session or intersessions.

A student may use only one fee-exemption or tuition-based scholarship during any semester or summer session, but generally may hold a cash-award scholarship concurrently with a fee-exemption.

A student automatically forfeits an award upon failure to meet the required retention guidelines for any given award, upon failure to claim the award for any semester, upon resignation during a semester, or upon being dropped from the rolls of the University.

Additional information and applications for scholarships and fee-exemptions are available from the Enrollment/Enrollment Services Offices of Student Financial Aid and Admissions.

The University of New Orleans reserves the right to modify the policy that governs these awards.

Gaining and Maintaining Scholarship Eligibility

Students must qualify fully for admission to UNO to be eligible for a scholarship award and must remain in good academic and disciplinary standing with the university to retain their scholarships. The Scholarships can be used for the Fall and Spring semesters only. For specific renewal requirements, student should refer to their scholarship rules and regulations or contact the Enrollment Services Student Financial Aid and Scholarships Unit

Scholarships for First Year Students

Homer Hitt Scholarship

This scholarship is our most prestigious scholarship to UNO that provides tuition, residence hall room, board plan, and a \$500 annual book stipend for students. Out-of-state students will also receive an out-of-state fee waiver. There are 100 Homer Hitt Scholarships that will be awarded annually. The minimum criteria for consideration is a 30 ACT (1340 SAT) and a 3.5 GPA. Consideration is automatic with the submission of a completed admissions application. UNO Excellence, UNO Blue, and UNO Silver Scholarships

For Louisiana residents, scholarships are available from \$1000 to \$2,000 per year. The minimum requirements for the consideration are 24 ACT (1110 SAT) and 2.75 GPA. Consideration is automatic with the submission of a completed admissions application.

Privateer First Year Scholarship*

For students living outside of Louisiana, scholarships are available to waive out-of-state fees. The minimum requirements for the consideration are 23 ACT (1060 SAT) and 2.5 GPA. Consideration is automatic with the submission of a completed admissions application.

Residence Hall Scholarship*

For students who will be receiving for one of above awards and who will be living in UNO campus housing, scholarships are available for \$2,000 towards their first year of housing. Consideration is automatic with the submission of a completed admissions application.

Valedictorian Scholarship

For students that are valedictorian of their class, scholarships are available for \$1,000 to be used in addition to the above awards. Upon graduation, students will provide verification to the Office of Enrollment Services for consideration.

Scholarships for Transfer Students

Crescent City Scholarship

For Louisiana residents, scholarships are available for \$2,000 per year. The minimum requirements for the consideration are 3.0 transfer GPA and at least 24–90 earned hours. Consideration is automatic with the submission of a completed admissions application.

Privateer Transfer Scholarship*

For students living outside of Louisiana, scholarships are available to waive out-of-state fees. The minimum requirements for the consideration are 3.0 transfer GPA and at least 24–90 earned hours. Consideration is automatic with the submission of a completed admissions application.

Phi Theta Kappa Scholarship

In addition to the above awards, transfer students who are members of the Phi Theta Kappa Honor Society are eligible to receive an additional \$500 per year. Students will provide verification to the Office of Enrollment Services for consideration.

* Transfer students shall be defined as having 24 or more semester hours of transferable college course work completed including a college level English

and Math. Transfer students with less than 24 hours must meet both transfer and freshman requirements, provide ACT/SAT scores, and will be awarded the appropriate freshman award.

Performance and Special Focus Awards

Music, FTCA, Fine Art, NOCCA

The University of New Orleans provides funding to students who exhibit special talent in the visual and performing arts or who are a part of special designated educational cohort groups. These awards vary in value and are awarded through the different focus areas. Out-of-state students may receive appropriate level of out-of-state fee waivers based on their academic credentials. Students wishing to be considered must complete and meet the normal scholarship application process outlined above, but may also be required to submit supplementary information or agree to a performance-related audition. (Before a student is awarded, the student must meet the normal admissions requirements and be accepted into the University.)

ELYSIAN ENSEMBLE SERVICE AWARDS IN MUSIC

A \$300 scholarship is available to be awarded to students at the end of a semester for participation in either the Classical or the Jazz Division of the Department of Music's Ensemble groups. For details, please contact the Music Department.

Continuing Student Achievement Award

Our prestigious Continuing Student Achievement Award is designed to recognize and financially assist our undergraduate students, who are excelling academically, in obtaining one undergraduate degree. The award is for the academic year-Fall and Spring semesters only. (On a case by case basis, some exceptions are made to award during the Spring semester up to funding level. For details, contact the Scholarship Office at finaid@uno.edu.)

Additional Scholarship Opportunities

Children of UNO Alumni Scholarship*

Students living outside of Louisiana that meet admission requirements and have a parent that graduated from UNO are eligible for an out of state fee waiver.

Graduates of UNO Scholarship

Students who are US residents that are UNO graduates who go on to pursue their next higher degree are eligible for an out of state fee waiver. Students should contact the Office of Enrollment Services for verification.

HANKS/LOGSDON ENDOWED SCHOLARSHIPS are offered by Mr. Carl E. Muckley, an alumnus of the University of New Orleans. He established these two scholarship programs in honor of two UNO professors who were instrumental in his educational experience at UNO. The two scholarships, known as the Dr. Donald K. Hanks Endowed Scholarship Fund in Philosophy and the Dr. Joseph Logsdon Endowed Scholarship Fund in History, will provide senior students majoring in philosophy and history with scholarship and book expense support. The grade-point average maintained by each of the potential scholarship recipients and their financial need shall be the major factors in selecting the recipients for the philosophy and history scholarships. Scholarship recipients will be selected by the Chairmen of the Departments of Philosophy and History with the assistance of the Dean of the College of Liberal Arts and others as deemed appropriate by the Chairmen and the Dean. For information, please contact the Chairmen of the Departments of Philosophy and History.

JAMES W. ELLIS HIGH SCHOOL HONOR SCHOLARSHIPS

Award: The cost of one three-credit course. Eligibility Requirements: Students must have completed the junior year of high school, be recommended by the high school principal or counselor, have an overall 'B' average for all high school grades, and have a composite ACT score of 25 or higher (28 for full-time). Awards are limited and are based upon funds availability.

PRIVATELY FUNDED SCHOLARSHIPS

Scholarships awarded by outside agencies are administered according to the rules and regulations prescribed by the donors as accepted by the University of Louisiana System.

POLLY THERIOT BAUDEAN MEMORIAL SCHOLARSHIP FUND is open to eligible freshman student applicants who intend to major in either Communications or English and who graduated from Higgins or other West Bank Jefferson Parish public high schools. The scholarship provides tuition and book expense support. Potential scholarship recipient(s) shall have maintained at least a 3.0 grade-point average on a four-point scale in high school and have achieved a composite score not lower than 25 on the ACT in order to qualify for scholarship consideration. Scholarship recipients will be selected by the Dean of the College of Liberal Arts with assistance from the Chairmen of the Departments of Communications and English. For information, please contact the Department of Communications.

RICHARD AND DARLENE STILLMAN ANNUAL SPEAKING COMPETITION was established by Professor Emeritus Richard J. Stillman in 1994 in loving memory of his wife. The competition is open to any UNO undergraduate student enrolled in 12 or more semester hours who has a grade-point average (GPA) of 2.0 or better. Contestants must speak for a minimum of 10 minutes but not longer than 12 minutes. Only visual aids and notes are allowed. There are four prizes awarded annually for the Stillman Speaking Competition: 1st prize—\$1,000; 2nd prize—\$500; 3rd prize—\$250; and 4th prize—\$100.

DIVISION OF INTERNATIONAL EDUCATION AMBASSADOR AWARDS

Awards can be applied towards all summer programs and Academic Year Abroad in Innsbruck, Austria. Undergraduate and graduate students are eligible. Awards range in amount from \$250-1,500. The John E. Altzan Ambassador Award is exclusively for a student applying to the UNO-Innsbruck International Summer School and in the amount of \$3,000. A limited number of financial awards for study abroad, "Ambassador Awards," will be made available to UNO students who exhibit high academic achievement, whose academic plans would benefit most from this experience, and who demonstrate financial need." For details, view <http://inst.uno.edu/scholarships.cfm>

STUDENT GOVERNMENT TUITION AWARDS

SG President must have completed 45 semester hours of credit and maintain a 2.5 cumulative GPA.

SG Vice President, Treasurer and Secretary of State must have completed 30 semester hours of credit and maintain a 2.25 cumulative GPA. Full time status during the Fall and Spring. Part time status during the summer is permitted. For details, contact studentaffairs@uno.edu.

ARTS SCHOLARSHIPS

These scholarships are available in Jazz Studies, Classical Music, Fine Arts, Film and Theatre Arts and Creative Writing. They require either an audition or the submission of a portfolio or manuscript along with a scholarship application. Contact the academic departments for details.

FEE EXEMPTIONS

Students must meet and be fully admitted into the University and meet the specific as well as general guidelines of each specific exemption. Student must remain in good academic and disciplinary standing with the University to retain the benefit of these exemptions.

ACADEMIC COMMON MARKET (ACM) The purpose of the ACM program is to share specific academic degree programs located at southern public colleges and universities. This is accomplished through an exchange of students across borders at in-state rates. The exemption covers nonresident fee only and is available to students certified by letter as eligible by ACM to assist in obtaining one degree. The student must meet normal admissions requirements, including GPA, and must enroll full-time to receive the exemption. To retain the award, the student must maintain a cumulative 2.0 or higher GPA and earn a minimum of 24 credit hours per academic year. To initiate the process, the student should contact their state ACM program. To find out about qualification requirements, go here: <http://www.sreb.org/page/1304/>. Qualified students will submit the certification document to the Office of the Registrar.

CODOFIL (Council for the Development of French in Louisiana) exemptions for tuition and nonresident fees are available to those students who are certified as eligible by the director of the CODOFIL program in accordance with the UL System guidelines.

CHILDREN OF DECEASED/DISABLED POLICE and FIREFIGHTERS exemptions are granted to students whose father or mother was killed or seriously injured in the line of duty. The exemption covers full tuition, room and board, and an allowance for books and supplies. Students must meet normal admissions requirements. Student should contact the Office of Financial Aid for UNO specific guidelines.

CHILDREN OF DECEASED/DISABLED WAR VETERANS exemptions for full tuition are available to children, aged 16-25, of veterans that were killed or permanently disabled in the line of duty. Students must meet normal admissions requirements. Student should contact the Office of Financial Aid for UNO specific guidelines.

COMMUNITY POLICE AND FIREFIGHTERS FEE EXEMPTION: Exemption is offered to sworn, commissioned peace officers who are policemen and state certified firefighters in Orleans parish and its seven neighboring parishes of Jefferson, Plaquemines, St. Bernard, St. Charles, St. James, St. John, and St. Tammany. Exemption covers tuition and some fees less \$111.00 for a 3-credit hour course, up to 6 credit hours. To be eligible, student must present Approved Law Enforcement and Firefighter form and a copy of badge(commission) and ID. UNO reserves the right to request additional documents or proof of employment. Students should submit all documents and ID's 5-7 business prior to Fee Payment Deadline.

GOLDEN AGER SCHOLARSHIP

Students who meet minimum admission requirements and who are at least 65 years of age are eligible for a tuition waiver. Fees are still applicable. Consideration is automatic with the submission of a completed admissions application.

EMPLOYEE AND DEPENDENT TUITION EXEMPTION full-time (100%) non-academic and other academic (excluding faculty) UNO employees, who have been employed at least one year in a full-time, permanent position and with approval from their department head or supervisor, may register for job related undergraduate or graduate courses at the UNO campus for up to 3 credit hours and receive full tuition exemption. Employees will be responsible for paying all other fees associated with enrollment such as class fees, lab fees, and all mandatory fees. The UNO "Tuition Reduction Application" form and procedure is available via SharePoint at <https://sharepoint.uno.edu/forms/HR%20Hiring%20Forms/Tuition%20Reduction%20Application%20071812F.docx>.

Spouses and dependents are also eligible to receive educational privileges. For specific details, contact Human Resource Department.

Student must complete coursework with a grade of "C" or better ("B" or better for graduate students), and course must be job-related. Remedial and audit courses are not allowed. If the employee leaves the University of New Orleans at his/her own discretion, the exemption will be removed and the employee will be responsible for tuition payment. To apply, the employee should submit the Employee Exemption form at least 7-10 business days in advance of Fee Payment Deadline to the HR Department

ESPOL/VISITING SCIENTISTS: The University of New Orleans and ESPOL have jointly signed an agreement of cooperation that addresses the establishment of a program through which ESPOL students can enroll at UNO and receive a bachelor's degree in Economics from the College of Business Administration, and or/a bachelor's degree in Engineering from the College of Engineering. The award covers the nonresident fee. The student must maintain full-time status and maintain satisfactory progress. There may be additional requirements.

INNSBRUCK FRIENDSHIP TREATY: This is a program administered by Center Austria between the University of New Orleans and the University of Innsbruck for students from the University of Innsbruck. The student must maintain full-time status and maintain satisfactory academic progress. The award covers nonresident fee.

LOUISIANA NATIONAL GUARD STATE TUITION EXEMPTION PRORAM (STEP) exemptions for full tuition are available to members in good standing in the National Guard. Student must be declared eligible by the National Guard, meet admissions requirements, be degree seeking and must be in good academic standing (not on scholastic probation) with the University. Students must submit their National Guard ID, enroll in classes, and submit all transfer coursework before the exemption can be posted to their account. To retain the award, the student must meet SAP and have a cumulative 2.0 GPA or above at all times. To ensure

your award is posted prior to Fee Payment Deadline, students should enroll in class and submit their National Guard ID 3-5 business days prior to Centralized Enrollment.

MILITARY PERSONNEL AND THEIR DEPENDENTS are exempted from nonresident fee. The exemption is available to students who are currently stationed or who have been permanently stationed in Louisiana, and their dependents. It also extends to dependents of military personnel who have been assigned to duty elsewhere immediately following assignment in Louisiana provided that the dependent continues to reside in Louisiana. For more information on fee exemptions, contact the Office of Admissions.

UNIVERSITY HARDSHIP WAIVER Students may apply for a waiver of all or part of tuition and fee increases above the previous fiscal year's tuition and fee amount. Hardship waiver considerations are available Fall and Spring semesters only. Students with demonstrated financial hardship as a result of the increase(s) may qualify for a hardship waiver. You must meet ALL of the specific criteria for consideration. For details, contact the Office of Financial Aid at finaid@uno.edu.

STATE SCHOLARSHIPS

Louisiana Tuition Opportunity Program for Students (TOPS) provides financial assistance to students who enroll in a state college or university. Students applying for a TOPS award must submit the Free Application for Federal Student Aid (FAFSA) before July 1, the state deadline, for consideration. All TOPS recipients must be Louisiana residents, have completed the 17 1/2 unit core curriculum, as specified by the state, have graduated from a public/approved non-public high school, must have enrolled full-time for college no later than 1 year after graduation, not have a criminal conviction, and meet the requirements stated under each of the awards described below:

TOPS Opportunity Award:

Requirements: Have a high school grade point average of 2.50 calculated on 17.5 course units, obtained at least the prior state average (currently 20) on ACT.

TOPS Performance Award:

Requirements: Have a high school grade point average of 3.00 calculated on 17.5 core units, obtained at least a 23 ACT score.

TOPS Honors Award:

Requirements: Have a high school grade point average of 3.00 calculated on 17.5 core units, and obtained at least a 27 ACT score.

*For BESE-Approved Home –Study Student Eligibility, contact LOSFA (TOPS) at 1-800-259-5626.

This information is subject to change. For more information on state scholarships, contact the Louisiana Office of Student Financial Assistance (LOSFA) at 1-800-259-5626 or view on-line at www.osfa.la.gov.

PRIVATELY FUNDED SCHOLARSHIPS

Scholarships awarded by outside agencies are administered according to the rules and regulations prescribed by the donors as accepted by the UL System.

AMERICAN LEGION SCHOLARSHIPS are available to unmarried sons or daughters of members of Metairie Post 175 and are awarded on the basis of merit. The scholarships are valued at \$400 per academic year. Applications may be obtained from Post 175 Scholarship Committee. (This information is subject to change.)

The **AMOCO PRODUCTION COMPANY** Scholarship is awarded to an upper level business student who has a minimum GPA of a 3.0 and has shown leadership in student organizations. (This is a small financial award since it depends on the interest earned on an endowed fund of \$4,600.)

The **JOAN SHERMAN** Scholarship is awarded to the Louisiana resident junior with the highest GPA majoring in business administration. (The amount awarded is typically around \$500-\$750.)

AIR FORCE RESERVE OFFICER TRAINING CORPS (AFROTC) offers 2-, 2 1/2-, 3-, and 3 1/2-year scholarships to qualified applicants who are enrolled in the New Orleans area AFROTC program and who are selected in national competition by AFROTC Headquarters. These scholarships provide tuition and fees, textbook costs, and a \$100 a month stipend to each student for his/her use. Information on

how to apply can be obtained from the Department of Aerospace Studies, Tulane University, Social Science Bldg., Room 114, phone (504) 865-5394.

ARMY ROTC offers two, three- and four year scholarships to qualified applicants who are enrolled in New Orleans area colleges and universities and selected in national competition by HQ, US Army Cadet Command, at Fort Monroe, VA. This scholarship provides Full tuition coverage, as well as Book stipend of \$1200 per year (\$600 per semester), spending stipend: Freshman - \$300, Sophomore - \$350, Junior - \$450, and Senior - \$500 respectively per month. Information on applying may be obtained from Tulane University, Army ROTC, 6823 St Charles Avenue, New Orleans, LA 70118, 504- 865-5594 or 1-800-777-ARMY and by email at <mailto:armyrotc@tulane.edu>.

NAVY ROTC offers two-, three-, and four-year scholarships. Four-year scholarship students are selected annually on a nationwide competitive basis through the Chief of Naval Education and Training (CNET). Three-year scholarship candidates are selected by CNET from non-scholarship (college program) students participating in the NROTC unit. Two-year scholarships are selected from local undergraduate applicants. All scholarships include full tuition, university fees, uniforms, textbooks, and a \$200 per month subsistence stipend. Scholarship students participate in paid summer training periods and receive commissions in the Navy or Marine Corps Reserve as ensigns or second lieutenants upon graduation. They have a minimum four-year active duty obligation after commissioning, followed by four years in the inactive reserves. For information on applying to become a scholarship or college program midshipman, contact the NROTC Unit, Tulane University, 6823 St. Charles Avenue, New Orleans, Louisiana 70118-5698, (504)865-5104. (This information is subject to change.)

REHABILITATION SERVICES

The Division of Rehabilitation is a joint Federal-State Agency that provides assistance to students who are physically or mentally disabled in order to help them become gainfully employed. Assistance in college training can be provided as part of the student's rehabilitation. Any student who feels they have an employment handicap should call the Division of Rehabilitation Services, 838-5180, or write to the Division of Rehabilitation Services, 6620 Riverside Drive, Metairie, LA 70003.

Disclaimer: The University of New Orleans reserves the right to modify the policy that governs these scholarships and fee exemptions. The number of scholarships and award amounts are based upon fund availability.

The Campus

Academic Programs, Services and Instructional Units

Reserve Officers Training Corps (ROTC) Programs

The Reserve Officers Training Corps (ROTC) programs are an important means for the education of military officers and are offered as an option to all interested UNO students. Through these ROTC programs, the student may earn appointment as a commissioned officer while earning his or her degree. Hours of ROTC credit may be counted toward graduation in accordance with policies and programs of the individual academic departments of UNO.

Air Force ROTC

Air Force Reserve Officer Training Corps (AFROTC) offers three and four year programs through which students can earn a commission as a Second Lieutenant in the United States Air Force upon graduation. AFROTC is a comprehensive academic and hands-on training program. Students have the unique opportunity to enhance their interpersonal communications, teamwork, leadership, and management skills.

The curriculum is divided into two parts: the General Military Course (GMC) for freshman and sophomores, and the Professional Officer Course (POC) for juniors, seniors, and graduate law or nursing students. GMC students attend a 1-hour class and a 2-hour laboratory each week. POC students attend a 3-hour class and a 2-hour laboratory each week. Cadets compete for and must be selected to attend field training (a four-week session) between their sophomore and junior years.

LLAB cadets are classified into one of four groups with respect to field training attendance and/or commissioning. Initial Military Training (IMT) cadets are part of the General Military Course (GMC) but are not scheduled to attend field training (normally AS100 cadets). The focus of IMT objectives/activities are to promote the Air Force way of life and help effectively recruit and retain qualified cadets. This time is spent acquainting the cadets with basic Air Force knowledge and skills to help them determine whether they wish to continue with the AFROTC program. Field Training Prep (FTP) cadets are scheduled to attend field training in the upcoming year (normally AS200 cadets). The FTP objectives provide training to ensure every cadet is mentally and physically prepared for the rigorous field training environment. Intermediate Cadet Leaders (ICL) are cadets returning from field training (normally AS300 cadets). ICL objectives/activities give cadets the opportunity to further develop the leadership and followership skills learned at field training.

Every cadet position should provide the ICL the opportunity to sharpen their planning, organizational, and communication skills, as well as their ability to effectively use resources to accomplish a mission in a constructive learning

environment. Senior Cadet Leaders (SCL) are cadets scheduled to be commissioned in the upcoming year (normally AS400 cadets). This time is spent on additional opportunities to develop leadership and supervisory capabilities, and prepares cadets for their first active duty assignment. Extended Cadet Leaders (ECL) are cadets whose ROTC academic requirements are complete but still have one or more terms of college left to complete. These cadets may hold special duty or regular positions within the cadet corps upon discretion of the Detachment Commander (Det CC) or Commandant of Cadets (COC).

Students may enroll in the GMC without incurring any military obligation. Entry into the POC is competitive and requires a commitment to the Air Force. Additional summer programs are available to cadets on a voluntary basis. These professional development opportunities include parachuting, soaring, language immersion, base visits and more. Textbooks and uniforms are issued to cadets without cost. Scholarship cadets qualify for yearly book allowance of \$900 per year and a subsistence allowance of \$250-400 per month during academic year.

The Air Force offers excellent scholarship opportunities in a wide variety of academic majors. For additional information or to check scholarship eligibility, contact AFROTC Detachment 320, Tulane University, at (504) 865-5394, afrotc@tulane.edu, <http://tulane.edu/det320> or visit www.afrotc.com.

Army ROTC

Army Reserve Officers Training Corps (ROTC) is a comprehensive program of studies through which a student can qualify to be commissioned as an officer in the United States Army, the National Guard, or the United States Army Reserve. Students learn leadership and management skills that will help in any profession in the civilian world. The Army ROTC program consists of a two-year Basic Course, which is open to freshmen and sophomores only, and a two-year Advanced Course. Non-scholarship students participating in the first two years of ROTC do not incur an obligation to the U.S. Army. A variety of Army ROTC scholarships are offered. These provide tuition assistance, a flat rate for textbooks per semester of \$450, and a per month stipend (\$300-freshmen \$350-sophomores, \$450 juniors, \$500 seniors, up to 10 months per year). Uniforms and military science textbooks are issued without cost to all students. Scholarship students are also paid for the advanced leadership camp they must attend before commissioning.

Summer training is also available for outstanding cadets. Potential training opportunities include Basic Airborne School, Air Assault School, Mountain Warfare School, and others.

Admission to ROTC is conditional on meeting academic, physical, and age requirements as well as the approval of the Professor of Military Science. Physical training is an integral part of the ROTC program. Future Army Officers are held to high standards of physical fitness and appearance.

To be commissioned as an officer, a student must complete either the regular four-year program, a three-year program (whereby the Basic Course is compressed

into one year), or a two-year program (requiring completion of the summer ROTC basic camp giving the student credit for the Basic Course). Advanced placement for ROTC training may be given to veterans and to students with previous ROTC experience. In addition to these requirements a student must complete at least one course in the area of military history. That course must be approved by the Professor of Military Science.

Navy ROTC

The University of New Orleans offers the Naval Reserve Officers Training Corps (NROTC) through a cross-enrollment agreement with the NROTC Unit, Tulane University. There are three general programs through which students can qualify for commissions in the naval service: the U.S. Naval Academy, the NROTC Navy or Marine option programs, and direct accession through Officer Candidate School. The NROTC program offers students the opportunity to earn a commission in the Navy or Marine Corps through the four-year, three-year, and two-year scholarship programs, and through the NROTC College Program. Students matriculating at the University of New Orleans who have not already been awarded an NROTC scholarship may participate in the NROTC College Program and compete for a three-year scholarship. These students are selected from applicants each year by the Professor of Naval Science.

NROTC scholarship program students are selected annually on a nationwide competitive basis. They receive four-year scholarships that include full tuition, university fees, uniforms, textbooks, and a \$200 per month subsistence stipend. Scholarship students participate in paid summer training periods and receive commissions in the Navy or Marine Corps Reserve as Ensigns or Second Lieutenants upon graduation. They have a minimum four-year active duty obligation after commissioning, followed by four years in the inactive reserves.

NROTC college program students are selected from local applicants each year by the Professor of Naval Science. Students may apply to participate in the college program any time during their freshman year. They participate in a four-year naval science program with one paid summer training period (between junior and senior years) and receive commissions in the Navy or Marine Corps Reserve upon graduation. They incur a minimum three-year active duty obligation, followed by five years in the inactive reserves. College program students are furnished uniforms and naval science textbooks and a subsistence stipend of \$200 per month during their junior and senior years. Additionally, four-year college program students may earn a three-year or two-year NROTC scholarship.

NROTC two-year college scholarship program participants are selected from local undergraduate applicants. To apply, students should contact the NROTC unit on campus no later than the middle of the first semester of the sophomore year or the first semester of the third year if in a five-year program. Applicants who are qualified and accepted attend a six-week Naval Science Institute at Newport, Rhode Island, during the summer prior to entering the program. Travel expenses are paid to and from the institute, and candidates receive approximately \$500 in salary, plus meals and lodging during the training period. Upon successful completion of the Naval Science Institute, the students are enrolled in the NROTC program in the fall. Students then receive full tuition scholarships plus \$150 per month in subsistence for the remaining two years of college. Active duty obligations are a minimum of four years of active duty followed by four years in the inactive reserves.

Those students who desire a Navy or Marine Corps commission but do not participate in NROTC programs may apply for the direct accession program that leads to a commission upon completion of degree requirements and Officer Candidate School or Aviation Officer Candidate School.

Requests for additional information should be directed to the Tulane NROTC unit at (504) 865-5104.

Cooperative Education

Cooperative education is a program which integrates students' academic study at the bachelor's, master's, and doctoral level with paid, career related work experiences. The program bridges the gap between the classroom experience and the business world at large. The term "cooperative education" reflects the relationship between the educational institution and the employer, both of which provide students with a total, meaningful education. It should not be confused with other work experiences such as internships, externships, or practicums. Co-op

is unique because it is a structured program, has specific work schedules, and must include paid work experience related to the student's major field of study.

Students are accepted into the program by meeting certain requirements. Undergraduate students must be full-time, have successfully completed 30 credit hours, have an overall grade point average of 2.5, have a declared major, and be able to commit to the co-op program for at least two semesters. Graduate students must be full-time, have an overall grade point average of at least 3.0, be enrolled in the graduate school, and be able to commit to the co-op program for at least two semesters. Once a student is determined eligible, a match is made based on student career goals and employer needs. Employers are encouraged to interview potential candidates and make decisions based on students' goals and the type of work experience provided. Placement in the co-op program is not guaranteed; however, students are encouraged to interview with many different employers before accepting an offer.

Students will work one of two co-op schedules: parallel or alternating. On the parallel schedule a student works between 15 and 30 hours per week, and attends school full time. On the alternating schedule a student alternates semesters (including summers) of full-time study with semesters of full-time work. Work eligibility is based on employer evaluation and co-op coordinator decisions. The College overseeing the experience reserves the right to remove a student from the program at any time.

Once students are selected to work with a participating co-op employer, they are required to register for the appropriate co-op class. Though this class does not carry any university credit, it is an important part of the program. Because cooperative education is a federal program, employers are aware of its successful preparation of college students. The addition of this class to a student's transcript is an immediate indicator to potential employers that the applicant has performed relevant work in his or her chosen field of study

UNO Center for the Book

The mission of the University of New Orleans Center for the Book is to amplify the intellectual culture and influence of the university, supporting the goals of UNO as both a research institution and an urban university by publishing and disseminating scholarship and works of literature.

The Center for the Book works to publish books around which grow intellectual conversations, highlighting the scholarship and literature of the university and the region. In partnership with The Ogden Museum of Southern Art, The Neighborhood Story Project, and the National Jazz Historical Park, the UNO Center for the Book is planning to release commercially viable and intellectually engaging books. The UNO Center for the Book is supported by the University of New Orleans Foundation.

National Student Exchange

The University is a member of National Student Exchange (NSE) which provides opportunities for students to study for up to one calendar year at another NSE member college or university with non-resident fees waived. With nearly 190 universities from which to choose, students should be able to find a campus with just the right combination of courses, facilities, and environment to meet personal and academic needs and interests. NSE extends beyond the borders of the United States to include U.S. territories as well as Canadian provinces. Students must be at least sophomore level (30 credit hours) with a minimum 2.5 GPA at the time of the exchange. Students meet with their UNO advisors prior to the exchange to assure that all credit completed while on exchange will transfer toward their UNO degree program. Information and applications for the exchange are available in Room 124 of the Bicentennial Education Center. Additional information concerning the NSE Program and all partner universities may be obtained at <http://www.nse.org>.

The Office of International Students and Scholars

The University of New Orleans currently hosts around 750 international students, faculty, and staff from about 90 countries. The Office of International Students and Scholars provides comprehensive immigration advising, programming, and support services to all international students and faculty and their dependents. The Office works with faculty and administrators to build friendship

agreements with foreign universities, and we assist international student organizations in planning programs such as International Night and other cultural activities.

UNO Jefferson Campus

The UNO Jefferson Campus, located in the heart of Metairie at 3330 North Causeway Boulevard, is UNO's off-campus center in Jefferson Parish. A variety of credit classes in business, education, science, and the liberal arts are offered at this location. Video linkages with the main campus allow students to enroll in live courses offered on the Lakefront Campus and viewed simultaneously at the Jefferson Campus.

The Jefferson Campus is also used for meetings and conference services. The 21 plus spacious classrooms and conference areas are available for seminars and workshops for the UNO community, outside organizations, and non-profit community groups. Easy access and convenient parking make the Jefferson Campus a practical educational asset to the Metairie area.

UNO on the Northshore

UNO conducts classes at the John C. Stennis Space Center in Hancock County, Mississippi. UNO is affiliated with the Stennis Center for Higher Learning which facilitates undergraduate and graduate education; as part of the Center, UNO and Mississippi institutions of higher education offer a variety of curricula in science, engineering, social science, business, and industrial technologies. The UNO office at Stennis coordinates educational courses for students and advises those seeking graduate and undergraduate degrees. Course work for the master's degree in applied physics, computer science, engineering, mathematics, earth and environmental sciences, and engineering management are offered at Stennis. Also, a Ph.D. in Engineering and Applied Science is available.

Other Northshore locations are utilized periodically. The locations include Covington, Mandeville and Slidell.

Division of International Education

The mission of the Division of International Education is to assist the University in its continuing efforts to enlarge its global presence, and to contribute to global understanding by developing and supporting opportunities worldwide for students, faculty, staff, and the general public. An education in the 21st century is incomplete unless students understand and experience the effects of globalization on economic, political, and cultural life. The Division promotes summer study abroad; manages international student exchange; eases entry of international students into the University; serves international students and scholars; and manages low-residency study abroad sites. The Division is the home to the Office of International Study Programs, the International Student Exchange Programs, the Office of International Students and Scholars, and the Intensive English Language Program. Additional information can be obtained at <http://inst.uno.edu>.

The Office of International Study Programs

This office currently offers 8 programs of study each summer in seven different countries. The International Summer School in Innsbruck, Austria is the flagship program. In operation since 1976, this program annually enrolls 250 students from colleges and universities throughout the United States, along with 50 guest students from the University of Innsbruck. Offering more than 50 courses, all taught in English, in a multitude of disciplines, this program is one of the largest American summer schools abroad and enjoys a reputation as one of the finest in Europe. In addition to Innsbruck, opportunities are offered in Costa Rica, the Czech Republic, France, Italy, Japan and Ireland. Summer programs regularly enroll both college students and adults. Each program has a distinct personality. Program durations range from four to six weeks and accommodations range from home-stays, to dormitories, to hotels. For example, the program in Ireland is designed for writers, while the program in Prague, Czech Republic has a heavy emphasis on photography and the arts. The program in Costa Rica offers home-stays, Spanish language, and other classes that take advantage of the rich landscape and biodiversity of Central America.

The office also administers the Academic Year Abroad Program (AYA) at the University of Innsbruck. Students are offered intensive study in the German

language and Central European history, economics, and politics in a spectacular Alpine setting. AYA students are served by a resident academic director and take part in numerous activities and field trips throughout their course of study.

International Student Exchange Programs

The International Student Exchange Programs (ISEP) administers bilateral student exchange agreements with universities in Australia, Austria, Brazil, Costa Rica, the Czech Republic, England, France, Germany, Japan, the Netherlands, Norway, Spain and Turkey. Each year, a number of UNO students take part in exchanges on a semester or yearly basis.

The Intensive English Language Program

The Intensive English Language Program (IELP) is a full-time, non-credit, pre-academic program which fosters cross-cultural exchange by providing English as a Second Language (ESL) instruction to both international and U.S. resident, non-English speaking students in preparation for study at UNO and other universities and colleges in the United States. IELP offers five 8-week sessions year-round with 20 hours of classroom instruction each week. Admission into the IELP does not guarantee admission to UNO; however, the IELP is designed to provide a transition into the regular university curriculum upon successful exit from the program of intensive study. The IELP issues an I-20 visa document to eligible nationals who are admitted. Tuition and fees include classroom instruction, orientation, special events and field trips, and access to most campus facilities.

Academic Common Market

The University of New Orleans is a participant in the Academic Common Market. A current list of applicable programs listed in the Academic Common Market Inventory can be found at <http://www.sreb.org>.

Office of Research and Sponsored Programs

The role of the university is to make a contribution to society in myriad ways in which the academy is uniquely qualified, such as:

- Fundamental research to discover and understand our universe;
- Creative endeavors which frame our consciousness and underscore our humanity;
- Inventing technology in partnership with the private sector; and
- Partnerships with our communities to enhance them economically, socially, politically, and educationally.

Within the University of New Orleans, the Office of Research and Sponsored Programs (ORSP) strives to further these goals in several ways. ORSP has both a compliance monitoring role as well as a service role to assist faculty in their acquisition of external funds that further academic pursuits. The compliance role embodies the traditional components of academic research which guarantee its higher level credibility; proper ethics and protection of human subjects; proper animal care and use; scientific integrity; financial integrity; and avoidance of conflicts of interest. The service component of ORSP entails more of a partnership with the faculty in furthering their various research agendas. Some of those components include: providing leadership to small or large groups of faculty on projects requiring partnership with outside resources, assistance in identifying funding sources, announcement of special competitions, assistance and advice in proposal preparation, proposal submission and dealing with the non-financial aspects once an award is secured. All of these services are provided to insure that faculty has an overall positive experience in their pursuit of external funding. Thus, the ORSP provides a partnership role both externally and internally to the University, in numerous ways, all toward the common goals of furthering UNO's overall research agenda and development of a wide array of sponsored programs. Please call 504-280-6836 or email orsp@uno.edu for more information.

Office of Technology Management and Commercialization

Researchers and employees at the University of New Orleans develop discoveries that are significant to academia, the business community and the public. Much of the knowledge developed is disseminated through publications and papers. However, before any public disclosure of your idea or invention is made,

it must be protected if it has possible commercial value. Otherwise, any income from your idea or invention cannot be assured.

Please note that in accordance with the UNO policy (AP 20.05), you are required to report inventions, discoveries, and other developments having possible commercial value. Please do not hesitate to contact OTMC if you have any questions. Please call 504-280-3943 or email otmc@uno.edu for more information.

Training Resources and Assistive-Technology Center

The University of New Orleans Training, Resource and Assistive-technology Center (TRAC) provides quality services to persons with disabilities, rehabilitation professionals, educators and employers. UNO TRAC has built a solid reputation for its innovative training programs and community outreach efforts. The Center is recognized as a valuable resource statewide, nationally and internationally on disability issues. The TRAC building is a training, evaluation, conference, administrative and short-term residential facility. Please call 504-280-5700 for more information.

University Library

The Earl K. Long Library, situated in the heart of the campus, provides a wide array of resources and services to support the learning and research needs of the campus community. The four story building houses collections, group and individual study spaces, electronic classrooms, and computer facilities. Over 100 computers are available in the 1st Floor Learning Commons, along with research and technical assistance. Additional computer workstations are available on the 2nd and 3rd floors. Students may borrow a laptop from the Circulation Desk or bring their own to access the Library's wireless network. The Library provides a variety of learning environments, including collaborative, quiet, and silent study spaces for the UNO community and an electronic classroom designed to encourage active learning. The first floor also houses a coffee shop and the Privateer Enrollment Center (PEC), which addresses all enrollment and student service needs in one place.

The Library's extensive collections and research tools provide in-depth support for faculty and student research in the Library or from any computer 24/7. The automated library system is part of LOUIS, the Louisiana Library Network consortium, and provides access to the holdings of 30 academic libraries around the state. The Library maintains thousands of current print and electronic subscriptions, more than 70,000 electronic books, and a rich array of research databases in all disciplines, with state-of-the-art discovery tools that provide intuitive access to resources both in and outside the library. The Library also contributes digital collections of library owned materials to the award-winning Louisiana Digital Library and showcases faculty and student research at <http://scholarworks.uno.edu>.

The Library is a U.S. Federal Documents Depository and receives approximately 90% of federal government publications, most of which can be checked out by UNO students and faculty. The Louisiana and Special Collections Department contains specialized materials related to Louisiana and New Orleans, as well as original archive and manuscript collections, rare books, the UNO Authors Collection, and original copies of all of the university's theses and dissertations. The Multimedia Collection provides material in non-print formats such as microfilm and microfiche, videos, DVDs, compact disks, audiocassettes, and even vinyl recordings. The UNO Student Government funds a collection of popular movies on DVD available for student check-out.

When the Library does not own materials needed by students and faculty, they can be obtained from libraries around the state or around the world through the Interlibrary Loan Service. The collection is also enhanced through reciprocal borrowing, whereby graduate students and faculty can apply for a LALINC card to borrow materials directly from other academic libraries in Louisiana.

Reference and research assistance is available in person, by phone, and through the Library's website via email, chat, and other social media applications. Subject-specific research help is available through the Library's Libguides interface (<http://libguides.uno.edu>). Students are encouraged to make appointments with librarians for in-depth personal research consultations. Faculty can request library instruction sessions tailored to their course content to improve students' information literacy competencies and disciplinary research skills. Librarians are

also available to consult with students and faculty about copyright, open access, and other scholarly communication issues.

The Library's website, at <http://library.uno.edu>, provides further information and links to library resources and services and is accessible 24 hours per day.

Student Success

The University of New Orleans offers a number of programs that promote and support student success from the first year through graduation.

First Year Advising (FYA) is an advising program that assists incoming freshmen and transfer students with less than 30 hours with advising needs. It is common for incoming students to have several questions regarding a major, class schedules, and registration. Incoming freshmen and incoming transfer students with less than 30 hours will meet with the First Year Advising staff members for academic advising sessions. FYA assists students throughout their first year at UNO to ensure they progress on the right academic track. Questions about classes, what to take, when to take it, and how to register? FYA is here for you!

First Year Experience (FYE) is a program to assist first year students with transitioning to college. The first year of college can be exciting, stressful, challenging, and fun, however, it is often the most difficult. FYE is here to make sure the transition is as easy as possible. FYE provides a broad network of support services and programs that address the academic, personal, and social needs of first year students and promote student success. FYE provides outreach and necessary interventions to students who are experiencing academic and social difficulties. FYE works collaboratively with faculty and staff across the campus to provide additional resources for first year students.

Jefferson Upward Bound (JEFF) is federally funded through the US Department of Education. Jefferson Upward Bound provides specific services and activities to 60 participants from East Jefferson and Riverdale High School in the target area of Jefferson Parish. The program's mission is to help students in grades 9 through 12 who are on a diploma track, to complete high school, to enter a postsecondary education program, and to graduate from college. This college preparatory program helps individuals from low income and potential first generation families to better understand their educational opportunities and options. Participants receive instruction in literature, composition, mathematics, foreign languages, computer science and science in weekly tutoring sessions at their schools, on Saturdays at UNO during the school year, and for a six week period at UNO during the summer. In addition to counseling, participants receive information about disability accommodations, college admissions requirements, scholarships and various student financial aid programs., and participate in community service projects, college visits and cultural activities. Students are enrolled in online education programs and financial aid websites to enhance and enrich their educational experience in high school.

Learning Resource Center (LRC) offers academic support services for writing, math, sciences, foreign language, and other subjects to all students on campus. The LRC is located in LA 334 and has a 19-station computer lab for all students to utilize. All tutoring services and resources are free and available to all UNO students.

New Student Orientation (NSO) is an informative campus program for all new freshmen, transfer, and adult students. The program, sponsored by the Office of Enrollment Services, is designed to help ease new students' adjustment to the University of New Orleans. The program addresses new student concerns and questions and provides a comfortable and satisfying transition to university life. The program allows new students to register for classes. Our freshman program now includes an overnight component, allowing incoming students the opportunity to experience on campus living.

Orleans-Jefferson Educational Talent Search Program (OJETS) is federally funded through the U.S. Department of Education. OJETS provides specific services and activities for up to 600 participants from the target areas of Jefferson and Orleans Parishes. The program's mission is to serve young people in grades 7-12. This early intervention program helps individuals from low income and first generation families to better understand their educational opportunities and options. OJETS identifies qualified youth with potential for education at the postsecondary level, encourages them to complete secondary school and assists persons who have not completed education programs at the secondary

and postsecondary level to re-enter these programs. In addition to counseling, participants receive information about college admissions requirements, scholarships and various student financial aid programs.

Privateer Enrollment Center (PEC) is a one stop shop for students' enrollment needs. The Privateer Enrollment Center is located in the heart of the campus in the Earl K. Long Library. The Center offers knowledgeable staff that will welcome and assist students in all areas of enrollment services including Admissions, Financial Aid, New Student Orientation, First Year Experience, First Year Advising, and Veterans Affairs. It is designed to expedite the enrollment process as well as facilitate a successful first year for all students. For example, students will be able to get their first introduction to UNO in the state of the art Privateer Pride Room for a campus tour, submit documents for admission, receive federal financial aid counseling or student success coaching, meet enthusiastic and welcoming orientation leaders, learn what courses to select or about ways to get involved on campus, inquire about veterans benefits, or obtain a photo id or parking pass. The PEC is the place to visit for students to be connected to resources related to their academic, personal, and professional goals. It is also the location of Centralized Enrollment Services each semester. Additional services will include representatives from the Office of the Bursar, UNO Federal Credit Union, Campus Dining, Student Health Services, and the University Computing Center's Help Desk.

Project Access: Educational Talent Search Program (ACCESS) is federally funded through the U.S. Department of Education. ACCESS provides specific services and activities to 821 participants from the target areas of Jefferson and Orleans Parishes. The program's mission to serve young people with disabilities, ages 11 to 27. This early intervention program helps individuals from low income and potential first generation families to better understand their educational opportunities and options. ACCESS identifies qualified youth with potential for education at the postsecondary level; encourage them to complete secondary school; assist eligible participants to enter a program of postsecondary education; and to encourage persons who have not completed education programs at the secondary and postsecondary level to re-enter these programs. In addition to counseling, participants receive information about disability accommodations, college admissions requirements, scholarships and various student financial aid programs.

Project PASS: Special Upward Bound (PASS) is federally funded through the U.S. Department of Education. PASS provides specific services and activities to 66 participants (including students with disabilities) from Eleanor McMain High School, McDonogh # 35 High School, and the target area of Orleans Parish. The program's mission is to help students, in grades 9 through 12 who are on a diploma track, to complete high school, to enter a postsecondary education program and to graduate from college. This college preparatory program helps individuals from low income and potential first generation families to better understand their educational opportunities and options. Participants receive instruction through a variety of modalities including collaborative learning, and computer assisted instruction (with state of the art laptops and iPads) in literature, composition, mathematics, science, and Guidance and Counseling, on the University of New Orleans campus on alternate Saturdays with weekly tutoring in all subjects at McMain and McDonogh #35. During the summer, the same subjects are taught with the addition of Foreign Language through a thematic approach. Summer program students participate in weekly field trips where they visit college campuses, and/or participate in community service activities which earn them volunteer hours which can be used to complete high school requirements. Students who have graduated from high school are included in the summer component as well. In addition to counseling, participants receive information about disability accommodations, college admissions requirements, scholarships and various student financial aid programs.

St. Tammany Educational Talent Search Program (STETS) is federally funded through the U.S. Department of Education. STETS provides specific services and activities to 592 participants from the target area of St. Tammany Parish. The program's mission to serve young people in grades 7-12 and young adults up to age 27. This early intervention program helps individuals from low income and potential first generation families to better understand their educational opportunities and options. STETS identifies qualified youth with potential for education at the postsecondary level; encourage them to complete secondary school; assist eligible participants to enter a program of postsecondary education; and to

encourage persons who have not completed education programs at the secondary and postsecondary level to re-enter these programs. In addition to counseling, participants receive information about college admissions requirements, scholarships and various student financial aid programs.

Student Support Services is a federally funded grant program designed to provide personal, academic and career counseling to a limited number of eligible undergraduate students enrolled at the University of New Orleans. An eligible participant must be first generation, meet federal income guidelines and/or have a documented disability.

The **UNO CLASSIC UPWARD BOUND PROGRAM** is a federally funded TRiO Program under the auspices of the U. S. Department of Education. The program serves ninety-three (93) high school students from low-income families and/or families in which neither parent holds a bachelor's degree. During the academic and summer components the Upward Bound students participate in a program of study that includes academic classes, tutoring, financial aid resources, counseling, college tours, and cultural enrichment activities.

Students who complete at least two years in the program before graduation from high school also benefit from participation in the Upward Bound Summer Bridge Program, which permits eligible students to enroll in the University of New Orleans. Student fees for enrollment in up to two University of New Orleans college courses are funded by the Classic Upward Bound Program.

University Success (UNIV) 1001 is a one credit, letter-graded course required for all first time full time freshman. Students meet in small groups led by an experienced faculty or staff member and a peer mentor (an experienced student) for an in-depth review of skills and issues relevant to academic and personal success at the University. Topics include time management, effective note-taking and test preparation, campus diversity, and university resources. Enrollment is restricted to students with less than 30 hours of credit only. Enrollment is optional for transfer students within their 30 hours of credit at UNO.

UNO Writing Center offers free help five days a week to students who want to improve their writing. Students who come to the Writing Center work with tutors in one-on-one sessions on any kind of writing problem- brainstorming, researching, organizing, and developing ideas for their papers. In addition, students may send in a draft of a paper (no longer than 5 pages) for feedback. While the Writing Center does not proofread or edit papers for students, the tutors show writers how to become better editors of their papers with regard to, grammar and stylistic problems. The Writing Center welcomes papers written in all disciplines, not just in English. In addition, the Writing Center offers group workshops for various grammar and writing issues; its webpage provides handouts for grammar and writing problems, as well as other resources.

UNO Lindy C. Boggs Conference Center and UNO Conference Services

The Lindy C. Boggs Conference Center, located directly on Lake Pontchartrain, across Lakeshore Dr. from UNO's main campus, offers a full service conference center with free parking, away from the distractions of downtown New Orleans. The center has 20 meeting rooms of varying sizes; the largest can accommodate 270 attendees. We host over 250 meetings a year ranging in size from 15 to 400 attendees. We also offer audio visual equipment rental, technical support, and full service conference planning.

UNO Conference Services Meeting Planning is not limited to conferences held at the Lindy C. Boggs Conference Center. We have administered conferences held at local hotels, in another cities, states, or countries! We provide personalized service for your conference, allowing you to be the host while UNO Conference Services takes care of the details. We offer full service meeting planning including: assisting with scheduling of dates, choosing a site, negotiating with hotels, establishing a budget, choosing menus, providing secure on-line registration, collecting fees, arranging transportation, printing conference literature, and manning your registration table throughout your event. After the event we provide detailed financial statements and attendee lists. We have the experience to plan any size meeting and our rates are very competitive!

University Computing and Communications (UCC)

University Computing and Communications (UCC) is a comprehensive Information Technology service organization providing support for Academic Computing, Administrative Computing, Servers and Networks, User Training and Support, and Telephony.

The University of New Orleans operates a complex array of multivendor UNIX and Windows servers connected to thousands of workstations over a high speed local and metropolitan area network. The following is a brief description of the University's major computing services and systems managed by UCC:

Administrative Systems

UNO's HR, Student, and Financial systems from PeopleSoft run on an array of Windows servers. PeopleSoft systems may be accessed via the campus network, and the Web.

Network Systems

The campus network consists of a multi-gigabit Ethernet-based backbone network interconnecting all main campus buildings and remote campus sites to provide data communications to meet campus academic and administrative needs. The network provides support for over 5000 wired and wireless clients, access to Internet1, and to the advanced research networks, Internet2 and the National Lambda Rail.

Telephone Services

The UCC provides for enterprise-wide telephone services supporting local, long-distance, and specialized communications needs for the campus.

Messaging and Email

All enrolled students, faculty, and staff are provided mailboxes on the latest collaborative email system. Students are on state-of-the-art cloud computing providing mail, calendaring, Skydrive, Office tools – Word, PowerPoint, Excel. Staff is on a locally hosted system. This system provides calendaring, mail, and other features through a rich Web interface as well as providing connections for Outlook email clients and legacy mail clients using POP, SMTP, and IMAP. Both UNO messaging systems also support ActiveSync providing mail and calendaring services to Smartphones. The systems provide automated distribution lists that are used to provide news and alerts. In addition, UNO uses an off campus notification system that can provide emergency alerts to students cell phones in case of a campus emergency. The messaging team also manages the UNO web servers. UNO webs utilize both dynamic content management systems as well as static web servers. Both operate in tandem and all content is indexed by our campus search engine.

Help Desk and Desktop Support

UCC operates Help Desk and Desktop Support units that provide hardware and software support services for the UNO community. These units provide the University with a helpful, single point of service for peripherals, desktop software and hardware, and support for UNO's main computing systems including Windows, Apple, PeopleSoft, WebSTAR, Microsoft Office, SAS, SPSS, Mathematica, Matlab, email, SharePoint, Moodle, anti-virus software, and computing account support. The Help Desk may be reached by telephone at 280-HELP (280-4357), via e-mail at helpdesk@uno.edu, or in person in room 101R of the Computer Center.

ID Cards

The Identity management team produces identification cards for students, faculty and staff at the University Computer Center. These devices are used for card access to selected buildings, dormitory rooms, Library borrowing privileges, and food services for students electing a prepaid food plan.

Faculty and Staffing Training

University Computing and Communications maintains a resource center dedicated to meeting the technology needs of the UNO Faculty and Staff. The FSRC offers 17 PC computers with CD/DVD burners, 2 iMac computers, a scanner, 1 Black and White Laser printer and 1 Color Inkjet printer.

Accounts

All students, faculty, and staff receive accounts for access to computers and the following computing systems: Email, Local Area Network (LAN), Moodle (UNO's E-Learning Management System), SharePoint and the WebSTAR student system. All accounts share the same user id and password.

Student Computing Labs

The UNO technology fee provides students with a rich variety of computer labs for learning. Two types of facilities exist. Student Open Labs are general use

facilities that are available to any enrolled UNO student on a drop-in first-come, first-serve basis. Departmental Labs are restricted facilities dedicated for use by students enrolled in specific classes.

Training Workshops

UCC offers free training to UNO faculty and staff in the areas of PeopleSoft, SharePoint, and Microsoft applications. Training workshops are available every semester.

Statistical Workshops Computing

As a Carnegie Research University, UNO is committed to the process of discovery. To assist graduate students and researchers with quantitative analysis, UNO supports SAS and SPSS for statistical computing. The university has a site license for these packages, and they are available in all student open labs managed by University Computing and Communications.

Mathematical Computing

To assist students and researchers, UNO licenses Mathematica and MATLAB. Mathematica integrates mathematical computing, visualization, and a powerful language to provide a flexible environment for technical computing. MATLAB is the tool of choice for scientific research in physics and engineering analysis and modeling, from simple calculator operations to large-scale programming and interactive document preparation. MATLAB and Mathematica are available on all student open labs managed by University Computing and Communications.

Research Computing.

The University is a member of the Louisiana Optical Network Initiative (LONI) and an Affiliate Member of UCAID (Internet 2). LONI is a state-of-the-art, fiber optics network that runs throughout Louisiana, and connects Louisiana and Mississippi research universities to one another as well as to the National Lambda-Rail and Internet2. Through LONI, researchers have access to one of the most powerful supercomputing resources available to any academic community with over 85 teraflops of computational capacity from systems based at Louisiana universities, 5.6 teraflops of which is directly provided by two supercomputers located at UNO, a 128 node Dell Linux Cluster and an IBM Power5 575 AIX cluster. In addition, LONI provides access to the TeraGrid community, the world's largest, most comprehensive distributed cyber infrastructure for open scientific research. Through our association with LONI, UNOnet currently has access to the following Internet services: Commodity Internet (I1) at 90 Mb/sec, Internet2 (I2) at 1 Gigabit/sec, and National Lambda Rail at 10 Gigabit/sec (for Supercomputer clustering and Grid based computing support).

UNO Women's Center

The UNO Women's Center was created in 1985 to serve the diverse needs of the women in the university and to affirm the lives of women at the university and in the communities of New Orleans. The Women's Center offers scholarship and book awards, and provides research assistance, space and support for student activities, and a range of programming throughout the year. Events include the monthly Coffee Talk Lecture Series, educational speakers, discussion and support groups, and periodic workshops on preventing violence against women. In addition, the Center acts as a referral hub for counseling and community services, and is a liaison between campus groups and departments addressing women's issues at UNO, and works with women's advocacy groups in the region. Students, staff, and faculty are welcome to drop by the Center anytime. Fall and Spring hours are from 9 a.m. to 4:30 p.m. and until 7 p.m. at least one day per week; summer hours are 9 a.m. to 4:30 p.m.

Women's Center
Earl K. Long Library, Room 201
University of New Orleans
2000 Lakeshore Drive
New Orleans, LA 70148
504.280.7285
<http://wmcn.uno.edu>

Research and Academic Centers and Institutes

The Advanced Materials Research Institute (AMRI) is a multidisciplinary research institute that provides a unique opportunity to develop novel research ideas that ultimately involve the government, private, and academic sectors in the conception and development of research programs. The interactions with corporate laboratories provide a synergistic pathway that promotes technology transfer and private sector involvement in the operation of AMRI.

The Center for Austrian Culture and Commerce was founded in 1997 to administer the entire partnership agenda with the University of Innsbruck. It directs the student and faculty exchanges, organizes regular lectures on campus and annual scholarly conferences in the humanities, social sciences and sciences, and publishes the academic journal "Contemporary Austrian Studies." It also publishes two book series: "Studies in Austrian Politics and Culture" (Transaction Publishers) and "TRANSATLANTICA" (StudienVerlag Innsbruck). CA is one of three Austrian Studies Centers in North America (next to the University of Minnesota and the University of Alberta in Canada). It is recognized as a major center for Austrian Studies by the Austrian government and receives regular support from the Ministries for European and International Affairs and the Science Ministry for its conferences and publications and with the funding of an annual dissertation fellowship for an Austrian student to come to UNO. Its work in trans-Atlantic academic exchanges has also been recognized by the Austrian Marshall Plan Foundation in Vienna with the funding of the Marshall Plan Chair in Austrian and European Studies to foster European Studies and international on the UNO campus. CenterAustria is promoting the study of Austria and Europe in Louisiana and the Gulf South.

The Center for Hazards Assessment, Response and Technology (CHART) is an applied social science hazards research center at The University of New Orleans that collaborates with Louisiana communities emphasizing coastal communities including the City of New Orleans. The focus of UNO-CHART is to support Louisiana community sustainability in light of natural, technological, and environmental risks to which the state is vulnerable. The Center undertakes applied social science research to understand ways in which Louisiana communities and the coastal region respond to these risks, assists in the development of best practices for reducing risks and helps in implementing these practices to achieve comprehensive community sustainability. The second focus of UNO-CHART is the reverse dynamic—the impacts of community activity—social / political /economic—on the ecosystems within the coastal and southeast regions of the state. CHART was founded in 2001 and is comprised of a multidisciplinary group of faculty, staff, and graduate research assistants representing various backgrounds including sociology, political science, public administration, planning, urban studies, engineering and geography. Currently, CHART has projects that address repeated flood loss, disaster mitigation planning, developing of community resiliency assessments, storm mitigation efforts by coastal communities, scientist/community collaboration on ecosystem health and hurricane evacuation of vulnerable populations.

The Center for Urban and Public Affairs (CUPA) is a multidisciplinary, non-partisan center for urban research and planning at the University of New Orleans that has produced and disseminated rigorous applied and scholarly urban research for over 20 years. The mission of helping to facilitate and understand healthy, sustainable urban communities have been made all the more important as the Gulf Coast region recovers from Hurricane Katrina. CUPA has built tremendous expertise in the challenges and opportunities that lie at the heart of rebuilding New Orleans and the Gulf Coast Region. This expertise is being put to use in a wide variety of projects of local and national significance.

The Edward G. Schlieder Urban Environmental Systems Center (formerly the Urban Waste Management and Research Center) is a Center of Excellence in the College of Engineering that was established in 1990 by the Louisiana Board of Regents to address urban environmental issues. The Center's research activities are associated with urban environmental issues such as municipal solid waste, wastewater, urban runoff, surface and ground water quality, and air quality. To that end, the Center's project activities over the period of funding included and involve investigators from UNO as well as other universities throughout the country, and where possible, other disciplines. The Center's objective is to provide research that will develop the technologies necessary to further the state-of-the-art, and provide a source of trained graduate engineers and scientists. SUESC has operated based on funding provided by research grants and contracts with institutions such as the US EPA, SPAWAR, Jefferson Parish, City of Kenner, and others. The US EPA funded a twelve-year research program (EPA Grant #GR825427), from May 1990 through May 2002, with the participation of faculty primarily from UNO an Louisiana State University.

The Eisenhower Center for American Studies supports the Department of History graduate program in diplomatic-military history with an emphasis on public history employment after graduation. This support comes in the form of special speakers and events designed to increase interest in military history and contemporary national security affairs. The Eisenhower Center is the university's principal agent for joint programs with the National World War II Museum, founded by the late Stephen E. Ambrose, a UNO history professor and author of international acclaim. The current director of the Eisenhower Center, Allan R. Millett, serves as the senior military advisor to the president of the museum. He was instrumental in negotiating the endowment that created the World War II lecture series funded by Major General Raymond E. Mason, Jr., USAR (Retired). The center director and his research assistant work closely with the museum's research and educational departments. The director ensures university contact with the international military history community by serving as Vice President of the International Commission of Military History, a forty-nation consortium chartered by UNESCO.

The Energy Conversion and Conservation Center (ECCC) was established in 1996 by legislative act of the State of Louisiana. The ECCC conducts research on local, national and international projects that aim to improve the quality of life by

solving technical problems associated with power generation, energy conservation and efficiency.

The Ethel and Herman Midlo Center for New Orleans Studies promotes understanding of New Orleans history, culture, politics, and public policy issues through sponsored events and coordination of interdisciplinary courses and seminars at the University of New Orleans, facilitating the writing of new general histories of New Orleans and Louisiana, hosting conferences that enable scholars to share their research findings about New Orleans, serving as an institutional home for international scholars, and as a repository for research materials about the culture and folklore of the City. Since its inception, The Midlo Center has sponsored a series of high profile outreach projects that have helped to circulate this information back into the community that it serves while successfully applying for a range of research grants to expand knowledge on the city and people of New Orleans.

The Greater New Orleans Center for Information Assurance (GNOCIA) is dedicated to research and instruction in the broad area of Information Assurance (IA). The GNOCIA has several interrelated missions, including facilitating interaction between government, industry, and academia to perform cutting edge research in IA, attracting federal funding to support these research efforts, attracting and retaining highly-qualified students, staff, and faculty, and workforce development through creation of specialized training opportunities. The Center also develops outreach programs to increase awareness of opportunities in IA in a number of communities, from high school students to entrepreneurs. Finally, the GNOCIA will provide a development environment where, in collaboration with industry and government agencies, research ideas in IA are grown into real-world security tools to be used in daily practice. The primary research agenda of the GNOCIA includes development of state-of-the-art, high-performance tools for digital forensics investigation, reverse engineering, techniques for analysis and mitigation of malware, secure programming, and research in spatio-temporal information systems for homeland security. The GNOCIA laboratories include state-of-the-art computer equipment running a wide variety of open source and commercial software for digital investigation, reverse engineering, and the analysis of malicious software, in addition to specialized equipment such as hard drive analyzers and clean room facilities.

The Hospitality Research Center at the University of New Orleans is a collaborative effort of the School of Hotel, Restaurant and Tourism Administration (HRT) and the Division of Business and Economic Research (DBER). Each faculty member of the School of HRT has broad experience in the tourism and hospitality industry and has extensive academic preparation. Working together, in cooperation with the professionals in the Division of Business and Economic Research, the UNO HRT/ DBER research program is consistently recognized for research productivity in the hospitality field. The function of the Hospitality Research Center is to provide a variety of research services to hospitality, travel and tourism organizations. Selected recent projects include Louisiana Tourism Conversion Study, Special Events Impact on the Economy, Tourism Industry Salary Surveys and Visitor Profiles.

The Merritt C. Becker, Jr. University of New Orleans Transportation Institute (UNOTI), housed under the Department of Planning and Urban Studies, focuses on the role of transportation in creating a sustainable, livable and resilient future. Faculty and staff associated with the Institute are recognized for their expertise in Transportation Policy for Sustainability, Livability, Resiliency and Disaster Recovery; Maritime and Port Planning; Evacuation Planning for Carless and Vulnerable Populations; Transit and Streetcars; Bicycle and Pedestrian Planning and Safety, and Transit Oriented Development. UNOTI combines applied research, outreach and education to impact positively the transportation field from the local to the international spheres. The work done at the Institute continues to be integral in the post-Katrina recovery of New Orleans, and vital to the overall sustainability and economic competitiveness of the nation.

The National Center for Advanced Manufacturing (NCAM) is a partnership of government, academia and industry fulfilling the technology needs of aerospace and commercial markets. The NCAM-Louisiana Partnership was formed between NASA, the State of Louisiana, and the University of New Orleans. The center includes a consortium of seven universities (UNO, Louisiana State, Mississippi State, Tennessee Tech, Texas A&M, U.S. Naval Academy and Virginia Tech) led by UNO in advanced manufacturing research with the focus on the applicability of

composite and metallic materials to advanced manufacturing processes. The technical areas involved include: nondestructive testing, bond quality, large structures evaluation, joints and bonding, imbedded sensors, damage tolerance and repair of advanced materials.

Formed in July 2008, the New Orleans Jazz Institute (NOJI) links UNO's strengths in jazz education with professional practice. It serves to promote creative excellence and best practices in Jazz composition, performance, scholarship, importation, exportation, and education. The goals and objectives of the New Orleans Jazz Institute are directly reflective of the University of New Orleans' mission, as well as its standard of excellence in the areas of: academic research, music education, new creative works and the enrichment of the cultural and business infrastructure of the New Orleans community. NOJI serves as a community and capacity building organization for New Orleans' Jazz Industry and creative community, bolsters the activities and scope of UNO Jazz programs, and acts as an ambassador for New Orleans Jazz all over the world.

The UNO Pontchartrain Institute for Environmental Sciences is a partnership of scientists and educators that combines rigorous scientific analysis with education, outreach, and planning to develop practical solutions to environmental challenges of the Pontchartrain Basin, the Gulf of Mexico, and similar coastal ecosystems in the United States and elsewhere in our world. The Institute brings together the technical expertise and understanding needed to address issues such as water quality, critical habitats, biodiversity and coastal restoration strategies. Additionally, staff work with academic institutions, government agencies, and environmental organizations to provide information critical to preserving and restoring the environmental quality of the Pontchartrain Basin.

The Robert E Nims Center for Entertainment Arts is a commercial motion picture production complex and offers professional / academic support to the UNO's Department of Film, Theatre and Communication Arts. Such major Hollywood features as "The Runaway Jury", "Ray", "Deja vu", "All the King's Men" and "The Curious Case of Benjamin Button" were shot at the Center. The Nims Center StudioPlex also offers professional "real world" film industry internship opportunities and specialized workshops to UNO's undergraduate and graduate film production students. This full-time production center includes four sound stages, Avid and Final Cut Pro editing suites, ADR recording studios, HD / Dolby screening room and a professional motion picture processing laboratory operated by Cineworks Digital Studios of Louisiana. The combined resources of UNO's film production curriculum along with Nims Center's professional internship and a film-related business start-up program have been instrumental in launching real industry careers for many UNO film production graduates.

The Survey Research Center (SRC/UNO Poll) exists to serve the research, teaching and service needs of the University and of the larger community. The SRC promotes socially significant research with public policy implications as well as research of theoretical or academic interest. Since 1985, the Center has collected information about public opinions, beliefs and values on a wide range of social, economic and political issues. In that time it has gained a reputation for accuracy and integrity in public opinion research. The SRC is an independent academic survey unit offering high quality research services to people inside and outside of the University. We provide training and experience in survey research to graduate and undergraduate students. The SRC is associated with the Department of Political Science.

Student Life

The University of New Orleans (UNO) recognizes the important educational role that involvement in student life provides for students. There is a commitment to focus on the development of the whole student by extending the classroom experience through extracurricular activities. By becoming involved on campus, you have an opportunity to develop your intellectual, social, leadership, communication and recreational skills, and these skills can assist you both personally and professionally. The Division of Student Affairs is committed to sponsoring and promoting activities which complement your educational experience, and the following information is only a sampling of the offerings available. We encourage you to explore all of the aspects of student life at the University of New Orleans.

Student Government

All regularly enrolled students are members of Student Government (SG), which provides an opportunity for each student to participate in the general community affairs of the University. SG members assume the responsibilities of self-government consistent with the responsibilities and policies of the University administration. In addition, SG maintains a variety of services such as forums for students to express ideas and concerns with administration and free fax services for students. SG also funds other activities and services on campus such as student organization programs, and limited academic travel funds for undergraduate and graduate students. (www.sg.uno.edu)

Student Activities Council

Student Activities Council (SAC) is the university's official student programming board on campus. The purpose of SAC is to provide educational, cultural, social, and entertaining activities for the UNO community. They are responsible for the planning and implementation of major activities on campus such as the Welcome Back Luau, Fall Concert, the Drive-in Movie, Homecoming Festivities, the end of the year crawfish boil, and much more. With student input, SAC comes up with new, fresh events every year. (www.sac.uno.edu)

Student Organizations

Student organizations are a vital part of undergraduate and graduate experience at the University of New Orleans. With approximately 130 recognized student organization at UNO, students have been able to take advantage of the many opportunities outside the classroom. As a member of a UNO organization, students have developed leadership and interpersonal skills, built friendships, served the community, the campus, and people around them. Types of groups include professional, honors, political, religious, service, social, Greek, special interest, and departmental. (www.sil.uno.edu)

Greek Life

The Office of Student Involvement and Leadership provides advisory support and guidance to the university's fifteen fraternities and sororities. The department offers various programs and services, including active oversight of chapter events, planning and implementation of leadership retreats and workshops, monitoring of academic performance of fraternity and sorority members, and recognition of the positive achievements of the organizations. In partnership with faculty, staff, alumni, and inter/national fraternal organizations, the Office of Student Involvement and Leadership challenges and educates students in the areas of leadership, cultural awareness, personal and group development, scholarship, and civic responsibility. More information about Greek Life is available at www.greeklife.uno.edu.

Student Media

Driftwood is a weekly student newspaper containing general news, feature and sports stories, editorials and other columns. All positions are open to students.

The annually published literary magazine, *Ellipsis*, includes stories, poems, photographs and drawings by members of the UNO community and publishes award-winning work by UNO students.

Recreation and Intramural Sports

The Department of Recreation and Intramural Sports offers a variety of programs and services for the UNO Students.

A very popular service for students is The UNO Recreation and Fitness Center which is a fantastic gathering spot for students who are interested in participating in a variety of fitness and recreational activities. The Recreation and Fitness Center has 3 basketball courts, indoor running track, 2 racquetball courts, indoor swimming pool, 2 group exercise rooms, weight equipment and an extensive amount of cardio-vascular equipment which includes: treadmills, elliptical cross trainer machines, upright and recumbent bikes, rowing machines, AMT cross trainers, and much more. Personal Training and Fitness Assessments are also available.

Club and Intramural Sports

A variety of intramural sports are offered each semester; flag football, volleyball, soccer, basketball, racquetball, and more.

Club sports are also available and new club sports can be created depending on student interest.

Summer Sports Day Camp

The Department of Recreation and Intramural Sports Summer Day Camp provides a variety of fun activities for children ages 5-11.

The program is held during the months of June, July and early August. For more information, please contact Associate Director of Recreation and Intramural Sports, Jody Duvernav at jduvernav@uno.edu, visit the RIS web site at <http://ris.uno.edu/> and click the summer camp link or call (504)280-6357.

The Office of Student Involvement and Leadership

The Office of Student Involvement and Leadership is committed to providing programs and opportunities through which students may become meaningfully involved in campus life. These programs and initiatives include leadership development, organizational involvement, campus wide entertainment, cultural and educational programs, volunteer service, and recognition. The Office of Student Involvement and Leadership strives to create opportunities so that students can achieve academically and socially in ways that will facilitate their transition into the world as responsible citizens. The areas that fall under the purview of The Office of Student Involvement and Leadership include leadership development and advisement of student organizations, Student Government, Student Activities Council, the Leadership Cabinet, Greek Life and the Service Coalition. For more information, please refer to www.sil.uno.edu.

Intercollegiate Athletics

University of New Orleans intercollegiate athletics is a member of the NCAA at the Division I level.

For the 2013-14 academic year, UNO will field teams in seven men's sports (baseball, basketball, cross country, golf, indoor track and field, outdoor track and field, tennis) and seven women's sports (basketball, cross country, indoor track and field, outdoor track and field, tennis and volleyball). Contact the UNO Athletic Department at (504) 280-6102 for more information or visit <http://www.UNOPrivaters.com/>.

Students with a valid student identification card are admitted FREE to all home athletic events.

UNO has a rich athletic tradition. The Privateer baseball team won the Sun Belt Conference championship in 2007, has earned 13 NCAA tournament berths and was the first Louisiana team to advance to the Division I College World Series. Men's basketball has earned four NCAA tournament and 11 National Invitational tournament berths and has won 20 or more games in a season 14 times. Women's basketball has won 20 or more games in a season six times and has appeared in post season play, including a WNIT championship in 1983.

Over the years, UNO has hosted the 2002 NCAA Volleyball Championships and 1991 NCAA Division I Women's Final Four, in addition to NCAA Men's Final Fours in 1987, 1993 and 2003.

Volleyball contests occur at the Human Performance Center (HPC) located on the corner of Leon C. Simon and Elysian Fields. Basketball contests are held at the Lakefront Arena at 6801 Franklin Avenue on the East Campus. Tennis and baseball are held at their respective facilities adjacent to the Arena. In 2014, the Privateer baseball team will open a renovated Maestri Field on Feb. 15 with a contest against LSU as part of a 30-game home schedule.

Lakefront Arena houses a 10,000 seat facility for basketball, concerts and other entertainment events, as well as an auxiliary gymnasium, an Olympic size swimming pool and a weight room for use by UNO athletes.

The offices of Intercollegiate Athletics is now located at The Athletic Center at the corner of

Leon C. Simon and Franklin Avenue. For up-to-date information on game times and locations, check the Privateers official web site at: <http://www.UNOPrivaters.com/>. The athletic department can also be found on Twitter at @UNOPrivaters or on Facebook searching for the 'University of New Orleans Privateers'.

Student Health Services

Student Health Services is committed to providing the highest quality health care to the UNO community. Health Services offers evaluation and treatment of

illness and injury, as well as educational programming for health promotion and illness prevention. Primary care is provided to students, on an appointment, and walk-in basis. Various injections, immunizations, and advice on travel abroad are available to students. Comprehensive physical evaluation and diagnostic laboratory testing are available to students.

Feedback is an important part of the health teamwork, and students are encouraged to offer ideas and suggestions to improve Student Health Services through a report card system. Student Health Services is located in the University Center room 238. Hours during the fall and spring are 8:00 a.m. – 4:30 p.m., Monday through Friday. Please visit the web site at www.studenthealth.uno.edu for more information.

Student Sickness and Accident Insurance

The University negotiates a moderately priced sickness and accident insurance policy for students. Students not covered by another sickness and accident insurance policy are strongly encouraged to enroll in this plan as medical costs can be high and jeopardize a student's education. The plan includes savings realized by Student Health Services acting as primary care giver. Additional savings are provided through the use of a preferred provider organization. The policy is optional for domestic students. Dependents can also be covered on this policy. Policy information is available at Student Health Services, University Center room 238, and on our website, www.studenthealth.uno.edu. International Students are required by law to have health insurance. This policy meets the minimum requirements of the law and is cost effective. However, International Students may purchase other policies or bring one from their country that meets the minimum requirements. Please see our website and your ISO advisor for more details.

Office of Disability Services

University of New Orleans is committed to providing an environment where all students have the opportunity to equally participate in the academic experience, including students with disabilities. Students with disabilities have rights as determined by federal and state laws which require institutions to provide reasonable accommodations for the student's disability in order to afford an equal opportunity to participate in the college's programs, courses, and activities.

The Office of Disability Services (ODS) assists students in meeting many of their educational needs on campus. The office may be able to secure academic accommodations for students who have documented disabilities.

Accommodations include, but are not limited to, note takers, extended test taking time, course materials in alternate formats, adapted computers on campus, recording devices for lectures and assistive listening devices.

ODS can assist in the coordination of accommodations for campus tours and events such as New Student Orientation (including testing accommodations for placement examinations.)

The Section 504 Compliance Officer is the Director of Disability Services. The ADA Compliance Officer is the Director of Design and Construction, Facility Services. If you have any questions regarding specific responsibilities of these officers, please call (504) 280-6222 or visit www.ods.uno.edu.

Office of International Students and Scholars

The Office of International Students and Scholars (OISS) provides support to approximately 750 international students faculty and staff from more than 90 countries. Specifically, OISS assists international students, faculty, and staff in maintaining their legal status under U.S. immigration law. In addition, the staff provides support on such matters as cross-cultural adjustment, personal and financial issues, and academic problems. Programs offered by OISS include new student orientation and educational workshops. OISS produces a regular newsletter, maintains an e-mail listserv, and co-sponsors cultural events such as International Night. Specific information about OISS programs is available at the following web address: <http://oiss.uno.edu>.

Children's Center

The UNO Children's Center opened its doors to children in 1998. The Center is located across from the University Center. Priority for admission is given to the children of full-time UNO students, UNO staff, and UNO faculty who need

year-round care. The Center currently offers a full-time program that serves children ages 12 months to five years. The Children's Center is a Class "A" licensed center and a member of the Quality Start Child Care Rating System of Louisiana.

Our goal is to provide a safe, happy, nurturing environment where children will be motivated and enriched socially, emotionally, intellectually, and physically. The Center does not discriminate against any child because of race, color, creed, sex, national origin, handicapping condition, ancestry or whether the child is being breastfed.

Age Range: The Center will accommodate children between the ages of twelve months through five years. The center adheres to state and Licensing guidelines for student/teacher ratio.

Hours and Days of Operation: The Center is open from 7:30 a.m. to 5:00 p.m. Monday through Friday. The Center is closed on all University and National holidays. In addition the center will be closed for (3) Teacher Professional Days throughout the year.

Contact: It is our staff's personal goal to maintain and to exceed state and national standards that guide developmentally-appropriate programs for young children. If, you have any questions or would like to visit the Center, please do not hesitate to contact us at 504.280.3131.

Student Housing

Residence Facilities

PONTCHARTRAIN HALL

Pontchartrain Hall is UNO's beautiful new residence hall comprised of two state of the art four story buildings, Pontchartrain Hall North and South. Residents will have their choice of a private room with bath, a two bedroom unit with one bath or a four bedroom unit with two baths. Each bedroom is furnished with a bed, student desk, chair, chest of drawers and built in closet. Each room has 9 ft ceilings, with bedrooms wired for Ethernet and cable television. Two and four bedroom units have common lounge areas which are also furnished. Wi-Fi is available throughout both halls.

The facility has card access, security cameras, a small convenience store, an activity area with billiard tables, foosball, etc. There are large social areas to accommodate a wide variety of programs for residents, study areas, 2 residents' kitchens and laundry facilities. The patio area is furnished with tables, chairs and three BBQ pits.

Rates include all utilities, furnishings, cable television and internet. Residency in Pontchartrain Hall requires mandatory participation in the Pontchartrain Hall Campus Dining program.

LAITTE VILLAGE

The mission of Lafitte Village is to provide housing to married students, single-parent students, couples in domestic partnerships and graduate students at an affordable cost. This housing opportunity gives non-traditional students the ability to still pursue their education while also raising a family. Lafitte Village is conveniently located on the edge of UNO's campus, providing a more calm and quiet atmosphere.

Recently renovated, it offers one and two bedroom units, which all include stainless steel refrigerators and stoves, utilities, internet and basic cable television. Wi-Fi is available throughout the complex. The brand new playground and courtyard is a perfect place for children to play and also provides a place to study outside on a beautiful day. A coin operated laundry is available on site.

The facility has card access to the complex which has surveillance cameras throughout the grounds and parking area for your safety.

Please note that admission to the University does not guarantee on-campus housing accommodations. Students must apply separately for housing and accommodations cannot be guaranteed until a student is officially accepted for admission to the University.

For more information, please contact UNO Student Housing at (504) 280-6402 or e-mail studenthousing@uno.edu.

PRIVATEER PLACE

Privateer Place is a beautiful apartment-style community located on the campus of University of New Orleans. Located on campus students are just a short walk to classes and campus events. Our Community aims to create the place to Live, Learn, and Grow: facilitating a fun, friendly, vibrant, diverse community, supporting resident's academic success; encouraging resident's personal growth, empowerment, and transition to independence.

We offer apartment style living with three floor plans, both private and semi-private, to fit your housing needs. Offering the following accommodations and amenities in 9 and 12 month lease agreements: 4 bedroom /2 bathroom apartment (furnished) two bedroom /2 bathroom apartments (furnished) and efficiency style apartments (unfurnished).

Furnished units have a bed, student desk, desk chair, nightstand, and Chest of drawers in each bedroom. Each common living area includes a couch, matching chair, coffee table, end table, and built-in dining table with chairs. All apartments include a refrigerator, stove, and dishwasher. Electricity allowance, water, and internet are all included in the rental installment. We offer many on-site amenities including controlled access entry, electronic key fobs, coinless on-site laundry facilities, swimming pool, hot tub, sand volleyball court, basketball, Barbecue picnic pavilion, and clubhouse w/Wi-Fi.

Privateer Place is open during academic breaks, and residents are able to stay in apartments throughout the lease term. For leasing information visit us at www.privateerplaceUNO.com or call our office at (504) 282-5670.

Career Services

UNO Career Services provide a range of services for current UNO students to explore career options, plan and prepare for the job search, and pursue their career goals. Services include résumé review, cover letter, mock interview, career preparation, self-assessment of work values/ethics, business etiquette/communication, majors and career pathways, networking, on-campus recruiting events, career fairs, and the coordination of internships and experiential educational opportunities. Career Services also manages the UNO Opportunities Database – Career Compass which lists part-time and full-time job postings, as well as internships and volunteer opportunities. Once registered on the database, students receive notifications regarding career fairs, activities, hot jobs, career news, and on-campus recruitment. For additional information, please visit www.career.uno.edu and/or follow us on Twitter @UNOCareer.

Counseling Services

UNO Counseling Services offers problem assessment and short-term personal (mental health) counseling to currently-enrolled UNO students. These services are focused on the resolution of students' current personal concerns and problems which might interfere with academic functioning. Counseling Services staff can also assist students with referrals for longer-term or specialized treatment, if needed. Additionally, Counseling Services offers career testing and counseling to assist undecided students in choosing a career path which corresponds to personality traits and their current interests and skills. All personal and career counseling services are confidential within the limits of the law. In addition to personal counseling and career testing and counseling, Counseling Services regularly offers psycho-educational workshops addressing a variety of topics including time management, learning styles and study skills, conquering procrastination, stress management and interpersonal skills development. For additional information, please visit <http://counserv.uno.edu>.

Office of Student Accountability and Advocacy

The office addresses concerns and problems related to the University. There are a number of ways this office assists. The first is through the "UNO Student Code of Conduct" which can be found in the UNO Policy Manual/Student Handbook. The philosophy of the code is one of civility and education. The University expects exemplary behavior from students in all phases of college life. It is the responsibility of students to familiarize themselves with the specific rules and regulations governing student behavior and to maintain the highest degree of integrity—both in and out of the classroom.

Student Advocacy is another function. Often students experience problems within the university setting. Through consultation with the staff, conflict resolution is attempted. Additionally, if any student is experiencing a crisis or is a victim of an on-campus crime, this office can provide assistance, resources and referrals. More information can be found at www.studentaffairs.uno.edu.

Veterans' Affairs

The Office of Veterans' Affairs provides information on educational benefits for veterans attending UNO. Veterans eligible for educational benefits are urged to establish contact with this office when they arrive on campus. For further information call (504)280-6992, email djraby@uno.edu, or visit the office within the Administration Building, Room 112F.

University Regulations

The Catalog represents a flexible program of current educational plans, offerings, and requirements that may be altered from time to time to carry out the purposes and objectives of the university. The provisions of this publication do not constitute an offer of contract that may be accepted by students through registration and enrollment in the university; the university reserves the right to change any provision, offering, or requirements at any time within the student's period of study.

General Educational Goals of the Undergraduate Program

The University of New Orleans provides its undergraduate students equality of access to educational opportunities and seeks to nurture in them scholarship, academic excellence, the ability to work productively with others, and leadership for citizenship in a modern environment.

The General Degree Requirements established at the founding of UNO and most recently modified by a 2010 mandate of the Board of Regents further these goals by providing a common general education for all who complete an Undergraduate Program of Study. All students completing a baccalaureate degree attain appropriate competencies, as follows:

1. Communication
Students communicate effectively, both orally and in writing.
2. Collaboration
Students participate effectively in collaborative activities and cooperative learning.
3. Critical Thinking
Students evaluate claims, arguments, evidence, and hypotheses.
4. Contextual Analysis
Students analyze contemporary issues within the context of diverse disciplinary perspectives.
5. Quantitative Reasoning
Students demonstrate the ability to use quantitative analysis to solve problems.
6. Information Literacy
Students demonstrate effective use of technology to attain credible information for a specific purpose.

General Education Assessment

Educational assessment is the systematic collection, analysis, and use of data related to academic programs. The General Education assessment package is designed to measure specific student learning outcomes identified by the university. Data collected will be used for program improvement purposes rather than determination of individual student progression through a program of

study. Participation in assessment activities related to general education goals is a requirement for all undergraduate students. Details regarding current assessment procedures are available on the General Education section of the Academic Affairs website.

GENERAL REGULATIONS

Registration

No one may register in any semester, summer session, or intersession after the official registration period indicated in the University calendar. The University does not guarantee that during a given semester a student will be able to schedule every class which he or she might be required to take or wish to enroll. No student will be permitted to remain in class unless the instructor has received from the University Registrar evidence of proper registration.

Changing Majors

Students will not be allowed to change their Program of Study/Major for the current term. The current term begins on the first day of classes. Students may change their Program of Study/Major at any time; however, after the term has begun (the first day of classes), the change of Program of Study/Major will be made effective for the next available term.

Cross-Enrollment Agreements between UNO and Southern University in New Orleans, Delgado Community College, and Elaine P. Nunez Community College

Through separate formal agreements between UNO and Southern University in New Orleans and Delgado and Elaine P. Nunez Community Colleges, UNO students may register for a limited number of classes at each of these institutions when they register at UNO. Students should contact the Office of their College Dean or the University Registrar for information regarding the procedures to be followed in this process.

Concurrent Registration

A student registered at UNO may not automatically receive degree credit at UNO for any work taken concurrently at another college or university or by correspondence study. Any work taken concurrently at another college or university would be subject to UNO's transfer articulation policies and evaluation criteria.

Contact Information

Students are responsible for accurately maintaining their demographic contact information via the University's web portal – WebSTAR. The University considers each student's school/UNO email address as the official, formal contact point for each student. All official university correspondence will be sent to this address. Students should further maintain their physical addresses via WebSTAR as there are periodic occasions when students will be contacted via USPS. The University

will consider all correspondence mailed to a student at their email or physical address currently on file to have been received unless it is returned to the sender.

Credits and Semester Hours

The value of each course of instruction and the amount of work required for graduation are stated in terms of semester hours. A semester hour of credit represents one hour of class work, or two or more hours of laboratory or recitation work per week for a semester (more per week during the shorter summer sessions).

Enrollment Classification Full-time Students

For undergraduate students:

Fall and Spring - enrolled for twelve or more hours in total; special permission required to enroll in more than 19 hours.

Intersession – three hours maximum credit allowed (Intersession is not Financial Aid eligible).

Summer – enrolled in six or more hours in total; special permission required to enroll in more than 12 hours.

For graduate students:

Fall and Spring – enrolled for nine or more hours in total.

Intersession – not available for graduate students.

Summer – enrolled in six or more hours in total.

A candidate for graduation may request to be classified as a full-time student in the semester or summer session during which he or she is scheduled to complete the requirements for a degree, even though the number of hours scheduled is less than that ordinarily required for classification as a full-time student. A student thus classified full-time is required to pay the fees appropriate to the full-time classification.

Part-time Students

Students who do not qualify as full-time students as defined in the section above are part-time students. A part-time student is subject to all University rules concerning registration, attendance, scholarship, and conduct. Students are considered half-time if they are enrolled for at least 6 credit hours but no more than 11 credit hours. Please check with the Office of Enrollment Services to determine the impact of part-time status on Financial Aid awards.

Auditors

Regularly enrolled students at UNO may be admitted to classes as auditors by obtaining written permission from the Chair of the department in which the course is taught and the Dean of the college in which they are enrolled. Others must obtain official admission to the University in addition to obtaining permission, as indicated. The fee for auditing a course is the same as for enrolling for credit. Auditing fees are not refundable.

Auditors will not receive university credit and will not be permitted to take an advanced standing examination on audited work. Upon certification by the faculty member in charge of the course that the student did not actually attend, notation that the student audited the course will be stricken from the record without right to a refund of fees.

Students may not change from audit to credit after the last day to add a course. With permission of their Dean, they may change from credit to audit within the first 15 class days of the semester (7 class days in the summer).

Schedule Changes

Adding Courses for Credit

Courses may be “added” for credit only during Registration or Late Registration for a given term. Students are required to monitor the official University Calendar – traditionally found in the Office of the University Registrar (<http://registrar.uno.edu>) – regarding scheduling dates and their particular access to registration via their WebSTAR portal. Students should be aware there are differing dates and associated fees for registration actions (adding vs. dropping vs.

auditing courses). Please consult The Bulletin for charges associated with dropping and adding courses.

Dropping Courses

Courses may be “dropped” during Registration or Late Registration for a given term. Students are required to monitor the official University Calendar – traditionally found in the Office of the University Registrar (<http://registrar.uno.edu>) – regarding scheduling dates and their particular access to registration via their WebSTAR portal. Students should be aware there are differing dates and associated fees for registration actions (adding vs. dropping vs. auditing courses). Please consult The Bulletin for charges associated with dropping and adding courses.

Students will not be allowed to drop a course after the published “last date to drop a course”. Students who fail to drop courses by the published final date for such action will be retained on the class rolls even though they may be absent for the remainder of the semester.

A student may be dropped, at the discretion of the Dean of the College, from any course for which the student is ineligible.

Failure to attend class does not constitute a course drop. Withdrawn courses reduce a student’s enrolled hours, but not the student’s financial obligation (see section on Withdrawal from the University).

Changing Sections

Section changes, if permitted, are subject to the same time limitations as the adding or dropping of courses. A section change requires dropping and adding a course and therefore fall under the same fee structure. Please consult The Bulletin for charges associated with dropping and adding courses.

Attendance Regulations

Students are expected to attend all classes regularly and punctually. Students in regular classes who are not present when attendance is checked are considered absent. Students in on-line classes are expected to participate in all work assigned by the instructor including submission of homework, assignments, quizzes, discussion board postings, and other assigned work. Students in on-line classes who do not participate in accordance with the requirements of the course are considered absent.

University Closures

If the University must close due to unexpected circumstances, faculty and students may have to make up missed class and laboratory time. In some circumstances resulting in closure of the University, the Provost will determine how classes will be made up. In other circumstances, the methods for making up missed classes and laboratories will be with extra assignments and readings, additional days of class or laboratory, additional class time, or in other manners to be determined.

Right of the Student Appeal

When extraordinary circumstances compel a student to request an exception to University Policy or Regulations, the student must petition the Committee for Student Appeals, a standing committee of the Office of Academic Affairs, for exception.

Requests for exceptions must be made within three calendar years following the end of the semester that is being appealed.

Students may not petition for exceptions after graduating.

All committee procedures are confidential, respecting the privacy of the student.

Committee decisions are final.

The procedure for appeal can be found on the Appeal Form found on the Registrar’s Website at <http://registrar.uno.edu>.

Withdrawal from the University

Students are responsible for initiating action to resign from the University (withdraw from all courses) on or before the last day to resign as indicated in the current Bulletin. After that date a student may not resign from the University. Students who fail to resign by the published final date for such action will be

retained on the class rolls even though they may be absent for the remainder of the semester and be graded as if they were in attendance.

Failure to attend classes does not constitute a resignation. Resignation eliminates a student's enrolled hours, but not the student's financial obligations.

Caution: Withdrawing from courses may have an adverse effect on financial aid, scholarships, loan deferments, athletic eligibility, health insurance, veteran's benefits, degree requirements, or other areas. Students considering course drops or resignation should first check with their advisor, College, and Enrollment Services to determine if this is really their best option.

Final Examinations

Final examinations are required and shall be held at the end of each semester/term or summer session in accordance with the schedule issued by the Office of Academic Affairs. When final examinations are inappropriate because of the nature of the course, exceptions to this requirement may be made upon approval of the appropriate Dean and the Office of Academic Affairs.

Grade Reports

The University reports grades at mid-semester and at the end of each semester for all students. Only the grades reported at the end of the semester (final grades) are used in the computation of the student's grade-point averages. Mid-semester grades are simply an indication of the student's progress and are not calculated in the summer session.

The University does not mail final grade reports. Students may access their grades through WebStar.

Grade Appeal Policy

The course final grade appeal policy provides the student with a safeguard against receiving an unfair final grade in a course, while at the same time respecting the academic freedom of the instructor which is vital to the integrity of the teaching process at The University of New Orleans. The course final-grade appeal process strives to resolve a dispute between student and instructor in the assignment of a course final grade at the collegial level. The intent is never to embarrass or disgrace students or instructors, nor to assess penalty or retribution on any party when mistakes are discovered, but instead to provide a neutral forum for the discussion of differences of opinion. Every student has the right to have a request for consideration of his or her final grade reviewed by the Chair of the department and a departmental Grade Appeal Committee. The course final-grade appeal is confined to charges of unfair action against an individual student and may not involve a challenge of an instructor's class grading standard. It is incumbent on the student to substantiate the claim that his/her final grade in the course represents unfair treatment, compared to the standard applied to the remainder of the class. Only the final grade in a course may be appealed.

Credit for Repeated Courses

When a student is permitted to repeat a course for credit, the last grade earned shall be the one which determines course acceptability for degree credit. A student who has earned a C or better in a course may not repeat that course unless 1) the catalog description indicates that the course may be repeated for credit, or 2) the student's Dean gives prior approval for documented extenuating circumstances.

Transcript of Record

The official permanent academic records for all UNO students are in the custody of the Office of the Registrar. Release of these records is protected by the "Family Educational Rights and Privacy Act." Transcripts of the academic record may be secured by the individual personally or will be released on the student's written authorization. Transcripts cannot be issued until the student or former student has settled all financial obligations to the University and has submitted all required transcripts from other colleges attended. A minimal fee will be charged for each copy of the transcript. Transcript processing requires a minimum of three working days. Official transcripts can only be released to a third party.

Eligibility to Represent the University

No student will be permitted to represent the University unless he or she is classified as a full-time student. Students may participate as members, substitutes, or officers so long as they are enrolled for at least six semester hours unless otherwise indicated by a particular unit or organization. Organizations may include dramatic, literary, musical or other types including Student Government.

The Student Identification Card

The University Computing Center issues to each student a permanent identification card, including a photograph, and a student number. This card will be used for the entire duration of the student's enrollment at the University. The card is required for borrowing library books, cashing personal checks, admission to athletic and social events, selling used textbooks, Testing Services, meal plans, and other official purposes. Fraudulent use of the ID card will result in disciplinary action. The card is issued to the individual student and must not be loaned to another person for any reason. Any University official having just cause has the right to request that a student show the identification card for identification purposes. Upon such a request by a University official, the student is required to comply.

Family Educational Rights and Privacy Act

The University of New Orleans complies with all guidelines as established in the Family Educational Rights and Privacy Act of 1974 (Public Law 93-380). This Act was designed to protect the privacy of educational records, to establish the right of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal or formal hearings. Students have the right to file complaints with the Family Policy Compliance Office, U.S. Department of Education concerning alleged failures by the institution to comply with the Act.

University policy explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the policy can be found in the following offices: Admissions, President's Office, Academic Affairs, Office of Business Affairs, Student Affairs, Student Personnel Records, each college/school/division/dean's office, each academic department office, and on the web at <http://academicaffairs.uno.edu/>.

Questions concerning the Family Educational Rights and Privacy Act may be referred to the University Registrar.

University Discipline

The University of New Orleans expects of its students a high degree of honor in all phases of college life. It is the responsibility of all students to familiarize themselves with the rules and regulations governing student conduct as published whether in print or on the web, in the UNO Student Handbook and other official publications.

The authority structure for administering the judicial code is the President, through the Vice President for Student Affairs to the Dean of Students. Please refer to the section on Judicial and Student Assistance in this catalog and to the UNO Student Handbook for more details.

Statute of Limitations

In the absence of any designated time limits in documents on policies or procedures, the University imposes a time limit of three years for the initiation of any request for an exception to its rules or regulations.

UNDERGRADUATE REGULATIONS

Classification

Classification of undergraduate students is made in the Office of the Registrar based on the number of credits earned, and is revised, as may be necessary.

The rules governing the classification of undergraduate students are:

- Freshmen: Students having fewer than 30 hours of credit (0-29.99).
- Sophomores: Students having at least 30 hours of credit (30-59.99).
- Juniors: Students having at least 60 semester hours of credit (60-89.99).
- Seniors: Students having at least 90 semester hours (90+).

Maximum and Minimum Work

The normal freshman schedule in a regular semester should range between 12 and 15 hours. Short sessions, including Summer and Intercession, are on compressed timeframes and students should be aware there is an advanced pace to courses offered in a compressed format. Students are encouraged to consult their academic advisor to determine a course load that best meets their academic preparation. Students with an at-risk Cumulative GPA may be advised to limit their academic load to fewer than 15 hours. Students on Academic Probation are limited to 13 semester hours in a regular semester and seven hours in a summer session.

Students may register for more than 19 semester hours of work only with permission of their Dean and provided they have maintained an overall 3.0 (B) Cumulative GPA and have not fallen below a grade of C in any subject during the preceding semester; but in no case will any student be permitted to register for more than 21 semester hours of degree credit. Students who register for fewer than 12 semester hours or drop below 12 semester hours of work (six in the summer session) will not be considered full-time.

In the Summer session, six semester hours is the minimum full-time load, and the maximum load permitted is 12 semester hours.

General Degree Requirements

To become eligible for a baccalaureate degree from UNO, a student must fulfill the following General Education Goals mandated by the Louisiana Board of Regents and the University of Louisiana System:

1. Complete the following courses:
 - a. English—six hours. English 1157 and 1158/1159 or their equivalent. Completion of 1158 or 1159 with a grade of C or better.
 - b. Mathematics—six hours.
 - c. Science—nine hours, including a six hour sequence in one science and an additional three hour course in another. One of the sciences must be Biological Sciences and the other one must be Chemistry, Earth and Environmental Sciences, or Physics.
 - d. Humanities - nine hours to include:
 - i. three hours in Literature.
 - ii. six additional hours to be taken from the Departments of Film and Theater Arts, English, Foreign Languages, History, Philosophy, Women's and Gender Studies.
 - e. Social Sciences—six hours from Departments of Anthropology, Economics, Geography, Political Science, Psychology, Sociology and/or Urban Studies.
 - f. Arts—three hours to be taken from the Departments of Fine Arts, Music, or theatre/dance/film-related courses in Film and Theater.
2. Earn a minimum of 120 hours including at least 25 percent of the credit hours for the degree through instruction offered by the university and
3. Achieve a quality point ratio of 2.0 or better in:
 - a. all work attempted (the Cumulative Grade Point Average or CGPA),
 - b. all work taken at UNO (the UNO CGPA or UGPA), and,
 - c. the major subject (the Degree Grade Point Average or DGPA).

Since each curriculum has requirements in addition to those listed above, students should consult the appropriate section of this Catalog to determine such additional requirements and restrictions as may apply to the particular degree program.

4. Writing, linguistics, and grammar studies are not considered literature.
5. Transfer courses in religious studies may be used to fulfill Humanities requirement(s).
6. Other subjects under the Social Sciences in Area of Concentration may not count for this General Degree Requirement.
7. Transfer courses in architecture, dance, interior design or landscape architecture may be used to meet the Arts requirement.
8. No more than one-half the semester hours required for the completion of a degree program may be transferred from a junior college.

Substitutions and Waivers of Degree Requirements

A substitution is defined as a course that is outside of the prescribed curricula that is used to substitute for a course that is within the prescribed curricula. At The University of New Orleans, no more than five (5) courses may be substituted in a prescribed curricula.

A waiver is defined as an exception to a required degree component. Each curricula will be different with some curricula requiring external benchmarks such as meeting a minimum score on a required test and other curricula requiring a course or series of courses to satisfy a particular degree component and even other curricula requiring additional components. Students are encouraged to discuss any deviation of prescribed coursework with their advisor. Waivers of degree requirements must be approved by both the Dean of the College as well as the Office of Academic Affairs.

Requirements for All First-Time Full-Time Freshman

All first-time freshmen will be required to successfully complete UNIV 1001 with at least a grade of C during their first year of enrollment.

All students having earned less than 30 credit hours are required to be advised by their Academic Advisor in the Privateer Enrollment Center.

Graduation Requirements

A student must meet all the requirements for a degree in one Catalog. A student is assigned their Catalog (by year) corresponding to their initial enrollment to the University. A student who breaks enrollment (either voluntary or by compulsion) is assigned a new Catalog (by year) upon re-enrollment to the University. A student may elect to change their Program of Study/Major at any time during their academic tenure; the Catalog (by year) in force at the time of the Change of Program/Major will be the Catalog (by year) used to evaluate the student for satisfactory academic progress toward degree and/or graduation requirements.

There are several requirements which must be completed by all students prior to graduation.

The student must:

1. complete all academic requirements for a degree based on their Catalog. This includes both the general degree requirements and the particular Program of Study in which the student is enrolled.
2. ascertain, through the college of the major, that his or her academic record is accurate and complete. This should be done not later than one semester prior to graduation.
3. submit an application to the Registrar's Office for the degree during the registration period of the last semester in residence. The student will be required to make this formal application and state the exact name to appear on the diploma.
4. pay the diploma fee. A student who has previously paid a diploma fee, but who failed to graduate at the time expected, must re-apply and pay the diploma fee again.
5. satisfy all financial indebtedness to the University cleared prior to graduation.
6. have an exit interview for financial aid, if applicable.

A student who does not follow and complete the above requirements and procedures will not be allowed to graduate.

Requirements for a Double Major in a Single Degree Designation

Students who wish to earn two majors simultaneously in the same college at UNO may do so, provided they:

1. complete all requirements for each major.
2. meet all quality point average and grade requirements applicable to each major.
3. complete requirements for both majors before receiving the baccalaureate degree,
4. meet the residency requirement for each major (typically, the last 30 earned credit hours must be taken at UNO – students should check with their College for specific requirements), and,
5. cannot declare a minor in one of the major curriculum areas.

(Any student who receives a baccalaureate degree after completing the requirements for only one major must comply with the guidelines for a second baccalaureate degree.) Students wishing to double major in subjects in different colleges may do so provided both majors lead to the same degree designation (e.g., Bachelor of Arts, Bachelor of Science, etc.). In these cases, however, students should check with each college to decide whether they would be best to pursue the dual major or the dual degree.

Students earning two degrees simultaneously at UNO

Students who wish to earn two baccalaureates at UNO simultaneously may do so, provided the majors have different degree designations (e.g., Bachelor of Arts, Bachelor of Science, etc.) and they:

1. complete all requirements for both degrees.
2. meet all quality point average and grade requirements applicable to both degrees.
3. develop degree plans with both colleges if the two degrees being sought are in different colleges.
3. meet the residency requirement for each degree major (typically, the last 30 earned credit hours must be taken an UNO - students should check with their College for specific requirements).
5. cannot declare a minor in the area in which the other baccalaureate is being earned.

(Any student who receives a baccalaureate degree after completing the requirements for only one major must comply with the guidelines for a second baccalaureate degree.)

Requirements for Second or Subsequent Baccalaureate Degrees

Students who hold a baccalaureate degree from The University of New Orleans or from a regionally accredited institution other than UNO may earn a second baccalaureate degree by completing thirty semester hours at UNO that are in addition to the requirements for the first degree, and by meeting all other requirements for the second degree.

Residence Requirements

For all UNO students, the last 25 percent (typically, 30 hours) of all coursework must be taken in residence while enrolled in the College from which the degree is to be earned. A transfer student or a student who enters with advanced standing from another university and becomes a candidate for a bachelor's degree at UNO must fulfill a minimum residence requirement of two semesters (or four summer sessions) at UNO and must earn at least 25 percent of the credit hours required for the degree through instruction offered by the University.

Areas of Concentration

The University recognizes four general areas of concentration. These areas, with the specific subjects falling under each one are:

Business Administration

Accounting

Economics

Finance

Hotel, Restaurant and Tourism Administration

Management

Marketing

Sciences

Biological Sciences

Chemistry

Computer Science

Engineering

Earth and Environmental Science

Mathematics

Physics

Humanities

Film and Theatre

English

Fine Arts

Foreign Language

History

Journalism

Music

Philosophy

Women's and Gender Studies

Social Sciences

Anthropology

Economics

Education

Geography

Political Science

Psychology

Sociology

Urban Studies

The above areas of concentration are referred to in specific curricula listed elsewhere in this catalog. Arts & Sciences (A&S) courses may count toward humanities or social sciences general degree requirements for graduation credit.

Degrees with Honors

Baccalaureate degrees are awarded with honors on the basis of two criteria, the curriculum undertaken and grade-point average.

University Honors

This distinction is earned by students who are admitted to and complete the requirements of the University Honors Program. Through special sections of regular courses, specially organized interdisciplinary courses, and independent study and research, members of the Honors Program acquire an undergraduate education that testifies to their superior academic ability and the extensive educational resources of UNO.

To graduate with University Honors, students in the Honors Program must: earn 30 semester hours of honors credit; concurrently enroll in and complete Arts and Sciences 1119 and either English 1159 or English 2151; complete a Senior Honors Thesis; and attain a 3.25 grade-point average in all coursework attempted and a 3.5 grade-point average in all courses in the major. Students who wish to participate in the Honors Program should contact the Director of the University Honors Program.

Departmental Honors

Some subject areas offer programs which lead to the bachelor's degree with honors in the particular subject. Requirements include a 3.25 grade-point average in all coursework attempted and a 3.5 grade-point average in all courses in the major; completion of specified courses in the major; and completion of a Senior Honors Thesis. Details for each major are discussed in the Major Programs section of the Catalog. Students wishing to earn departmental honors should contact the Director of the University Honors Program.

Honors Degrees

The baccalaureate degree is awarded with honors to students who earn a minimum of 60 credit hours at UNO and who maintain a high grade point average. To be eligible for academic honors students must have a grade point average, including course grades eliminated through suspended grades and grades deleted by academic renewal, that fall within the ranges show below - both for courses taken at UNO and for all courses.

Honor	Grade-Point Average
Summa Cum Laude	3.90 to 4.00
Magna Cum Laude	3.700 to 3.899
Cum Laude	3.500 to 3.699

Graduation with honors applies to all undergraduate degrees within the limitations set by the policy.

College Honors/Dean's List

College honors are awarded each semester with the publication of the Dean's List for each division, college, or school. To be included on the Dean's List, a student must have earned at least a 3.5 grade-point average for that semester (Term GPA) while attempting a full-time, in-residence schedule.

University Honors/President's List

University honors are awarded each semester with the publication of the President's List. To be included on the President's List, a student must have earned a 4.0 grade-point average for that semester (Term GPA) while attempting a full-time, in-residence schedule.

Advanced Standing Examinations

Students of superior ability and preparation and students who have already gained fundamental knowledge of subjects offered at the University may be permitted to take Advanced Standing Examinations in specific courses which, if passed with satisfactory grades, will enable the student to receive degree credit. Advanced Standing Examinations are also referred to as credit examinations.

Requests for permission to utilize such examinations are initiated in the office of the dean of the college, school, or division in which the student is enrolled, and permission may be given subject to the following conditions:

1. Credit by Advanced Standing Examinations cannot be used to reduce the University's minimum residence requirement.
2. The student must have been admitted to the University and must be in good standing. If the examinations are taken while the student is not enrolled in the University, credit will be granted when he or she is registered for resident study.
3. In requesting authorization to take an Advanced Standing Examination, the student must obtain permission from the chair of the department offering the course and the dean of the college in which the course is taught. After such permission is granted and the fee, if any, is paid, the University Registrar will issue an official permit.
4. A student may not take an Advanced Standing Examination in a course which he or she has audited, nor in which a grade has been earned. A student may take an Advanced Standing Examination in a given course only once.

The administration of the examinations is also subject to the following regulations:

1. The examination must ordinarily be taken and the grade submitted within 30 days of the date of initiation of the request.
2. If a grade of C or higher is earned on the examination, a mark of P and regular credit in the course is entered on the student's record. If a grade lower than C is earned, only the fact that the examination has been attempted will be recorded; credit will not be allowed. Credit earned through Advanced Standing Examinations will not be used in computing the student's grade point average.
3. Advanced Standing Examinations are given free of charge to the student planning to enroll at UNO as a freshman, and until the final date for dropping courses without receiving grades of the first regular semester in which he or she is enrolled either part-time or full-time as a first-year student. All other students must pay a fee of \$20 per course.

A special invitation only, program is conducted during the spring of each year in which prospective freshmen who meet certain minimum ACT score qualifications come to the campus and take Advanced Standing Examinations in one or more subjects. There is no fee for these exams, and credits earned will be entered on the student's record after official enrollment at UNO.

CEEB Advanced Placement Examinations

Advanced placement and credit will be granted in appropriate subjects to students who have taken the Advanced Placement Examinations of the College

Entrance Examination Board. When the student has achieved a grade of four or five on the advanced placement examination, credit will be granted; when the grade is three, the decision regarding credit will be referred to the judgment of the individual department.

Questions concerning the recording of these grades should be directed to the Office of Admissions.

Other Advanced Credit

Advanced credit may be awarded for certain subject examinations completed through the College Level Examination Program (CLEP) and for non-collegiate courses recommended for credit by the National Guide to Credit Recommendations for Non-Collegiate Courses. Credit so earned may or may not be applicable to the student's degree program; final determination will be made by the student's Dean. Prospective students desiring detailed information on these programs are advised to write to the Office of Admissions requesting a brochure on advanced placement and credit.

Advanced Placement Credit for Courses Bypassed New Freshmen

In some departments, initial placement in sequential courses is based upon level of achievement from earlier training, as measured by scores on American College Testing program or departmental tests. Students who first entered the University after June 1967, and secured placement in this way above the normal beginning level, may petition for credit in the courses bypassed. No credit is allowed for remedial courses bypassed.

Other UNO Students

In some departments, students who perform exceptionally well in a sequential course at a given level may be permitted by the department to enroll in a course in that sequence other than the succeeding course. Students who received advanced placement in this manner after August 1976 may petition for credit in the courses bypassed. No credit is allowed for remedial courses bypassed.

Validation of Advanced Placement

The validity of placement must be established by passing the next course in the sequence with a C or better grade (on the first attempt). Detailed information may be secured at the office of the college or division in which the student is enrolled.

Credit Limitation

Credit from all forms of advanced standing examinations (including those of the College Entrance Examination Board and the College Level Examination Program) and from bypass credit cannot exceed 30 hours. This credit cannot be used to reduce the University's minimum residence requirement.

Credit for Correspondence and Extension Work

Each College fixes the amount of degree credit it will accept in correspondence or extension courses. In no case will a College accept more than 30 hours of work in this category and in all such work presented for degree credit the same requirements as to grades and quality points must be met.

Credit for Armed Services Courses

Many military educational programs are not directly usable in university degree programs because the focus is too narrow and pragmatic. On the other hand, some service schools provide instruction which may be equated with university work.

When the student presents the Office of Admissions with an official record of completion of a course at a service school, a notation will be made on the student's evaluation sheet in accordance with the recommendation of the Guide to the Evaluation of Educational Experiences in the Armed Services prepared by the American Council on Education. Credit for such courses may or may not be

applicable toward the student's degree program; this will be determined by the student's Dean.

Credit for Experiential Learning

The University does not evaluate experiential learning portfolios. However, for non-traditional educational programs, credit may be awarded on the basis of the successful completion of an appropriate advanced standing examination. Discretion for giving such an examination belongs to the individual academic department. In addition, formal education programs sponsored by non-collegiate organizations (business, industry, government, voluntary, and professional agencies) may be awarded credit if recommended by the American Council on Education.

Credit Limitation

Combined credit from advanced standing examinations, bypassed credit, armed services credit, correspondence/extension, and American Council on Education recommended credit work cannot exceed 32 hours.

Undergraduate Grading System

- A The grade of A has a value of four quality points per semester hour and is given for work of the highest degree of excellence.
- B The grade of B has a value of three quality points per semester hour and is given for work of a high degree of excellence.
- C The grade of C has a value of two quality points per semester hour and is given for satisfactory work.
- D The grade of D has a value of one quality point per semester hour and is given for passing but marginal work.
- F The grade of F does not earn quality points. This grade is given for work failed.
- XF The grade of XF has no quality point value and is calculated in the GPA the same as an F. This grade is earned when a student stops attending a class.
- P The grade of P means passing and is assigned for satisfactory work taken by advanced standing examination, for satisfactory completion of certain noncredit courses or courses numbered below 1000, and for satisfactory completion of courses taken on a pass-fail basis. This grade does not carry quality points and is not used in computing the official grade average of a student.
- U The grade of U means unsatisfactory and is assigned for unsatisfactory completion of courses numbered below 1000. Credit hours for which a grade of U is recorded are not used in calculating the student's average.
- XU The grade of XU means unsatisfactory and is assigned for unsatisfactory completion of courses numbered below 1000. Credit hours for which a grade of U is recorded are not used in calculating the student's average.
- W The grade of XU has no quality point value and is calculated in the GPA the same as an F for courses numbered below 1000. This grade is earned when a student stops attending a class.
- I The grade of I means incomplete and is given for work which is of passing quality but which, because of circumstances beyond the student's control, is not complete. The issuance of the grade of I is at the discretion of the faculty member teaching the course. For all graduate and undergraduate students, a grade of I becomes a grade of F if it is not converted before the deadline for adding courses for credit (as printed in the Important Dates Calendar) of the next regular semester including summer semester.

Suspension of a Grade

Under certain conditions, when a course has been repeated, UNO permits a student to request that a grade of D or F in a course be suspended and only the subsequent grade be used in calculating the grade point average. Some of the limitations are:

1. Course to be suspended is numbered below 3000.
2. Course to be suspended has not been suspended.
3. The total number of hours suspended to date, including the hours to be suspended, does not exceed nine hours.

4. The repetition of the course to be suspended occurred before the student reached junior standing.
5. The student does not complete, prior to repeating the course, two or more higher-numbered courses for which the course is a prerequisite.
6. The student is eligible to enroll at UNO.
7. Both enrollments in the course are at UNO.

The official academic record (transcript) will indicate this suspension and will show in the academic summary a grade-point average calculated on the basis of the total number of hours attempted and a grade-point average calculated on the basis of suspended grades.

Class rankings, graduation honors, and eligibility for UNO academic honors programs are determined on the basis of the grade-point average for all credits attempted including those suspended.

The suspension of credit is an internal policy of The University of New Orleans and may not be recognized by other universities.

Maintenance of Academic Standing

General

Scholastic regulations embody the academic standards of a university. The application of the following regulations is directed toward upholding the standards of this University - specifically, to impose the requirement of satisfactory academic progress. Continuation of students who have demonstrated a lack of the necessary ability, preparation, industry, or maturity to make such progress and to benefit from a program of university study is inconsistent with the purposes and responsibilities of a University.

The academic regulations, beginning with the section entitled Scholastic Requirements, set forth the conditions for good standing, probation, and exclusion. These regulations are intended to be consistent with the following objectives:

1. To indicate to the student, at an early date and with regularity, that achievement below the standards required for graduation is regarded as unsatisfactory.
2. To allow the first-time freshman the opportunity to remain a student until he or she has attempted two enrollments.
3. To give the student who performs poorly a warning which may prompt him or her to seek timely help from instructors, counselors or other appropriate sources.
4. To provide the student whose record shows that ultimate success in the University is in doubt with a trial period to prove that he or she is able to make reasonable academic progress.
5. To prevent the student who lacks the required motivation or maturity from building a deficiency of quality points so great that it cannot later be overcome.
6. To state the standards and the consequent results of inadequate scholastic performance clearly enough that students, parents, faculty, and administrators can know the academic action (if any) which would follow from a particular academic record.

Definitions

CUMULATIVE AVERAGE

A student's cumulative grade-point average (CGPA) is calculated by dividing the total number of quality points earned by the total number of semester hours attempted. (See Undergraduate Grading System in this chapter for the quality points assigned to each final grade.)

GOOD STANDING

It is expected that all undergraduate students should maintain a cumulative grade-point average of at least 2.0 (Cumulative GPA) on all college work attempted and on all work attempted at UNO. The University will, however, certify a student to be in Good Standing as long as that student has a CGPA that does not result in an Academic Suspension or Indefinite Academic Suspension/Dismissal.

ACADEMIC WARNING

A student is placed on Academic Warning when the earned Semester/Term GPA (TGPA) falls below a 2.0 yet the earned Cumulative GPA (CPGA) remains higher than a 2.0. This academic action serves as a warning to the student their

CGPA will be negatively impacted by future Semester/Term GPA's lower than the required CGPA of 2.0.

ACADEMIC PROBATION

A student will be placed on Academic Probation when their CGPA falls below a 2.0. A student on Academic Probation will be suspended from the University at the conclusion of any semester (Summer included) in which he or she fails to earn a TGPA of at least a 2.0 (see Academic Suspension below). A student will remain on Academic Probation until an overall cumulative grade-point average of 2.0 or higher is achieved for all college work attempted.

ACADEMIC SUSPENSION

Undergraduate students on Academic Probation will be suspended from UNO at the conclusion of any semester (Summer included) in which they fail to earn a TGPA of at least a 2.0. First-time freshmen admitted in Good Standing will not be suspended prior to the completion of two semesters of enrollment.

First Suspension – first Suspension at The University of New Orleans is one full semester (Fall or Spring only).

Second or Subsequent Suspension – second or subsequent Suspensions at The University of New Orleans is categorized as Indefinite Academic Suspension/Dismissal. See description below.

Exceptions

1. A student suspended for the first time at the end of the Spring semester (only) may attend summer school. If the student raises their CGPA to 2.0 or higher, they are placed in Good Standing and their suspension period is lifted. The student may then attend the Fall semester. If the student does not raise their CGPA to 2.0 or higher in the Summer session, the Suspension for the Fall semester is in effect. In this case, only one suspension is counted against the student.
2. A student earning Indefinite Academic Suspension/Dismissal at the end of the Spring semester (only) may also attend summer school. If the student raises their CGPA to 2.0 or higher, they are placed in Good Standing and their suspension period is lifted. The student may then attend the Fall semester. If the student does not raise their CGPA to 2.0 or higher in the Summer session, the Indefinite Academic Suspension/Dismissal for the calendar year is in effect.
3. An undergraduate student suspended from UNO may not enroll in another 4 year university, but may enroll in a community college. To ensure minimal or no loss of credits upon return to UNO, it is recommended the student consult with his/her advisor regarding the choice of courses to be taken at the community college. Credits earned under these conditions may be accepted for a degree at UNO provided grades of "C" or higher are earned in each of the courses to be transferred.

INDEFINITE ACADEMIC SUSPENSION/DISMISSAL

Undergraduate students earning a second Academic Suspension at the University of New Orleans are placed on Indefinite Academic Suspension/Dismissal which will be for a period of one calendar year from the date of the last term in which the academic action was accrued. Any student who is not permitted to re-enroll for continuing semesters must apply for re-admission upon completion of the prescribed period of absence. Prior admission decisions will not guarantee re-admission to the University.

READMISSION AFTER ACADEMIC SUSPENSION OR INDEFINITE ACADEMIC SUSPENSION/DISMISSAL

A student who has been suspended or dismissed from the University will not be permitted to register until the expiration of their academic action (see descriptions above). The student must re-apply for Admission to the University through the Office of Admissions.

SCHOLASTIC AMNESTY/RENEWAL

The purpose of academic renewal is to provide an opportunity for undergraduate students who have not been enrolled in a college or university for three consecutive calendar years to have any academic record earned prior to the three year period disregarded for the purpose of admission or readmission to UNO. While the prior record remains a part of the student's overall academic record, none of it carries forward as part of the degree program. Academic renewal may be offered and awarded only once and is only applicable to students who enroll at UNO.

The following conditions will apply when a student accepts academic renewal:

1. All college enrollments will be listed as part of the student's UNO academic record.
2. No work taken prior to the three year period will be counted in the student's hours earned or grade point average at UNO.
3. All semesters for which academic renewal is accepted will have the notation "Academic Renewal Declared on Credits Attempted."
4. Credits earned prior to the date that academic renewal is accepted will not be counted to satisfy UNO graduation requirements.
5. Grade point averages computed to determine eligibility for degrees with honors, for membership in honorary or professional societies, or for UNO based scholarships will be based on all college work attempted including the work on which the student has declared academic renewal.

The process is as follows:

1. When a student applies who has been out of school for more than three years for admission and has a less than 2.25 grade point average, their application will be referred to the student's major academic college by their admissions counselor.
2. The college office will then contact the student to set up an interview to discuss academic renewal and the implications of accepting or rejecting it.
3. Once the student has made a decision and the Academic Renewal Form has been signed, the college office will notify the admissions counselor of the two parts of the decision. The renewal decision will be one of the following: accepts renewal, declines renewal, or renewal not offered. The admission decision will be one of the following: admit student, admit student on probation, admit student as an exception, or deny student. Please note that a student recommended for an exception must then be approved by the director of admissions. Also, in cases in which students are admitted without renewal and have below a 2.0, they will be admitted on probation.
4. If the student accepts academic renewal, the admissions counselor will then notify the Offices of the Registrar and Financial Aid. The Coordinator for Records Management in the Office of the Registrar will make any changes on a re-entry student's record after the student has enrolled. The admissions counselor will post the amnesty notations for any transfer students. If the student is receiving financial aid, the Coordinator of Student Loans in the Office of Financial Aid will note the acceptance of renewal in the student's file as all prior work will be used to compute a student's Satisfactory Academic Progress.

All students who have been out of school for more than three years but have above a 2.25 that wish to declare renewal must contact the Office of Admissions for a review. Students have one year from the first semester that they are admitted to request this review. The student will remain subject to the university policies on probation, suspension, and dismissal.

Students who accept academic renewal may still acquire credit by taking and passing advanced standing examinations, placement tests, and credit examinations as long as the student is not within completion of the last 30 hours of the degree requirements.

Students should be aware that academic renewal is an internal UNO policy. Most other schools, including graduate and professional schools, will use all college work attempted in determining whether an applicant is eligible for admission.

ACADEMIC RENEWAL AT ANOTHER UNIVERSITY

A student who has enrolled at another regionally accredited institution of higher education under an academic renewal plan (e.g., academic amnesty or bankruptcy) may be considered for academic renewal at UNO provided that:

The academic renewal plan at the previous institution meets all the provisions of the academic renewal plan at UNO; credits earned since the student entered the program at a previous institution will be evaluated in the same manner as credits for other transfer students; and,

the petition for academic renewal is submitted for approval to The Office of Admissions and subsequently to the student's Academic College.

College of Business Administration

John A. Williams, Dean

Mission Statement: The Mission of the College of Business Administration is to deliver a quality business education to our international, regional, and local communities through teaching, research, service to our stakeholders, and the effective use of technology. We will facilitate economic development and entrepreneurial activity, and adhere to the core values of continuous improvement, high ethical standards, and diversity in the educational environment.

The College of Business Administration offers the following four-year programs of study: accounting; business administration; finance; hotel, restaurant, and tourism administration; management; and marketing.

Theoretical and case study methods are employed to develop problem-solving and decision-making abilities which lead to the intellectual growth of business students preparing for positions of responsibility in the community. In order to produce this quality of graduate, the College has the specific objectives of:

1. creating and maintaining curricula which provide a common body of knowledge in the field of business administration as well as a broad liberal arts and science background;
2. instructing in a manner to instill lasting concepts and thinking ability;
3. encouraging faculty research and development to maintain instructional relevancy to the present and future; and
4. maintaining a continuing service to the civic and business community of the greater New Orleans metropolitan area.

Accreditation

The following undergraduate and graduate programs in business and accounting offered by the College of Business Administration, University of New Orleans, are accredited by the Association to Advance Collegiate Schools of Business (AACSB International):

Business, Bachelor of Science Degree:

Business Administration
Finance
Hotel, Restaurant, and Tourism Administration
Management
Marketing

Business and Accounting, Bachelor of Science Degree:

Accounting

Master's Degree:

Master of Business Administration
Master of Science in Accounting
Master of Science in Accounting (Taxation Option)
Master of Science in Health Care Management

Master of Science in Hospitality and Tourism

Doctoral Degree:

Ph.D. in Financial Economics

Minors in Business

The following minors in the College of Business Administration are available to all students:

Accounting
Economics
Entrepreneurship
Finance
Global Business Studies
Hotel, Restaurant and Tourism Administration
Information Systems Management
Management
Marketing

Requirements for these minors may be found under each major program description in the College of Business Administration section.

The following minor in the College of Business Administration is available to non-business administration students only:

Business Administration

Requirements for the Bachelor of Science Degree

Students must earn a minimum of 120 semester hours and at least 50 percent of the business credit hours required for the business degree at the University of New Orleans.

Students transferring from another University are required to take at least 15 hours in their major area in the College of Business Administration at UNO. Those transfer students majoring in Business Administration must take 21 hours of business courses at UNO, including 18 hours at the junior or senior level.

Students are also held responsible for knowing degree requirements, for enrolling in courses that fit into their degree programs, and for taking courses in the proper sequence to ensure orderly progression of work.

Each student is held responsible for notifying the college office of graduation plans at the beginning of the semester preceding the student's final semester. At that point, a degree audit is prepared which outlines the student's current scholastic position and indicates the course requirements remaining for the degree.

Students in the College of Business Administration are strongly encouraged to complete English 1158 with a C or better and Mathematics 1115 with a C or better at the earliest possible time in their college career. Several required sophomore-level courses have these courses as prerequisites.

In addition to the general degree requirements (listed elsewhere in this catalog), each student must complete the college degree requirements as follows.

General Education Course Requirements

Courses	Cr. Hrs.
Mathematics 1115 or 1125 with a grade of C or better, 2785	6
Science	9
Must include six hours of one science and three hours of another. One of the sciences must be biology and the other must be chemistry, earth and environmental sciences, or physics.	
English and Literature	9
English 1157, and 1158 or 1159 or its equivalent with a grade of C or better, plus three additional hours in literature ¹ . Writing courses and courses in grammar will not meet the literature requirement.	
Arts	3
Must be selected from fine arts, film-or theater- or dance-related course or music.	
Humanities ¹	6
Social Sciences	3
A student may use no more than three hours credit taken in health and physical education courses, six hours taken in military science courses, six hours taken in religion, or a maximum of six hours combined credit in these three areas. The College of Business Administration accepts up to two hours of credit for ACOR 1001 and 1006 (or equivalents).	

¹Any literature course in English used to fulfill the literature requirement listed under English above shall not count toward the humanities requirement.

Business Administration Course Requirements

Courses	Cr. Hrs.
Accounting 2100, 2130 (or 3121 & 3122 for accounting and finance majors)	6 (9)
Business Administration 2780	3
Business Administration 3010 ¹	3
Economics 1203, 1204	6
Finance 3300	3
Management 2790, 3401, 3402, 4480 ²	12
Marketing 3501	3
Quantitative Methods–Business & Economics QMBE 2786, 2787 ³	4

¹HRT majors take Hotel, Restaurant and Tourism 3016

²HRT majors take Management 3467 in lieu of Management 3402 and Hotel, Restaurant and Tourism 4000 in lieu of Management 4480

³HRT majors are not required to take QMBE 2786 or 2787

A maximum of six credit hours from any of four 1000-level courses: Business Administration 1000, or Economics 1000, or Economics 1273, or Finance 1330, may be used for credit toward a degree in the College of Business Administration unless a particular curriculum has restrictions which supersede this regulation. (Business Administration 1000, Economics 1000, and Finance 1330 are not open to students enrolled in the College of Business Administration who have completed 30 hours of university credit.)

Additionally, completion of the prescribed course of study in one of the following programs is required for the Bachelor of Science degree. To insure optimum exposure to advanced courses, all students must schedule at least 30 hours of 3000- and/or 4000-level courses.

All majors in the College of Business Administration must demonstrate their possession of global awareness by passing two courses from the college's list of courses designated as global awareness courses.

A 2.0 average must be earned in all courses taken at UNO in the student's major as a requirement for graduation.

Division of Business and Economic Research

The Division of Business and Economic Research (DBER) facilitates and supports academic research and the publication of research findings in a variety of business fields. Since 1963 the DBER has been a member of the Association for University Business and Economic Research, an organization that includes 100 research institutes internationally.

The DBER collects and disseminates socioeconomic statistics to private firms and government agencies. The DBER performs and publishes research on demographic and economic characteristics of Louisiana and its component areas.

The results of its quarterly forecasting model of employment by sector and other local indicators for the New Orleans metropolitan area are published in the Metropolitan Report: Economic Indicators for the New Orleans Area. These results are widely used by the New Orleans business community and others. After Hurricane Katrina, these economic indicators are published in a highly anticipated anniversary edition.

The DBER is an authority for economic and demographic information, analysis, and forecasts on the New Orleans area. Together with faculty from the School of Hotel, Restaurant and Tourism Administration, the Hospitality Research Center was formed, which is a Center of Excellence. The Hospitality Research Center has produced a number of tourism and hospitality research studies for local, state and out-of-state clients.

Hospitality Research Center

Approved by the Louisiana Board of Regents. The Hospitality Research Center (HRC) at the University of New Orleans is a collaborative effort of the Division of Business and Economic Research (DBER) and the Lester E. Kabacoff School of Hotel, Restaurant and Tourism Administration (HRT). The HRC is the Premier center for hospitality and tourism research in the nation and a Center of Excellence at the University of New Orleans. The HRC is consistently recognized for research productivity in the hospitality field. The function of the Hospitality Research Center is to provide a variety of research services to hospitality and tourism organizations for local, state and out-of-state clients. Research projects include: Visitor Profiles, Tourism Indicators and Forecast, Impact of Festivals on the Economy, Industry Salary Surveys, Convention Studies, Perception Studies, Sporting Event Studies, Convention Bookings Studies and Louisiana Tourism Conversion Studies.

Institute for Economic Development and Real Estate Research

The institute for Economic Development and Real Estate Research combines the resources of the Center for Economic and Community Development and Real Estate Research Center to provide technical assistance and applied research for public, private and nonprofit organizations throughout its service area.

Center for Economic Development

The Center for Economic Development was established in 1978 as a joint effort of the state and federal government to work cooperatively with local agencies and non-profit organizations to create an environment which encourages economic diversification and growth. The Center at UNO is part of a network of over 65 university center programs funded by the U.S. Department of Commerce, Economic Development Administration throughout the United States which help to direct the technical and human resources of institutions of higher education to their surrounding communities. The Center has been engaged in a wide variety of research and technical assistance programs involving resources from within the College of Business Administration as well as other colleges and community service units at UNO.

The Center's website is www.ced.uno.edu.

Real Estate Research Center

The Real Estate Research Center was established to serve the real estate community as well as the general public. The three main areas of services offered by the Center are professional real estate education, primary real estate market data and contracted research.

The mission of professional real estate education is accomplished through continuing education courses and conferences, including the Annual Economic Outlook and Real Estate Forecast Seminar and Economic Development and Real Estate Outlook for the Northshore.

Market data has been published in the *Metropolitan New Orleans Real Estate Market Analysis* since 1978 and *Northshore Real Estate Market Analysis* since

2008 annually. It covers real estate market trends for apartments, office, retail, warehouse and industrial properties. The report also describes current trends for single-family and condominium housing by parish and Multiple Listing System (MLS) neighborhood. This analysis of the real estate market is distributed at the local, state and national levels.

The Center's website is www.realestate.uno.edu.

Major Programs

Bachelor of Science Degree in Accounting

Department of Accounting Mission

The mission of the Department of Accounting is to provide programs, at both the undergraduate and graduate levels, that prepare our students for careers as professional accountants in public practice, industry, and other areas, and for advancement into graduate programs. We will do this by maintaining high academic standards, superior teaching, quality research, significant service, and the effective use of technology. We recognize the importance of continuous improvement, high ethical standards, and diversity in the educational environment.

Statement of Goals

1. The Department will provide intellectual contributions that benefit the academic and professional communities.
2. The Department of Accounting faculty will provide accounting instruction in support of our departmental mission.
3. The Department will provide service to national, regional and local professional associations and to the University and local communities.

Goals of Bachelor of Science in Accounting

- Students will demonstrate a proficiency in financial accounting and governmental accounting concepts.
- Students will demonstrate a proficiency in auditing concepts.
- Students will demonstrate a proficiency in individual income taxation concepts.
- Students will demonstrate a proficiency in managerial accounting and information systems concepts.
- Graduates will demonstrate the effective use of computers and information technology.
- Graduates will demonstrate a proficiency in conducting auditing, financial accounting, and tax research.

Accreditation

In addition to college-wide accreditation, the Bachelor of Science in Accounting and the Master of Science in Accounting programs are separately accredited by AACSB International.

Admissions Requirements

College of Business Administration students are eligible to declare a major in accounting if they have thirty semester hours earned and an overall average of 2.2 or higher on all work taken prior to declaring an accounting major.

The Department of Accounting ordinarily requires 15 hours of accounting courses to be taken in residence at UNO in order to receive an undergraduate degree in accounting. The accounting faculty strongly urges students with less than a 3.0 GPA not to take more than six hours of accounting per semester.

CURRICULUM IN ACCOUNTING

Non-College of Business Administration	
Course Requirements	Cr. Hrs.
English 1157, 1158 ⁴ (or 1159 ⁴)	6
English Literature*	3
Humanities* ¹	6
Arts	3
Mathematics 1115 ⁴ or 1125 ⁴ , 2785*	6
Sciences*	9
Social Sciences*	3
Total	36

College of Business Administration	
Course Requirements	Cr. Hrs.
Business Administration 2780, 3010, 3021	9
Business Electives ^{1,2}	3
Economics 1203, 1204	6
Finance 3300	3
Management 2790, 3401, 3402, 4480	12
Marketing 3501	3
Quantitative Methods—B&E 2786, 2787	4
Total	40

Accounting Course Requirements	Cr. Hrs.
Accounting 2100 ⁴ , 3120, 3121 ⁴ , 3141	10
Accounting 3122 ⁴ , 3123, 3124, 3131, 3152, 3161	18
Accounting Elective ³	3
Total	31

Free Electives	
Course Requirements	Cr. Hrs.
Free Electives	13
Grand Total	120

*See General Education Course Requirements in the section on University Regulations.

¹Accounting majors must satisfy a public speaking requirement. This can be accomplished by taking Film, Theatre and Communication Arts 2650 as humanities elective or Management 2472, 3472, or 3474 as a business elective.

²May be a 4000-level accounting course.

³Must be 4000-level course.

⁴A "C" or better required in each.

Pre-CPA Program

PURPOSE

The purpose of the Pre-CPA program is to provide the courses needed to take the CPA exam in Louisiana. The program is intended to be an alternative to rather than a replacement for the Master of Science programs.

REQUIREMENTS

To be eligible to take the CPA exam in Louisiana an individual must meet the following criteria from a university or college approved by the board:

1. Possess at least a baccalaureate degree
2. Have at least 150 semester hours of post-secondary, graduate, or post-graduate education classes
3. Have college/university credit for the specific accounting courses and electives
4. Have college/university credit for twenty-four hours of business courses including a course in commercial law as it affects accountancy

Accounting courses: 24 hours above Principles

Business Courses: 24 hours including 3 hours of Business Law (BA 3021) as it affects accountancy.

See department for specific courses and limitations. Additional details regarding the requirements to take the CPA exam are listed at: www.cpaboard.state.la.us.

Minor in Accounting

Students may earn a minor in accounting by completing 19 hours of accounting courses with a cumulative GPA of 2.0 or better in all accounting courses attempted. Twelve hours of these accounting courses must be completed at UNO with a cumulative GPA of 2.0 or better. The following accounting courses comprise the minor in accounting: Accounting 2100, 3120, 3121, 3122, 3131, and six hours of accounting electives from accounting courses open to accounting majors for degree credit. Three of the six hours of accounting electives must be 3000 level or above. Accounting 2130 may not be used for credit toward the minor in accounting.

Honors in Accounting

To graduate with Honors in Accounting the following requirements must be fulfilled:

- Complete the usual requirements for accounting majors.
- Maintain a minimum cumulative grade point average of 3.5 in accounting courses and 3.25 overall.
- Complete a minimum of six credit hours in non-business courses.
- Complete at least six credit hours of honors coursework in accounting beyond Accounting 2100.
- Complete a Senior Honors Thesis (six credit hours). These six credit hours replace Accounting (three credit hours) and Business (three credit hours) course electives. Acceptance of thesis depends on successful oral defense.

CURRICULUM IN BUSINESS ADMINISTRATION

Non-College of Business Administration	
Course Requirements	Cr. Hrs.
English 1157, 1158 ³ (or 1159 ³)*	6
English Literature*	3
Humanities*	6
Arts*	3
Mathematics 1115 ³ or 1125 ³ , 2785	6
Sciences*	9
Social Sciences*	3
Total	<u>36</u>

College of Business Administration	
Course Requirements	Cr. Hrs.
Accounting 2100, 2130	6
Business Administration 2780, 3010	6
Economics 1203, 1204	6
Finance 3300	3
Management 2790, 3401, 3402, 4480	12
Marketing 3501	3
Quantitative Methods—Business & Economics 2786, 2787	4
Total	<u>40</u>

Major Course Requirements	
Accounting or Finance Elective	Cr. Hrs.
Business Administration 1000 or Business Elective ¹	3
Marketing or Hotel, Restaurant & Tourism Elective	3
Management 3778	3
Business Electives ²	18
Total	<u>30</u>

Free Electives	
Course Requirements	Cr. Hrs.
Total Electives	14
Grand Total	<u>120</u>

*See General Education Course Requirements in the section on University Regulations.

¹May request the substitution of an upper-level business course.

²Of the 18 hours of business electives, a maximum of nine hours may be taken in any one field, and nine hours must be at the junior or senior level. Also, 12 of the 18 hours must be taken at UNO and all 18 must be completed with a C average or better.

³A "C" or better required in each.

Honors in Business Administration

In addition to the regular curriculum requirements listed in the catalog, a Business Administration major wishing to graduate with honors must achieve the following:

1. maintain a 3.25 overall grade point average.

2. maintain a 3.50 grade point average in the business courses used for the 21 hour business electives requirement (15 hours for Computer Science Option).
3. complete a senior honors thesis (six semester hours) or project to be determined by agreement among the student, a faculty member in the appropriate discipline who will supervise the project, and the Director of the University's Honors Program. The student will be permitted to enroll in whatever business major field he or she has chosen (such as Accounting 3999 or Economics 3099, for example) for thesis purposes.
4. perform satisfactorily on an oral examination defending the thesis/project.
5. students exercising the Computer Science Option must also have a 3.50 grade point average in the seven computer-related courses required.

Minor in Business Administration

Non-business students wishing to minor in Business Administration may do so by completing the following courses with a minimum letter grade of C or better in each course: Accounting 2100 or 4400, Business Administration 3010 or 3080 or 4400, Economics 1203 or 2200 or 4400, Finance 2302 or 3300 or 4400, Management 3401 or 4400, and Marketing 3501 or 4400.

Minor in Global Business Studies

Students may earn a minor in Global Business Studies by completing 18 credit hours from the following courses with a minimum letter grade of C or better in each course: Economics 4306 or Finance 4306, Management 4446, Marketing 4546; Hotel, Restaurant and Tourism 2050; Business Administration 4048; Hotel, Restaurant and Tourism 4250; Economics 4261; and Accounting 4126.

Department of Economics and Finance Mission

The mission of the Department of Economics and Finance is to provide high quality education to undergraduate students in the college and university; to engage in research and intellectual activities commensurate with a doctoral granting department, and to provide services to continuously improve the local, regional, and global communities of our stakeholders.

Minor in Economics

Students wishing to minor in Economics may do so by completing the following required courses and electives in Economics with a grade of C or better in each course: Economics 1203, 1204, and 2221 plus nine hours of electives from economics courses at the 3000 or higher level.

CURRICULUM IN FINANCE

Non-College of Business Administration	
Course Requirements	Cr. Hrs.
English 1157, 1158 ² (or 1159 ²)*	6
English Literature*	3
Humanities*	6
Arts	3
Mathematics* 1115 ² or 1125 ² , 2785 ¹	6
Sciences*	9
Social Sciences*	6
Total	<u>36</u>

College of Business Administration	
Course Requirements	Cr. Hrs.
Accounting 2100 ² , 3121 ² , 3122	9
Business Administration 2780, 3010	6
Economics 1203, 1204, 2221	9
Management 2790, 3401, 3402, 4480	12
Marketing 3501	3
QMBE 2786, 2787	4
Business Electives	6
Total	<u>49</u>

Finance Course Requirements	Cr. Hrs.
Finance 3300, 3302, 3303 or 3321, 4304	12
Finance electives	12
Total	24

Free Electives	
Course Requirements	Cr. Hrs.
Total Electives	11
Grand Total	120

*See General Education Course Requirements in the section on University Regulations.

¹ Students interested in pursuing graduate studies in finance should take at least one year of calculus.

² A "C" or better required in each.

Students may elect a finance concentration. Concentrations consist of a sequence of THREE upper division finance elective courses designed to assist students in achieving a statewide of nationally recognized certificate. Students must receive a grade of C or better in all concentration courses to be awarded a finance concentration. Certain certifications may require additional courses and training. All certificates require individuals to pass certifications test(s) administered by the issuing organization.

- Concentration Certificate/Issuing Body
- Financial Planning Certified Financial Planner (CFP®)—Certified Financial Planning Board
- Financial Analyst Chartered Financial Analyst (CFA®)—CFA Institute
- Financial Services Certified Treasury Professional (CTP®)—Association for Financial Professionals
- Real Estate License to Sell Real Estate—Louisiana Real Estate Commission Certificate (SRPA®, MAI®)—Appraisal Institute

Financial Planning Concentration

This concentration is designed for students interested in becoming a Certified Financial Planner (CFP). A CFP manages all aspects of the financial planning process including Personal Financial Planning, Insurance Planning, Investment Planning, Estate Planning, Income Tax Planning and Retirement Planning. Students must have a four year college degree and complete CFP approved coursework in each planning area for CFP certification. In partial fulfillment of both certified CFP course requirements and finance degree requirements students pursuing this concentration must complete:

- FIN 4310 (Personal Financial Planning)
- FIN 4311 (Insurance Planning and Risk Management) and
- FIN 4312 (Retirement Planning).

Financial Analyst Concentration

This concentration is designed for students interested in becoming a Chartered Financial Analyst (CFA®). CFA is a widely recognized designation in the investment community which focus on the areas of institutional portfolio management and investments analysis. To sit for a CFA exam, candidates must have a four year college degree, be in their final year of their undergraduate studies, or have a combination of approved course work and professional experience. Each of the CFA level exams requires significant preparation. This concentration integrates portions of the CFA's Candidate Body of Knowledge (CBOOK) into course curriculum. Students pursuing this concentration must complete:

- FIN 4306 (International Finance)
- FIN 4307 (Portfolio Analysis) and
- FIN 4308 (Derivatives Analysis).

Financial Services Administration Concentration

This concentration is designed for students interested in working in the financial services industry and/or becoming a Certified Treasury Professional (CTP®) exam. A treasury professional works in various roles in an organization including

money management, corporate finance, accounting, risk management and corporate governance. Students pursuing this concentration must complete:

- FIN 3303 (Financial Institutions)
- FIN 3321 (Bank Administration)
- FIN 4222 (Cash and Liquidity Management) and
- FIN 4322 (Money and Capital Markets)

Students that complete FIN 4222 will be eligible to take the CTP exam.

Real Estate Concentration

This concentration is designed for students interested in pursuing a license to sell real estate in Louisiana or becoming a certified real estate appraiser. Student pursuing this concentration must complete:

- FIN 2335 (Principles of Real Estate)
- FIN 3366 (Income Property Analysis), and
- FIN 3368 (Real Estate Finance).

Minor in Finance

Students wishing to minor in Finance may do so by completing the following required courses and electives with a grade of C or better in each course: Finance 3300, 3302, 3303 or 3321, 4304 plus six hours of Finance electives.

Honors in Finance

To graduate with honors in Finance, the student must fulfill the following requirements in addition to the usual requirements for a major:

1. a minimum cumulative grade-point average of 3.5 in finance courses and a 3.25 grade-point overall;
2. at least six hours of honors coursework in finance;
3. a senior honors thesis or project in Finance 3099. The thesis or project is to be determined by mutual agreement with the student, a faculty member who will supervise the project, and a departmental member of the University Honors Committee. The student will perform satisfactorily on an examination defending the thesis or project. Six hours of thesis credit must be completed.

School of Hotel Management and Tourism

Lester E. Kabacoff School of Hotel,

Restaurant and Tourism Administration Mission

The Lester E. Kabacoff School of Hotel, Restaurant and Tourism Administration (HRT) strives to provide HRT graduates with the skills and background which will prepare them for entry level management positions within the hospitality and tourism industries. Students have the ability to custom design their curricula by selecting HRT concentrations and business minors. Graduates will obtain a solid business background as well as a comprehensive understanding of the tourism and hospitality industries.

CURRICULUM IN HOTEL, RESTAURANT AND TOURISM ADMINISTRATION

Non-College of Business Administration	
Course Requirements	Cr. Hrs.
English 1157, 1158 ¹ (or 1159)* ¹	6
English Literature*	3
Humanities*	6
Mathematics* 1115 ¹ or 1125 ¹ , 2785*	6
Sciences*	9
Social Sciences*	6
Arts	3
Free elective	2
Total	36

College of Business Administration	
Course Requirements	Cr. Hrs.
Accounting 2100, 2130	6
Business Administration 2780	3
Economics 1203, 1204	6
Finance 3300	3
HRT or Business Electives	6
Management 2790, 3401, 3467, 3778	12
Marketing 3501	3
Total	39

HRT Course Requirements	Cr. Hrs.
HRT 2000, 2030	6
HRT 3002, 3011, 3016, 3017, 3140, 4000	16
HRT electives	12
Total	34

Free Electives	
Course Requirements	Cr. Hrs.
Total Electives	11
Grand Total	120

*See General Degree Requirements.

¹ A "C" or better required in each.

Students may elect to take a nine credit hour concentration plus one Hotel, Restaurant and Tourism three credit hour elective. Students, if they wish, may elect a concentration in Tourism; Convention and Event Management; Hotel and Lodging Management; or Food and Beverage Management by completing the appropriate Hotel, Restaurant and Tourism courses as their Hotel, Restaurant and Tourism electives.

Tourism Concentration

Hotel, Restaurant and Tourism 2050, 3150, 3290 or 3295 or 4250.

Convention and Event Management Concentration

Hotel, Restaurant and Tourism 2070, 3290 or 3295 or 4290.

Hotel and Lodging Management Concentration

Hotel, Restaurant and Tourism 2020, 4120, 3290 or 3295 or 4290. It is recommended that students take Hotel, Restaurant and Tourism 3141 as one of their business core electives.

Food and Beverage Management Concentration

Hotel, Restaurant and Tourism 3141, 3145, 3290 or 3295, 4230. It is recommended that students take Hotel, Restaurant and Tourism 3150, 3240, 3290, 4120, 4155, 4250, and 4290 as their business core electives.

Minor in Hotel, Restaurant, and Tourism Administration

Students must complete 18 credit hours in Hotel, Restaurant, and Tourism Administration with a letter grade of C or better in all courses as follows: Hotel, Restaurant and Tourism 2000 and choose six credit hours from HRT 2020, 2030, 2050, and 2070. In addition, students must have nine credit hours at the 3000 or 4000 level.

Honors in Hotel, Restaurant and Tourism Administration

To graduate with honors in Hotel, Restaurant and Tourism Administration, the following requirements must be fulfilled:

1. Completion of the requirements for a Bachelor of Science in Hotel, Restaurant, and Tourism Administration.
2. Maintain a cumulative grade point average of at least 3.5 in the Hotel, Restaurant, and Tourism Administration courses, and a minimum overall grade point average of 3.25.

3. Completion of a Senior Honors Thesis, which includes earning six hours of credit for Senior Honors Thesis.

- a. Arrange for a faculty member in the relevant discipline to direct the thesis.
- b. Receive approval from the director of the Honors Program to register for Senior Thesis credit.
- c. Register for the course hours required by the School of Hotel, Restaurant, and Tourism Administration for Senior Honors Thesis.
- d. Give an oral defense of the thesis to a committee composed of the thesis director, a member of the faculty selected by the director of the School of Hotel, Restaurant, and Tourism Administration, and a representative of the Honors Program.

Department of Management Mission

The Department of Management is dedicated to the development of managerial skills—analytical and interpersonal—which will enable students to succeed in a competitive international workplace. The department's primary mission, therefore, is to provide quality management education for undergraduate and graduate students by utilizing current management thought incorporated in an experience-based learning environment. A second component of the department's mission is the pursuit of a balanced approach that encourages and rewards both applied and basic research. Finally, the Department of Management faculty is committed to training and development at all levels of organizational life as part of its applied curriculum.

CURRICULUM IN MANAGEMENT

Non-College of Business Administration	
Course Requirements	Cr. Hrs.
English 1157, 1158 ² (or 1159 ²)	6
English Literature*	3
Humanities*	6
Arts	3
Mathematics 1115 ² or 1125 ² , 2785	6
Sciences	9
Social Sciences*	6
Total	36

College of Business Administration	
Course Requirements	Cr. Hrs.
Accounting 2100, 2130	6
Business Administration 2780, 3010	6
Business Electives	6
Economics 1203, 1204	6
Finance 3300	3
Marketing 3501	3
QMBE 2786, 2787	4
Total	34

Management Course Requirements	Cr. Hrs.
Management 2790 ² , 3401 ² , 3402 ² , 3778 ² , 4480 ²	15
Management Electives ^{1,2}	15
Total	30

Free Electives	
Course Requirements	Cr. Hrs.
Total Electives	10
Grand Total	120

* See General Education Course Requirements in the section on University Regulations.

¹ Must be 3000 or 4000 level courses.

² A "C" or better required.

Entrepreneurship Concentration

The Concentration in Entrepreneurship requires the completion of Finance 3301, Business Administration 4056, and six hours selected from the following: Management 3070, 3071, 4057, 4058, Business Administration 3056, 3090, 3091, 4076, or Finance 4222 in lieu of 12 hours of business and management electives. The Entrepreneurship Concentration is designed to develop an awareness of the fundamentals of starting and owning one's own business.

Management Information Systems Concentration

The Concentration in Management Information Systems requires the completion of Management 3778, and 12 additional hours selected from Management 4730, 4735, 4740, 4750 and 4760 taken in lieu of management elective courses. The Concentration is designed to prepare the student for entry into a career or graduate study in the area of information systems. Students taking the Management Information Systems concentration may not minor in Information Systems Management.

Human Resource Management Concentration

The Concentration in Human Resource Management requires the completion of Management 3467, 4468, 4469 and 4470. The Human Resource Management Concentration is designed to prepare the student for a career or graduate study in the area of personnel/human resource management.

Minor in Management

Students wishing to minor in management may do so by completing 18 credit hours in management courses at or above the 3000 level with a letter grade of C or better in each course.

Minor in Entrepreneurship

Students wishing to minor in entrepreneurship may do so by completing 18 credit hours in entrepreneurship. The student must take Business Administration 4056, Finance 3301, and four additional entrepreneurship courses to be chosen from Business Administration 1001, 3056, 3090, 3091, 4076, Management 3070, 3071, 4057, 4058, or Finance 4222. A grade of C or better must be received in each course.

Minor in Information Systems Management

Students wishing to minor in Information Systems Management may do so by completing 18 credit hours in approved management information systems courses. Students must take Management 3778, 3788 and four of the following: Management 4710, 4730, 4735, 4740, 4750, 4760, and Accounting 4142. A grade of C or better must be received in each course. Students taking the minor in Information Systems Management may not have a concentration in Management Information Systems.

Honors in Management

To graduate with Honors in Management, the following requirements, in addition to the usual requirements for the major, must be fulfilled.

1. maintain a minimum cumulative grade-point average of 3.5 in management courses and a 3.25 grade-point overall;
2. complete at least six hours of honors course work in management;
3. complete a six-hour senior honors thesis, Management 3099.

Department of Marketing and Logistics Mission

The mission of the Department of Marketing and Logistics is to provide an intellectual environment to support the educational needs of students pursuing knowledge of marketing in a global marketplace.

CURRICULUM IN MARKETING

Non-College of Business Administration	
Course Requirements	Cr. Hrs.
English 1157, 1158 ¹ (or 1159 ¹)*	6
English Literature*	3
Humanities*	6
Arts	3
Mathematics* 1115 or 1125, 2785	6
Sciences*	9
Social Sciences*	3
Total	36

College of Business Administration	
Course Requirements	Cr. Hrs.
Accounting 2100, 2130	6
Business Administration 2780, 3010	6
Business Electives	9
Economics 1203, 1204	6
Finance 3300	3
Management 2790, 3401, 3402, 4480	12
QMBE 2786, 2787	4
Total	46

Department of Marketing and Logistics	
Course Requirements	Cr. Hrs.
Marketing 3501 ¹ , 3505 ¹ , 3510 ¹ , 4580 ¹ , 4590 ¹	15
Marketing Electives ¹	9
Total	24

Free Electives	
Course Requirements	Cr. Hrs.
Total Electives	10
Grand Total	120

*See General Education Course Requirements in the section on University Regulations.

¹A "C" or better required in each.

Sales Concentration

The Concentration in Sales requires the completion of Marketing 3515, 3530, and 3580.

Minor in Marketing

Students wishing to minor in marketing may do so by completing 18 credit hours in marketing courses at or above the 3000 level with a letter grade of C or better in each course. The student must take: Marketing 3501, 3505, 3510, and a minimum of three additional marketing courses at the 3000 or 4000 level.

Honors in Marketing

An honors program is available to superior students majoring in marketing. Successful completion of the program results in graduation with Honors in Marketing. For admission to the program a student must have grade-point averages of at least 3.25 overall and 3.5 in marketing courses and must have permission of the department and the Honors Program director. Before graduation, the student must take six hours of Senior Honors Thesis (Marketing 3599) resulting in an acceptable honors thesis.

College of Education and Human Development

Darrell P. Kruger, Dean

The mission of the College of Education and Human Development is to improve teaching and leadership, advance life-long learning, and promote health and wellness through enhanced community partnerships.

The College accomplishes this mission through:

- Baccalaureate, Master's and Doctoral programs of study
- Interaction of practice and theory
- Inclusive practice among diverse populations
- Proactive efforts to optimize health and wellness across the lifespan
- Involvement at local, state, national and international levels
- Generation and dissemination of applied, basic and sponsored research
- Application of current and advanced technology
- Mutually beneficial partnerships to enhance communities and improve school

Accreditation

The College of Education and Human Development is fully accredited by the National Council for Accreditation of Teacher Education (NCATE), and its certification programs are approved by the Louisiana Board of Elementary and Secondary Education (BESE) and the Louisiana Board of Regents. A list of the certification programs offered by the college that are nationally recognized by Specialty Professional Associations affiliated with NCATE may be found at the college web site (www.uno.edu/coehd).

Organization of the College

Three academic departments comprise the College of Education and Human Development: Department of Curriculum and Instruction, Department of Educational Leadership, Counseling, and Foundations, and the Department of Special Education and Habilitative Services. The Department of Curriculum and Instruction offers undergraduate degrees, and all departments offer a variety of graduate degree programs. Core coursework (noted as EDUC) is offered to support the teacher education program. In addition to the departments, there are several research, innovation, and service units in the college. A complete listing of current funded programs is available at the college web site (www.uno.edu/coehd).

Programs of Study

The College of Education and Human Development offers teacher education programs at the undergraduate and graduate levels. The following table provides an overview of each certification and degree option offered in teacher education. These programs are described below in this section of the catalog.

In addition to initial certification programs, the College of Education and Human Development offers several advanced-level programs of study focused on the needs of teachers, school leadership personnel, counselors, community and health agency personnel. These programs are described on the college web site at www.uno.edu/coehd.

Teacher Education Program Options

Undergraduate

Field Experience: completed in assigned settings

Capstone Clinical Practice: requires nine hours of student teaching taken in one semester

Candidate Assessment: All pathways require completion of coursework with satisfactory GPA as well as successful performance on 6-8 key program assessments including the exit PRAXIS examination (PLT)

Outcome: Candidates exit with degree and initial certification

Minor

Admission: must major in specific liberal arts or science areas

Program of Study: 21 hours (exclusive of student teaching)

Field Experience: completed in assigned settings

Capstone Clinical Practice: may be completed in two ways: nine hours of student teaching in the undergraduate program or six hours of capstone internship as a graduate student

Candidate Assessment: All pathways require completion of coursework with satisfactory GPA as well as successful performance on 6-8 key program assessments including the exit PRAXIS examination (PLT)

Outcome: all candidates exit with minor, those who complete student teaching exit with certification

Master of Arts in Teaching (MAT)

Admission: must meet graduate school, GRE, GPA and PRAXIS requirements

Program of Study: 36-39 credit hours

Field Experience: completed in assigned settings and/or in employment setting

Capstone Clinical Practice: requires nine hours of student teaching or six hours of internship taken in one semester

Candidate Assessment: All pathways require completion of coursework with satisfactory GPA as well as successful performance on 6-8 key program assessments including the exit PRAXIS examination (PLT)

Outcome: candidates exit with degree and initial certification

Master of Education (MEd)

Admission: must meet graduate school requirements including GRE and hold teacher certification

Program of Study: 36 credit hours

Field Experience: completed in assigned settings and/or in employment setting

Capstone Clinical Practice: no student teaching or internship required

Candidate Assessment: All pathways require completion of coursework with

satisfactory GPA as well as successful performance on 6-8 key program assessments including the exit PRAXIS examination (PLT)

Outcome: candidates exit with degree which may include add-on certification

Practitioner (See note at end of entry)

Admission: selective admission in cooperation with employing school district
Program of Study: 21 credit hours

Field Experience: completed in assigned settings and employment setting

Capstone Clinical Practice: requires six hours of internship taken in two semesters

Candidate Assessment: All pathways require completion of coursework with satisfactory GPA as well as successful performance on 6-8 key program assessments including the exit PRAXIS examination (PLT)

Outcome: candidates exit with initial certification (max of 12 credits may be applied to MEd program)

NOTE: The practitioner program is only offered when external funding is awarded to support collaborative efforts with employing schools/districts.

Teacher Education Programs

The Teacher Education Program prepares teachers who will render high quality, professional service in preschool, elementary, middle, secondary schools, and other educational settings. The College's programs are grounded in a performance-based curriculum model aligned with the unit's conceptual framework that supports teachers in the performance of six critical teacher roles and responsibilities:

1. designing and delivering instruction,
2. advocating for students and services,
3. providing support for group practice,
4. managing time, tasks, and environments,
5. using inquiry to inform practice, and
6. improving school and system practice.

The teacher education program is dedicated to understanding and valuing diversity among faculty, staff, and students. The college utilizes the academic resources of the university and community schools to provide candidates with a broad general education and a concentrated content-area education. Professional preparation, together with the relationships of the study of education to other fields of knowledge, is the responsibility of the College of Education and Human Development.

The College of Education and Human Development administers all curricula designed for the preparation of teachers. Four programs are offered for initial teacher certification, one at the undergraduate level and the others at the graduate level. Graduate options include the Master of Arts in Teaching (MAT), Practitioner program and Non-degree Graduate program. The Non-degree Graduate program option is only available to Secondary Minor candidates continuing as graduate students to complete certification requirements.

Objectives of Teacher Education Programs

Candidates in teacher education programs at UNO are expected to:

1. Develop a background of knowledge in general education and one or more academic content areas.
2. Develop an awareness of teaching as a profession, which includes an understanding of how teachers promote individual student achievement, school improvement, school and district accountability, and long term professional development.
3. Develop an awareness of the relationship between socio-cultural factors and the educative process, which includes developing the ability to communicate effectively with students, parents, other site-based professionals, and persons representing community agencies.
4. Understand, identify, assess, and make plans to accommodate the individual student's emotional, social, physical, and intellectual needs.
5. Demonstrate skills aligned with the Louisiana Components of Effective Teaching, relevant Louisiana Content Standards, national standards aligned with Specialty Professional Associations, and other curriculum reform initiatives in planning, implementing, and assessing instruction and its impact on student learning.

6. Plan instruction that correlates with the Louisiana Educational Assessment Program (LEAP 21).
7. Plan, deliver, and assess instruction that integrates a variety of electronic software applications and related technologies.
8. Acquire and apply skills of classroom management and interpersonal relationships that enhance the educational environment and promote student learning.
9. Demonstrate dispositions expected of effective educators as documented through field experience in school settings.

The University of New Orleans Teacher Education Program is designed using an inquiry-based conceptual framework to support the preparation of reflective practitioners. Information about the conceptual framework may be found on the college web site at www.uno.edu/coehd. Following are the key elements of the Teacher Education program of study.

1. Performance-based. The program of study moves beyond simply aligning specific competencies with specific courses. Rather, it supports teacher candidates in the repeated use of competencies in different ways according to the changing demands of students and teaching environments. This model ensures that teachers can produce effective outcomes for their students and for the schools in which they teach.
2. Role-focused. A performance based program focuses on teachers being competent in performing the multiple roles associated with effective teaching. These roles are aligned with the Louisiana Components of Effective Teaching.
3. Thematic content. The program of study is designed for key content related to teaching performance (e.g., assessment) to be addressed at multiple points rather than in singular courses.
4. Sequenced field activities. Opportunity to practice targeted competencies in schools is critical to a performance based program. An effective program of study includes well-crafted field experiences that increase in demand and complexity as the candidate moves through the program.
5. Authentic evaluation. The UNO teacher education program utilizes an electronic professional portfolio as the key tool for evaluating teacher effectiveness and content mastery. All teacher education candidates are required to purchase a Live Text account to support the development of an electronic portfolio. Information on Live Text may be found at www.uno.edu/coehd. Performance review takes place at distinct points during each program of study in order to identify both professional strengths and areas of need. Multiple perspectives are incorporated into the evaluation process.
6. Induction Support. The portfolio format used in the teacher education program is designed to assist program graduates in aligning their work with state and national standards as required by their employing district during the induction period of service.

Undergraduate Teacher Education Pathway

Three grade-level certification options are offered at the under-graduate level: Early Childhood (Pre-Kindergarten - Grade 3), Elementary (Grades 1- 5), and Secondary (Grades 6-12) in a specific content area. Secondary content areas include: English, mathematics, social studies, and science (Biological Sciences, Chemistry, or Earth Sciences). An option is available for candidates in the elementary (grades 1-5) program to address certification requirements for both elementary as well as special education in mild/moderate disabilities for the same grade level. The Integrated to Merged program option requires candidates to complete a student teaching with both general and special education experiences and complete additional PRAXIS examinations and performance requirements for special education certification.

The undergraduate teacher education program of study is divided into four tiers, each associated with a specific block of coursework and set of related field experiences. As the candidate moves from one tier to the next, the scope of the content and field work becomes more complex. Candidate progression from one tier to the next is dependent upon satisfaction of certain criteria, including satisfactory completion of required coursework, satisfactory completion of required field experiences, and meeting all candidate assessment requirements specified for that particular phase (tier) of the program of study. Throughout the program of

study, candidates develop a professional portfolio that contains artifacts resulting from coursework and field activities. The candidate organizes the various artifacts as evidence that specific program competencies have been met. Thus, candidate performance is measured via course grades as well as authentic evidence that knowledge, skills, and dispositions related to effective education can be demonstrated in school and classroom settings.

Admission to and Retention in the College of Education and Human Development (Tier II)

To be admitted to the College of Education and Human Development, a student must have met the following criteria:

1. Completed a minimum of 24 hours of coursework with at least a 2.2 grade-point average.
2. Completed a Candidate Acknowledgement Form.
3. Received a Curriculum Program Sheet approved by an Academic Counselor in the College of Education and Human Development.
4. Successfully completed Education 1010 (Early Childhood and Elementary candidates), including associated field activities.
5. Successfully completed Education 2204 (Secondary candidates), including associated field activities.

All candidates in a program of study resulting in certification must also be admitted to a teacher education program (see requirements below). All candidates must submit official transcripts from each college and university attended. One transcript with all transfer credits is not acceptable. This is a requirement for all candidates pursuing initial certification.

The Teacher Education Review and Retention Committee reserves the right to review the candidate's total academic record, evidence of knowledge, skills, and dispositions and other qualifications as they relate to the candidate's potential as an effective teacher.

In view of its responsibility to the teaching profession, the College of Education and Human Development will continuously evaluate the qualifications of a candidate to determine his or her suitability to continue in a teacher education program.

Each candidate is held responsible for knowing degree requirements, for enrolling in courses that fit into his or her degree program, and for taking courses in the proper sequence to ensure orderly progression of work. NOTE: Independent study/substitutions courses are approved only under extenuating circumstances. Independent study/substitutions must be approved by the assistant dean prior to enrollment in the independent study/substitution course. Candidates will be allowed a maximum of three hours of independent study/substitution courses within the degree program.

The candidate is also held responsible for knowing University regulations regarding the standard of work required to continue in the University, as well as the regulations dealing with scholastic probation and enforced withdrawal.

Admission to and Retention in the Teacher Education Program (Tier III)

In addition to the requirements and regulations stated in Undergraduate Teacher Certification: Admission to and Retention in the College of Education and Human Development, applicants for admission to a teacher education program must:

1. Have a grade-point average of 2.5 or higher for a minimum of 36 credits.
2. Take and receive passing scores on the PRAXIS I or ACT (22 Composite Score) or SAT (1030 Verbal & Math). The College office must have official scores.
3. Complete an application to the Teacher Education Program.
4. Complete Education 2100, 2200 and 2204 (secondary requirement) and associated field activities or their equivalents.
5. Pass the Core Performance Assessment for the teacher education program.
6. Complete dispositions review with a satisfactory rating.
7. Complete English 1158 with a grade of "C" or higher with credit in English 1157.

8. Complete a mathematics course at or above the 1000 level approved by the College of Education and Human Development.
9. Report required field experience hours.
10. Complete individualized prescriptive plan if applicable.

Requirements for Field Experience

Teacher education candidates complete a variety of field activities as they progress through the program of study. The field activities provide opportunities for candidates to demonstrate skills associated with effective teaching in diverse school and classroom settings. Each of the four tiers in the program requires a specific minimum number of field experience hours and completed field activities which must be reported. Student Teaching for this program of study must be completed in one of the following parishes: Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles or St. Tammany.

Specific information on field experience requirements may be found at the college web site at www.uno.edu/coehd.

Requirements for Student Teaching (Tier IV)

Application for student teaching must be submitted to the Office of Field Experiences and Clinical Practice during Tier III one semester prior to beginning the student teaching semester (Tier IV). Candidates expecting to student teach in a fall semester must apply on or before December 31. Candidates expecting to student teach in a spring semester must apply on or before July 31.

Candidates in Early Childhood, Elementary and Integrated to Merged Elementary will only be permitted to enroll in student teaching (9 hours) and EDUC 4000 (3 hours) during the student teaching semester. Candidates in Secondary Education will be permitted to enroll in student teaching (9 hours) and EDUC 4221, 4241, 4251 or 4261(3 hours) during the student teaching semester. (see curriculum sheet for course applicable to certification area). Candidates are permitted to schedule student teaching when they have met the following requirements:

1. Completion of all other courses in the certification and degree program except for student teaching and EDUC 4000 (early childhood, elementary, and music education) or the second methods course appropriate to the secondary certification area which must be taken concurrently with student teaching.
2. The attainment of senior standing in a Teacher Education Program in the College of Education and Human Development with a minimum grade point average of 2.5.
3. Completion of all courses in professional education with a grade of "C" or higher. A minimum grade of "C" is required for all courses in the early childhood and elementary programs. Candidates in secondary education must also complete all courses in the major teaching field with a grade of "C" or higher. Candidates must meet or exceed GPA requirements for their specific certification area.
4. Pass Tier III performance requirements for the certification area pursued.
5. Complete disposition review with a satisfactory rating.
6. Approval of the Director of Field Experiences.
7. Transfer candidates must have completed all Tier III course-work in residence at UNO.
8. Complete individualized prescriptive plan if applicable
9. Pass Praxis II Content Area exam prior to student teaching. Must pass Praxis II by December 1 if student teaching in a spring semester and August 1 if student teaching in a fall semester.

Note: The College of Education and Human Development recommends that candidates take PRAXIS II Principles of Learning and Teaching (PLT) examination one semester prior to student teaching.

Requirements for Program Completion and Graduation

A candidate must meet all the requirements for a degree outlined in one catalog. A candidate may elect any catalog in force during his or her enrollment at the University, provided enrollment is continuous. A candidate who breaks enrollment (either voluntarily or by compulsion) for one semester may not elect a catalog earlier than the one in force at the time of re-entry.

Candidates pursuing degree programs that include Louisiana teacher certification should note that certification requirements are mandated by the Louisiana Board of Elementary and Secondary Education. When the State Board makes changes in certification requirements, the content of associated degree programs change accordingly. For this reason, candidates in the College of Education and Human Development are expected to maintain close communication about degree and certification requirements through a College Academic Counselor or Faculty Advisor throughout their program of study. Up-to-date curricula may be found on the college web site www.uno.edu/coehd.

A candidate may graduate from the College of Education and Human Development upon satisfactory fulfillment of the following requirements:

1. Completion of the general degree requirements of the University.
2. Completion of the requirements for a bachelor's degree in either early childhood, elementary, secondary.
3. Performance at the acceptable or higher level on all program assessments and demonstration of all required performances and dispositions via a successful review of a professional portfolio and related evidence.
4. For candidates in early childhood and elementary education:
 - a. A minimum grade of "C" in all courses.
 - b. Achievement of an overall grade point average of 2.5.
 - c. Meet or exceed content/performance GPA for specific content area.
5. For candidates in secondary and elementary secondary education:
 - a. minimum grade of "C" in each course in professional education and in each course in the academic content area(s).
 - b. Achievement of an overall grade-point average of 2.5 and a 2.0 grade-point average in professional education and the academic content area(s).
 - c. Meet or exceed content/performance GPA for specific content area.
6. Candidates seeking teacher certification through a baccalaureate degree program must take and pass PRAXIS II Principles of Learning and Teaching prior to program completion and graduation.

Louisiana Teacher Certification

In addition to the graduation requirements listed above, a candidate must meet the following requirements of the State of Louisiana in order to be eligible for a Louisiana teacher's certificate.

1. Be admitted to and graduate from a state approved teacher education program. (Teacher education programs in the College of Education and Human Development at the University of New Orleans are state approved).
2. Achieve a minimum grade point average of 2.5.
3. Pass all specified PRAXIS Series Examinations.
4. Receive a recommendation for certification by the assistant dean in the College of Education and Human Development.

Transfer Students

Transfer credits will be valid for degree completion if the course content matches the content and/or performances of a course in the College of Education and Human Development curriculum. A grade lower than a C will not be accepted for degree credit in the College of Education and Human Development. Transfer credit will not be awarded for Tier III coursework. The College requires the validation of credits earned more than five years prior to a candidate's admission to the College in order to approve the transfer of credits into a degree program. There is no guarantee that the credits will be accepted. Candidates are required to enter artifacts into Live Text to document their performance of competencies aligned with transfer coursework. Candidates transferring into the program should also note the provisions in the section, "Requirements for Student Teaching."

Honors Degree in Education

An Honors Degree in Education is available to qualified majors and open (but not limited to) candidates enrolled in University Honors. The Honors Degree in Education is available for students majoring in Early Childhood, Elementary, Elementary Integrated to Merged, and Secondary Education.

To graduate with Honors in Education, education majors must successfully complete the following:

1. Fulfill the usual requirements for education majors.

2. Maintain a minimum cumulative grade-point average of 3.5 in professional courses and 3.25 overall.
3. Maintain a 3.25 grade-point average in teaching major.
4. Establish an Honors Advisory Committee consisting of two College of Education and Human Development faculty members and one faculty member from the teaching major.
5. Complete a minimum of three semester hours in course work approved by the Honors Advisory Committee.
6. Complete successfully a six-hour Honors Thesis (Curriculum and Instruction 3999) approved by the Honors Advisory Committee.
7. Perform satisfactorily in an oral examination of an honors thesis in education.

Requirements for Bachelor's Degree in Early Childhood Education Certification in Grades Pre-Kindergarten through Third

A grade below "C" will not be accepted for candidates seeking Early Childhood certification.

The curriculum in Early Childhood education has five components:

1. general education,
2. focus area,
3. knowledge of the learner and the learning environment,
4. methodology and teaching, and
5. special education.

FOUR-YEAR DEGREE PROGRAM GUIDE Early Childhood Education Grades PK-3

First Year of Enrollment			
Course Prefix and Number	Cr. Hrs.	Course Prefix and Number	Cr. Hrs.
English 1157	3	English 1158	3
Mathematics 1115 or 1031	3	Mathematics 1021	3
Social Sciences*	3	Science*	3
Arts*	3	Humanities*	3
Education 1010	3	Education 2100	3
University Success 1001	1		
Total Hours	16	Total Hours	15
Second Year of Enrollment			
Course Prefix and Number	Cr. Hrs.	Course Prefix and Number	Cr. Hrs.
English (Elective)	3	Science*	3
Mathematics 1023	3	Humanities*	3
Science*	3	Human Performance 2320	3
Special Education 3610	3	Curriculum & Instruction 3400	3
Education 2200	3	Curriculum & Instruction 3500	3
Total Hours	15	Total Hours	15

Third Year of Enrollment				Second Year of Enrollment			
Course Prefix and Number Cr. Hrs.							
Curriculum & Instruction 3150	3	Curriculum & Instruction 3140	3	English (Elective)	3	Mathematics 2314	3
Curriculum & Instruction 3160	3	Curriculum & Instruction 3425	3	Mathematics 1023	3	Science*	3
Curriculum & Instruction 3410	3	Curriculum & Instruction 3530	3	Science*	3	Humanities*	3
Curriculum & Instruction 3510	3	Education 3000	3	Special Education 3610	3	Human Performance 2320	3
Curriculum & Instruction 3520	3	Social Sciences*	3	Education 2200	3	Curriculum & Instruction 3400	3
Curriculum & Instruction 3540	3			Total Hours	15	Total Hours	15
Total Hours	18	Total Hours	15				

Fourth Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Humanities*	3	Education 4000	3
Curriculum & Instruction 3340	3	Education 4950	9
Curriculum & Instruction 3440	3		
Education 3001	0		
Education 3100	3		
Education 3110	3		
Total Hours	15	Total Hours	12

- * Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses
- * Humanities: (English Literature, Library Science 3100 and History 1001, 1002, 2501, 2502 or 2601)
- * Science: (Six hour sequence in one science. Select from Biological Sciences, Chemistry, Earth & Environmental Sciences or Physics. Three hours must be Biological Sciences)
- * Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

Requirements for Bachelor's Degree in Elementary Education Certification in Grades One Through Five

A grade below "C" will not be accepted for candidates seeking elementary certification. The curriculum in Elementary Education has five components:

1. general education,
2. focus area,
3. knowledge of the learner and the learning environment,
4. methodology and teaching, and
5. special education.

FOUR-YEAR DEGREE PROGRAM GUIDE Elementary Education Grades 1-5

First Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English 1157	3	English 1158	3
Mathematics 1115	3	Mathematics 1021	3
Social Sciences*	3	Science*	3
Arts*	3	Humanities*	3
Education 1010	3	Education 2100	3
University Success 1001	1		
Total Hours	16	Total Hours	15

Third Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Humanities*	3	Social Sciences*	3
Science*	3	Curriculum & Instruction 3150	3
Social Sciences*	3	Curriculum & Instruction 3160	3
Curriculum & Instruction 3410	3	Curriculum & Instruction 3425	3
Curriculum & Instruction 3140	3	Education 3100	3
Education 3000	3		
Total Hours	18	Total Hours	15

Fourth Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Science*	3	Education 4000	3
Curriculum & Instruction 3340	3	Education 4910	9
Curriculum & Instruction 3440	3		
Curriculum & Instruction 3540	3		
Education 3002	0		
Education 3110	3		
Total Hours	15	Total Hours	12

- * Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses
- * Humanities: (English Literature, Library Science 3100 and History 1001, 1002, 2501, 2502 or 2601)
- * Science: (Six hour sequence in one science. Select from Biological Sciences, Chemistry, Earth & Environmental Science or Physics. Three hours must be Biological Sciences)
- * Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

Requirements for Bachelor's Degree in Elementary Education

Integrated to Merged Approach with Certification in General Education and Special Education Mild/Moderate Disabilities Grades One Through Five

The curriculum in the Integrated to Merged Elementary option has five components:

1. general education,
2. focus area,
3. knowledge of the learner and the learning environment

4. methodology and teaching, and
5. special education.

FOUR-YEAR DEGREE PROGRAM GUIDE
Elementary/Mild Moderate Education Grades 1-5

First Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English 1157	3	English 1158	3
Mathematics 1115	3	Mathematics 1021	3
Social Sciences*	3	Science*	3
Arts*	3	Humanities*	3
Education 1010	3	Education 2100	3
University Success 1001	1		
Total Hours	16	Total Hours	15

Second Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English (Elective)	3	Mathematics 2314	3
Mathematics 1023	3	Science*	3
Science*	3	Humanities*	3
Social Sciences*	3	Social Sciences*	3
Education 2200	3	Curriculum & Instruction 3400	3
		Special Education 3610	3
Total Hours	15	Total Hours	18

Third Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Curriculum & Instruction 3410	3	Curriculum & Instruction 3150	3
Curriculum & Instruction 3140	3	Curriculum & Instruction 3160	3
Special Education 3620	3	Curriculum & Instruction 3425	3
Education 3000	3	Education 3100	3
Education 3110	3	Special Education 3640	3
Science*	3	Science*	3
Total Hours	18	Total Hours	18

Fourth Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Curriculum & Instruction 3340	3	Education 4000	3
Curriculum & Instruction 3440	3	Education 4970	9
Special Education 3650	3		
Special Education 3660	3		
Education 3002	0		
Education 3003	0		
Humanities*	3		
Total Hours	15	Total Hours	12

- * Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses
- * Humanities: (English Literature, Library Science 3100 and History 1001, 1002, 2501, 2502 or 2601)
- * Science: (Six hour sequence in one science. Select from Biological Sciences, Chemistry, Earth & Environmental Sciences or Physics. Three hours must be Biological Sciences)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester

Requirements for Bachelor's Degree in Secondary Education

Certification in Grades 6-12

The curricula in secondary education have five components:

1. general education,
2. focus area(s),
3. knowledge of the learner and the learning environment,
4. methodology and teaching, and
5. special education.

Secondary (Grades 6-12) certification are as offered include:

1. Biology
2. Chemistry
3. Earth Science
4. English
5. Mathematics
6. Social Studies

FOUR-YEAR DEGREE PROGRAM GUIDE
Secondary Education Biology – Grades 6-12

First Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English 1157	3	English 1158	3
Mathematics 1125	3	Mathematics 1116 or 1126	3
Education 2204	4	Education 2100	3
Arts*	3	Biological Sciences 1071	1
Humanities*	3	Biological Sciences 1073	3
University Success 1001	1	Social Sciences*	3
Total Hours	17	Total Hours	16

Second Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Humanities*	3	Chemistry 1008	1
Biological Sciences 1081	1	Chemistry 1018	3
Biological Sciences 1083	3	Biological Sciences 2014	4
Chemistry 1007	1	Health Promotion 1110	3
Chemistry 1017	3	Curriculum & Instruction 3310/3311	3/1
Special Education 3610	3	Humanities*	3
Total Hours	14	Total Hours	18

Third Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Special Education 3620	3	Social Sciences*	3
Education 3000	3	Biological Sciences 3854	4
Education 3100	3	Biological Sciences 3653	3
Biological Sciences 2114	4	Curriculum & Instruction 4250/4201	3/1
Biological Sciences 2741	1	Education 3110	3
Biological Sciences 2743	3		
Total Hours	17	Total Hours	17

Fourth Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Curriculum & Instruction 4432	3	Education 4251	3
Curriculum & Instruction 4620	3	Education 4920	9
Education 3007	0		
Biological Sciences (Elective)	3		
Biological Sciences (Elective)	3		
Total Hours	12	Total Hours	12

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Humanities: (English Literature, Film, Theatre and Communication Arts, Foreign Languages, History, Philosophy, or Women's and Gender Studies)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level.

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

FOUR-YEAR DEGREE PROGRAM GUIDE
Secondary Education Chemistry – Grades 6-12

First Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English 1157	3	English 1158	3
Mathematics 1125	3	Mathematics 1116 or 1126	3
Education 2204	4	Education 2100	3
Arts*	3	Chemistry 1007	1
Humanities*	3	Chemistry 1017	3
University Success 1001	1	Social Sciences*	3
Total Hours	17	Total Hours	16

Second Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Biological Sciences 1073 or 1083	3	Chemistry 2117	3
Chemistry 1008	1	Chemistry 2217	3
Chemistry 1018	3	Health Promotion 1110	3
Special Education 3610	3	Curriculum & Instruction 3310/3311	3/1
Humanities*	3	Physics 1001	3
Social Sciences*	3		
Total Hours	16	Total Hours	16

Third Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Chemistry 2025	3	Chemistry 2026	2
Chemistry 2218	3	Chemistry (Elective)	3
Special Education 3620	3	Earth & Environmental Science (Elective)	3
Education 3000	3	Curriculum & Instruction 4250/4201	3/1
Education 3100	3	Education 3110	3
Total Hours	15	Total Hours	15

Fourth Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Chemistry (Elective)	3	Education 4251	3
Chemistry (Elective)	3	Education 4920	9
Curriculum & Instruction 4432	3		
Curriculum & Instruction 4620	3		
Education 3007	0		
Humanities*	3		
Total Hours	15	Total Hours	12

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Humanities: (English Literature, Film, Theatre and Communication Arts, Foreign Languages, History, Philosophy, or Women's and Gender Studies)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

FOUR-YEAR DEGREE PROGRAM GUIDE
Secondary Education Earth Science – Grades 6-12

First Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English 1157	3	English 1158	3
Mathematics 1115	3	Mathematics 1116	3
Education 2204	4	Education 2100	3
Arts*	3	Primary Focus Area	4
Humanities*	3	Social Sciences*	3
University Success 1001	1		
Total Hours	17	Total Hours	16

Second Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Biological Sciences 1071	1	Chemistry 1012 or 1017	3
Biological Sciences 1073	3	Health Promotion 1110	3
Special Education 3610	3	Curriculum & Instruction 3310/3311	3/1
Physics 1001	3	Humanities*	3
Primary Focus Area	4		
Primary Focus Area	4		
Total Hours	14	Total Hours	17

Third Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Special Education 3620	3	Social Sciences*	3
Education 3000	3	Curriculum & Instruction 4250/4201	3/1
Education 3100	3	Education 3110	3
Primary Focus Area	6	Primary Focus Area	6
Total Hours	15	Total Hours	16

Fourth Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Curriculum & Instruction 4432	3
Curriculum & Instruction 4620	3
Education 3007	0
Earth & Environmental Science 3096 or 4096	4
Earth & Environmental Sciences	3
Humanities*	3
Total Hours	16

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Humanities: (English Literature, Film, Theatre and Communication Arts, Foreign Languages, History, Philosophy, or Women's and Gender Studies)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

**FOUR-YEAR DEGREE PROGRAM GUIDE
Secondary Education English – Grades 6-12**

First Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
English 1157	3
Mathematics 1115 or 1031	3
Education 2204	4
Arts*	3
Social Sciences*	3
University Success 1001	1
Total Hours	17

Second Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Science*	3
Special Education 3610	3
Primary Focus Area	9
Total Hours	15

Third Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Special Education 3620	3
Education 3000	3
Education 3100	3
Primary Focus Area	6
Total Hours	15

Fourth Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Curriculum & Instruction 4432	3
Curriculum & Instruction 4620	3
Education 3005	0
Primary Focus Area	9
Total Hours	15

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Science: (Six hour sequence in one science. Select from Biological Sciences, Chemistry, Earth & Environmental Science or Physics. Three hours must be Biological Sciences)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

**FOUR-YEAR DEGREE PROGRAM GUIDE
Secondary Education Mathematics – Grades 6-12**

First Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
English 1157	3
Mathematics 1125	3
Education 2204	4
Arts*	3
Humanities*	3
University Success 1001	1
Total Hours	17

Second Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Humanities*	3
Science*	3
Special Education 3610	3
Mathematics 2107	3
Mathematics 2314	3
Total Hours	15

Third Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Special Education 3620	3
Education 3000	3
Education 3100	3
Mathematics 2109	4
Mathematics (Elective)	3
Total Hours	16

Fourth Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Curriculum & Instruction 4432	3
Curriculum & Instruction 4620	3
Education 3006	0
Mathematics 3512	3
Mathematics (Elective)	3
Humanities*	3
Total Hours	15

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Humanities: (English Literature, Film, Theatre and Communication Arts, Foreign Languages, History, Philosophy, or Women's and Gender Studies)

* Science: (Six hour sequence in one science. Select from Biological Sciences, Chemistry, Earth & Environmental Science or Physics. Three hours must be Biological Sciences)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

FOUR-YEAR DEGREE PROGRAM GUIDE
Secondary Education Social Studies – Grades 6-12

First Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
English 1157	3
Mathematics 1115 or 1031	3
Education 2204	4
Arts*	3
Primary Focus Area	3
University Success 1001	1
Total Hours	17

Second Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Humanities*	3
Science*	3
Special Education 3610	3
Primary Focus Area	6
Total Hours	15

Third Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Special Education 3620	3
Education 3000	3
Education 3100	3
Primary Focus Area	6
Total Hours	15

Fourth Year of Enrollment	
Course Prefix and Number Cr. Hrs.	Course Prefix and Number Cr. Hrs.
Curriculum & Instruction 4432	3
Curriculum & Instruction 4620	3
Education 3008	0
Primary Focus Area	9
Total Hours	15

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Humanities (English Literature)

* Science (Six hour sequence in one science. Select from Biological Sciences, Chemistry, Earth and Environmental Sciences or Physics. Three hours must be Biological Sciences.)

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

Minor in Secondary Education

The College of Education and Human Development offers a minor in Secondary Education for students from the College of Liberal Arts and the College of Sciences. The requirements of the minor are as follows:

1. Completion of the requirements for a degree in English, history, mathematics, biology, chemistry or earth sciences with a minimum grade of C in each course in the academic content area.
2. A total of 21 credit hours in the College of Education and Human Development with a grade of C or better in each of the following courses:
Education 2204 (4)
Education 3100 (3)
Curriculum and Instruction 3310 (3) and 3311 (1)
Curriculum and Instruction 4432 (3)
Curriculum and Instruction 4620 (3)
Curriculum and Instruction 4220, 4240, 4250, or 4260 (3) and 4201 (1)
3. Receive passing scores on the PRAXIS I, ACT or SAT
4. Pass all required performance assessments and disposition reviews.
5. Note: No independent study/substitution courses will be allowed in the Education minor program.

Students seeking teacher certification as part of their baccalaureate program must also:

1. Receive passing score(s) for the PRAXIS II content area exam(s) prior to student teaching
2. Receive a passing score on the Principles of Learning and Teaching exam prior to graduation..
3. Successfully complete a student teaching experience: Education 4920 (9) and Curriculum and Instruction 4221, 4241, 4251, or 4261 (3) for certification in English, Mathematics, Sciences, and Social Studies respectively.

Students who fulfill the requirements of the minor in Secondary Education but are unable to complete the additional requirements for certification prior to graduation may enroll in the college's alternative certification program to complete the requirements for certification within four (academic year) semesters beginning the semester after graduation.

Candidates should consult with a College of Education and Human Development academic counselor or refer to the college website at www.uno.edu/coehd for detailed information regarding each program of study.

FOUR-YEAR DEGREE PROGRAM GUIDE

Human Performance and Health Promotion – Health Promotion

First Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
English 1157	3	English 1158	3
Mathematics 1125 or 1031	3	Mathematics 1116 or 1032	3
Biological Sciences Elective	3	Biological Sciences 1301	1
Health Promotion 1110	3	Biological Sciences 1303	3
Free Elective	3	Health Promotion 2110	3
University Success 1001	1	Free Elective	3
Total Hours	16	Total Hours	16

Second Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Physical Science	4	Physical Science	4
Humanities*	3	Social Science*	3
Social Science*	3	Health Promotion 4202	3
Health Performance 2170	3	Health Promotion/ Health Performance Elective	3
Free Elective	3	Free Elective	3
Total Hours	16	Total Hours	16

Third Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Arts*	3	Humanities*	3
Social Science*	3	Health Promotion 4111	3
Health Promotion 4301	3	Health Promotion/ Philosophy 4200	3
Health Promotion/ Health Performance Elective	3	Health Promotion/ Health Performance Elective	3
Free Elective	3	Free Elective	3
Total Hours	15	Total Hours	15

Fourth Year of Enrollment			
Course Prefix and Number Cr. Hrs.		Course Prefix and Number Cr. Hrs.	
Humanities*	3	Health Promotion 4110	3
Health Promotion 4302	3	Health Promotion 4998	3
Health Promotion 4706	3	Health Promotion/ Health Performance Elective	3
Health Promotion/ Health Performance Elective	3	Free Elective	3
Health Promotion/ Health Performance Elective	3		
Total Hours	15	Total Hours	12

* Arts: Film and Theatre Arts (theatre/dance/film related courses), Fine Arts or Music: all courses

* Humanities: (English Literature, Film, Theatre and Communication Arts, Foreign Languages, History, Philosophy, or Women's and Gender Studies)

* Social Sciences: (Economics, Geography, Political Science, Psychology, or Sociology) One course MUST be at the 2000 level

Refer to "Course Offerings and Prerequisite Handout" when planning class schedule each semester.

Graduate Alternate Certification Pathway

Three options for obtaining teacher certification are offered at the graduate level. The Master of Arts in Teaching (MAT) degree is designed to offer candidates with a bachelor degree outside the field of education an opportunity to address the requirements of an initial level teaching certificate within a Master's degree program. The Graduate Alternate certification program is designed to provide all

of the coursework and experiences necessary to obtain Louisiana certification without pursuing an academic degree. (The Non-degree Graduate program option is only available to Secondary Minor candidate continuing as a graduate student to complete certification requirements.)

The Practitioner Program is designed to assist new teachers in gaining certification on a "fast track" schedule. Admission to this program is restricted as candidates are selected by the employing school district. The practitioner program is only offered when external funding is awarded to support collaborative efforts with employing schools/districts.

Master of Arts in Teaching

Programs of Study: Two Master of Arts in Teaching (MAT) are offered. The Masters of Arts in Teaching in Curriculum and Instruction offers certification in early childhood (PreKindergarten – grade 3), elementary (grades 1-5), middle grades (grades 4-8) in English, math, science, and social studies, secondary (grades 6-12) in English, math, social studies, biology, chemistry, earth science, general science, and physics.

The Master of Arts in Teaching in Special Education offers certification in deaf/hard of hearing (grades 1-12), early intervention (birth–age 5), significant disabilities (grades 1-12) and mild/moderate disabilities (grades 1-5, 4-8 and 6-12). The mild/moderate disabilities certification is offered through an Integrated to Merged program which results in certification in mild/moderate disabilities and in elementary (grades 1-5), middle grades (grades 4-8), or secondary education (grades 6-12). Note that certification in middle school and secondary is specific to one content area.

The Master of Arts in Teaching program requires 36-39 graduate credit hours in the following areas: learner and the learning environment, teaching methodology, literacy, research, and internship/student teaching. Details of the program of study for each certification option may be found at the college website at www.uno.edu/coehd.

Admission: In addition to the admission requirements established by the Graduate School which include an overall grade point average of 2.5 and a satisfactory score on the Graduate Record Examination (GRE), candidates must achieve passing scores on PRAXIS I as well as the relevant PRAXIS II subject assessment. PRAXIS I is not required for candidates with an ACT composite score of 22, an SAT (verbal and math) score of 1030, or who already have a Master's degree. The College office must have official scores. All candidates must submit official transcripts from each college and university attended. One transcript with all transfer credits is not acceptable. All initial advising for this program occurs via the College of Education and Human Development Academic Counselors. Following initial advising, candidates are advised by a Faculty Advisor in the Department of Curriculum and Instruction or the Department of Special Education and Habilitative Services for the duration of their program of study.

Field Experience Requirements

Throughout the program, candidates complete field activities in school and classroom settings. Field work is supported in two ways: through assigned work associated with individual classes and within a student teaching (9 credits) or internship (6 credits) experience taken at the end of the program of study. Field experience opportunities support candidates in meeting all national and state standards associated with their certification area. The program includes specific requirements for the number and type of field experience hours that must be completed as well as for the development of an electronic portfolio that aligns artifacts resulting from field work with specific professional standards. More information on field experience requirements may be found at the college website at www.uno.edu/coehd.

Requirements for Completing Program

All certification programs in the College of Education and Human Development are performance-based. Candidates develop a professional portfolio to document the knowledge, skills, and dispositions associated with effective teaching. Completion of the program of study requires successful performance in coursework, field experience, and candidate assessments specific to the area of study. In addition to assessments associated with specific courses in the program,

candidates must pass a final assessment to complete the program and be recommended for a teaching certificate. More information on candidate assessment and program progression requirements may be found at the college website at www.uno.edu/coehd.

Louisiana Teacher Certification

Candidates who successfully complete all program requirements are recommended to the Louisiana Department of Education for a teaching certificate. All conditions listed above under "Louisiana Teacher Certification" must be satisfied. Candidates enrolled in this program while teaching may be eligible for a Practitioner License upon recommendation by the hiring school district.

Graduate Non-Degree Alternate Certification Only

Certification Areas Offered

Certification areas include Secondary (grades 6-12) in a specific content area. The secondary education program is only open to UNO graduates who completed the Minor in Secondary Education without completing the Student Teaching requirement. Secondary content areas include: English, mathematics, social studies, and science (biology, chemistry, earth science, general science, and physics).

Specific requirements for the Graduate Non-Degree Certification are available in the College of Education and Human Development office.

Practitioner Certification Option

(The practitioner program is only offered when external funding is awarded to support collaborative efforts with employing schools/districts.)

Program Admission

Enrollment in the Practitioner Certification program is restricted to candidates jointly selected by university and school district personnel. Candidates must have an agreement for employment by a participating school district for the subsequent school year. Admission takes place in the spring via a formal application process. Admission to this program requires an overall grade point average of 2.5 and passage of PRAXIS I (or ACT (22 Composite Score) or SAT (1030 Verbal & Math) and PRAXIS II content examination in the desired certification area. The College office must have official scores. PRAXIS I is not required for candidates who already have a Master's degree. All candidates must submit official transcripts from each college and university attended. One transcript with all transfer credits is not acceptable. This is a requirement for all candidates pursuing initial certification.

Program of Study

The Practitioner program is only offered in high-need certification areas including middle (grades 4-8) and secondary (grades 6-12) mathematics, middle grade science and secondary biology, chemistry, chemistry, earth science, general science, and physics, and special education—mild/moderate disabilities. The special education certificate is offered within an Integrated to Merged program of study that results in dual certification in middle or secondary education as well as special education—mild/moderate disabilities in the same grade level.

The program begins with an intensive nine-semester-hour block of coursework and field activities in the summer. During the initial year of teaching, candidates enroll in three semester hours of course-work during both the fall and spring semesters. Concurrently, candidates enroll in three semester hours of internship during each semester. Additional coursework and internship hours may be prescribed based on candidate performance.

Field Experience Requirements

Throughout the program, candidates complete field activities in school and classroom settings. Field work is supported through enrollment in an internship taken during the fall and spring semesters during the first year of teaching. Candidates meet in cohort groups to receive support on field activity completion and evaluation. Candidates must successfully pass assessment requirements to advance from the summer portion of the program to the fall semester and from the fall portion of the program to the spring semester. Each semester of the program requires a specific minimum number of field experience hours.

Requirements for Completing Program

All certification programs in the College of Education and Human Development are performance-based. Candidates develop a professional portfolio to document their ability to demonstrate knowledge, skills, and dispositions associated with effective teaching. Completion of the program of study requires successful performance in both coursework and applied field activities. Candidates must also complete one year of successful teaching in the desired certification area to be recommended for teacher certification.

Louisiana Teacher Certification

Candidates who successfully complete all program requirements are recommended to the Louisiana Department of Education for certification award. All conditions listed above under "Louisiana Teacher Certification" must be satisfied. Candidates enrolled in this program receive a Practitioner License Certificate during their program of study.

Continuation of Program of Study to Receive a Master's Degree

Dependent on performance, candidates may apply a portion of the coursework completed for certification toward a Master of Education degree. Additional information on this option may be found at the college website at www.uno.edu/coehd.

PRAXIS Requirements for All Teacher Education Candidates

All candidates pursuing initial teaching certification must successfully pass three types of PRAXIS examinations prior to program completion and recommendation for certification. The point in time that the candidate takes each examination varies according to the certification program option pursued. The following describes when each PRAXIS test is taken:

PRAXIS I PPST

Undergraduate Program: Prior to Admission to Tier III (Teacher Education Program)

Graduate Alternate Certification (Master of Arts in Teaching, Non-Degree, and Practitioner): Must be passed prior to admission to the program

PRAXIS II

Undergraduate Program: Content area taken prior to Tier IV (Student Teaching)

Graduate Alternate Certification Master of Arts in Teaching, Non-Degree, and Practitioner): Must be passed prior to admission to the program

PRAXIS II

Principles of Learning & Teaching

Undergraduate Program: Must be passed prior to graduation

Graduate Alternate Certification Master of Arts in Teaching, Non-Degree, and Practitioner): Must be passed prior to graduation or completion of the program

Add-On Certification Option

The College of Education and Human Development offers several programs of study that result in an additional area of certification. These programs are designed for candidates who already hold a current Louisiana Teaching Certificate. More information on these programs of study may be found at the college website www.uno.edu/coehd.

College of Engineering

Norman Whitley, Interim Dean

The College of Engineering offers undergraduate degree programs in civil engineering, electrical engineering, mechanical engineering, and naval architecture and marine engineering. These curricula provide an opportunity for professional career education in the traditional fields of engineering, and preparation for industrial employment or graduate studies.

The undergraduate degree programs in engineering provide a broad engineering education in preparation for:

1. Professional employment, mainly as civil, electrical, mechanical engineering, naval architecture and marine engineering in design, development, production, operation, and sales, or
2. Graduate study in the various fields of engineering and the physical sciences. Emphasis is placed on fundamentals in the basic fields followed by applications in the areas of engineering design and planning.

Accreditation

The following undergraduate programs in engineering offered by the College of Engineering, University of New Orleans, are accredited by the Engineering Accreditation Commission of www.abet.org.

Bachelor of Science Degree in:

1. Civil Engineering
2. Electrical Engineering
3. Mechanical Engineering
4. Naval Architecture and Marine Engineering

Admission to the College of Engineering

First-time freshmen admitted to the university will be admitted to the college of engineering with an engineering classification provided that they:

1. Qualify for, or have credit in, a college-level calculus course (e.g., MATH 2111). Qualification for a first course in college-level calculus requires a minimum MATH ACT score of 28 or a minimum MATH SAT score of 630.
2. Satisfy all other university admission standards.

First-time freshmen admitted to the university that are not eligible for direct entry into engineering may enter into the college with a pre-engineering classification provided that they:

1. Qualify for or have credit in a college-level algebra course (e.g., MATH 1125). Qualification for a college-level algebra course requires a minimum MATH ACT score of 22 or a minimum MATH SAT score of 520.
2. Have a composite GPA/ MATH ACT score (GPA/MATH ACT score= high school GPA*10 + MATH ACT score) of 53 or higher. This requirement is

shown in tabular form in the PRE-ENGR CLASSIFICATION TABLE below. For a given high school GPA range, one can determine the minimum MATH ACT score or the minimum MATH SAT score required for entry into the college as a pre-engineering student.

Engineering Classification Table for First Time Freshmen

High School GPA	Minimum Math ACT Score (SAT Score)
3.100 or above	22 (520)
3.000-3.099	23 (540)
2.900-2.999	24 (560)
2.800-2.899	25 (570)
2.700-2.799	26 (590)
2.600-2.699*	27 (610)

*A first-time freshman with a high school GPA below a 2.600 cannot enter into the college as a pre-engineering student.

First-time freshman admitted to the university who do not have a High School GPA (e.g. if they have a GED) will be admitted to the College of Engineering based solely on the Math ACT or SAT score. These students will be admitted as pre-engineering students if their ACT (SAT) is between 22 (520) and 27 (610), inclusive, or as engineering students if their Math ACT (SAT) is 28 (630) or higher.

3. Satisfy all other university admission standards.

The pre-engineering classification begins with the letter "P" (e.g., pre-electrical engineering is PENEE). While classified as a pre-engineering student, he or she will not be allowed to take engineering courses (i.e., ENCE, ENEE, ENME, ENGR, and NAME courses) above the 1000 level. Students remain in this classification until they are eligible for a first course in calculus AND have a cumulative PRE-ENG GPA of 2.25 or higher (the PRE-ENG GPA is computed based on all grades in physics courses, chemistry courses, engineering courses, courses in mathematics that are prerequisites to MATH 2111, and mathematics calculus courses.) If a student fails to qualify for a first course in calculus OR does not have a cumulative PRE-ENG GPA of 2.25 or higher by the end of the semester in which 36 credit hours are attempted (W's, SUS's, and XF's count toward the number of credit hours attempted), the student will be removed from the college of engineering; there are no exceptions.

Students that are transferring from another university or college are considered Transfer Students. The following admission regulations apply to transfer students:

1. Transfer students with fewer than 24 transferable hours must meet the first-time freshman engineering requirements. In addition, they must have at least a 2.25 transfer GPA on all coursework.
2. Transfer students with 24 or more but fewer than 36 transferable hours can be admitted to the college of engineering as pre-engineering students provided that they:
 - Qualify for a pre-calculus trigonometry course (e.g., MATH 1126)
 - have a 2.5 or higher transfer GPA
3. Transfer students with 24 or more but fewer than 36 transferable hours can be directly admitted to the college of engineering with engineering classification provided that they:
 - Qualify for or have credit in a college-level calculus course (e.g., MATH 2111)
 - Satisfy all other university admission standards.
4. Transfer students with 36 or more transferable hours may only be admitted with the engineering classification and must satisfy the following:
 - Qualify for or have credit in a college-level calculus course (e.g., MATH 2111)
 - Satisfy all other university admission standards.

Only first-time freshmen can be admitted into the college of engineering with the pre-engineering classification. If a transfer student does not qualify for entry into the college with the engineering classification, he or she must be admitted to another college until the requirements for entry into the college with the engineering classification are met. Once these requirements are met, the student should go the Engineering college office and complete the Engineering Transferal form to facilitate this transfer process.

Requirements for the Baccalaureate Degree

The degree of Bachelor of Science in Engineering may be granted upon satisfactorily meeting the following requirements:

1. Completion of a program of study selected from the following four fields: civil engineering, electrical engineering, mechanical engineering, and naval architecture and marine engineering.
2. Approval of all electives by the department.
3. Completion of all University General Degree Requirements.
4. Obtain a cumulative grade-point average of 2.0 ("C" average) in:
 - a. the overall GPA- all courses attempted anywhere, at any time (this requirement includes all transfer work, whether applicable to a particular degree or not);
 - b. the UNO GPA- all work taken at UNO;
 - c. the major GPA- all work in the major subject (i.e., ENCE, ENEE, ENME, or NAME);

Because of the continually evolving curricula in the four major engineering disciplines: civil, electrical, mechanical engineering, and naval architecture and marine engineering, students are strongly encouraged to complete degree requirements as stated in an official curriculum that is in effect one year prior to their expected date of graduation.

The latest curriculum will always be the one most "up-to-date," reflecting technological developments and criteria established by ABET, the national accrediting board for engineering curricula.

At the beginning of the semester prior to graduation (e.g. the Fall semester, if planning to graduate in Spring), the student should complete a Graduation Verification Sheet with the college advisor. (A student in the electrical engineering curriculum must complete this verification process two semesters prior to graduation.) The student must have it approved by his/her Department Chair or Associate Chair. This process ensures that the student's final transcript meets all requirements for the baccalaureate degree in the chosen field. It should, however, be noted that it is the student's responsibility to assure that all the requirements for graduation are met.

Engineering Academic Probation

If an engineering student (i.e., a student with the engineering classification as opposed to the pre-engineering classification) receives less than a 2.0 GPA in any given semester on his or her semester GPA, overall GPA, or UNO GPA, or major GPA, that student will be placed on Engineering Academic Probation. Engineering Academic Probation is not the same as university academic probation. As such, the probation rules are different. While on Engineering Academic Probation, a student will not be allowed to take more than 12 credit hours in Spring or Fall and 6 hours in Summer (fewer at the Chair's or Dean's discretion). A student on probation must receive approval from the departmental Chair before enrolling in any course that counts toward the engineering degree. The student will remain on probation until his or her cumulative overall GPA, UNO GPA, and major GPA are all at least a 2.0.

Scholastic Drop from Engineering

A student with the engineering classification obtaining less than a 2.0 on his or her overall GPA, UNO GPA, or major GPA, for three consecutive Fall/Spring semesters will be dropped from the college of engineering.

While a pre-engineering student cannot be placed on Engineering Academic Probation, if a pre-engineering student fails to qualify for a first course in calculus OR does not have a cumulative PRE-ENG GPA of 2.25 or higher by the end of the semester in which 36 credit hours are attempted, that student will be removed from the college of engineering (the PRE-ENG GPA is computed based on all grades in physics courses, chemistry courses, engineering courses, courses in mathematics that are pre-requisites to MATH 2111, and mathematics calculus courses.) W's, SUS's, and XF's count toward the number of credit hours attempted. There are no exceptions.

Dual-Degree Program with Xavier, SUNO, Loyola, Dillard

The University of New Orleans (UNO) has established a cooperative dual degree also known as 3+2 program in physics/engineering. The program is five to five-and-a-half years in length, depending on the program, and leads to a Bachelor of Science degree in Physics from the cooperating university and a Bachelor of Science degree in engineering from UNO. Students attend the cooperating university for three years, majoring in physics, and then transfer to UNO for two additional years, concentrating in one of the four professional engineering degree programs: civil, electrical, mechanical, or naval architecture and marine engineering. Students are awarded the two baccalaureate degrees upon completion of the five-year or to five-and-a-half-year program.

Program Requirements:

During the first three years of the program the student takes basic arts and sciences courses. The student is then eligible to pursue UNO's B.S. degree curricula in engineering. (Registration, in writing, at the UNO College of Engineering is required.) Students will not be permitted to graduate under catalogs dated prior to the date of actual written UNO registration. At the time of registration the student will receive advising necessary to direct and complete the program. The student must be admitted to UNO and to the College of Engineering (not pre-engineering) for the last 60 hours of the engineering degree. Cross-registered courses taken before admission to the College of Engineering do not count in the 60 hours. Students not admitted before the last 60 hours will be considered as transfer students, not as dual degree or 3+2 students. General degree requirements must be completed before the baccalaureate degrees can be awarded. For details, contact the College office.

Credits gained at the two institutions will be mutually accepted. Engineering courses completed at UNO will be counted, in part, as electives in the physics program, and physics courses taken will be counted, in part, as electives in the UNO engineering programs. To be eligible for UNO's B.S. degree curricula in engineering, junior-year students must have a 2.5 grade-point average (on a 4-point system). Students must earn a grade of 2.0 or better at UNO in all science and mathematics courses, a 2.0 or better in UNO engineering courses.

Academic Program Planning

Students must schedule advising sessions at regular intervals to develop a program of study within the constraints of the various options which is best suited to accomplish their goals for a professional career in engineering or for advanced study. Advantage should be taken of the specific expertise of various faculty members in the traditional and contemporary fields of engineering. Advising will involve pre-advising (twice a year, toward the end of the spring and the fall semesters), and providing information on particular programs.

A normal semester course load for a student holding no outside employment is 15-18 hours. Deficiencies or unsatisfactory grades may require the student to attend summer school or to extend the time of study beyond the normal four-year period. No student may register for more than 19 hours without consent of the dean (See Maximum and Minimum Work) and no student on academic probation may enroll in more than 13 hours. New freshmen are strongly advised to limit their initial registration to 15 hours. All students are expected to become familiar with the general education requirements, attendance regulations, grade point requirements, and rules concerning the maintenance of good academic standing appearing elsewhere in this catalog.

Electives

Non-science and engineering electives should be chosen so as to satisfy the particular requirements for the student's major. Duplication of subject matter should be avoided. Degree credit will not be given for courses covering subject matter similar to that in a course for which the student has already earned credit.

Honors in Engineering

An honors program is available to superior students. Successful completion of the program results in graduation with honors in civil, electrical, mechanical, or naval architecture and marine engineering.

In order to be eligible for the program, a student must have been admitted to the College of Engineering, have junior or senior standing, and must have achieved an overall grade point average of at least 3.2. Approval of the College of Engineering and the Director of the Honors Program is also required.

To qualify for a bachelor's degree with departmental honors, the student must:

- Earn a cumulative grade point average (GPA) of at least 3.5 in the departmental courses, and a minimum overall grade point average of 3.2
- Complete a senior honor thesis, which encompasses a senior level research or design project equivalent to six hours of degree credit
- To complete a senior honors thesis, a student must:
 - Arrange for a faculty member in the relevant discipline to direct the thesis
 - Receive approval from the Director of the Honors Program to register for senior thesis credit
 - Register for the course hours required by the department for a Senior Honors Thesis
 - Give an oral defense of the thesis to a committee composed of the thesis director, a member of the faculty selected by the chair of the department in which the thesis is written, and a representative of the Honors Program
 - Participation in a departmental honors program does not increase the total number of hours needed for the completion of a particular degree.

Civil Engineering

Civil Engineering applies the laws and principles of the basic sciences, primarily mechanics, to the design, modification, construction, and building of structures of all kinds, to resist and harness the forces of nature, and to improve the quality of life. Civil engineers are responsible for planning, designing, constructing, and operating structures, water-supply and waste-disposal systems, air- and water-pollution-control systems, flood-control systems, and transportation systems. In essence, civil engineers are concerned with the environment of modern society.

The Civil Engineering Educational Objective is to:

Produce civil engineering graduates who are academically prepared to be successful civil engineers serving the needs of society by working in construction, consulting, government, industry, or academia.

This educational objective describes the career and professional accomplishments that the Civil Engineering Program is preparing its graduates to achieve. This broad educational objective is further defined and measured as follows:

1. Graduates of the program will be academically prepared in the civil engineering areas of structures, geotechnical, water resources, and environmental engineering. According to the National Council of Examiners for Engineering and Surveying (NCEES), licensure is the mark of a professional that demonstrates accomplishment of the high standards of professionalism to which the engineering profession subscribes. The prerequisite for licensure is ABET-accredited education, engineering experience, and passing the Principles of Practice of Engineering Exam. This examination includes a 4 hour breadth exam in Construction, Geotechnical, Structural, Transportation, and Water Resources and Environmental areas in addition to a 4 hour depth exam in one of these areas. Maintaining licensure requires up to 15 hours of board-approved continuing professional development annually. UNO graduates will be surveyed to determine if they have earned their professional engineering license and whether they consider themselves academically prepared in each of these civil engineering areas.
2. UNO Civil Engineering graduates are considered successful civil engineers if they attain professional advancement. Graduates of the program will be surveyed to determine professional advancement.

UNO Civil Engineering graduates will serve the needs of society by working in construction, consulting, government, industry (i.e., industrial plant, manufacturing plant, etc.) or academia. Graduates of the program will be surveyed to determine the industry in which they are employed.

The Department of Civil and Environmental Engineering at UNO offers a four-year program leading to the Bachelor of Science in Civil Engineering degree. The UNO Civil Engineering curriculum is accredited by the Accrediting Board for Engineering and Technology (ABET). The University also offers graduate programs leading to the Masters of Science in Engineering and Ph.D. in Engineering and Applied Science.

CURRICULUM IN CIVIL ENGINEERING

Department of Civil and Environmental Engineering	
Course Requirements	Cr. Hrs.
Civil Engineering 2301, 2310, 2311, 2350, 2351	14
Civil Engineering 3300, 3318, 3323, 3340, 3341, 3356, 3390	21
Civil Engineering 4318, 4319, 4321, 4322, 4323, 4340, 4358, 4359, 4386, 4390, 4399	30
Civil Engineering electives ¹	3
Total	68
College of Engineering Course Requirements	
Mechanical Engineering 2750, 3770	6
Total	6
Non-College of Engineering ABET Requirements	
English 1157, 1158 (or 1159) and 2152	9
Mathematics 2111 ³ , 2112, 2221, 2314	16
Physics 1061, 1062, 1063	7
Biology Elective ²	3
Social Science Electives ²	3
Economics 2000	3
Chemistry 1007, 1017 or equivalent	4
Literature elective ²	3
Arts elective ²	3
Humanities elective	3
Total	54
Grand Total	128

¹ Electives must be selected from 4000-level courses and must include a minimum of three design credits.

² To graduate with a degree in Engineering, the student must satisfy the general degree requirements of the University.

³ Students who are not strong in math should take the three-semester mathematics

sequence, Mathematics 2107 (3 cr.), Mathematics 2108 (3 cr.), and Mathematics 2109 (4 cr.), in place of the two-semester sequence, Mathematics 2111 (5cr.) and Mathematics 2112 (5cr.)

Electrical Engineering

The Department of Electrical Engineering offers the Bachelor of Science in Electrical Engineering with concentrations in computer engineering and electrical engineering.

The Department of Electrical Engineering has the goal of producing well-educated electrical and computer engineers who will be successfully employed in industry at the regional and national levels or who will continue on with graduate studies. The curriculum is designed for maximum breadth of coverage of electrical and computer engineering topics while allowing considerable depth in certain areas chosen by each student. The majority of the department's graduates are employed in the electronics, communications, computer, power, oil and petrochemical, and consulting industries. Other areas of electrical and computer engineering are available in the curriculum via electives.

Students may select a concentration in either electrical engineering or computer engineering. The traditional areas of electronics, power, communications, and controls are emphasized in the Electrical Engineering Concentration, while the Computer Engineering Concentration emphasizes the areas of digital electronics, computer architecture, operating systems, and software development. Electives are available which allow students in either concentration to obtain breadth and depth in other areas.

Educational Objectives of the Electrical Engineering Program

The following are the educational objectives of the electrical engineering program. These objectives were developed by the faculty in consultation with the Electrical Engineering Industry Advisory Board and were approved by electrical engineering students.

The objective of the Electrical Engineering program of the University of New Orleans is to produce graduates who are successful practitioners of electrical and computer engineering and appreciate the value of furthering their education.

Driven by the University's urban mission and the needs of (and our ties with) industry of the Gulf Coast region, the Electrical Engineering program meets the demands of the following industries:

- Energy and petrochemical
- Data and telecommunication
- Computer Engineering
- Information and systems technologies
- Consulting
- Industrial power and controls
- Electronics design and manufacturing
- Shipbuilding

The Electrical Engineering program also meets the demands of national industries and serves as a foundation for graduate education.

Minimum Grade of C:

A grade of C or better is required in all Engineering, Computer Science, Physics, and Mathematics courses counted toward the degree. In addition, a grade of C or better is required in ECON 2000 (Engineering Economics), Philosophy 2244 (Engineering Ethics), and ENGL 2152 (Technical Writing). A student may not register in any engineering course if s/he has not passed all of its prerequisites with a C or better.

CURRICULUM IN ELECTRICAL ENGINEERING

Electrical Engineering Concentration

Department of Electrical Engineering	
Course Requirements	Cr. Hrs.
Electrical Engineering 2510, 2550, 2551, 2582, 2586	11
Electrical Engineering 3512, 3517, 3530, 3540, 3543	12
Electrical Engineering 3511 or 3574, 3521 or 3535, 3533	7
Electrical Engineering 3091, 3092, 3560, 3572, 3582	13
Electrical Engineering 3522 or 3587 ¹	3
Electrical Engineering electives	9
Total	54

College of Engineering Course Requirements	Cr. Hrs.
Engineering 3090	1
Total	1

Non-College of Engineering Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159) and 2152	9
Arts Elective ²	3
Mathematics 2111, 2112 ² , 2115, 2221, 2511	19
Physics 1061, 1062, 1063, 1065, 2064	11
Computer Science 1205, 2025	6
Biology elective ²	3
Chemistry 1014	4
Philosophy 2244	1
Literature ²	3
Humanities elective ²	2
Economics 2000	3
Social Sciences elective	3
Total	67
Grand Total	122

¹Students who are pursuing Power and Energy Systems must register in ENEE 3522. Others must register in ENEE 3587.

²All elective courses are subject to approval by the department and the College of Engineering and must satisfy both the general degree requirements and the engineering general degree requirements appearing in this catalog.

³Students who are not strong in math are encouraged to take the three-semester mathematics sequence Mathematics 2107 (3 cr.), 2108 (3 cr.) and 2109 (4 cr.) in place of the two-semester sequence Mathematics 2111 (5 cr.) and 2112 (5 cr.).

CURRICULUM IN ELECTRICAL ENGINEERING

Computer Engineering Concentration

Department of Electrical Engineering	
Course Requirements	Cr. Hrs.
Electrical Engineering 2510, 2550, 2551, 2582, 2586	11
Electrical Engineering 3091, 3092, 3512, 3514, 3517, 3530, 3540, 3543, 3572, 3582, 3583, 3587	28
Electrical Engineering electives ¹ (4)	12
Total	51
College of Engineering Course Requirements	Cr. Hrs.
Engineering 3090	1
Total	1

Non-College of Engineering Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159) and 2152	9
Arts Elective ²	3
Mathematics 2107, 2108, 2109 ³ , 2115, 2221, 2511, 3721	22
Physics 1061, 1062, 1063, 1065, 2064	11
Computer Science 1205, 2025	6
Biology Elective ²	3
Chemistry 1017	3
Philosophy 2244	1
Literature electives ²	3
Humanities elective ²	3
Economics 2000	3
Social Sciences elective ²	3
Total	70
Grand Total	122

¹Elective (3 hrs.) may be an approved CSCI elective course.

²To graduate with a degree in Engineering, the student must satisfy the General Degree Requirements of the University.

³Students who are not strong in math are encouraged to take the three-semester mathematics sequence Mathematics 2107 (3 cr.), 2108 (3 cr.) and 2109 (4 cr.) in place of the two-semester sequence Mathematics 2111 (5 cr.) and 2112 (5 cr.).

Mechanical Engineering

Mechanical engineers apply the principles and laws of the basic sciences to the design, modification, operation, construction, and manufacture of machines and systems. Mechanical engineers are engaged in research, analysis, design, construction, development, testing, and sales of many kinds of mechanical devices. Mechanical engineering deals specifically with mechanisms, gears, cams, bearings, power machinery such as reciprocating and rotary engines, steam and jet turbines, compressors and pumps, various means of transportation such as aircraft, magnetic suspension trains, surface effect vehicles, and spacecraft, instrumentation, machine computation, and control/guidance systems.

The department strives to serve the needs of regional industries, especially the petrochemical/process, aerospace, and manufacturing industries. A major goal of the department is to provide education for these groups. Various design courses are taught to accommodate this market. Numerous courses are taught in the evening hours to make it convenient for students who work in these industries to attend classes.

The Department of Mechanical Engineering offers the Bachelor of Science in Mechanical Engineering. The University also offers graduate programs leading to the Masters of Science in Engineering, with a concentration in Mechanical Engineering, as well as a Ph.D. in Engineering and Applied Science.

Educational Objectives of the Mechanical Engineering Program

Consistent with the mission of the University and based on the needs of our constituents, the Department of Mechanical Engineering has adopted the following program educational objectives.

Graduates of the University of New Orleans Mechanical Engineering Program will:

1. Advance professionally, either through employment or progress towards an advanced degree, by applying their technical knowledge and abilities.
2. Attain positions of increasing responsibility through employing effective workplace skills and the professional practice of engineering.

CURRICULUM IN MECHANICAL ENGINEERING

Department of Mechanical Engineering	Cr. Hrs.
Course Requirements	
Mechanical Engineering 1781, 2711, 2740, 2750, 2785	13
Mechanical Engineering 3020 ³ , 3711, 3716, 3720	8
Mechanical Engineering 3733, 3734, 3735	9
Mechanical Engineering 3770, 3771, 3773, 3755, 3776	15
Mechanical Engineering 3780 or 4728	3
Mechanical Engineering electives	6
Total	54

College of Engineering Course Requirements	Cr. Hrs.
Engineering 3090	1
Civil Engineering 2311, 2350, 2351	7
Electrical Engineering 2500, 3501, 3518	7
Total	15

Non-College of Engineering Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159) and 2152	9
Literature Electives ¹	3
Arts Elective ¹	3
Social Science Elective ¹	3
Humanities Elective ¹	2
Philosophy 2244	1
Economics 2000	3
Biology Elective ¹	3
Chemistry 1017	3
Computer Science 1201 or 1205	3
Mathematics 2111 ² , 2112, 2115, 2221	16
Physics 1061, 1062, 1063, 1065	8
Total	58
Grand Total	126

¹To graduate with a degree in Engineering the student must satisfy the general degree requirements of the University.

²Students can take the three-semester mathematics sequence, Mathematics 2107 (3 cr.), Mathematics 2108 (3 cr.), and Mathematics 2109 (4 cr.) in place of the two-semester sequence Mathematics 2111 (5 cr.) and Mathematics 2112 (5 cr.).

³Mathematics 3221 may be taken in place of Mechanical Engineering 3020.

Naval Architecture and Marine Engineering

Naval architects and marine engineers work on the design of ships, boats, and offshore structures. Included are the marine systems for shipping raw materials and finished products, the frontiers of deep-sea exploration, and mineral recovery and the construction and servicing of marine systems.

UNO offers the Bachelor of Science in Naval Architecture and Marine Engineering (NAME), the Master of Science in Engineering, and the Ph.D. in Engineering and Applied Science. The UNO Naval Architecture and Marine Engineering curriculum is accredited by the Accreditation Board for Engineering and Technology (ABET). These specialized degrees in Naval Architecture and Marine Engineering prepare majors for careers in the US and international shipbuilding and offshore industries by applying the principles and laws of the basic sciences and mechanics to the design, construction and operation of commercial, naval, and recreational vessels, platforms, and other floating structures.

Mission Statement

The mission of the School of Naval Architecture and Marine Engineering is to supply well-educated graduates for perpetuation and advancement of the maritime industry, to maintain and advance the practice of naval architecture and marine engineering through education and research processes, to elevate the UNO School of NAME and the University of New Orleans in prominence as a valued contributor to the marine field, and to continually strengthen direct ties with the local and national marine industry constituency.

Educational Program Objectives

The two principal constituencies of the School of NAME to which the above mission is directed are

1. the *maritime* industry, and
2. the *students*

Although the industry constituency encompasses the marine industry nationally, its primary target is the shipbuilding and offshore industry in the State of Louisiana and the extended Gulf Coast region. The industry constituency is considered to include an alumni sub-constituency, as essentially the entire active alumni group is composed of industry professionals.

Graduates of the School of NAME BS program are to be recognized as well educated engineers consistently demonstrating exemplary professional capabilities. The graduates are to have demonstrated the ability to direct, supervise, and make important decisions regarding the design and engineering of problems based on engineering fundamentals and modern technological tools. Graduates of the program are to have demonstrated the maturity and knowledge needed for participating in the leadership of the advancement of the NAME field.

**CURRICULUM IN NAVAL ARCHITECTURE
AND MARINE ENGINEERING**

School of Naval Architecture and Marine Engineering	
Course Requirements	Cr. Hrs.
Naval Architecture and Marine Engineering 1170 ² , 1175 ²	4
Naval Architecture and Marine Engineering 2151 ² , 2160 ²	6
Naval Architecture and Marine Engineering 3120 ² , 3131 ² , 3135 ² 3150 ² , 3160 ² , 3171 ²	19
Naval Architecture and Marine Engineering 4170 ² , 4175	6
Naval Architecture and Marine Engineering electives ¹	12
Total	<u>47</u>
College of Engineering Course Requirements	Cr. Hrs.
Engineering 3090	1
Mechanical Engineering 2740, 2750	6
Mechanical Engineering 3020 ³ , 3716, 3720, 3770	10
Civil Engineering 2311, 2350, 2351	7
Electrical Engineering 2500	3
Total	<u>27</u>
Non-College of Engineering Degree Requirements Cr. Hrs.	
English 1157, 1158 (or 1159) and 2152 ²	9
Mathematics 2111, 2112, 2115, 2221, 2314	16
Physics 1061, 1062, 1063, 1065	8
Chemistry 1017	4
Philosophy 2201 ²	1
Economics 2000 ³	3
Social Science elective ¹	3
Biology elective ¹	3
Literature electives ²	3
Total	<u>58</u>
Grand Total	<u>128</u>

¹To graduate with a degree in engineering, the student must satisfy the general degree requirements of the University.

²Students have to achieve a grade of "C" or better in all prerequisites to 2000-level and 3000-level NAME courses as NAME 4170.

³Mathematics 3221 may be taken in place of Mechanical Engineering 3020.

College of Liberal Arts

Kevin L. Graves, Interim Dean

By providing a wide range of courses and curricula, the College of Liberal Arts enables students to develop a broad intellectual and cultural perspective. Such a perspective both enriches their lives and prepares them for leadership in whatever profession or vocation they choose. Even more important, it gives them an accurate view of themselves as individuals in the context of their civilization. The College of Liberal Arts includes 13 departments, the School of Urban Planning and Regional Studies, and four interdisciplinary programs.

Major Programs

The College of Liberal Arts offers major programs leading to the Bachelor of Arts degree in:

Anthropology	Music
Film and Theatre Arts	Philosophy
English	Political Science
Fine Arts	Romance Languages
History	Sociology
International Studies	

The College of Liberal Arts offers the Bachelor of Science degree in Urban Studies and Planning.

Minor and Certificate Programs

Minor programs are offered in most of the above areas. Interdisciplinary minors in Africana Studies, Asian Studies, Disaster Resilience Studies, European Studies, Latin American and Caribbean Studies, Environmental Studies, and Women's and Gender Studies are also available. Certificate programs are available in American Humanics, Historic Preservation and Geographic Information Systems.

Requirements for Bachelor of Arts Degree

The following course requirements must be completed by all students working toward a Bachelor of Arts degree in the College of Liberal Arts. Some curricula may demand more than the minimums designated below or may call for specific courses where the general requirements allow a choice. Each student should check his or her major curriculum on the following pages to determine the additional requirements and restrictions which apply in that particular major.

General Course Requirements

1. Math—Six hours. Any combination of 1031, 1032, 1115, 1116, 1125, 1126, or higher can be used to meet this requirement except where otherwise specified in the curriculum. Limitations: No credits allowed toward graduation for Mathematics 1021, 1023 or for more than nine hours of math below the 2000 level.

2. Science—Nine hours. Six hours of one science and three hours of a different science. One of the sciences must be biology, and the other must be earth and environmental sciences, chemistry, or physics. NOTE: Credit toward graduation is not allowed for both Biology 1083 and 1053 or for Biology 1073 and 1063.
 3. English Composition—Six hours. English 1157 and 1158/1159 or their equivalent. Completion of 1158 or 1159 with a grade of C or better.
 4. Literature—Six hours of literature from any department. Limitations: Writing and linguistics courses do not fulfill this requirement. NOTE: Some Liberal Arts majors require specific literature courses. See your individual curriculum.
 5. Arts—Three hours to be taken from the departments of Fine Arts, Music, or theatre/dance/film-related courses in Film and Theatre. Communications-related courses, housed in the Film and Theatre Department, are not useable toward Arts credits.
 6. Humanities—Nine hours. To include at least one subject different from that used for the arts requirement (above), and at least six hours at or above the 2000 level. (If the Arts requirement is fulfilled with a 2000 or higher-level course, reduce these six hours to three.) To be taken from the departments of film and theatre (non-art courses); English; fine arts; foreign languages; history; music; philosophy; and/or women and gender studies. NOTE: Any literature course in English or foreign languages used to fulfill the College requirement of six hours of literature may not count toward the Humanities requirement.
 7. Foreign Languages—Three to twelve hours. Completion of course 2001 in one foreign language or completion of course 1002 in two foreign languages offered through the Department of Foreign Languages. Unless a student is placed (by placement test and/or transfer credit) above the first course, either three semesters of one language in course sequence or two semesters each of two different languages are required. (Exceptions: BA in International Studies and BA in Fine Arts: Art History. See individual curricula.)
- NOTES: 1) Students whose native language is Spanish should confer with the foreign languages department about Spanish 2003 and 2004, which are especially designed to meet their needs and which also meet this requirement. Languages other than Spanish or French that are offered through the Department of Foreign Languages and extend through the 2001 or 2011 level may be used to meet this requirement. 2) Some 2001- and 2002-level courses in languages other than Spanish and French may not be available each semester.
8. Social Sciences—Twelve hours to include two different subject areas with six hours at or above the 2000 level from the following subjects: anthropology, economics, geography, political science, psychology, sociology, and urban studies. NOTE: In some curricula, most or all of this requirement is met within other requirements.

9. Oral Competency—Each student should demonstrate competence in the techniques of oral communication relevant to his/her major program. Students should be able to discuss with clarity ideas and factual material in formal small group class settings and in conferences with their professors. This requirement may be fulfilled by one of the following:
- Successful completion of an approved course in the student's major department or college that requires a demonstration of oral competence as a condition of receiving a passing grade in the course.
 - Demonstration of oral competence in an approved course in the student's major department or college that does not require oral competence as a condition of receiving a passing grade. If a student demonstrates oral competency in such a course, an entry shall be made on his/her transcript that oral competency has been demonstrated regardless of the final grade in the course. If a student fails to demonstrate oral competency in the approved course(s) offered by a student's major department or college, the student may take a course outside his/her major department as a means of meeting the general degree requirement for oral competency, upon approval of the student's major department.
10. Electives—Number of hours varies by major. See curriculum outline in General Catalog. Limitations: Courses must be from the list of approved Liberal Arts electives; however, nine hours of credit in subjects not on the approved list are allowed. (Within those nine hours a maximum of three hours of human performance and/or health-safety are permitted.)

NOTES: At least six hours must be in courses numbered 3000 or above in a subject or subjects other than the major and from the approved list of electives. (EDHS/EDHP/EDPE courses may not be used to fulfill this requirement.) Liberal Arts students are encouraged to plan their choice of electives with the assistance of a departmental faculty advisor in the context of their overall educational goals.

Approved Electives

Most of the curricula provide considerable flexibility for devising a program adapted to the particular interests and educational goals of the individual student. To assure the construction of a cohesive program, all students are expected to consult with a major advisor regarding electives as well as the courses specified for the major. Many combinations are possible, but logical planning should be the basis of all programs. Within the limitations noted above students in the College of Liberal Arts may elect, for degree credit, any course for which they have the prerequisites from the following subjects:

- Accounting
- Anthropology
- Arts and Sciences
- Bacteriology
- Biology
- Botany
- Business Administration
- Chemistry
- Computer Science
- Earth and Environmental Sciences
- Education*
- Economics
- English
- Film, Theatre and Communication Arts
- Finance
- Fine Arts
- Foreign Languages
- Geography
- History
- Hotel, Restaurant and Tourism Administration
- Humanities
- Journalism
- Management

- Marketing
- Mathematics
- Music
- Philosophy
- Physics
- Political Science
- Psychology
- Social Sciences
- Sociology
- Urban Studies
- Women's and Gender Studies
- Zoology

*Only courses in Curriculum and Instruction, Educational Foundations and Research, Library Science, and Special Education.

Other Subjects

Courses in subjects not listed above normally will be accepted to the extent of nine credit hours total. This limit may be waived, if the student presents to the dean a logical plan clearly showing the relevance of such courses to the major program and to the educational goals of the student. Such permission must be secured before the nine-hour limit is exceeded. A maximum of three hours of any Health/Safety and/or Human Performance course, regardless of level, may be included in the nine credit hours total.

Pass/Fail

Students in the College of Liberal Arts who have achieved junior standing and who have an average of 2.75 or better on all of their university work and on all work taken at UNO may, if they choose, take one course each semester on a pass/fail basis. Credits thus earned will be counted toward the total number of hours required for the degree, but they will be disregarded in determining the student's grade point average. A maximum of 12 credits toward graduation may be earned in this way, and all courses so taken must fall into the elective category.

Students may not take courses on the pass/fail basis (a) in their major subject, (b) in their minor field, (c) to satisfy departmental degree requirements, or (d) to fulfill those college degree requirements that are listed as Course Requirements. A student who wishes to schedule a course on the pass/fail basis must file an application in the office of the Dean of the College of Liberal Arts within the first week of classes in the semester in which the course is to be taken. If the student meets the requirements outlined above, an approved copy of the application form will be forwarded to the instructor of the course with a request that the grade of P or F be submitted at the completion of the course. (Work that would ordinarily be of A, B, C, or D quality will be given the grade of P.)

Business Administration Component

For students who wish to obtain a foundation in business, the following courses are recommended: Accounting 2100 and 2130; Quantitative Methods—Business and Economics 2785; Finance 3300; Management 3401; and Marketing 3501. Students who plan to take a substantial number of business courses should seek the advice of the appropriate persons in the College of Business Administration.

Requirements for Bachelor of Science Degree

The following course requirements must be completed by all students working toward a Bachelor of Science degree in the College of Liberal Arts. Each student should check the major curriculum in urban studies and planning (currently the only B.S. degree offered in the College of Liberal Arts) to determine the additional requirements and restrictions which apply in that major.

General Course Requirements

- Math—Six hours.
- Science—Nine hours. Six hours of one science and three hours of a different science. One of the sciences must be biology and the other must be earth and Minor in ENviron, chemistry, or physics. NOTE: Credit toward

graduation is not allowed for both Biology 1083 and 1053 or for Biology 1073 and 1063.

3. English Composition—Six hours. English 1157 and 1158/1159 or their equivalent. Completion of 1158 or 1159 with a grade of C or better.
4. Literature—Six hours of literature from any department. Limitations: Writing and linguistics courses do not fulfill this requirement.
5. Arts¹—Three hours. To be taken from the departments of Fine Arts, Music or film/theatre/dance-related courses in Film and Theatre Arts.
6. Humanities¹—Three hours. To be taken from any of the humanities disciplines.
7. Social Sciences^{1,2}—Six hours to be taken from the social sciences.
8. Computer Literacy—Each student should develop a reasonable competence in those computing techniques most relevant to his/her program. This requirement may be fulfilled by one of the following:
 - a. Successful completion of Computer Science 1000 or another computer science course.
 - b. Advanced standing credit for Computer Science 1000, earned by successful completion of an examination administered by the Department of Computer Science or approved GIS-related courses.
 - c. Successful completion of Business Administration 2780.
9. Oral Competency—Each student should demonstrate competence in the techniques of oral communication relevant to his/her major program. Students should be able to discuss with clarity ideas and factual material in formal small group class settings and in conferences with their professors. This requirement is satisfied by successful completion of Film and Theatre Arts 2650.

¹Six of the twelve hours in humanities, arts, and/or social sciences must be at the 2000 level or above.

²See departmental list of acceptable courses.

Transfer Credit

Transfer credits acceptable for admission purposes will be valid for degree credit in the College only to the extent to which they represent courses acceptable in the curricula of the College. The College may decline to accept transfer credits in any course in which a grade lower than a C has been received. Validation may be required for credits earned more than 10 years before admission to the College. Regarding work from a two-year school, the college will honor up to 60 hours (64 hours for Jazz Studies students). The college will determine which hours are most useable toward the course of study.

University and Major Residence Requirements

Transfer students should note that the last 25 percent of coursework must be taken in residence while enrolled in the college from which the degree is to be earned. In the College of Liberal Arts, transfer students must take at least 12 hours in the major subject (with a minimum of nine hours in courses numbered 3000 or above) at UNO. Candidates for a degree must earn a C average in all courses in their major subject taken while they are registered in the College.

Program Planning

All students should plan their programs in advance in order to receive maximum benefit from their college years. Besides examining their own goals, students should consult with advisors to take advantage of alternatives in general degree requirements and electives.

Students are responsible for knowing degree requirements and for enrolling in courses that fit into their degree programs. They are strongly encouraged to complete the requirements in English, foreign language, mathematics, and science at the earliest possible time in their college career.

Each student is also responsible for notifying the college office of graduation plans at the beginning of the semester preceding the student's final semester. At that point, a graduation checkout sheet is prepared which outlines the student's current scholastic position and indicates the course requirements remaining for the degree. The College encourages students to sign up for a graduation check-sheet when they have reached 75 hours of course work.

Requirements for a Minor

With the exception of Film and Theatre and Music minors, a Liberal Arts minor requires a minimum of 18 hours and a 2.0 average in the minor field. See minor in individual curricula for specific courses required.

At least nine hours of coursework must be taken at UNO, and for a minor requiring six or more hours at the 3000 level or above, at least six of those hours must be taken at UNO. For minors requiring fewer than six hours of 3000- or 4000-level courses all of these hours must be taken at UNO. No pass/fail courses will apply toward a minor.

Minor in Africana Studies

The College of Liberal Arts administers the interdisciplinary Minor in Africana Studies. The purpose of this minor is to acquaint the student with current and historical knowledge of the black experience in Africa, the Americas, and other parts of the world drawing from courses in the College of Liberal Arts as well as approved courses offered by the other Colleges. The minor signifies that the student has a basic, general understanding of the significant contributions made by African people in Africa and in the African Diaspora.

The requirements of the minor are as follows:

1. Completion of the requirements of a degree in one of the colleges at UNO.
2. Completion of History 1010, either English 2071 or 2072, and either History 3551 or 3552.
3. Completion of nine credit hours to be taken from a list of approved courses. To complete 18 credit hours, the student must choose courses from a minimum of three disciplines. At least six credit hours must consist of courses at the 3000 level or above.
4. The Coordinator may permit substitution of as many as six of these 18 hours with UNO Special Topic or Independent Study courses. Appropriate courses offered at UNO or other universities may be suggested as substitutes. The Coordinator may assign each student to a faculty advisor who will help the student design the minor program. Courses on Africana Studies in the major field that are counted as credit hours for that major may not also be counted toward this minor.

Interested students should contact the Coordinator of Area Studies Minors through the College of Liberal Arts office.

Minor in Asian Studies

The College of Liberal Arts administers the interdisciplinary Minor in Asian Studies. The purpose of this minor is to acquaint students with current and historical knowledge of the Asian region, peoples, and cultures. The minor signifies that students have a basic and general understanding of this part of the world. The requirements of this minor are as follows:

Completion of the requirements of a degree in one of the colleges at UNO.

1. Completion of four semesters (a minimum of 12 credit hours) of Chinese, Japanese, or other relevant language through 2002 or its equivalent.
2. Completion of History 2201 and 2202 (the survey of Asian civilizations).
3. Credit in courses on Asia to be approved by the Coordinator, for a total of 12 credit hours in addition to the language and history requirement. At least six credit hours must be at the 3000 level or above. In addition, six of the 12 credit hours must be chosen from at least two disciplines outside of history and language, with no more than nine credit hours from any one discipline. Courses on Asia in the major field that are counted as credit hours for that major may not also be counted toward this minor.
4. A minimum 2.0 grade-point average must be attained in all courses in the minor program.

Interested students should contact the Coordinator of Area Studies Minors through the College of Liberal Arts office.

Minor of Disaster Resilience Studies

The Minor in Disaster Resilience Studies draws its required and optional courses from disciplines in the College of Liberal Arts, College of Sciences, and College of Business. This interdisciplinary minor capitalizes on the unique expertise resident in UNO's faculty to provide students with an understanding of how

hazards affect communities, government and non-profit agencies, businesses and social systems.

The requirements of the minor are as follows:

1. Completion of the requirements of a degree in one of the colleges at UNO
2. Completion of four core courses: Urban Studies 4150, Sociology 4871, Geography 4805, and History 2050.
3. Completion of three courses from an approved list* (in addition to the core courses).
4. A 2.0 grade-point average in all courses used to fulfill this minor.

*Approved courses for this minor: Sociology 4098 (when hazard-related topic); Anthropology 4721; Geography 4150, 4523; Urban Studies 3140, 4165, 4810; Urban Planning 4140, 4145, 4160; Public Administration 4800 (when hazard-related topic), 4810, 4170; Finance 4311; Management 4473.

To meet the prerequisite requirements for some of the approved courses, students may need to complete more than the minimum 21 hours required for this minor.

Minor in Environmental Studies

The Minor in Environmental Studies draws its required and optional courses from seven disciplines in the College of Liberal Arts. This interdisciplinary approach introduces students to the complexity of human-environmental relationships and problems. The Department of Sociology administers the minor.

The requirements of the minor are as follows:

1. Completion of the requirements of a degree in one of the colleges at UNO.
2. Completion of two core courses: Geography 1600 and Sociology 2871.
3. Completion of 15 credit hours from an approved list* (in addition to the core courses) including courses from at least three Liberal Arts disciplines but no more than six credit hours from any one discipline.
4. Students must maintain at least a 2.0 grade-point average in all courses used to fulfill this minor.

* Approved courses for the minor: Anthropology 2051, 2052, 4721, 4761; Fine Arts 4263; Geography 1600, 2158, 4158, 4220; History 2080, 4543, 4582; Philosophy 3430, 4205; Political Science 4170; Sociology 2871, 4871, 4881, 4903.

Students wishing to take a course not on the approved list must get permission from the Director of Environmental Studies in the Sociology Department. To meet the prerequisite requirements for some of the approved courses, students may need to complete more than the minimum 21 hours required for this minor.

Minor in European Studies

The College of Liberal Arts administers the interdisciplinary minor in European Studies. The purpose of this minor is to acquaint the student with historical and current knowledge of the European region, peoples, societies, economies, and cultures. The minor signifies that students have a basic and general understanding of this part of the world. The requirements of this minor are as follows:

1. Completion of the requirements of a degree in one of the colleges at UNO.
2. Completion of courses in French, Italian, Spanish, German, Russian, or other relevant languages through 2002 or its equivalent.
3. Completion of six credit hours in one of two core curricula:
 - a. Core I: Social Sciences (Anthropology 2052; Geography 3190; History 1001, 1002; Political Science 2600).
 - b. Core II: Arts and Letters (English 2371, 2372; Fine Arts 2201, 2202; Music 2201, 2202; Philosophy 2311, 2312).
4. Credit courses in European Studies to be approved by the Coordinator, for a total of 12 credit hours with a minimum 2.0 grade-point average, to include at least six credit hours at the 3000 level or above. These 12 credit hours must be chosen from a minimum of three disciplines and must cover different time periods. Courses on Europe in the major field that are counted as credits for that major may not also be counted toward this minor.
5. A minimum 2.0 grade-point average must be attained in all courses in the minor program.

Interested students should contact the Coordinator of Area Studies Minors through the College of Liberal Arts office.

Minor in Latin American and Caribbean Studies

The College of Liberal Arts administers the interdisciplinary Minor in Latin American and Caribbean Studies. The purpose of this minor is to acquaint the student with current and historical knowledge of the region known as Latin America and the Caribbean. The minor signifies that the student has a basic and general understanding of the peoples and cultures of this part of the New World. The requirements of the minor are as follows:

1. Completion of the requirements of a degree in one of the colleges at UNO.
2. Completion of 12 semester hours of Spanish language course work.
3. Credit in courses on Latin America and the Caribbean, to be approved by the Coordinator of Area Studies Minors, for a total of 18 credit hours with a minimum 2.0 grade-point average and at least six credit hours at the 3000 level or above. These 18 credit hours must be chosen from a minimum of three disciplines, with no more than six credit hours from any one discipline. Courses on Latin America and the Caribbean in the major field that are counted as credit hours for that major may not also be counted toward this minor.

Interested students should contact the Coordinator of Area Studies Minors through the College of Liberal Arts office.

Minor in Women's and Gender Studies

The College of Liberal Arts administers the interdisciplinary Minor in Women's and Gender Studies. The purpose of this minor is to acquaint the student with current and historical knowledge of the fields of Women's and Gender Studies. The minor signifies that the student has a basic and general understanding of existing scholarship on women and gender. The requirements of the minor are as follows:

1. Completion of the requirements of a degree in one of the colleges at UNO.
2. Completion of WGS 2010, Introduction to Women's, Gender and Sexuality Studies.
3. Credit in courses on Women's and Gender Studies, to be approved by the Director of Women's and Gender Studies, for a total of 18 credit hours with a 2.0 grade point average, to include at least six credit hours at the 3000 level or above.
4. To complete the 18 credit hours, the student must choose from a minimum of three disciplines, with no more than six credit hours from any one discipline.

Interested students can contact the Director of the Women's and Gender Studies Program through the College of Liberal Arts office.

Certificate Program in American Humanics

The UNO American Humanics Program (AH) is a certification program in non-profit leadership designed to prepare students for entry-level management positions. The program is a cooperative effort between American Humanics, Incorporated of Kansas City, Missouri; LSU-Shreveport; and UNO. AH is the first national organization devoted to the preparation of students for careers in youth and human service organizations. It is designed to meet the demand for qualified, mission-driven professional staff for employment in the expanding youth and human services non-profit sector. Interested students should contact the Department of Sociology for further information.

School of Urban Planning and Regional Studies

UNO's School of Urban Planning and Regional Studies (SUPRS) faculty and students engage with and directly participate in research and service central to the recovery and restoration of the greater New Orleans area. SUPRS offers undergraduate and graduate degrees in anthropology and urban studies, as well as the Master of Urban and Regional Planning (MURP), the only accredited urban planning program within the states of Louisiana, Mississippi, and Arkansas. SUPRS guides students to meet the challenge of simultaneously preserving cultural traditions and building workable twenty-first century communities. The academic programs are supported by the Center for Urban And Public Affairs and the UNO Transportation Institute, both of which offer additional research opportunities to students.

CURRICULUM IN ANTHROPOLOGY

Department of Anthropology	
Course Requirements	Cr. Hrs.
Anthropology 2052 and 3301	6
Anthropology 4768, 4772, or 4775	3
Anthropology 4801	3
Anthropology 4995 ¹	3
Anthropology electives ²	18
Total	33
College of Liberal Arts Course Requirements	
English 1157, 1158 (or 1159)	6
English Literature*	6
Foreign Language ³	9
Geography 1001, 1002 or History 1001, 1002 ⁴	6
Humanities (2000 level or above)	3
Arts*	3
Total	33
Non-College of Liberal Arts Course Requirements	
Mathematics*	6
Sciences*	9
Total	15
Electives	
Non-Anthropology at 3000 level or above*	6
Approved electives ⁵	33
Total	39
Grand Total	120

*See General Course Requirements and Approved Electives in the Liberal Arts Section.

¹Fulfills oral competency requirement.

²At least three hours from area studies courses in anthropology, and at least nine additional hours from topics/theory courses in anthropology at the 4000-level or higher (excluding 4990). No more than three credit hours at the 1000 level may count toward the major.

³The nine hours in foreign language must be in the same language. Alternatively, students may opt to take 12 hours in two foreign languages (six hours in each of two languages). If the 12-hour option is chosen, reduce approved electives by three hours; the remaining 27 hours of approved electives must then include three hours of 2000+ humanities.

⁴Other courses may be substituted with approval of department.

⁵Three hours of statistics or computer sciences are strongly recommended for all majors.

Minor in Anthropology

Students who wish to secure a significant background in anthropology while majoring in another area may do so by earning 18 credit hours in anthropology courses, including Anthropology 2052 and at least 12 hours at or above the 3000 level (exclusive of Anthropology 3896 and 4991). Successful completion of these requirements with an average of at least 2.0 in the minor will result in a minor in anthropology.

Honors in Anthropology

An honors program is available for qualified students who may be admitted by departmental action in the junior year. To secure admission a student must have an overall average of 3.25 and a 3.5 average in anthropology. The program requires successful completion of at least three hours of Arts and Sciences courses, completion of a 4000-level anthropology course on the honors level, the completion of an honors thesis, which involves earning six hours in Anthropology 3896, and the maintenance of an average of 3.6 in anthropology and 3.25 overall. The honors thesis is to be defended orally before a committee composed of

the thesis director, another member of the anthropology faculty appointed by the department chair, and a representative of the honors program. Students planning to continue in graduate school are strongly advised to take the honors degree in anthropology.

CURRICULUM IN ENGLISH

Department of English Course Requirements	
English 1157, 1158 (or 1159)	Cr. Hrs. 6
English 2031, 2032, 2258 ¹ , 2341, 2342, 3394	18
English electives**	21
Total	45
College of Liberal Arts Course Requirements	
History	Cr. Hrs. 6
Foreign Language ²	9
Arts*	3
Social Sciences*	12
Total	30
Non-College of Liberal Arts Course Requirements	
Sciences*	Cr. Hrs. 9
Mathematics*	6
Total	15
Electives	
Non-English at 3000 level or above*	Cr. Hrs. 6
Approved electives*	24
Total	30
Grand Total	120

*See General Course Requirements and Approved Electives in Liberal Arts Section.

¹Satisfies College requirements of oral competency.

²The nine hours of foreign language must be in the same language. Students may, however, opt to take 12 hours in two foreign languages (six hours each of two languages). With the 12-hour option, there are three fewer hours of approved electives.

**English Electives

1. One 4000-level American literature course (English 4030, 4031, 4032, 4033, 4034, 4045, 4091, 4092, or approved 4391).
2. One 4000-level British literature course before 1660 (English 4401, 4421, 4501, 4516, 4521, 4522, 4601, 4616, 4621, or approved 4391).
3. One 4000-level British literature course after 1660 (English 4701, 4702, 4715, 4716, 4801, 4802, 4807, 4808, 4815, or approved 4391).
4. Twelve hours of 3000/4000-level courses in English or journalism. This requirement is waived for students who complete a 12-hour concentration.

Optional Concentrations within the Major Program

The English Department offers five 12-hour concentrations:

1. Professional Writing
2. Journalism
3. Pre-Law
4. Creative Writing
5. New Orleans Regional Literatures

Students interested in pursuing one of the concentrations should see the Coordinator of Undergraduate English for a list of relevant courses.

Honors in English

Available to qualified majors and non-majors, and open (but not limited) to students enrolled in University Honors.

Honors in English for English Majors

To graduate with honors in English, English majors must:

1. Fulfill the usual requirement for English majors.
2. Maintain a minimum cumulative grade point average of 3.5 in English and 3.25 overall.
3. Complete a minimum of nine semester hours in honors courses, which may include English 2199, 2299, and 2399.
4. Successfully complete a six-hour thesis. With consent of the chair of the Department of English and the director of the University Honors Program, three hours of related course work taken prior to registration in English 3399 (Honors Thesis) may be counted toward the thesis.
5. Perform satisfactorily in an oral examination on a senior thesis.

Honors in English for Non-Majors

To graduate With Honors in English, students not majoring in English must:

1. Maintain a minimum cumulative grade point average of 3.5 in English courses and 3.25 overall.
2. Complete a minimum of 12 semester hours in English courses approved by the department. At least six of the 12 hours must be in courses numbered 3000 or above.
3. Complete a minimum of nine semester hours in honors courses, which may include English 2199, 2299, and 2399.
4. Successfully complete a six-hour thesis. With consent of the chair of the Department of English and the director of the University Honors Program, three hours of related coursework taken prior to registration in English 3399 (Honors Thesis) may be counted toward the thesis.
5. Perform satisfactorily in an oral examination on a senior thesis.

Minor in English

Eighteen hours in English tailored to the needs of the student as approved by the Coordinator of Undergraduate English:

1. Six hours of English department literature courses numbered 2000 or above.
2. Twelve additional hours of English or Journalism courses numbered 2000 or above, nine of which must be at the 3000- or 4000-level.
3. A minimum grade of C in each course taken for the minor.

CURRICULUM IN FILM AND THEATRE ARTS

The Bachelor of Arts housed in the Department of Film and Theatre allows for a choice of three different courses of study—film arts, theatre arts or writing for production.

Film Arts Option

Department of Film and Theatre Arts	
Course Requirements	Cr. Hrs.
Film and Theatre Arts 1620	3
Film and Theatre Arts 2250 or 2260 or 2320	3
Film and Theatre Arts 2510 and 2565 ¹	6
Film and Theatre Arts 4540 or 4541, and 4545 ²	6
Film and Theatre Arts Application Electives	6
(Six hours from the following: Film and Theatre Arts 2335 ² , 3460, 3510, 3520, 4566, 4580 ²)	
Film and Theatre Arts electives	20
Total	44

College of Liberal Arts Course Requirements	Cr. Hr.
English 1157, 1158 (or 1159)	6
Literature*	6
Foreign Language**	9-12
Social Science electives*	12
Total	33-36

Non-College of Liberal Arts Course Requirements	Cr. Hr.
Mathematics*	6
Science*	9
Total	15

Electives	Cr. Hr.
Non-Film and Theatre Arts (3000 level or above)	6
Approved electives*	22-19
Total	28-25
Grand Total	120

* See General Course requirements and Approved Electives in Liberal Arts section.
 **The nine hours of foreign language must be in the same language. Students may, however, opt to take twelve hours in two foreign languages (six hours each of two languages). With the twelve-hour option, there are three fewer hours of approved electives.

¹ Course satisfies College requirement of computer literacy.

² Course satisfies College requirement of oral competency.

³ FTCA 3510 and FTCA 3511 must be taken concurrently.

⁴ Check with FTCA Department for list of applicable course.

Students should expect that the Department of Film and Theatre may retain some or all work written or created as a classroom assignment.

Theatre Arts Option

Department of Film and Theatre Arts	
Course Requirements	Cr. Hr.
Film and Theatre Arts 1005, 1100, 1300 ¹ , 1800(3)	12
Film and Theatre Arts 2100, and 2320 ¹ or 2380 ¹	6
Film and Theatre Arts 4400, and 4450 or 4455	6
Film and Theatre Arts Electives	20
Total	44

College of Liberal Arts Course Requirements	Cr. Hr.
English 1157, 1158 (or 1159)	6
Literature*	6
Foreign Language**	9-12
Social Science electives*	12
Total	33-36

Non-College of Liberal Arts Course Requirements	Cr. Hr.
Mathematics*	6
Science*	9
Total	155

Electives	Cr. Hr.
Non-Film and Theatre Arts (3000 level or above)	6
Approved electives*	19-16
Total	25-22
Grand Total	120

* See General Course requirements and Approved Electives in Liberal Arts section.

** The nine hours of foreign language must be in the same language. Students may, however, opt to take twelve hours in two foreign languages (six hours each of two languages). With the twelve-hour option, there are three fewer hours of approved electives.

¹ Course satisfies College requirement of oral competency.

Students should expect that the Department of Film and Theatre may retain some or all work written or created as a classroom assignment.

Writing for Production Option

Department of Film and Theatre Arts	
Course Requirements	Cr. Hr
Film and Theatre Arts 1005, 1620, 1800	7
Film and Theatre Arts 2240 or 2320 ¹ and 2800 or 4551	4
Film and Theatre Arts 4200 or 4251	3
Film and Theatre Arts Advanced Electives (Six hours from the following: Film and Theatre Arts 4400, 4450, 4455, 4540, 4541, 4545 ¹ , 4591)	6
Film and Theatre Arts Application Electives (Six hours from the following: Film and Theatre Arts 2200, 2250, 2260, 2270)	6
Film and Theatre Arts Electives	18
Total	<u>44</u>

College of Liberal Arts Course Requirements	Cr. Hr.
English 1157, 1158 (or 1159)	6
Literature*	6
Foreign Language**	9-12
Social Science electives*	12
Total	<u>33-36</u>

Non-College of Liberal Arts Course Requirements	Cr. Hr.
Mathematics*	6
Science*	9
Total	<u>15</u>

Electives	Cr. Hr.
Film and Theatre Arts (3000 level or above)	6
Approved electives*	<u>22-19</u>
Total	<u>28-25</u>
Grand Total	120

* See General Course requirements and Approved Electives in Liberal Arts section.

**The nine hours of foreign language must be in the same language. Students may, however, opt to take twelve hours in two foreign languages (six hours each of two languages). With the twelve-hour option, there are three fewer hours of approved electives.

¹Course satisfies College requirement of oral competency.

Students should expect that the Department of Film and Theatre Arts may retain some or all work written or created as a classroom assignment.

Minor in Film and Theatre Arts

Students must complete the following requirements for a minor in Film and Theatre Arts:

1. A minimum of 14 credit hours with a grade of C or better in the following courses:
Film and Theatre Arts 1005
Film and Theatre Arts 1620
Film and Theatre 1800(1) and/or 2800 (1-2)
Film and Theatre Arts 4400
Film and Theatre Arts 4540
2. An additional six hours selected from Film and Theatre courses numbered 2000 or above.

Honors in Film and Theatre Arts

Students wishing to graduate with honors in Film and Theatre Arts must meet the following requirements:

- A cumulative grade-point average of 3.5 in all Film and Theatre Arts courses taken and an overall grade-point average of 3.25.
- Completion of Film and Theatre Arts 3099 (Senior Honors Thesis) for six credits, in addition to the usual course requirements for the degree.

- Satisfactory performance in an oral examination defending the thesis before a committee composed of the thesis director, a representative of the Honors Program, and one other faculty member of the Department of Film and Theatre Arts.

CURRICULUM IN FINE ARTS

The Bachelor of Arts housed in the Department of Fine Arts allows for a choice of two different courses of study: Studio Art and Art History.

Department of Fine Arts Course Requirements	Cr. Hrs.
Fine Arts 1050, 1051, 1060, 1061	12
Fine Arts 2201, 2202	6
Fine Arts 2550, 2650, 2750	9
Fine Arts Option ¹	12
Art History (3000 level or above)	6
Total	<u>45</u>

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)*	6
Literature*	6
Foreign Language*	9-12
Social Science electives*	12
Total	<u>33-36</u>

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	<u>15</u>

Electives Course Requirements	Cr. Hrs.
Non-Fine Arts at the 3000 level or above*	6
Approved electives*	21-18
Total	<u>27-24</u>
Grand Total	120

*See General Course Requirements and Approved Electives in Liberal Arts Section.

¹Three courses in advanced studio practice (3000-level) in the chosen area of specialization followed by senior project in the same area (4000-level). Advanced studio practice and senior project courses in areas of concentration fulfill the College requirement for oral competency.

Studio Art Option

Students electing the Studio Art option must complete satisfactorily the following:

1. A minimum of 45 hours in Fine Arts including 1050, 1051, 1060, 1061, 2201, 2202, 2550 (imaging), 2650 (sculpture), 2750 (painting) and six additional hours of art history at the 3000 or 4000 level.
2. Nine hours in advanced studio practice (3000-level) in a studio area of specialization chosen from the following: Imaging (including photography, printmaking or digital art), Sculpture, or Painting, followed by senior project (4000-level) in the same area. Courses within a studio area form a continuous sequence from the introductory level through senior project course(Fine Arts 2550-4550, 2650-4650, 2750-4750). No student, who has not received a grade of C or better in the course of the previous level, may enroll in any level of a sequence.

Students may expect that a limited number of class projects will be kept for display and for a permanent collection.

Art History Option

Department of Fine Arts Course Requirements	Cr. Hrs.
Fine Arts 1050 or 1051 and 1060	6
Fine Arts 2201, 2202	6
Art History Distribution	27
Fine Arts 3203 ¹	3
Total	42

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)*	6
Literature*	6
Foreign Languages ²	12
Social Science electives*	12
Total	36

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	15

Electives Course Requirements	Cr. Hrs.
Non-Fine Arts at the 3000 level or above*	6
Approved electives*	21
Total	27
Grand Total	120

*See General Course requirements and Approved Electives in Liberal Arts section.

¹FA 3203 fulfills the College requirement for oral competency.

²All twelve hours of the Foreign Language requirement must be in one language.

Students electing the Art History Option must complete satisfactorily the following:

1. A minimum of 42 hours in Fine Arts including 1050 or 1051, 1012, 2201 and 2202.
2. 27 hours in art history courses at the 3000 level or above. These courses should be distributed among at least three of the following periods or areas:
 - a. Ancient through Medieval,
 - b. Renaissance through Baroque,
 - c. Eighteenth century through Contemporary,
 - d. Non-Western Art, and
 - e. Museum or Gallery internship. Independent Study in Art History and Fine Arts 3293 may not be used to satisfy this distribution requirement.
3. Fine Arts 3203. Art History majors may not register for FA 3203 before having completed at least 24 hours at the 3000 level or above. FA 3203 fulfills the College requirement for oral competency.

Minors in Fine Arts

A minor in Fine Arts, Studio Art Option, requires that the student take a total of 18 credit hours in art studio courses including the following:

- Freshman and Sophomore Years—Fine Arts 1050 or 1051, 1060, and 1061.
- Junior Year—9 hours of studio art, 2000 level and above.

A C or better must be earned in each course. The courses may be taken as elective credits at any point in the undergraduate curriculum provided that the student adheres to prerequisites and course-level restrictions listed in the catalog.

A minor in Fine Arts, History Option, requires that the student take a total of 18 credit hours in art history courses including the following:

- Freshman Year—Fine Arts 1010.
- Sophomore Year—Fine Arts 2201, 2202.
- Junior and Senior Years—9 hours of art history at 3000 level and above.

A C or better must be earned in each course. The courses may be taken as elective credits at any point in the undergraduate curriculum provided that the student adheres to prerequisites and course-level restrictions listed in the catalog.

Although Fine Arts 1010 is not a prerequisite to Fine Arts 2201 and 2202, it is suggested that it be taken first to serve as an introduction to the vocabulary of artistic form.

Honors in Fine Arts Studio Option

Students wishing to graduate with honors in Fine Arts Studio Option must meet the following requirements.

1. A cumulative grade-point average of 3.5 in all Fine Arts courses taken and an overall grade-point average of 3.25.
2. Completion of six hours of FA 3299 (Senior Honors Thesis), in addition to the usual course requirements for the degree. Senior Honors Thesis will consist of an autonomous body of visual art supported by an expanded artist's statement.
3. Satisfactory performance defending the thesis director, a representative of the honors program, and one other faculty member of the Department of Fine Arts.

Minors in Geography

The department offers several minor areas of concentration each of which requires the completion of 18 credit hours in geography with a 2.0 grade point average.

Minor in Geography: Geography 1001 or 1002, six hours selected from among geography courses at the 2000 level, and nine hours selected from among geography courses at the 3000 level or above.

Minor in Environmental Analysis: Geography 1600, 2151 and 2801, plus nine hours selected from among Geography 2158, 3490, 4158, 4220, 4513, 4514, 4530, 4540, 4550 and 4810.

Minor in Cartography, Remote Sensing, and GIS: Geography 2801, 4805, and 4810, plus nine additional hours selected from among Geography 4820, 4821, 4830, 4831 and 4832.

CURRICULUM IN HISTORY

Department of History Course Requirements	Cr. Hrs.
History 1001, 1002	6
History 2501, 2502	6
History 4800 ¹	3
History electives	21
Total	36

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature*	6
Foreign Language ²	9
Arts*	3
Social Science electives* ³	6
Total	33

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics	6
Sciences	9
Total	15

Electives Course Requirements	Cr. Hrs.
Non-History at 3000 level or above* ⁴	6
Approved electives	27
Total	33
Grand Total	120

* See General Course Requirements and Approved Electives in Liberal Arts Section.

¹This course satisfies the liberal arts oral competency requirement.

²The nine hours of foreign language must be in the same language. Alternately, students may opt to take 12 hours in two foreign languages (six hours in each of two languages.) If the 12-hour option is chosen, students may reduce approved electives by three hours; the remaining 19 hours of approved electives must then include three hours of 2000+ humanities.

³Must include two different social science subject areas and six hours at the 2000 level or above.

⁴Students can fulfill this requirement with courses from the subject areas listed under the Approved Electives in the Liberal Arts section, or by taking courses at the 3000+ level in social sciences or arts, thereby fulfilling two requirements at once. The application of a course to two requirements, however, does not reduce the total number of hours required for graduation.

Students majoring in history must complete a minimum of 36 hours in history. The following courses are required: History 1001, 1002, 2501, 2502, and 4800. In addition, students must complete a minimum of 12 hours of 3000- or 4000-level history electives and 9 hours of additional history electives, any level.

At least nine hours of history electives must be in a chosen concentration: U.S., European, or Non-Western. (The latter includes Africa, Asia, the Middle East, and Latin America). Each student's history electives also must include at least 3 hours of Non-Western and 3 hours from outside the student's chosen field of concentration. Students choosing to major in history should consult with a departmental advisor to plan their program of study.

Advanced courses in foreign language are recommended for students anticipating graduate study.

Minor in History

To achieve a minor in history the student must complete 18 hours credit in history with a 2.0 average. At least six hours must be in courses numbered 3000 or above. Students should consult with a history advisor in planning a minor.

Honors in History

History majors who wish to graduate with honors must meet the following requirements:

1. A cumulative grade-point average of at least 3.5 in all history courses taken, and an overall grade point average of 3.25
2. Successful completion, with an oral defense, of a Senior Honors thesis, which includes earning six hours of credit for History 3999 (Senior Honors Thesis). No more than three hours of credit in History 3999 may be included in the minimum 36 hours of history required for the major.

Successful completion of the above requirements will carry the designation With Honors in History on the student's diploma.

CURRICULUM IN INTERNATIONAL STUDIES

The College of Liberal Arts offers the degree of Bachelor of Arts in International Studies (BAIS) administered through the office of the Dean by the Director of International Studies. The degree's multi-disciplinary curriculum draws upon courses in anthropology, economics, English, fine arts, geography, history, philosophy, political science, sociology, and foreign languages. Courses from these disciplines and an internship with a government agency, a non-governmental international agency, or an international corporation comprise the core requirements of the program. Students in this program complete a Business Track or a 24-credit hour concentration in any one of the college's four area studies (Africana Studies, Asian Studies, European Studies, and Latin American and Caribbean Studies) or in any of the four topical themes (Diplomacy and International Organizations; Environmental Issues and Policy; Ethnicity, Nationalism, and Migration; and Peace & Justice Studies). Other topical themes may be developed by individual students in consultation with faculty advisors and the Director of International Studies.

CURRICULUM IN INTERNATIONAL STUDIES

International Studies Course Requirements	Cr. Hrs.
Anthropology 4765 ¹	3
Geography 4310	3
Economics 4261	3
Political Science (any two courses from the 4700/4800 series)	6
Sociology 4086 or 4094 or 4101 or 4124 ²	3
History ³	6
Total	24

Special Requirements and Prerequisites	Cr. Hrs.
Foreign Language (3000 level or higher, not literature) ⁴	6
An approved 2000-level or higher culture course in any discipline that treats a non-U.S. culture	3
Economics 1203 or 2200	3
Political Science 2600 or 2700 ⁵	3
Sociology 1051	3
Geography 2801 or Political Science 2900 or Sociology 2708	3
Total	21

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature	6
Mathematics (one course must be MATH 1115)	6
Sciences*	9
Arts*	3
Foreign Language (one language)	12
Oral Competency ⁴	12
Total	42

Area or Topical Studies	Cr. Hrs.
Total	24

Electives ⁶	Cr. Hrs.
Approved electives	9
Total	9
Grand Total	120

* See General Course Requirements in the Liberal Arts Section.

¹For BAIS students only, the prerequisite for ANTH 4765 is met by three hours of social sciences.

²For BAIS students only, the prerequisites for SOC 4000-level courses are met by SOC 1051 and one of the social science methodology courses listed under Special Requirements.

³To satisfy the core curriculum requirements in History, students must take six hours in non-Western history or six hours in diplomatic history. For non-Western history choose any 2000-level, 3000-level or 4000-level history course with a non-U.S./non-European focus. (Note: students with an area studies concentration should choose six hours unrelated to this area.) Choices for the diplomatic history option include HIST 4381, 4570, 4575, 4580, and 4581.

⁴Foreign language proficiency for the BIAS must be demonstrated by passing six hours of 3000+ level non-literature courses in a language of choice, or competency to be determined by the director of International Studies in consultation with the appropriate faculty in the Department of Foreign Languages. If a 3000-level conversation course is included in those six hours, it will also satisfy the College oral competency requirement. If a conversation course is not included, students should include in Electives a course that fulfills the oral competency requirement for majors in any relevant discipline.

⁵Students pursuing concentrations in Area Studies must take POLI 2600; students pursuing concentrations in Topical Themes must take POLI 2700.

⁶The 33 total hours of course work taken in the concentration and as electives must include 15 hours of social sciences and at least three but no more than six hours of internship in the appropriate area. At least 12 of the 24 hours taken in the concentration must be at the 2000-level or above. Some concentrations also require that the courses taken to fulfill the concentration be distributed among a minimum number of disciplines.

B.A. IN INTERNATIONAL STUDIES: BUSINESS TRACK

The B.A. in International Studies offers a business track for students seeking a degree program that combines a broad-based liberal arts core curriculum with course work in accounting, marketing, finance, economics, management, and business administration. This program prepares students for careers with international corporations, government agencies, and non-governmental and non-profit agencies that seek professionals with business and financial training, proficiency

in at least one foreign language, and a general education in global and cultural issues.

Business Track Curriculum	
Core Curriculum	
Course Requirements	Cr. Hrs.
Anthropology 4765 ¹	3
Geography 4310	3
Economics 4261 or 4262 ²	3
Political Science (any two courses from the 4700/4800 series)	6
Sociology 4086 or 4094 or 4101 or 4124 ³	3
History ⁴	6
Total	24

Special Requirements and Prerequisites	
Core Curriculum	
Course Requirements	Cr. Hrs.
3000+ Foreign Language (not literature) ⁵	6
An approved 2000-level or higher culture course in any discipline that treats a non-U.S. culture	3
Economics 1203 and 1204	6
Political Science 2700	3
Sociology 1051	3
Business Administration 2780	3
Total	24

International Business Track	
Course Requirements	Cr. Hrs.
(students should take courses in the following order if possible)	
Accounting 2100	3
Marketing 3501	3
Marketing 4546	3
Finance 3300	3
Management 3401	3
Management 4446	3
One course selected from:	
Economics 4261 or 4262,	
or	
Hotel, Restaurant Tourism 2050 or 4250 ⁶	
or	
Business Administration 3048 ⁷	
or	
Accounting 4126 ⁸	
or	
International Studies 4998 or 4999 or other courses approved by the director of the BAIS program	3
Total	21

General Degree and College of Liberal Arts	
Course Requirements	Cr. Hr.
English 1157 and 1158 (or 1159)	6
Literature	6
Math 1115 and 2314 or 2785	6
Sciences*	9
Arts*	3
Foreign Languages (one language) ⁵	12
Oral Competency ⁵	
Total	42

Course Requirements Cr. Hr.	
Approved electives ⁹	9
Total	9
Grand Total	120

* See General Course Requirements in Liberal Arts Section.

¹ For BAIS students only, the prerequisite for ANTH 4765 is met with 3 hours of social sciences

² Students are advised to take FIN 3300 before taking ECON 4262.

³ For BAIS students only, the prerequisites for SOC 4086 or 4094 or 4101 or 4124 are met by SOC 1051 and MATH 2314.

⁴ To satisfy the core curriculum requirements in history, students must take six hours in non-Western history or six hours in diplomatic history. For non-Western history choose any 2000-level, 3000-level or 4000-level history courses with a non-U.S./non-European focus. (Note: students with an area studies concentration should choose six hours unrelated to that area.) Choices for the diplomatic history option are: HIST 4381, 4570, 4575, 4580 and 4581.

⁵ Foreign language proficiency for the BAIS must be demonstrated by passing six hours of 3000+ level non-literature courses in a language of choice, or competency to be determined by the director of International Studies in consultation with appropriate faculty in the Department of Foreign Languages. If a 3000-level conversation course is included in those six hours, it will also satisfy the College oral competency requirement. However, if a conversation course is not included, students should include in Electives a course that fulfills the oral competency requirement for majors in any relevant discipline.

⁶ Prerequisite: HRT 2050, HRT 3011, or consent of school.

⁷ Prerequisite: BA 3010

⁸ Prerequisite: ACCT 3122 or consent of department.

⁹ The total number of electives can vary depending on how all other requirements are met.

Honors in International Studies

To graduate with Honors in International Studies, the following requirements, in addition to the usual requirements for a major, must be fulfilled:

- Maintain a minimum overall grade point average of 3.25, and a minimum grade point average of 3.5 in Core Curriculum & Area of Concentration;
- Complete successfully a minimum of three credits of Honors Internship (IS 4999);
- Complete successfully six credits of senior honors thesis in Internationally Studies (IS 4990)
 - The thesis project is to be determined by mutual agreement between the student, a faculty member who will supervise the project, and the Director of the Honors Program. The project must also be approved by the Director of the International Studies program. The student must satisfactorily defend the thesis or project to a committee composed of the faculty thesis advisor, the Director of the International Studies program, and the Director of the Honors Program.
 - Students can apply a maximum of six hours of combined internship and thesis credit towards their concentration.
 - For Business Track Students, the senior honors thesis will be counted as an elective.

CURRICULA IN MUSIC

Students working toward the Bachelor of Arts in Music may elect one of two emphases offered through the College of Liberal Arts: Jazz Studies- or Music Studies. Students may also choose Music Education: Instrumental or Music Education: Vocal, offered through the College of Education. Students working toward the Bachelor of Arts in Music Education should refer to the curriculum listings in the College of Education section of the catalog. Because of the specific skill development needed for each emphasis, students should follow the appropriate listing of courses.

Students are admitted to the Music Major Program upon recommendation of the faculty in the chosen emphasis area. Please note the following requirements according to emphasis:

- For Jazz Studies: an audition demonstrating potential for successful completion of required public recitals.
- For Music Studies: an interview with the area coordinator.

The University is an accredited institutional member of the National Association of Schools of Music.

Students majoring in music must meet the following requirements:

1. Piano through Music 1408 or equivalent as determined by placement examination for Instrumental Music Education, Vocal Music Education and Music Studies majors, except where piano is the major instrumental. Students must also pass a juried proficiency exam in order to graduate. MUS 1407 and MUS 1408 may not be used for music elective credit.
2. Full-time students must enroll in one ensemble appropriate to their emphasis area each semester (except during the student teaching semester for Music Education majors) even though the six-hour requirement may have been fulfilled. Part-time students are strongly encouraged to participate in an ensemble every semester. Any student, whether full-time or part-time, who is enrolled in an applied music course, must enroll in an ensemble. Students with an emphasis in piano or music studies should consult with their advisor to choose an ensemble.
3. All full-time Music and Music Education majors are required to register for Student Recital Hour (MUS 1900) each semester and must meet attendance requirements. Majors with an emphasis in Jazz Studies, and Vocal or Instrumental Music Education are required to perform in at least one Recital Hour each semester (with the approval of the Applied Music Lesson instructor).

Jazz Studies Emphasis

Department of Music Course Requirements**	Cr. Hrs.
Music 1003	3
Music 1005	3
Music 1101, 1102 ¹	12
Music 1900 ²	0
Music 2005, 4103, 4106	3
Music 2109, 2110	6
Music 2205	3
Music 3705, 3706	4
Music 3990 ²	0
Music 4109, 4110, 4705, 4706	10
Music 4807	2
Music 3990 ³	0
Ensemble ²	6
Vocal/Instrumental major ⁴	18
Music electives ⁵	8
Total	78

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature	6
Foreign Language**	9
History 1002	3
Social Science* ⁶	9
Total	33

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Science*	9
Total	15
Grand Total	126

*See General Course Requirements and Approved Electives in Liberal Arts Section. NOTE: Students must earn six hours of 3000+ course work in non-music studies. The most efficient way to fulfill this requirement is to take at least six of the nine hours of required social sciences at the 3000+ level, thereby fulfilling two requirements at once. Students may choose to fulfill the 3000+ requirement by taking courses in other areas of concentration (i.e., humanities, business administration, sciences) but doing so will not reduce the number of social sciences hours required.

**The nine hours in foreign language must be in the same language. Alternatively, students may opt to take 12 hours in two foreign languages (six hours in each of two languages).

¹Piano proficiency at MUS 1102 level prerequisite to MUS 2109. Determine by placement exam.

²See music major requirements listed under Curricula in Music.

³Recital must be presented in final semester of applied study. Satisfies College oral competency requirement.

⁴Two semesters of additional applied lessons may be taken at subsidized applied lesson rate.

⁵Six hours must be non-ensemble.

⁶At least three hours must be non-history. Six hours must be 2000+.

Music Studies Emphasis

Department of Music Course Requirements**	Cr. Hrs.
Music 1005	3
Music 1101, 1102	12
Music 2101, 2102, 2103, 2104 ¹	8
Music 2201, 2202, 1003, 1004 (any 2)	6
Ensemble ²	6
Music electives ³	19
Total	54

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature	6
Foreign Language ⁴	9
History 1002	3
Social Science* ⁵	9
Total	33

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	15

Electives	Cr. Hrs.
Fine Arts ⁶	3
Non-Music electives	15
Total	18
Grand Total	120

*See General Course Requirements and Approved Electives in Liberal Arts Section.

**Piano proficiency through Music 1408 unless jazz theory sequence is chosen. See music major requirements listed under Curricula in Music.

¹Students may substitute the jazz theory sequence of MUS 2109, 2110, 2605, and 2606. Permission of jazz area required.

²See music major requirements listed under Curricula in Music.

³May include up to four semesters applied lessons, by audition only. Only three hours of ensemble may be applied to the degree. Nine hours must be non-ensemble and 3000 level or higher.

⁴The nine hours in foreign language must be in the same language. Alternatively, students may opt to take 12 hours in two foreign languages (six hours in each of two languages). If the 12 hours in two foreign languages are chosen, reduce approved electives by three hours.

⁵At least three hours must be outside History, and six hours must be 3000 or above.

⁶To be chosen from fine arts or drama.

Minors in Music

The Music Department offers two options for students who wish to pursue a minor in music. Students electing Option 2 must audition on their instrument or voice to be accepted into that option.

Option 1

This option requires the completion of 20 credit hours in music with a grade of C or better in each course.

1. Twelve hours of Theoretical Foundations (Music 1101, 1102).
2. Six hours from the following: Music 1000, 1003, 1004, 2201, 2202 (Music 2201 and 2202 by consent of department).
3. Two hours of Ensemble (Music 1900 series).

Option 2

This option requires the completion of 22-23 credit hours in music with a grade of C or better in each course.

1. Twelve hours of Theoretical Foundations (Music 1101, 1102).
2. Three hours from the following: Music 1000, 1003, 1004, 2001, 2002 (Music 2201 and 2201 by consent of department).*
3. Six hours of Applied Music (to be chosen from Applied Music Major courses or class instruction based upon audition). **
4. Two hours of Ensemble (Music 1900 series).

*For students whose applied area is Keyboard, three hours to be chosen from the Music Appreciation or History area will be substituted for the piano class component in Music 1101/1102.

**Lesson fees for non-majors will apply.

Honors in Music

Students wishing to graduate with honors in music must meet the following requirements:

- I. A cumulative grade-point average of 3.5 in all music courses taken and an overall grade-point average of 3.25.
- II. Completion of Music 3099 (Senior Honors Thesis) for six credits, in addition to the usual course requirements for the degree. These credits must be completed within three consecutive semesters.
- III. Satisfactory performance in an oral examination defending the thesis before a committee composed of the thesis director, a representative of the Honors Program, and one other faculty member of the Music Department.
 1. Jazz Studies Emphasis
 - a. Student must perform or have a composition performed in at least two Music 1900 (Recital Hour) programs during each semester of thesis enrollment.
 - b. In the senior year, student must present at least one approved off-campus performance.
 2. Music Studies Emphasis
 - a. Student must present a lecture in at least two Music 1900 (Recital Hour) programs during each semester of the thesis enrollment.
 - b. In the senior year, student must present at least one approved off-campus lecture.

CURRICULUM IN PHILOSOPHY

Department of Philosophy Course Requirements	Cr. Hrs.
Philosophy 3030	1
Philosophy electives	29
Total	30

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
English Literature*	6
Foreign Language*	9-12
Social Science electives* ¹	12
Arts*	3
Total	36-39

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	15

Electives	Cr. Hrs.
Non-Philosophy at the 3000 level or above*	6
Approved electives*	30-33
Total	36-39
Minimum Grand Total	120

* See General Course Requirements and Approved Electives in Liberal Arts Section.

¹ Must include two different subject areas and six hours at the 2000 level or above.

A minimum of 30 semester hours of philosophy, at least 15 of which are in courses numbered 3000 or above, is required for the major in philosophy. Not more than three hours of 1000-level courses will be allowed to count toward this 30-hour total. Majors are required to take Philosophy 3030 during their senior year. Majors are also required to complete at least one course in each of the four central areas of philosophy: logic, value theory, history of philosophy, and metaphysics/epistemology. A course's area can be identified by the second digit of its catalog number, a "1" for logic, a "2" for value theory, a "3" for history of philosophy, and a "4" for metaphysics and epistemology. Courses having any other number as second digit does not satisfy a distribution requirement.

Philosophy majors are required to demonstrate computer literacy by receiving credit for Computer Science 1000, or any other three-credit course offered by the Department of Computer Science, or any three-credit course which satisfies the computer literacy requirement in the curriculum of any other major at UNO. In unusual circumstances, one or more of these requirements may be waived. A student seeking such an exemption should petition the department.

Philosophy majors should, in consultation with a departmental academic advisor, plan in advance a well-balanced and coherent program of study tailored to their particular needs and interests. They are also strongly encouraged to retain the same academic advisor throughout their years as a philosophy major.

Minor in Philosophy

A minimum of 18 credit hours of philosophy, with a grade-point average of at least 2.0, is required for a minor in philosophy. At least six hours must be in courses numbered 3000 or above; another six hours must be in courses numbered 2000 or above. Minors in philosophy are also required to complete at least one course in each of three of the four central areas of philosophy, as defined in the requirements for majors.

Honors in Philosophy

Philosophy majors are eligible to enter the department's honors program during the senior year. To graduate with honors, students must meet the following requirements:

1. A cumulative grade-point average of at least 3.5 in philosophy courses, an overall grade-point average of at least 3.25, and acceptable completion of a senior honors thesis (including six hours of credit for Philosophy 3001).
2. Students must arrange for a faculty member in the department to direct the thesis. After completion, the thesis must be defended orally before a committee composed of the thesis director, another member of the department, and a representative of the University Honors Program.

CURRICULUM IN POLITICAL SCIENCE

Department of Political Science Course Requirements	Cr. Hrs.
Political Science 2151, 2600 or 2700, 2900, 4999 ¹	10
Political Science electives	24
Total	34

College of Liberal Arts Course Requirements	Cr. Hrs.
Arts*	3
English 1157, 1158 (or 1159)	6
English Literature*	6
Foreign Language*	9
History 2501, 2502	6
Social Science and Humanities electives (non-political science at or above 3000 level)*	12
Total	42

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Science*	9
Economics 1203, 1204, or 2000 level or above	3
Total	18

Electives	Cr. Hrs.
Approved electives	26
Total	26
Grand Total	120

*See General Course Requirements and Approved Electives in Liberal Arts Section of the University Catalog.

¹Or satisfaction of the oral communications competency requirement through another course with significant oral component; must have approval of the department chair.

Pre-Law Concentration

Course Requirements	Cr. Hrs.
Political Science 2151, 2200, 2600 or 2700, 2900, 4999 ¹	13
Political Science 4170, 4410, 4420, 4440, 4640, 4780, 4820, 4860 (Choose 3)	9
Political Science electives	12
Total	34

College of Liberal Arts Course Requirements	Cr. Hrs.
Arts*	3
English 1157, 1158 (or 1159)	6
English Literature*	6
English 2151, 2152, or 2155	3
Foreign Language *	9
History 2501, 2502	6
Philosophy	3
Sociology 4219, 4911, 4921, 4954; History 4555, 4561, 4562; Economics 4251, 4552; Public Administration 4222; Geography 4310; English 4158 (choose 2)	6
Social Science and Humanities electives (non-political science at or above 3000 level)*	6
Total	48

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Science*	11
Economics 1203, 1204, or 2000 level or above	3
Total	20

Electives	Cr. Hrs.
Approved electives	18
Total	18
Grand Total	120

* See General Course Requirements and Approved Electives in Liberal Arts Section of the University Catalog.

¹Course meets the oral competency requirement. This requirement may also be met through another course with significant oral component; must have approval of the department chair.

Minor in Political Science

Students must complete 18 credit hours in political science, including Political Science 2151, 2600, and 2700. The remaining nine hours are to be chosen from political science courses above the 3000 level. A 2.0 average must be achieved in these courses in order to earn the minor.

Minor in Political Science with Pre-Law Concentration

Students must complete 18 credit hours in political science. Political Science 2151, and 2200 are required. The remaining 12 hours are to be chosen from Political Science 2450, 4410, 4420, 4440, 4640, and 4860. A 2.0 average must be achieved in these courses in order to earn the minor.

Honors in Political Science

Students majoring in political science and wishing to graduate with honors must meet the following requirements: A cumulative grade point average of at least 3.25, and completion of a senior honors thesis which includes earning six hours of credit for Political Science 4991. Students must arrange for a faculty member in the department to direct the thesis; and the thesis is to be defended orally before a committee composed of the thesis director, another member of the department, and a representative of the honors program.

Students concentrating in political science must complete 34 hours in their major, including courses 2151, 2600 or 2700, 2900, and 4999 as well as three hours in economics (1203, 1204, or 2000 level or above), six hours in math above 1022, and six hours in History 2501 and 2502.

The nine hours in foreign language must be in the same language. Alternatively, students may opt to take 12 hours in two foreign languages (6 hours in each of two languages). If the 12-hour option is chosen, it reduces approved electives by 3 hours. Be sure that there is at least one humanities course at or above the 2000 level among the electives.

Students must also demonstrate oral communication competence, either by passing Film and Theatre Arts 2650 or 2660, or by satisfying the significant oral component of any course that includes such a component.

Students with 45 hours or more who have not completed Political Science 2900 are advised to take that course at the first opportunity.

At least 18 hours in political science must be chosen from courses numbered over 3000. At least one course must be chosen in U.S. politics: 4170, 4210, 4600, 4601, 4621, 4630, 4640, 4650, 4653. At least two upper-level courses must be chosen from the fields of comparative politics (course numbers beginning with '47') and/or international relations (course numbers beginning with '48').

Students shall select 12 additional hours in humanities and social sciences (other than political science) at or above the 3000 level and 22 additional hours in any field.

CURRICULUM IN ROMANCE LANGUAGES

French Concentration

Department of Foreign Languages Course Requirements	Cr. Hrs.
French 1001, 1002, 2001, 2002	12
French 3031, 3041, 3042, 3100,	12
French 3002, 3197, 3500	5
French literature (3000 level or above)	3
French culture (3000 level or above)	6
French electives (4000 level)	6
Total	44

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
English 2341, 2342	6
History 1001, 1002	6
Social Sciences *	12
European History (2000 level or above)	3
European or Louisiana History (2000 level or above)	3
Arts*	3
Total	39

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	15
Electives Course Requirements	Cr. Hrs.
Non-French at 3000 level or above	6
Approved electives*	16
Total	22
Grand Total	120

* See General Course Requirements and Approved Electives in Liberal Arts Section.

French requirements for majors in the French concentration:

1. A minimum of 30 semester hours in French courses, not including 1001, 1002, 2001 and 2002.
2. French 3002, 3031, 3041, 3042, 3100. French 3100 must be taken prior to, or concurrently with, more advanced literature courses.
3. Six hours at the 4000 level.
4. French 3197. This course will fulfill the College requirement for oral competency.
5. French 3500. This course prepares majors for the Written Exit Exam.
6. French 2002 is a prerequisite for any course at the 3000 level and above. Courses at the 3000-4000 levels are taught in French unless otherwise specified.

General requirements for majors in the French concentration:

1. English 2341, 2342 (to be taken prior to, or concurrently with, French 3205, 3100, 3101).
2. History 1001, 1002.
3. European History (3 hours) and European or Louisiana History (3 hours) numbered above 2000; French 4201 or 4202 may be substituted for three of these hours.

In all cases college subject requirements should be completed before taking electives. Refer to the University and college requirements for particulars. In conference with a foreign language advisor each student will plan a balanced and coherent program designed for the student's particular needs and interests. Through choice of electives the student may wish to combine the major program with another field of study: a second foreign language and literature, linguistics, the civilization of an area, an allied subject within the humanities, an allied field within the social sciences, sciences, or business administration.

Minor in French

A minor requiring 18 credit hours of French with a 2.0 grade point average is offered. Specific courses are: 2002, 3031, 3041, 3042, 3100, and three additional hours at the 3000 level or above.

Honors in French

An honors program in French is available to superior students, both French majors and non-majors.

Honors in French for French majors:

To graduate with honors in French, French majors must:

1. Fulfill the usual requirements for French majors.
2. Maintain a minimum cumulative grade-point average of 3.5 in French courses and an overall 3.25 average.
3. Complete a minimum of six credit hours in interdepartmental (Arts and Sciences) honors courses.
4. Receive credit for French 3199 by writing an honors essay, as well as a summary of it to be written in French, approved by three members of the foreign language faculty.
5. During the course of the program, but prior to the writing of the honors essay, the student must demonstrate oral proficiency in the language by means of an examination administered by the faculty.

Honors in French for students not majoring in French:

To graduate with honors in French, students not majoring in French must:

1. Complete a minimum of 12 semester hours in French courses numbered 3100 or above. These courses, which must be approved by the French faculty, must include at least six hours in courses numbered 3200 or above.
2. Maintain a minimum cumulative grade-point average of 3.5 in French courses and an overall 3.25 average.
3. Complete a minimum of six credit hours in interdepartmental (Arts and Sciences) honors courses.
4. Receive credit for French 3199 by writing an honors essay, as well as a summary of it to be written in French, approved by three members of the foreign language faculty.

During the course of the program, but prior to the writing of the honors essay, the student must demonstrate oral proficiency in the language by means of an examination administered by the faculty.

Spanish Concentration

Department of Foreign Languages Course Requirements	Cr. Hrs.
Spanish 1001, 1002, 2001, 2002	12
Spanish 3031, 3041, 3042	9
Spanish 3002, 3197, 3500	5
Spanish literature (3000 level or above)	6
Hispanic cultures (6 hours at 3000 level)	6
Spanish electives (4000 level)	6
Total	44

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
English 2341, 2342	6
History 1001, 1002	6
Social Sciences*	12
Latin-American or European History	6
Arts*	3
Total	39

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	15

Electives	Cr. Hrs.
Non-Spanish at the 3000 level or above	6
Approved electives*	16
Total	22
Grand Total	120

* See General Course Requirements and Approved Electives in Liberal Arts Section.

Spanish requirements for majors in the Spanish Concentration:

1. A minimum of 30 semester hours in Spanish courses, not including 1001, 1002, 2001 and 2002.
2. Spanish 3031, 3041, 3042 and 3002. Courses such as Spanish 3055 and 3100 and 3101 must be taken prior to, or concurrently with, more advanced literature courses.
3. Six hours at the 4000 level.
4. Spanish 3197 will fulfill the College requirement for oral competency.
5. Spanish 3500 – This course prepares students for the Written Exit Exam
6. Spanish 2002 is a prerequisite for any course at the 3000 level and above. Courses at the 3000-4000 levels are taught in Spanish unless otherwise specified.

General requirements for majors in the Spanish Concentration:

1. English 2341, 2342 (to be taken prior to, or concurrently with, Spanish 3055, 3100, 3101).
2. History 1001, 1002.

3. Latin-American or European History (six hours of courses numbered above 2000). Spanish 4201 or 4202 may be substituted for three of these hours.

In all cases college subject requirements should be completed before taking electives. Refer to the university and college requirements for particulars. In conference with a foreign language advisor each student will plan a balanced and coherent program designed for the student's particular needs and interests. Through choice of electives the student may wish to combine the major program with another field of study: a second foreign language and literature, linguistics, the civilization of an area, an allied subject within the humanities, an allied field within the social sciences, sciences, or business administration.

Minor in Spanish

A minor requiring 18 credit hours of Spanish with a 2.0 grade point average is offered. Specific courses are: 2002, 3031, 3041, 3042, 3100, or 3101, and three additional hours at the 3000 level or above.

Honors in Spanish

An honors program in Spanish is available to superior students, both Spanish majors and non-majors.

Honors in Spanish for Spanish majors:

To graduate with honors in Spanish, Spanish majors must:

1. Fulfill the usual requirements for Spanish majors.
2. Maintain a minimum cumulative grade-point average of 3.5 in Spanish courses and an overall 3.25 average.
3. Complete a minimum of six credit hours in interdepartmental (Arts and Sciences) honors courses.
4. Receive credit for Spanish 3199 by writing an honors essay, as well as a summary of it to be written in Spanish, approved by three members of the foreign language faculty.
5. During the course of the program, but prior to the writing of the honors essay, the student must demonstrate oral proficiency in the language by means of an examination administered by the faculty.

Honors in Spanish for students not majoring in Spanish:

To graduate with honors in Spanish, students not majoring in Spanish must:

1. Complete a minimum of 12 semester hours in Spanish courses numbered 3100 or above. These courses, which must be approved by the Spanish faculty, must include at least six hours in courses numbered 3200 or above.
2. Maintain a minimum cumulative grade-point average of 3.5 in Spanish courses and an overall 3.25 average.
3. Complete a minimum of six credit hours in interdepartmental (Arts and Sciences) honors courses.
4. Receive credit for Spanish 3199 by writing an honors essay, as well as a summary of it to be written in Spanish, approved by three members of the foreign language faculty.
5. During the course of the program, but prior to the writing of the honors essay, the student must demonstrate oral proficiency in the language by means of an examination administered by the faculty.

CURRICULUM IN BACHELOR OF SCIENCE IN URBAN STUDIES AND PLANNING

The Bachelor of Science in Urban Studies and Planning degree (BSUSP) was approved by the Louisiana Board of Regents in the summer of 2001. The primary objective of the degree is to prepare undergraduate students for entry-level positions that assist professionals in urban planning and related fields in public, private and non-profit organizations. The secondary objective is to prepare undergraduate students for professional or scholarly graduate degree programs in Urban Studies and Urban and Regional Planning or related disciplines. The BSUSP degree is interdisciplinary in nature drawing on the strengths of several subject areas to provide students with a holistic approach to the study of the urban condition. Students select an area of concentration or focus to complement their degree so as to provide in depth understanding of a specific urban topic. These areas of student concentration include: historical preservation, nonprofit leadership, environmental planning, hazard policy studies, transportation studies, geographic information systems (GIS), public culture, urban design and housing

and community development. While the BSUSP is not a professional terminal degree, it shares faculty with the Master of Urban and Regional Planning degree (MURP) which is fully accredited by the Planning Accreditation Board, the national accrediting body for planning schools.

General Education Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature	6
Mathematics (must include Mathematics 1115)	6
Sciences ¹	9
English 2152 or Urban Studies 4670	3
Arts	3
Film, Theatre and Communication Arts 2650	3
Social Sciences ²	6
Humanities or Social Science Elective	3
Total	45

Foundation Studies	Cr. Hrs.
Computer Science 1000 or Business Administration 2780 or Urban Planning 4081 or any Geography GIS/RIS course	3
Economics 1203 or Economics 1204 or Geography 2254	3
Statistics sequence ³	3
Social Sciences (6 hours from each of 3 subjects) ²	18
Urban Studies 3002, 4200	6
Urban Studies and related 4000-level course from support areas ²	30
Total	63

Electives	Cr. Hrs.
Electives Total	12
Grand Total	120

¹Nine hours. Six hours must be in the same science. At least three hours must be biology.

²See the department for a list of acceptable courses.

³Geography 2801 or Political Science 2900 or Sociology 2707.

CURRICULUM IN SOCIOLOGY

Bachelor of Arts in Sociology

Department of Sociology Course Requirements	Cr. Hrs.
Sociology 1051	3
Sociology 2707 ¹ , 2708	7
Sociology 4086	3
Sociology electives	17
Total	30

College of Liberal Arts Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
English Literature*	6
Foreign Language* ²	9
Humanities (2000+)	3
Arts*	3
Social Science electives*	6
Total	33

Non-College of Liberal Arts Course Requirements	Cr. Hrs.
Mathematics*	6
Sciences*	9
Total	15

Electives	Cr. Hrs.
Non-Sociology at 3000 level or above*	6
Approved electives*	36
Total	42
Grand Total	120

*See General Course Requirements and Approved Electives in Liberal Arts Section.

¹ Sociology 2707 satisfies oral competency requirement.

² The nine hours in foreign language must be in the same language. Alternatively, students may opt to take 12 hours in two foreign languages (six hours in each of two languages). If the 12-hour option is chosen, reduce approved electives by three hours; the remaining 31 hours of approved electives must then include three hours of 2000+ humanities.

Students majoring in sociology must complete a minimum of 30 hours in sociology, including 1051, 2707, 2708, and 4086. At least nine hours must be completed from among the following courses: Sociology 4080, 4094, 4101, 4103, 4107, 4124, 4216, and 4219.

Minor in Sociology

Students must complete the following requirements for a minor in sociology:

1. A minimum of 18 credit hours in sociology with a 2.0 grade point average.
2. Sociology 1051 or equivalent.
3. Sociology 2708 or equivalent. Political Science 2900 or Psychology 2300 will substitute for this requirement but will not reduce the required number of credit hours in sociology.
4. A minimum of nine credit hours in sociology courses numbered 3000 or higher.

Honors in Sociology

Students wishing to graduate with Honors in Sociology must:

1. Fulfill all requirements for the major in sociology.
2. Maintain a cumulative grade point average of 3.5 in sociology courses and 3.25 overall.
3. Complete a senior honors thesis which includes earning six hours of credit for Sociology 3099.

American Humanics Certification Program

The Department of Sociology administers the American Humanics Certification Program which is open to any undergraduate major or baccalaureate degree holder. The American Humanics Certification Program prepares students for careers with youth and human service organizations. Program participants must join the American Humanics Student Organization and complete the following courses required for certification.

Course Requirement	Cr. Hrs.
Accounting 2100	3
Marketing 3501	3
Sociology 4101 or Management 3401 or Management 3411 or Political Science 4101	3
Sociology 4191 ¹	3
Sociology 4192 ²	3
Sociology 3091 ³	1
Sociology 3096 and 3097 or Management 3090 or Political Science 4998 or Psychology 3095 or Anthropology 4790 or English 4398 ⁴	6
Total	22

¹ Sociology 4191 (Seminar in Not-For-Profit Organizations) is cross-listed with LSU-Shreveport (SOCL 492) and may be taken for UNO credit via the compressed video system.

¹ Sociology 4192 (Practicum in Not-For-Profit Organizations) is a one credit course that must be repeated for at least three hours of credit. This course is cross-listed with LSU-Shreveport (SOCL 392) and may be taken for UNO credit via the compressed video system.

¹ All program participants must attend the American Humanics Training Institute for at least one four-day session at their own expense (estimated cost \$800) for which they will earn one credit of independent study (Sociology 3091).

¹ American Humanics interns must work in a non-profit setting. American Humanics internships require at least a 2.5 overall GPA, or at least a 2.75 GPA in the student's last 30 hours.

Students interested in the American Humanics Certification Program register through the undergraduate coordinator in the Sociology Department.

College of Sciences

Steven Johnson, Dean

The College of Sciences offers degree curricula in biological sciences, chemistry, computer science, earth and environmental sciences, mathematics, physics, and psychology. From course offerings of the various departments, the College of Sciences also prepares students for professional study in medicine, dentistry, medical technology, pharmacy, veterinary medicine, nursing, dental hygiene, occupational therapy, physician's assistant, physical therapy, and respiratory therapy. In several of these, a bachelor's degree is granted upon successful completion of a prescribed two- or three-year program at UNO plus specific professional study.

The departments within the College of Sciences are prepared to advise a prospective student or an enrolled student at any time.

College of Sciences Degree Requirements

The College of Sciences has established the following degree requirements which must be completed by all students working toward a baccalaureate degree. Most curricula demand more than the minimum completions designated here and may call for specific courses where the general requirements allow a choice. Each student is held responsible for knowing degree requirements, for enrolling in courses that fit into his or her degree program, and for taking courses in the proper sequence to ensure orderly progression of the program.

Subject Requirements

1. Sciences: At least 48 hours in the College of Sciences, to include:
 - a. At least six hours of mathematics. See major for specific course requirements.
 - b. An eight semester-hour sequence including laboratory outside the student's major in one of the following: biological sciences, chemistry, earth and environmental sciences, or physics. The following biological sciences are acceptable: 1073, 1071, 1083, 1081; or 1073, 1071, 2014; or 1083, 1081, 2114. Course descriptions should be consulted for the prerequisites for Biological Sciences 2014 or 2114.
 - c. An additional eight semester hours in science courses other than the student's major. No science credit is given for certain College of Sciences courses designated by the College of Sciences Faculty Council. A list of such courses is available in the College of Sciences office.
2. Humanities and Social Sciences: At least 24 hours in the humanities, arts and social sciences, to include completion of:
 - a. English 1157 and either 1158 or 1159 with a grade of "C" or better.
 - b. At least 9 hours in humanities of which at least 3 hours must be in literature.
 - c. At least 6 hours in the social sciences.
 - d. At least 3 hours in the arts.

Humanities and social sciences courses must be chosen from the areas of concentration as listed in this catalog under University Regulations with the exclusion of education courses classified as health-safety or physical education. A maximum of three hours in skill courses in music and art (e.g., piano, voice, drawing) will be accepted as humanities electives.

Requirements for the Baccalaureate Degree

The degree of Bachelor of Science may be granted upon satisfactorily meeting the following requirements:

1. Completion of the general degree requirements of UNO.
2. Completion of the degree requirements of the College of Sciences.
3. Completion of a program of study established by the department concerned (or for non-departmentalized areas by a college committee). This program must appear in a catalog in force while the student is in residence. If the student breaks enrollment (either voluntarily or by compulsion) for two consecutive semesters (not one semester and a summer term) he/she may not elect a catalog earlier than the one in force at the time of re-enrollment.
4. Approval of all electives by the College of Sciences.

The College of Sciences assists the student in monitoring degree progress by the completion of a preliminary graduation check-out, prepared when the student has completed at least 75 hours towards the degree, and an official graduation check-out prepared the semester before the student is expected to graduate. It is the student's responsibility to verify these check-outs with the department of his or her major and discuss any problems with the undergraduate coordinator and the checkout preparer. This process assures that the student's final transcript meets all the requirements for the baccalaureate degree in his or her major.

Transfer Students

A transfer student is expected to meet all admission and degree requirements listed above. He or she should consult with a College of Sciences counselor and the undergraduate coordinator of the major department as soon as possible in order to make maximum use of the transfer credit. General science courses are not acceptable as transfer credit. A student may request a reevaluation of a course for which credit is denied if the subject matter covered seems to warrant this action. Acceptance of credit by the University does not mean that this credit may always be applied by the student in the chosen curriculum. The college may decline to accept transfer credits in any course in which a grade lower than C has been received.

A transfer student must meet the quality-point averages (overall and department) listed in the general degree requirements of the University. These requirements are applied to all college work wherever attempted. The transfer student must also have a 2.0 in each of these averages on work attempted at UNO. In

addition, a student transferring from another university is required to earn a minimum of 15 hours in his/her major in the College of Sciences at UNO.

Program Planning

The student should follow the curriculum established by the department as closely as possible. The curricula for the different departments in the college are presented on the following pages. Each student is responsible for the attainment of personal, career, and intellectual objectives. Planning is required if maximum benefit is to be received from the college years; students must examine their own goals and consult an advisor early in order to take full advantage of free electives, science electives, and courses offered to fulfill general degree requirements. For alternative paths to remain available, it is frequently necessary that certain electives be taken during the sophomore year. The departmental advisor or college counselor should be consulted before the end of the freshman year and regularly thereafter.

A normal semester course load is 15 to 16 credit hours. Students who are weak academically must plan either to attend summer school or to extend their program to more than four years. No student may register for more than 19 hours without consent of the dean and no student on probation may register for more than 13 hours. Students in the College should use discretion in registering for more than 17 hours as this would be above the normal load. New freshmen are advised not to register for more than 16 hours unless they have received advanced math placement. Students employed off campus for more than 15 hours a week should consider their academic potential before attempting normal academic loads.

Electives

Free electives and science electives should be chosen with great care so that they complement the major program in a positive way. Duplication of subject matter is to be avoided. Credit will not be given for courses that cover subject matter similar to that in a course for which the student has previously earned credit. Specific examples of overlapping subject matter are found among statistics and computer-oriented courses offered by different departments and among some physics, mathematics, and engineering courses. Care should be taken when electing courses from these areas and an advisor should be consulted.

All free electives, science electives, and courses submitted to fulfill the general degree requirements must be approved by the student's major department and by the College of Sciences. A wide variety of courses is available to meet these requirements. However, the student should be aware that different departments have different regulations as to what is and what is not acceptable for a degree.

No student in the College of Sciences may use Physics 1001, 1002, 1003, 1004, any mathematics course below the 2000 level as an elective, unless otherwise stated in a particular curriculum. Courses in certain areas such as academic orientation, chorus, band, health and physical education, military science, engineering drawing, nursing, religion, home economics, agriculture, paralegal studies, office administration, and books and libraries may be accepted as unrestricted electives up to a total of six hours degree credit. If a student feels that more than six hours from any one or a combination of these areas are justifiable within the program, then he or she may present the case to the College for review. In presenting the case the student must demonstrate that the courses are relevant to his or her educational goals. The request to take additional hours in these areas should be made as early as possible in the student's academic career and must be made before registration for the last 30 hours.

Louisiana Universities Marine Consortium

The Louisiana Universities Marine Consortium (LUMCON) is an organization of the public universities in the state (including the University of New Orleans). LUMCON was chartered in 1979 to develop coordinated marine research and education within the state university system and provide coastal facilities for these programs.

LUMCON's principal facility is the Universities Marine Center at Cocodrie. The Center consists of a 50,000 square foot laboratory-dormitory complex; 95 foot and 55 foot research vessels, numerous small vessels and collecting equipment, and

docking and service facilities for all the vessels. Satellite facilities with laboratories, accommodations, and small boats are operational at Port Fourchon and at Fearman Bayou. The Port Fourchon Laboratory provides ready access to salt and brackish marshes, the bays and bayous of the Timbalier and Barataria Bay systems, beaches, and the Gulf of Mexico, while the Fearman Bayou Laboratory provides access to a wildlife refuge on Vermillion Bay, brackish and fresh water marshes, and coastal cheniers.

College courses in the marine sciences offered at all three facilities emphasize extensive field experience and studies of living organisms in their natural habitat and in the laboratory. Enrollment in each course may be limited by space and accommodations available at a particular laboratory, but applicants from member institutions of LUMCON will be given priority. Students enrolled at UNO will register for LUMCON courses through UNO and will pay tuition based on the UNO fee schedule. Credit for such courses will be awarded by UNO and will be recorded on student transcripts. For details of marine science courses to be offered at LUMCON facilities, see course offerings in Biological Sciences and consult the Chairs of the Departments of Biological Sciences and Earth and Environmental Sciences.

Major Programs

Formal curricula are presented below to guide the student in preparing to enter, or in pursuing, a program in the College of Sciences.

CURRICULUM IN BIOLOGICAL SCIENCES

The Bachelor of Science degree in the Biological Sciences provides a flexible program of coursework in contemporary biology. After two years of required biology core courses, students take 24 hours of biology free electives; 17 credits of these must be lecture/laboratory courses at the 3000/4000 level. Two of these courses must have a laboratory, and at least two courses must be at the 4000 level. The remaining 7 credit hours may consist of lecture, research/apprenticeship (2002, 2082, 2092, 3092, 4091) or seminar (3091) courses. Four of these hours may be at the 2000 level, while at least three credits must be at the 3000 level or higher. Additional 2000-level courses and research courses may be taken for free elective credit. Certain courses are explicitly excluded from selection as Biological Sciences electives but may be taken as electives. .

Department of Biological Sciences Course Requirements	Cr. Hrs.
Biological Sciences 1073, 1071, 1083, 1081	8
Biological Sciences 2014, 2114	8
Biological Sciences electives	<u>24</u>
Total	40
College of Sciences Course Requirements	Cr. Hrs.
Chemistry 1007, 1008, 1017, 1018	8
Chemistry 2217, 2218	6
Mathematics 1125, 1126 ¹	6
Mathematics 2314	3
Physics 1031, 1032, 1033, 1034 ¹	<u>8</u>
Total	31
Non-College of Sciences Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature	3
Foreign Language ²	6
Arts ³	3
Social Sciences	6
Social Sciences 2000 level or above	<u>3</u>
Total	27
Approved Electives	Cr. Hrs.
Total	<u>22</u>
Grand Total	120

¹ Majors sequences may be substituted for the indicated courses. For example, Mathematics 2111, 2112 may be substituted for Mathematics 1125, 1126; Physics 1061, 1062, 1063, 1065 for Physics 1031, 1032, 1033, 1034.

² Completion of six credit hours in one foreign language is required.

³ Arts courses must be selected from fine arts, drama, or music.

Minor in Biological Sciences

Departmental and course prerequisites must be observed. Biological Sciences electives may not be chosen from courses designed for non-majors only. Students must achieve a minimal grade point average of 2.0 in at least 19 credit hours of Biological Sciences courses as specified below:

Biological Sciences 1073, 1083, 1071, and 1081 – 8 hours, Biological Sciences electives (2000 level or higher, with a maximum of three hours of research courses) – 11 hrs. In the case of transfer students, a minimum of nine credit hours must be earned in Biological Sciences at UNO.

Honors in Biological Sciences

An honors program is available to students enrolled in the biological sciences curriculum. To be admitted to the program a student must have completed Biological Sciences 2014 and 2114, while achieving minimal grade point averages of 3.25 overall and 3.5 in biological sciences. In order to graduate with *Honors in Biological Sciences* the student must complete the curriculum with the minimum grade point averages required for admission to the program, complete six credit hours in biological sciences honors courses, earn six additional credit hours in Biological Sciences 4091, and defend a written honors thesis before a committee composed of the faculty research director, another faculty member appointed by the chairman, and a representative of the Honors Program.

CURRICULUM IN CHEMISTRY

A grade of C or better is required in each science and math course offered for degree credit for the Bachelor of Science in Chemistry.

Bachelor of Science	
Department of Chemistry Course Requirements	Cr. Hrs.
Chemistry 1000, 1007, 1008, 1017, 1018	9
Chemistry 2000, 2017, 2018, 2025, 2117, 2217, 2218	15
Chemistry 3027, 3094, 3411, 3310 ¹	13
Additional Advanced Chemistry ²	12
Total	49
College of Sciences Course Requirements	
Mathematics 2107, 2108 ³	6
Mathematics ⁴	3
Physics 1061, 1062, 1063, 1065	8
Computer Programming ⁵	3
Biological Sciences 1081, 1083, 2114	8
Total	28
Non-College of Sciences Course Requirements	
English 1157, 1158 (or 1159)	6
Literature	3
Humanities	6
Social Sciences (3 hours at 2000 level or above)	6
Arts ⁶	3
Total	24
Electives	
Approved Total	19
Grand Total	120

¹ Credit for both CHEM 4310 and 4311 may be used in place of CHEM 3310.

² Must be taken from the following: CHEM 3096, 3110, 3610, 3710, 4110, 4210, 4310, 4311, 4410, 4510, 4511; BIOS 3453, 4103, 4113, 4153, 4334, 4490 (approval required), 4713; 3 cr. hr. must be at the 4000 level.

³ Completion of MATH 2111 and MATH 2112 also fulfills all the math requirements for the BS degree.

⁴ Must be taken from the following: MATH 2109, 2115 (requires MATH 2109 as prerequisite), 2221, 2314, 2511. MATH 1125 and 1126 may be used as general elective hours.

⁵ The programming requirement can be fulfilled by CSCI 1201, 1203, 1205, 1581/1583 or CHEM 2310.

⁶ Arts courses must be selected from fine arts, drama or music.

Chemistry Concentrations

Biochemistry: Beyond BIOS 1083/1081 and 2114, three semester hours of biology must be taken from BIOS 3453, 4153, 4334, 4490 (requires prior approval), or 4713; six semester hours of biochemistry must be taken (CHEM 4510/BIOS 4103 and CHEM 4511/BIOS 4113); and BIOS 4114 must be taken. Research in biochemistry culminating in a comprehensive written report is highly recommended.

Chemical Physics: Requires CHEM 4028, 4310, 4311, and six credit hours in physics beyond the first year level.

Forensics: Requires CHEM 1110, 3110, 4110, 4030; MATH 2314; POLI 2450. An internship in forensics is highly recommended (if used to receive internship credit, CHEM 3096 may satisfy the CHEM 3094 requirement). BIOS 3453 and 4114 are recommended for students interested in DNA analysis.

Materials: Requires CHEM 3027, 3610, 4410, and 4411.

Medicinal Chemistry: Requires CHEM 3027, 3710, 4210, 4510, and BIOS 4114. Additional recommended courses include CHEM 4511, computer science courses leading to bioinformatics (CSCI 4567), and Toxicology (offered as EES 4096).

Minor in Chemistry

An undergraduate minor in chemistry may be obtained by completing 22 credit hours in chemistry with a grade of C or better in each course. Fourteen of the hours shall be at the 2000-level or higher. Neither Chemistry 3094, 3096 nor 3099 can be used to satisfy these requirements. Either CHEM 1028, or CHEM 1007 and CHEM 1008 or their equivalents can be used for a minor. At least nine hours must be completed at UNO.

Honors in Chemistry

An honors program is available to chemistry majors. Successful completion of the program will result in graduation with *Honors in Chemistry*. To be eligible for admission to the program, a student must have a 3.25 overall average and a 3.5 in chemistry. To remain in the program a student must maintain these averages. Before graduation, a student must complete at least six credit hours of Chemistry 3099, including an oral defense of the honors thesis to a committee composed of a faculty thesis director, another faculty member selected by the department chair, and a representative of the Honors Program.

CURRICULUM IN COMPUTER SCIENCE

UNO's computer science program is accredited by the Computing Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; telephone: (410)347-7700. To earn a Bachelor of Science Degree in Computer Science, a student must acquire 120 credit hours as described below, and must satisfy all of the requirements of the University and the College of Sciences. In addition, the following stipulations must be satisfied:

1. Before enrolling in a computer science course, a student must have earned a grade of C or better in all computer science courses which are a prerequisite for it. A grade of C or better must be earned in all science courses, including mathematics and computer science, used to satisfy degree requirements.
2. Computer science electives must be chosen from computer science courses numbered 3000 or above. One of these must be chosen from a list of team-oriented project courses: Computer Science 4125 or 4210 or 4568 or 4621.
3. Mathematics electives must have a prerequisite of at least Mathematics 2109 or 2112.
4. The science sequence must be one of: Biology 1073, 1071, 1083, and 1081; or Biology 1073, 1071, and 2014; or Biology 1083, 1081, and 2114;

or Chemistry 1017, 1018, 1007 and 1008; or Earth and Environmental Sciences 1000, 1001, 1004, and 1005; or Physics 1061, 1063, 1062, 1065. (In some cases, comparable courses intended for respective majors may also be acceptable.) Science electives must be in biology, chemistry, earth and environmental sciences, or physics, and must include at least three hours in a science other than that of the science sequence. The University requires each student to complete three hours of biology; this requirement may be met through the science sequence, science electives, or free electives.

- Foreign language electives must include a six-hour sequence.
- At least three hours in social science electives must be above the freshman level.
- Computer Science 4000 (Senior Comprehensive Examinations) must be passed by the student by the final semester of studies.

Mathematics 2107, 2108, and 2109 may be substituted for Mathematics 2111 and 2112. Entering freshmen not qualifying for Mathematics 1126 must take Mathematics 1125; this course may be counted toward degree credit.

Department of Computer Science Course Requirements	Cr. Hrs.
Computer Science 1581, 1583	4
Computer Science 2120, 2121, 2125, 2450, 2467	13
Computer Science 3102, 3301, 4311, 4401, 4501	18
Computer Science 3080, 3090, 4000	2
Computer Science 4125, 4210, 4568, or 4621	3
Computer Science electives	6
Total	46

College of Sciences Course Requirements	Cr. Hrs.
Mathematics 1126, 2111, 2112	13
Mathematics 2314, 3721	6
Mathematics electives	6
Science sequence	8
Science electives	6
Total	39

Non-College of Sciences Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159) and 2152	9
Literature	3
Humanities or Social Sciences	3
Foreign Language	6
Social Sciences	6
Arts	3
Total	30

Approved Electives	Cr. Hrs.
Total	5
Grand Total	120

Concentration in Information Assurance

The Department offers a declared concentration in Information Assurance. Students who opt for this concentration are required to fulfill the following requirements:

- Completion of the following two courses: Computer Science 4621 and 4623;
- Completion of one "project-oriented" elective course. The following courses may be chosen for this requirement: Computer Science 4208, 4402, 4460, or 4620. Other courses may be substituted upon approval by the Department;
- Completion of one non-technical elective course. The following courses may be chosen for this requirement: Mathematics 4360 (Mathematical Information Theory), Management 4407 (Management of Technology and Innovation), or Political Science 4410 (American Constitutional Law). Other courses may be substituted upon approval by the Department.

Concentration in Bioinformatics

The Department offers a declared concentration in Bioinformatics. Students who opt for this concentration are required to fulfill the following requirements:

- Completion of the following science sequence in Biology: 1083, 1081, and 2114;
- Completion of the following two courses: Computer Science 4567 and 4568;
- Completion of Computer Science 4595, or, with permission, Biology 3104, 3453, or 4153. Other "molecular biology/biochemistry" courses may be substituted upon approval by the Department. Depending on the selected course, this may be counted as a "science elective" or as a "free elective". It should be noted that these upper-level courses may have prerequisite structures involved which may increase a student's total coursework;
- Completion of the following two "project oriented" courses: Computer Science 4587 and 4588. Other interdisciplinary course projects may be substituted upon approval by the Department.

Minor in Computer Science

An undergraduate majoring in a department other than Computer Science may earn a minor in Computer Science by completing the following computer science courses each with a grade of C or better: Computer Science 1581, 1583, 2120, 2121, 2125, 2450, 3301, and one three-credit 4000-level course selected from an approved list. (It should be noted that Mathematics 2721 is a prerequisite for Computer Science 2125.) A transfer student must complete a minimum of nine credit hours in required computer science courses at UNO, and these must include Computer Science 2125 and a three credit 4000-level course from the approved list.

Honors in Computer Science

An honors program is available to Computer Science majors. Successful completion of the program will result in graduation with *Honors in Computer Science*. To be eligible for admission to the program, a student must complete Computer Science 2125 and must have a faculty member willing to serve as thesis advisor. The student must also have an overall average of 3.25 or better and an average of 3.5 or better in Computer Science courses. In order to remain in the program, a student must maintain these averages.

In order to complete the program a student must do the following: fulfill all graduation requirements for the Bachelor of Science in Computer Science;

- have an overall average of 3.25 or better and an average of 3.5 or better in computer science courses;
- earn six credits in Computer Science 3099;
- produce a written honors thesis and conduct an oral defense before a committee consisting of the faculty thesis advisor, at least one other faculty member selected by the department chairman, and a representative of the Honors Program.

CURRICULUM IN EARTH AND ENVIRONMENTAL SCIENCES

To earn a Bachelor of Science degree in earth and environmental sciences, a student must receive credit for 120 hours of coursework. This coursework must include core and foundation coursework in Earth and Environmental Sciences plus the required and elective courses for one of two available concentrations: Geoscience or Coastal Environmental Science. The curriculum allows students the flexibility to focus in areas of hydrocarbon geology, environmental science, coastal science, and traditional geosciences. A grade of C or better must be earned in all math and science courses.

Department of Earth and Environmental Sciences (EES) Course Requirements	Cr. Hrs.
EES 1000, 1001, 1002, 1003, 1004, 1005	12
EES 2000, 2051, 2700, 4099 ¹ , 4560	16
Concentration Area ²	16
EES electives	6
Total	50

College of Sciences Course Requirements	Cr. Hrs.
CHEM 1007, 1017	4
MATH 1126 2107	6
BIOS 1071, 1073	4
PHYS 1031, 1033 (or 1061, 1063)	4
Science electives ⁴	13
Total	31

Non-College of Sciences Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159) (C or better required)	6
Literature	3
Social Sciences ⁵	6
Arts	3
Humanities	6
Total	24

Approved Electives ³	Cr. Hrs.
Total	15
Grand Total	120

1. EES 4099 must be taken within the final two semesters prior to graduation.
2. Concentration areas and their respective courses are:
 - a. Geoscience: EES 2740, 3100, 3310, 4110, 4750
 - b. Coastal Environmental Science: EES 2510, 3120, 4520, 4550, 4949
3. All EES electives and free electives should be based on the concentration area and must be approved by the EES advisor.
4. Science electives must be approved by an EES advisor and must include the completion of an 8 hour science sequence with laboratory. Choices for completion of the science sequence include BIOS 1081 and 1083; BIOS 2014; CHEM 1008 and 1018; PHYS 1032 and 1034; PHYS 1062 and 1065.
5. At least three hours must be at the 2000 level or higher.

Minor in Earth and Environmental Sciences

An undergraduate majoring in another subject may minor in earth and environmental sciences by completing 20 credit hours in EES with a grade of C or better in each EES course taken. The courses must include EES 1000, 1001, and EES 1002 and 1003, and EES 1004 and 1005. At least 8 credit hours must be 2000-level or above and at least nine hours must have been taken at UNO.

Honors in Earth and Environmental Sciences

An honors program is available to EES majors. Successful completion of the program will result in graduation with *Honors in Earth and Environmental Sciences*. To be eligible for admission to the program, a student must have a 3.25 overall grade average and a 3.5 in EES courses. To remain in the program, a student must maintain these averages. Before graduation a student must have completed at least six hours of EES 4098, including an oral defense of the honors thesis before a committee of the faculty.

CURRICULUM IN MATHEMATICS

To earn a Bachelor of Science in Mathematics, a student must satisfy all requirements of the University and of the College of Sciences, as well as those of the program described below. In addition, a grade of C or better must be earned in each mathematics and science course taken for degree credit.

Department of Mathematics Course Requirements	Cr. Hrs.
Mathematics 2107, 2108, and 2109, or 2111 and 2112 ¹	10
Mathematics 2115, 2511	6
Mathematics 2221 or 2314	3
Mathematics 3512, 3900, 4101, 4511	9
Mathematics electives ²	9
Total	37

College of Sciences Course Requirements	Cr. Hrs.
Computer Science 1060, 1201, or 1205 or 1581 and 1583	3
Physics 1061, 1062, 1063, 1065	8
Science electives ³	12
Total	23

Non-College of Sciences Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
English Literature	3
Foreign Language ⁴	6
Social Sciences ⁵	6
Arts	3
Total	24

Concentration Area Course Requirements	Cr. Hrs.
Concentration area ⁶	12
Approved electives	24
Total	36
Grand Total	120

¹Students not adequately prepared to enter a calculus sequence must take appropriate pre-calculus courses without credit toward graduation. Department placement determines the point of admission to these courses.

²Nine hours of mathematics electives at the 3000 or 4000 level. At least three of these hours must be at the 4000 level. Transferred hours approved by a departmental advisor are eligible. Students interested in graduate studies in mathematics are strongly advised to take Math 4102.

³Must include three hours in biology and an additional three hours outside of mathematics. A maximum of six hours of engineering courses may be used. Certain science courses are not permitted for degree credit by the College of Sciences.

⁴Foreign language must include a six hour sequence in one language. French, German, or Russian is recommended for students planning graduate studies.

⁵Three hours at 2000 level or above.

⁶Twelve hours of courses numbered 2000 or above shall be taken in a specific department which offers classes with significant mathematical content. Examples of other concentrations include:

Mathematics, Computer Science, Biology, Naval Architecture and Marine Engineering, Earth and Environmental Sciences, Mechanical Engineering, Accounting, or Curriculum and Instruction. All courses taken must be approved by a departmental advisor. A grade of C or better must be earned in each course in the concentration area.

Suggested concentration areas and their respective courses are:

Actuarial Mathematics: Mathematics 4801, 4802, 4803, 4804

Industrial and Applied Mathematics: Four of the following: Mathematics 4224, 4251, 4270, 4280, 4230.

Statistics: Mathematics 4301, 4304, 4311, 4312.

Other concentration areas may be selected. Twelve hours of courses numbered 2000 or above shall be taken in a specific department which offers classes with significant mathematical content. Examples of other concentrations include:

Mathematics, Computer Science, Biology, Naval Architecture and Marine Engineering, Earth and Environmental Sciences, Mechanical Engineering, Accounting, or Curriculum and Instruction. All courses taken must be approved by a departmental advisor. A grade of C or better must be earned in each course in the concentration area.

Honors in Mathematics

An honors program is available to mathematics majors. Successful completion of the program will result in graduation with Honors in Mathematics. To be eligible for admission to the program a student must have a 3.25 overall average and a 3.5 in mathematics (including an average of 3.5 in mathematics courses numbered 2000 or above). To remain in the program the student must maintain these averages. Before graduation, the student must complete Mathematics 4411 and six credit hours of Mathematics 3099, including an oral defense of the honors thesis to a committee composed of the faculty thesis director, another faculty member chosen by the departmental chairman, and a representative of the Honors program.

Minor in Mathematics

An undergraduate minor in mathematics may be obtained by completing at least 25 credit hours of mathematics courses at the 2000-level or higher with a grade of C or better in each course. At least nine credit hours at or above the 3000 level must be taken at UNO.

Minor in Actuarial Mathematics

An undergraduate minor in actuarial mathematics may be obtained by completing at least 25 credit hours in mathematics including Mathematics 2314, 4801 and 4802 with a grade of C or better in each course. At least nine credit hours must be taken at UNO.

Minor in Statistics

An undergraduate minor in statistics may be earned by completing 25 credit hours in mathematics including Mathematics 4301 and 4304 with a grade of C or better in each course. At least nine credit hours must be taken at UNO.

Minor in Industrial and Applied Mathematics

An undergraduate minor in industrial and applied mathematics may be obtained by completing at least 25 credit hours including mathematics 2115, 2221 and 2511 with a grade of C or better in each course. At least nine credit hours must be taken at UNO.

CURRICULUM IN PHYSICS

The curriculum leading to the Bachelor of Science degree in physics consists of a core sequence containing basic physics, mathematics, and general degree requirements, plus 15 hours of approved courses in a concentration. For degree credit, a grade of C or better must be earned in all science and mathematics courses.

PHYSICS CORE	
Bachelor of Science Degree	
Department of Physics Course Requirements	Cr. Hrs.
Physics 1061, 1062, 1063, 1065 ¹	8
Physics 2064, 3198, 3301	7
Physics 4160, 4401, 4402, 4501, 4601	12
Physics undergraduate research ²	3
Approved physics or concentration electives ²	15
Total	45
College of Sciences Course Requirements	Cr. Hrs.
Mathematics 2107, 2108, 2109 or 2111, 2112	10
Mathematics 2115, 2221	6
Chemistry 1007, 1008, 1017, 1018	8
Computer Science 1205 or 1581 and 1583	3
Biological Sciences	3
Mathematics or mathematical physics	3
Total	33
Non-College of Sciences Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159) with a "C" or better	6
Literature	3
Humanities	6
Social Sciences ³	6
Arts	3
Total	24
Approved Electives	Cr. Hrs.
Total	18
Grand Total	120

¹Physics 1031, 1032, 1033, and 1034 may be substituted with consent of the department.

²Research may be any combination of Physics 2191, 3191, or 4191 to total three

credit hours.

³At least three hours must be at the 2000 level or above.

Physics Concentration

Physics: Students wishing to pursue graduate school in physics should take additional physics courses including Physics 4302, 4402, 4503, and 6 approved physics electives at the 4000 level.

Second Discipline: physics can be combined with a number of appropriate secondary disciplines by taking 15 hours of approved courses. The courses must be approved in advance by the department. Examples are:

Electrical Engineering: Circuits option ENEE 2551/2510 lab, 3540, 3543, 3560, and 3530. Digital Systems option ENEE 2551 and 2550 lab, 2582, 3582, and 3587.

Mechanical Engineering: ENCE 2350, 2351; ENME 2750, 3720, and 3770. Also recommended are ENME 3020 and 3771.

Mathematics: Math 3512, 4101, 4511, and 6 hours of approved advanced physics or math electives.

Other possibilities include Civil Engineering, Earth and Environmental Science (Geophysics), Mathematics, Computer Science, and other fields tailored to the student's interests.

Minor in Physics

An undergraduate minor in physics may be obtained by completing 18 credit hours in physics with a grade of C or better in each course. These 18 credit hours will consist of Physics 1061, 1062, 1063, 1065 (or 1031, 1032, 1033, 1034), 2064, 3198, 3301, and 4501 or departmentally-approved alternatives. The last nine hours must be taken at UNO.

Honors in Physics

An honors program is available to superior students. Successful completion of the program results in graduation with *Honors in Physics*. For admission to the program a student must be enrolled in or have completed Physics 3198 and 4194 and have grade point averages of at least 3.2 overall and in all science courses taken, and at least 3.5 in all physics courses taken. Before graduation the student must complete six hours of Senior Honors Thesis (Physics 4194), present an acceptable honors thesis, and obtain an honors-level grade on a thesis-defense examination.

CURRICULUM IN PSYCHOLOGY

The Psychology Department offers a Bachelor of Science in Psychology. Students must complete 39 hours with a grade of C or better in each course in their major; at least 15 of these hours must be earned at UNO. In addition, a grade of C or better is required in each science and math course taken for degree credit.

Bachelor of Science	
Department of Psychology Course Requirements	Cr. Hrs.
Psychology 1000, 1310, 2300	9
Psychology 4010, 4000	3
Psychology electives ¹	27
Total	39
College of Sciences Course Requirements	Cr. Hrs.
Mathematics 1115, 1116 or 1125, 1126 or 2111	5-6
Science sequence ²	8
Science electives ³	8
Computer Science 1000 ⁴	3
Total	24-25
Non-College of Sciences Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
English Literature	6
Modern Foreign Language ⁵	6
Arts	3
Humanities	3
Social Sciences ⁶	12
Total	36

Approved Electives	Cr. Hrs.
Total	20-21
Grand Total	120

¹ Elective hours of Psychology must include six courses, meeting the following criteria: at least one course from each group; three additional courses chosen from at least two different groups; and at least three of the six courses must be at the 4000 level.

1. Psychology 2110, 2120, 2130, 2200, 4100, 4600
2. Psychology 2380, 2400, 4310, 4510, 4530, 4550, 4700
3. Psychology 2320, 2340, 4320, 4330, 4340, 4350, 4365

² This constitutes a college degree requirement and students must choose among Biological Sciences 1071, 1073, 1081, and 1083; Chemistry 1017, 1018, 1007 and 1008; Physics 1031, 1032, 1033, and 1034; Physics 1061, 1062, 1063 and 1065. Biological Sciences sequence is recommended.

³ Students may not choose Biological Sciences 1051, 1053, 1061, 1063; Chemistry 1012, and 1020; Computer Science 1000; Physics 1001, 1002, 1003, 1004, 1010, 1020 and 1030. Students must choose at least three hours from Biological Sciences and at least three hours from Chemistry, Earth and Environmental Sciences, or Physics to meet this and the College of Sciences Degree Requirement.

⁴ Students may substitute Computer Science 1060, 1201, or 1581 and 1583; doing so reduces the total science elective credit by three hours and increases the electives credit by three hours.

⁵ Completion of the second semester or higher of a modern foreign language is required. Two semesters of sign language may also be used to complete this requirement.

⁶ These social science courses must be chosen from outside psychology; six of the 12 hours must be numbered 2000 or above.

Minor in Psychology

For an undergraduate minor in psychology, a minimum of 18 credit hours is required, including Psychology 1000 and at least two 4000-level courses. Note that there are only two 4000 level psychology courses (4510 and 4530) that students may take without having completed Psychology 1310 and 2300, and these two courses may not be offered each semester. For a student transferring from another university, at least nine of the 18 hours must be earned at UNO. A student may not use credit in both Psychology 1500 and 1520 toward the minor. A grade of C or better in psychology courses must be achieved in order to have the minor listed on the student transcript.

Honors in Psychology

An honors program is available to superior students majoring in psychology. Successful completion of the program results in graduation with *Honors in Psychology*. For admission to the program, a student must have grade-point averages of at least 3.25 overall and at least 3.5 in psychology courses and must have permission of the department and the Honors Program director. Before graduation, the student must take six hours of Senior Thesis (Psychology 3099), resulting in an acceptable honors thesis.

Pre-Professional Studies

Pre-Medical and Pre-Dental Programs

A student who is interested in medicine or dentistry as a profession should select a degree program which will adequately prepare him or her for entry into professional school yet provide ample opportunity to pursue additional interests in varied academic disciplines. Most schools stress a four-year degree program as the best possible preparation. A student may major in the subject of his or her choice; however, the student and the advisor must be sure that the major program selected either includes those courses required by the medical or dental school or offers sufficient free electives to include 50 or 60 hours of science. The pre-medical/pre-dental advisor in the College of Sciences should be consulted as soon as possible after the student enters the University, and such consultation is encouraged on a regular basis thereafter. Additional information about the pre-medical and pre-dental curricula may be obtained in the office of the College of Sciences (1100 Science Building).

Pre-Pharmacy

UNO offers coursework to prepare a student to apply for admission to the College of Pharmacy at Xavier University in New Orleans or to the College of Pharmacy and Health Sciences at the University of Louisiana at Monroe. Approximately two years of college work in specified areas is required to be eligible for admission to either program. A student interested in pharmacy should consult with the pre-pharmacy advisor during his or her first semester at UNO. Additional information about the pre-pharmacy curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

Pre-Veterinary Medicine

UNO offers coursework to prepare a student to apply for admission to the LSU School of Veterinary Medicine. To be eligible for admission, a student must complete a minimum of 66 credit hours of specified college work. A student interested in veterinary medicine should consult with the pre-veterinary advisor during his or her first semester at UNO. Additional information about the pre-veterinary medicine curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

Pre-Allied Health Programs

A student planning to enter any of the following programs should contact the appropriate institution during his or her first semester at UNO for detailed information concerning admission. A list of the addresses of these institutions is available in the office of the College of Sciences (1100 Science Building). All programs involve competitive admission and each division or school determines its own requirements. Since admission requirements for these programs change frequently, students should obtain updated advising checklists from the College of Sciences office. Upon completion of the degree requirements for any of these programs, the institution itself, not UNO, awards the degree.

PRE-CARDIOPULMONARY SCIENCE

(Respiratory Therapy/Cardiovascular Technology)

This program is designed for students desiring to apply for entry into the professional curricula in Cardiopulmonary Science (Respiratory Therapy/Cardiovascular Technology) offered through the LSU Health Sciences Center. The degree program provides education and training in the areas of prevention, diagnosis, management, and rehabilitation of people with heart and lung disorders. In addition, the baccalaureate therapist and technologist is a potential educator or supervisor in cardiopulmonary departments. Additional information about the pre-cardiopulmonary science curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

PRE-CLINICAL LABORATORY SCIENCES

UNO offers the prerequisite courses designed to prepare students for admission to the Department of Clinical Laboratory Sciences, LSU Health Sciences Center. Admission is on a competitive basis. Students who successfully complete all requirements will earn a Bachelor of Science in Medical Technology awarded by the Louisiana State University Health Sciences Center. Additional information about the pre-clinical laboratory sciences curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

PRE-OCCUPATIONAL THERAPY

UNO offers the prerequisite courses designed to prepare the student for admission into the Master of Occupational Therapy (MOT) degree program, Department of Occupational Therapy, School of Allied Health Professions, LSU Health Sciences Center. To be eligible for admission, the student must complete a bachelor's degree (in any field) and must have met the prerequisites specified by the LSUHSC School of Allied Health Professions. Additional information about the pre-occupational therapy curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

PRE-PHYSICAL THERAPY

UNO offers the prerequisite courses designed to prepare the student to apply for admission to the Doctor of Physical Therapy Degree offered by the Department of Physical Therapy, School of Allied Health Professions, LSU Health Sciences Center. To be eligible for admission, the student must have earned a Bachelor's Degree (in any field of the student's choosing) and must have completed the prerequisites for the program specified by the LSUHSC School of Allied Health Professions. Additional information about the pre-physical therapy curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

PRE-PHYSICIAN ASSISTANT STUDIES

This program is designed to prepare the student for entry into the Master of Physician Assistant Studies (MPAS) program offered through the LSU Health Sciences Center on either the New Orleans or Shreveport campus. To be eligible for admission, the student must have earned a Bachelor's Degree (in any field) and must have completed the prerequisites for the program specified by the LSUHSC School of Allied Health Professions. Additional information about the pre-physician assistant curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

Pre-Allied Dental Fields

Allied dental fields include Dental Hygiene and Dental Laboratory Technology. A student planning to enter either of these two programs should contact the Office of Student Affairs at the LSU School of Dentistry during his or her first semester at UNO for detailed information about the programs including admission requirements. Both programs involve competitive admission with each program determining its own admission requirements. Upon completion of the degree requirements for either of the programs, the institution itself, not UNO, awards the degree. Additional information about the pre-allied dental fields may be obtained in the office of the College of Sciences (1100 Science Building).

Pre-Nursing

UNO cooperates with the Louisiana State University Health Sciences Center (LSUHSC) School of Nursing by offering the general education courses required for the traditional baccalaureate degree program, which is designed to educate the professional nurse. Admission to the LSUHSC School of Nursing is on a competitive basis. Students who successfully complete all requirements will earn a Bachelor of Science in Nursing awarded by the LSUHSC School of Nursing. Additional information about the pre-nursing curriculum may be obtained in the office of the College of Sciences (1100 Science Building).

Bachelor of Interdisciplinary Studies

The Bachelor of Interdisciplinary Studies is a unique and rigorous degree program administered by the Office of Academic and Student Affairs at the University of New Orleans. The program provides versatility for students seeking to design an academic plan of coherent concentrations through the process of integrative learning. Interdisciplinary Studies (IDS) provides students with a well-developed understanding of an Integrative Learning Plan (ILP) that encompasses a three-track plan of study. Students develop a learning experience that helps meet individual and professional goals while balancing work and life responsibilities with educational opportunities. To meet the diverse social, cultural and educational needs of all students, IDS offers a comprehensive program utilizing both on-campus and off-campus credit opportunities.

Specific requirements for the degree are:

1. General Education Component
 - a. Completion of English 1157 and 1158 or 1159 with a grade of C or better.
 - b. Three hours of literature from any department.
 - c. Six hours of mathematics numbered 1000 or above.¹
 - d. Nine hours of science to include a six hour sequence of one science and three hours of another. One of the sciences must be biology and the other one must be chemistry, earth and environmental sciences, or physics.
 - e. Six hours of humanities, to include at least two different subject areas and at least one course above the freshman level.²
 - f. Six hours of social sciences, to include at least two different subject areas and at least one course above the freshman level.³
 - g. Three hours of art.⁴
2. IDS 1001 Introduction to Interdisciplinary Studies.⁵
3. Integrative Learning Plan: Completion of an interdisciplinary component, representing a clearly defined focus of studies, with a minimum grade point average of 2.25. The component will consist of at least two subjects for a combined total of 36 hours, with at least half (18-credit hours) to be completed after enrolling in the IDS program.⁶
4. IDS 3091 Interdisciplinary Studies Capstone.⁷
5. Integrative Learning Plan (ILP) must contain at least three subject areas with course selections representing a central theme or concentration including no more than 15 hours from any one subject area. For the purposes of this restriction, all course work offered in the Colleges of Business, Engineering, or Education and Human Development will be considered as single subject areas.
6. Completion of a minimum of 45 hours of courses numbered 3000 or above, with a grade point average of 2.0 (C) or better.
7. Completion of a minimum of 120 hours of course work in courses numbered 1000 and above, with a grade point average of 2.0 (C) or better.
8. No more than one-half the semester hours required for the completion of the IDS degree may be transferred from a 2-yr community college.
9. The last 30 hours of coursework must be completed in degree residency while enrolled with Interdisciplinary Studies.

CURRICULUM IN INTERDISCIPLINARY STUDIES

General Education Course Requirements	Cr. Hrs.
English 1157, 1158 (or 1159)	6
Literature	3
Mathematics ¹	6
Science	9
Humanities ²	6
Social Sciences ³	6
Arts ⁴	3
Total	39

Degree Specific Requirements	Cr. Hrs.
Introduction to Interdisciplinary Studies ⁵	1
Integrative Learning Plan (ILP) ⁶	36
Interdisciplinary Studies Capstone ⁷	1
Electives and ILP Prerequisites ⁸	43
Total	120

¹Mathematics 1021-1023 may not be used to meet this requirement.
²Humanities include course work selected from the Departments of English, Film and Theatre, Foreign Languages, History, Philosophy and/or Women's and Gender Studies. Transfer course work in religious studies may be applied to fulfill this requirement.
³Social sciences include course work selected from the Departments of Anthropology, Economics, Geography, Political Science, Psychology, Sociology and/or Urban Studies.
⁴Arts include course work selected from the Departments of Film and Theatre, Fine Arts and/or Music. Transfer course work in landscape architecture, dance and/or interior design may be applied to fulfill this requirement.
⁵The IDS Introductory Seminar is required of all IDS students within their first two semesters of enrollment. Students will engage in an interactive learning experience exploring the principles of integrative learning. This course will be taught utilizing distance learning. This course is graded Pass/Fail.
⁶Integrative Learning Plan (ILP) must contain at least two academic disciplines with course selections representing a central concentration including no more than 15 hours from any one discipline. For the purposes of this restriction, all course work offered in the Colleges of Business, Engineering, or Education and Human Development will be considered a single discipline.
⁷Independent Study Capstone course for Interdisciplinary Studies majors including readings, advising, reflection paper and oral presentation. In this course IDS majors will build on their knowledge of interdisciplinary relationships between

distinct academic disciplines in order to write their final reflection paper and to present an oral report on their integrative learning experience. This course is graded Pass/Fail.

⁸Eighteen hours restricted elective hours must contain at least one course from each group. Three additional courses must be selected from at least two different groups.

Group I: Humanities: English, film, theatre and communication arts, fine arts, foreign languages, history, music, philosophy and/or women's and gender studies.

Group II: Social Sciences: anthropology, economics, geography, political science, psychology, sociology, and/or urban studies.

Group III: Business: accounting, business administration, finance, hotel, restaurant and tourism, management and/or marketing.

Remaining electives will contain other creditable course work that may include prerequisites and elective courses to support the ILP or other interests.

Honors in Interdisciplinary Studies

Students wishing to earn departmental honors in any major should contact the Director of the University Honors Program for guidance.

Interdisciplinary Studies students should ordinarily declare their intent to complete the IDS degree with honors when they initially submit their integrative learning plan (ILP) for departmental approval. IDS majors who wish to graduate with honors must meet the following requirements:

1. a cumulative grade-point average of at least 3.5 within the ILP, and an overall grade point average of at least 3.25;
2. successful completion of a Senior Honors thesis (directly related to the ILP title) which includes earning six hours of Arts and Sciences 3999 and an oral defense. Students must arrange for a faculty member from the ILP component, with approval of the IDS Director or their representative, to direct the thesis. The thesis is to be defended orally before a committee composed of the thesis director, a representative of the IDS department, and a representative of the honors program.

UL Organizational Leadership Degree Program

UNO CONCENTRATION- CULTURAL AND ARTS INSTITUTIONS

60-hour completer program- 5 terms per academic year.

Concentration or Focus Area Required courses will be taken by students in years 3 and 4 (18 hours):

AADM 3300 Basic Overview of Theatre for Arts Administrators	3 Cr.
AADM 3301 Basic Overview of Visual Arts for Arts Administrators	3 Cr.
AADM 3302 Basic Overview of Music for Arts Administrators	3 Cr.
AADM 4300 Basic Concepts of Development for Arts Administrators	3 Cr.
AADM 4302 Basics of Arts Marketing	3 Cr.
AADM 4310 Cultural and Arts Institutions Capstone / Decision Making for Arts Managers	3 Cr.

Concentration or Focus Area Electives will be taken by students in years 3 and 4 (12 hours):

AADM 4303 Technology for Arts Administrators	3 cr.
AADM 4304 Economic Context of the Arts	3 cr.
AADM 4305 Arts and the Law	3 cr.
ANTH 3750 Food and Culture	3 cr.
ENGL 4043 New Orleans Literature	3 cr.
SOC 4150 (prerequisite of SOC 1051) Sociology of Popular Culture	3 cr.
GEOG 3190 Special Topics in Regional Geography	3 cr.
Social Science/ Humanities/Arts at 3000-4000 level	6 cr.
Organizational Leadership Core Courses taught across the consortium of nine UL campuses will be taken by students in years 3 and 4 (30 hours):	
ORGL 3000- Intro to Organizational Leadership Concepts and Principles	3 cr.
ORGL 3110 Professional Writing	3 cr.
ORGL 3140 Diversity and Intercultural Understanding in a Global context	3 cr.
ORGL 3170 Concepts and Technologies of Organizational Communication	3 cr.
ORGL 3210 Principles of Team Leadership in Project Management	3 cr.
ORGL 3240 Quantitative and Qualitative Analysis	3 cr.

Graduate School

Donna L. Dickerson, Interim Executive Director of Graduate School

In recognition of its duty to provide a center of learning for the community of New Orleans, the University established a graduate division in 1963, which later became The Graduate School in 1966. Beginning with master's degree programs in chemistry and physics, the Graduate School furthered the expansion of knowledge with graduate programs across the disciplines. In 1965, six graduate degrees were conferred at commencement: one Master of Science in Chemistry and five Masters of Education. In May 1967, the University of New Orleans conferred its first Doctor of Philosophy degree.

The Graduate School in coordination with the Graduate Council regulates graduate policy across the University. The University currently offers advanced degrees in 32 master's programs and 12 doctoral programs. The programs are designed to provide students with opportunities for comprehensive training in special fields of study, to instruct them in methods of independent investigation, and to foster the spirit of scholarship and research.

The pursuit of research and free inquiry demand rigor, and graduate students are expected to exceed minimum requirements and to master subjects rather than pass courses to simply comply with formal requirements. Coursework at the graduate level should lay the foundation for the individual scholarship of students.

Admission

Types of Admission and Requirements

Degree Program Admission

Applicants for admission to the Graduate School in a degree program are expected to have the following qualifications:

1. A baccalaureate degree from a university or college approved by a recognized accrediting agency.
2. Point-hour ratios of at least 2.5 for undergraduate work and 3.0 for all graduate and post-baccalaureate work for which a grade is given. (A-4, B-3, C-2, D-1, F-0)
3. Satisfactory academic standing at the last university or college attended.
4. Satisfactory admission test scores (see below).

An applicant who meets all of the above requirements may be granted unconditional admission, if accepted by the program. Program admission standards may be higher than the minimum Graduate School requirements. Many programs also require application materials beyond transcripts and test scores.

Applicants who fail to meet all the admission requirements may, in rare instances, be considered for probationary admission, but only upon very strong recommendation by the department concerned on the grounds of other evidence

of ability to carry out the graduate program successfully. The Executive Director of Graduate School will consider the merits of the case and determine whether probationary admission is warranted.

Applicants who are unable to supply complete credentials because they are currently enrolled in a university program may be granted conditional admission provided all records, except for the semester in progress, have been submitted. In such cases complete credentials must be received not later than 30 days after the first day of classes in the fall and spring semester and not later than 15 days after the first day of classes in the summer session, or admission may be cancelled.

Non-Degree Graduate Admission

An applicant who has already earned a baccalaureate degree and who does not intend to pursue another undergraduate or graduate degree should apply to The Graduate School as a non-degree student. Students who apply for non-degree status are not required to submit admission test scores but must submit official copies of the transcript certifying their baccalaureate or graduate degree. Students are strongly encouraged to carefully consider the problems that may arise in selecting this status. Short-term benefits such as temporarily avoiding the admission test may be exchanged for long-term serious disadvantages such as not being able to apply credits earned toward a degree program or not being eligible for prompt consideration for admission to a degree program until admission test scores or complete official transcripts are available. Also, some 6000-level courses are closed to non-degree students. Non-degree students are not eligible for federal financial aid.

Some applicants who apply to a degree program but who have not satisfied all the admission requirements may be admitted as conditional non-degree students temporarily until the missing materials have been supplied. Such non-degree students must supply any missing credentials in the same time period outlined above for degree program students. Conditional non-degree admission does not in any way guarantee subsequent admission on an unconditional basis or admission to a degree program. It should be noted that conditional non-degree status for students intending to study in the areas of Business is rarely given because of the American Assembly of Collegiate Schools of Business accreditation requirements. A student who has not removed the cause of a conditional status cannot register for a second semester without special permission of the Graduate School.

Up to 12 hours earned as a non-degree student may be applied to a graduate degree program if and only if the courses carry graduate credit, the work is appropriate to the program, the appropriate graduate faculty recommends the acceptance of the credit hours, and the student is accepted into a degree program.

Non-degree students must read and comply with these provisions and departmental regulations to avoid serious problems.

Procedures

Applicants should submit the University application form online along with required credentials at least 30 days prior to the beginning of registration for the semester for which they are applying. Credentials include admission test scores and official transcripts of all undergraduate and graduate college work taken, showing any degrees awarded. Transcripts must be sent directly to the Admissions Office from each and every college attended even if no credit was earned and even though the work may be shown on another transcript. The requests for these transcripts must be made early, as some institutions take considerable time to supply them.

Graduate Management Admission Test (GMAT) scores are required for the Master of Science in Accounting. GMAT scores are also accepted for the Master of Arts in Arts Administration, the Master of Business Administration, the Master of Science in Health Care Management, the Master of Science in Hospitality and Tourism Management, and the Doctor of Philosophy in Financial Economics. General test scores from the Graduate Record Examination (GRE) must be submitted for all other programs. Some departments also require GRE subject test scores. Admission test scores older than 5 years at the time of registration for the semester for which the applicant wishes to be considered will not be accepted.

University applications must be accompanied by a one-time nonrefundable application fee of \$20. Graduate School priority dates are July 1 for fall semester admission; November 1 for spring semester; and May 1 for summer session.

RE-ENTRY Students who have interrupted their residence at the University by not registering for one full year must re-file an online application for admission to the Graduate School. Degree students must submit supplementary transcripts if any work has been taken at another institution during the interim.

MULTI-CAMPUS STUDENTS enrolled in graduate programs at other UL System universities who wish to take courses at UNO should inquire at the Graduate School of their home institution for the procedure to be followed.

LETTER OF GOOD STANDING Students currently enrolled in graduate programs elsewhere who wish to register for transfer credit must submit official transcripts from their current institution. A new applicant and updated transcripts must be submitted each semester the student plans to register.

International Students

Applicants whose native language is not English are required to submit proof of English proficiency. There are several methods by which English proficiency may be verified including satisfactory scores earned on the Test of English as a Foreign Language (TOEFL), on the International English Language Testing System (IELTS), on the Michigan Test of English offered through the Intensive English Language Program at UNO, or with proof of degree earned at an institution located in a country recognized as English-speaking.

For potential students completing the TOEFL, the Graduate School requires a composite score of at least 79-80 on the iBT (internet based), or 550 (paper-based). For additional information on the TOEFL you may visit their web site at www.toefl.org. On the IELTS test, The minimum band score is 6.5. IELP students may satisfy English proficiency by achieving scores of 70 on the Listening section, 70 on the Grammar section and 75 on the Composition section of the Michigan test if completed at UNO.

Countries recognized as English-speaking are Australia, Belize, Canada, Ireland, Jamaica, New Zealand, South Africa, the United Kingdom and the United States.

Applicants must be advanced in English comprehension and be able to participate in class discussions. Individual programs may require higher scores. In addition, students seeking a Teaching Assistantship will be required to have higher scores.

All admission credentials must be submitted prior to acceptance. Complete records must be on file at the University at least 90 days prior to registration for the semester in which the student desires to start. Fees submitted must be payable in U.S. Dollars.

Those requiring a student visa may not be admitted as non-degree students, may not be admitted on probation, and may not normally be admitted conditionally.

The Graduate School will determine whether the applicant's grades and coursework are equivalent to a bachelor's degree from UNO. A Statement of Financial Support must also be submitted, indicating financial ability to remain at the University long enough to complete degree requirements. An acceptable statement must be submitted prior to evaluation for admission.

All international students are required to participate in the student medical insurance program. Fees for this insurance will be assessed at registration.

Fees and Financial Resources

(Consult Fees section.)

Graduate Assistantships, Fellowships and Scholarships

A number of teaching, research, and service assistantships are available for qualified students in all areas of the University. Graduate assistants may be appointed for the academic year (nine months), fiscal year (12 months), or summer. Graduate assistants must be enrolled as full-time (9 graduate credit hours in Fall and Spring) students and maintain a 3.0 grade point average. International graduate assistants who have primary responsibility for teaching a course (TA3) are required to have a TOEFL score of 100 (internet-based score) or 600 (paper-based) or IELTS overall band score of 7.5. Individual graduate programs may have higher requirements.

Assistantships provide a salary, tuition exemption, a graduate enhancement fee exemption and a waiver of the non-resident fee. Should a graduate assistant resign or be terminated from the University, the student will be held accountable for all tuition and fees for that semester. Graduate assistants are not permitted to hold employment outside of the University without written authorization from the Executive Director of Graduate School. Inquiries and applications should be made directly to the student's degree program or University department.

Graduate Scholarships

The Graduate School at the University of New Orleans distributes merit-based awards once each year. Scholastic performance and test scores, are among the criteria evaluated. Applicants must be newly and unconditionally accepted to a UNO graduate program in a Fall semester, have a suitable GRE or GMAT score, meet the GPA requirements for the award and maintain nine hours of graduate coursework each semester (spring and fall). In addition, applicants must be nominated for an award by the program to which they have been admitted. Students should contact their graduate coordinator to initiate the process. All awards are renewable annually for up to two years for master's degree students (three years for MFA students) and five years for doctoral degree students, provided that students maintain the required cumulative GPA, successfully complete nine graduate credit hours each semester, and retain the support of their degree program.

Master's Student Award

Any student fully admitted into a Master's degree program, with 3.0+ undergraduate and/or 3.5+ graduate GPA is eligible for this award. This scholarship provides a waiver of tuition and graduate enhancement fee for the academic year (fall and spring). Due Date: March 15.

Master's and Doctoral Level Award

Marcus B. Christian Graduate Scholarship

African-American and other under-represented U.S. minority students accepted to Doctoral and Master's degree programs with a 3.0+ undergraduate GPA and/or 3.5+ graduate GPA are eligible for this award. Strong preference is given to Louisiana residents and to graduates of Southern University in New Orleans and other historically black institutions. This scholarship provides a waiver of tuition and graduate enhancement fee for the academic year (fall and spring). Due Date: March 15.

Doctoral Student Award

Any student fully admitted into a Doctoral degree program with 3.0+ undergraduate and/or 3.5+ graduate GPA is eligible for this award. This scholarship provides a waiver of tuition and graduate enhancement fee for the academic year (fall and spring). Due Date: March 15.

SREB/BoR/Ernest G Chachere Doctoral Diversity Fellowship

Any under-represented U.S. minority student accepted to begin a Doctoral program in the Sciences, with a 3.25+ undergraduate GPA or a 3.5+ graduate GPA, is eligible for this award. While students of the social sciences may apply, strong preference is given to applicants in the physical and mathematical sciences and engineering. This Fellowship provides a waiver of tuition and the nonresident fee for the academic year (fall, spring and summer) and a \$22,000 stipend per year for four (4) years, as well as a Membership in the Southern Regional Education Board (SREB) Doctoral Scholars Program for each of the four (4) years. Availability of these awards is subject to funding by the Board of Regents. Due Date: February 15.

Student Financial Aid

For detailed information go to www.uno.edu/finaid.

Career Services

The Career Services office assists students with their career planning and provides information and materials on career development and employment opportunities. Career Services is a member of the National Association of Colleges and Employers (NACE) and follows NACE's principles. Current students can register for the Opportunities Database, a listing of job and internship opportunities. .

During the fall and spring semesters, representatives from business, industry, government, and education visit the Career Planning and Placement Center to interview students for career employment. Workshops are available for students on preparing resumes, networking, interviewing and other skills. A credentials service is available for students on an optional basis and procedures followed are as established in the Family Education Rights and Privacy Act of 1974.

Affiliated Research

Oak Ridge Associated Universities

The University of New Orleans is affiliated with the Oak Ridge Associated Universities (ORAU) which provides research collaboration opportunities with federal research facilities, other universities within the southeast, and corporate organizations. Together the universities work toward acquiring joint opportunities to compete for large research projects, to acquire shared information technology and to work in additional ways made possible by the critical number of universities involved. ORAU also offer opportunities to faculty and graduate students to participate in research through fellowships for graduate students and research affiliations for faculty.

Louisiana Universities Marine Consortium

The Louisiana Universities Marine Consortium (LUMCON) is an organization of public universities in the state including the University of New Orleans. LUMCON was chartered in 1979 to develop coordinated marine research and education within the state university system and provide coastal facilities for these programs.

LUMCON's principal facility is the Universities Marine Center at Cocodrie. The Marine Center consists of a fifty thousand square foot laboratory-dormitory complex, ninety-five foot and fifty-five foot research vessels, numerous small vessels and collecting equipment, and docking and service facilities for all the vessels. Satellite facilities with laboratories, accommodations, and small boats are operational at Port Fourchon and at Fearman Bayou. The Port Fourchon Laboratory provides ready access to salt and brackish marshes, the bays and bayous of the Timbalier and Barataria Bay systems, beaches, and the Gulf of Mexico; while the Fearman Bayou Laboratory provides access to a wildlife refuge on Vermillion Bay, brackish and fresh water marshes, and coastal cheniers.

College courses in the marine sciences offered at all three facilities emphasize extensive field experience and studies of living organisms in their natural habitat and in the laboratory. Enrollment in each course may be limited by space and accommodations available at a particular laboratory, but applicants from member institutions of LUMCON will be given priority. Students enrolled at UNO will register for LUMCON courses through UNO and will pay tuition based on the UNO fee schedule. Credit for such courses will be awarded by UNO and will be recorded on student transcripts. For details of marine science courses to be offered at LUMCON facilities see course offering in Biological Sciences, and consult the Chairs of the Departments of Biological Sciences and Geology and Geophysics.

Louisiana Alliance for Minority Participation (LAMP)

The University of New Orleans is a recipient of funds from the National Science Foundation through the Louisiana Board of Regents to implement and administer a program on the UNO campus called the Louisiana Alliance for Minority Participation (LAMP). LAMP goals are to expand and reinforce systemic mentoring, including research participation and guidance to graduate students. The overall goal is to improve minority participation in science and math education and technology. Various LAMP programs introduce students to research tools and methods, provide hands-on research experience, build computer and technology skills, and help students prepare for graduate school.

Southeastern Universities Research Association (SURA)

The University of New Orleans has been a member of the Southeastern Universities Research Association (SURA) since 1993. SURA is a consortium of colleges and universities in the southern United States and the District of Columbia established as a nonstock, nonprofit corporation. SURA serves as an entity through which colleges, universities, and other organizations may cooperate with one another and with government in acquiring, developing, and using laboratories and other research facilities and in furthering knowledge and the application of that knowledge in the physical, biological, and other natural sciences and engineering.

SURA's goals are to foster excellence in scientific research, to strengthen the scientific and technical capabilities of the nation and of the Southeast, and to provide outstanding training opportunities for the next generation of scientists and engineers.

The most recent consortium emphases of SURA have focused on Information Technology (IT) and Internet II, advanced materials research, and coastal research activities.

GRADUATE REGULATIONS

Failure of students to acquaint themselves fully with the organization and regulations of the University and Graduate School may lead to complications for which the student must assume full responsibility.

Requirements

Graduate degrees are not conferred merely upon the basis of number of courses passed or on length of time spent in residence, but rather upon the basis of the quality and scope of a candidate's knowledge and power of investigation. Requirements listed below must be interpreted with the understanding that the Graduate School prescribes only minimum standards. Individual departments, rather than the Graduate School, gain or lose reputation and standing according to the excellence of training given to their graduate students and for that reason are permitted to demand performance well in excess of the basic Graduate School requirements. A successful graduate student must possess the maturity and determination to satisfy intellectual curiosity. As a rule, students who have made averages lower than B in the major fields as undergraduates are not encouraged to proceed with graduate work.

Meeting specific requirements for admission to, or retention in, the Graduate School does not guarantee admission or permission to enter whatever course or curriculum a student desires to take. The University is not prepared to offer a variety of programs sufficient to meet the demands of all prospective students, nor has it the resources to instruct all who desire to enter. It is forced to concentrate

its energies upon students who offer the greatest promise of development in the particular fields in which it is prepared to give training.

Departmental Requirements

In matters dealing with courses and curricula the Graduate School prescribes certain standards which it enforces. These may be regarded only as minimum requirements. Individual departments commonly set their own standards at higher levels. Graduate students must assume full responsibility for acquaintance with both general regulations and specific requirements of departments in which they pursue major and minor work.

Candidacy for a Degree

Admission to the Graduate School does not imply admission to candidacy for a degree. Only as a result of one or more semesters of superior work and departmental approval does a student qualify to apply for candidacy for a degree. Students on probation may not apply for candidacy.

Degrees for Faculty and Staff

The Graduate School will not award the doctoral degree to full-time faculty of UNO above the rank of instructor or to other employees who in the opinion of the Graduate Council are of equivalent status; nor will it permit such persons to register for credit toward a UNO doctorate.

Courses

All graduate courses for which the student meets the prerequisites are open to graduate students. Courses numbered above 6000 are graduate courses and only open to graduate students. Graduate credit is awarded for courses numbered 4000G-level and above. Graduate credit is not awarded for courses numbered 4000-level and below. Graduate courses are taught by a member of the graduate faculty, and are taken while the student is enrolled as a graduate student, or under the limited conditions in which an undergraduate may earn graduate credit (see Work by Undergraduates). Graduate students who enroll in 4000G-level courses will be expected to complete assignments conforming to the higher standards of scholarship and research that guide the Graduate School.

Maximum and Minimum Course Loads

Graduate students enrolled in at least nine semester hours for the fall and spring semesters and six semester hours for the summer are considered full-time enrolled. Students on graduate assistantships, scholarships or fellowships are required to be enrolled full-time. Registration for course loads greater than fifteen semester hours for the fall and spring semesters and twelve semester hours for the summer requires program and Graduate School approval.

Work by Undergraduates

A UNO undergraduate student who lacks not more than 12 semester hours for a UNO bachelor's degree may be permitted, after scheduling all required work for the degree, to register for up to nine hours of graduate credit. This privilege applies only to students who have maintained a cumulative grade-point average of 3.2. It is extended only upon recommendation of the dean of the student's college and by permission of the department. This approval must be obtained prior to the start of the semester involved. The courses for graduate credit must also be approved by the professor under whom the student intends to do major work as a graduate student. The total amount of work, graduate and undergraduate, for which a student covered by this provision may register may not exceed 15 semester hours.

Auditors

A student may be admitted to classes as an auditor by obtaining admission to The Graduate School in the regular fashion and by receiving the written permission of the instructor of the course. Auditors will not receive university credit, nor will they be permitted to take a credit examination on work audited.

Students may not change from audit to credit after the last day to add a course. With permission of the instructor, they may change from credit to audit within the first 15 class days of the semester (7 class days in the summer).

Examinations

A student must be enrolled in the University to receive credit in any examination in course work or to satisfy other requirements for advanced degrees. A student may meet this requirement by registering for Examination or Report/Thesis Only (Course Number 7040) and paying a fee of \$15 at registration. Registration for Examination Only (that is, registration in 7040) is normally allowed for only one semester. However, in exceptional circumstances a student may be allowed to enroll in 7040 one additional time. The request should be initiated by a faculty member in the student's degree program and include information about the student's progress towards the degree. At a minimum, the student must have turned in a completed draft of the manuscript to the student's thesis/dissertation committee. If the student is completing a non-thesis master's program, they must have initiated the comprehensive examination or project report. The decision regarding a second enrollment will be made by the Executive Director of the Graduate School. No exceptions will be granted beyond a second enrollment in 7040.

Failure to Drop or Resign as Prescribed

Once enrolled in a course, there is a prescribed procedure for either dropping or resigning. It is the student's responsibility to follow the required procedures and to meet the deadlines in this catalog for dropping courses and resigning from the University. Failure to comply usually results in a grade of F.

Correspondence Study

No graduate credit is allowed for work done by correspondence study.

Transfer of Credit

The majority of credits toward a graduate degree (either master's or doctoral) must be earned at the University of New Orleans. The maximum hours that can be transferred for doctoral degrees vary. The specific program of interest should be consulted for the limitations and conditions on transfers for doctoral degrees. Only credits earned in courses may be transferred; thesis/dissertation research credits may not be transferred.

- A maximum of 12 hours earned as a non-matriculating student may be used in a master's degree program, if approved by the program and the College.
- A maximum of one-third of the credit hours required for the degree transferred from other schools may be used in a master's degree program, if approved by the program and the College.
- A maximum of one-half the credits required for a second degree may be applied from a prior master's degree at UNO, if approved by the program and the College.

To petition for acceptance of these credits, the student must be currently enrolled, must have completed at least nine hours of graduate course work in a degree program at UNO, and must be in good academic standing. Transfer of credit is approved only for course work taken as a graduate student; no work graded lower than a B can be transferred, unless the course is a joint degree program requirement. Transfer credit offered toward a degree is subject to the same time limits as course work taken at UNO.

Graduate work transferred from other institutions may be applied toward degree requirements, but the grades earned will not be computed in the UNO graduate average, unless the course is a joint degree program requirement.

Graduate Grading System

Grades in the Graduate School have these meanings:

- A has a value of four quality points per semester hour and indicates superior work.
- B has a value of three quality points per semester hour and indicates satisfactory work.
- C has a value of two quality points per semester hour and is below the expected level of performance. In some departments a course with a C

grade may be accepted toward a degree, but, strictly speaking, this grade represents work below the standard expected of a graduate student and should be construed as a warning that further work in the subject may be unwise. No more than six semester hours of credit with a grade of C may be applied to a Master's degree.

- D has a value of one quality point and indicates unsatisfactory work by the student. A course with a D grade may not be accepted toward a degree.
- F has no quality point value and indicates grossly unsatisfactory work by the student.
- I indicates that the student has done satisfactory work in the course, but because of circumstances beyond the student's control he or she has been unable to finish all requirements. An incomplete is not to be given to enable a student to do additional work to bring up a deficient grade. An I grade in a graduate course will be valid until the last day for turning in grades during the student's next semester of enrollment. For a graduate student in an undergraduate course a grade of I becomes a grade of F if it is not converted before the deadline for adding courses for credit (as printed in the catalog) of the next regular Fall or Spring semester. Before the expiration of time period, one of two developments must take place: 1) the student must receive a standard grade; or 2) the student, by means of a petition which has been endorsed by the faculty member concerned, has received the Graduate Dean's approval for an extension of time. The petition must state the reason for the request and the length of time needed. If neither of these things is done, the grade of I will automatically revert to an F grade, as the I will if no grade is turned in within the extension period.
- S is a grade given for satisfactory work in certain seminar and research courses, as well as in thesis (7000) and dissertation (7050) progression. If petitioned by the teacher or major professor within 45 calendar days after the last day for submitting final grades, a grade of S may be changed to a regular letter grade.
- U is a grade given for unsatisfactory work in certain seminar and research courses, as well as in thesis (7000) and dissertation (7050) progression. A grade of U serves notice of serious and immediate concern with regard to the student's advancement in the degree program. If petitioned by the teacher or major professor within 45 calendar days after the last day for submitting final grades, a grade of U may be changed to a regular letter grade.
- W means withdrawal. This grade is given when a student drops a course or resigns from the University before the appropriate deadline (see calendar). Credit hours for which a grade of W is recorded are not used in calculating the student's average.
- XF The grade of XF has no quality point value and is treated the same as an F. There are two instances in which a student may receive a grade of XF. This grade is earned when a student stops attending a class.
- XU is treated the same as a U. There are two instances in which a student may receive a grade of XU. The first instance is for a student who never attends a class or stops attending and does not drop the course. The second is for a student who attends a class, is failing, and does not take the final exam.

Grade Appeal Policy

The course final grade appeal policy provides the student with a safeguard against receiving an unfair final grade in a course, while at the same time respecting the academic freedom of the instructor which is vital to the integrity of the teaching process at the University of New Orleans. The course final grade appeal process strives to resolve a dispute between student and instructor in the assignment of a course final grade at the collegial level. The intent is never to embarrass or disgrace students or instructors, nor to assess penalty or retribution on any party when mistakes are discovered, but instead to provide a neutral forum for the discussion of differences of opinion. Every student has the right to have a request for consideration of his or her final grade reviewed by the chair of the department and a departmental Grade Appeal Committee. The course final grade appeal is confined to charges of unfair action against an individual student and may not involve a challenge of an instructor's class grading standard. It is incumbent on the student to substantiate the claim that his/her final grade in the course

represents unfair treatment, compared to the standard applied to the remainder of the class. Only the final grade in a course may be appealed.

Academic Performance Standards

A cumulative grade-point average of 3.0 is considered by the Graduate School to be the minimum standard of academic performance. A student who fails to maintain a cumulative 3.0 average on graduate course work taken at UNO will be placed on academic probation and denied a graduate assistantship.

A student must earn a semester grade point of 3.0 or better each semester while on probation until a cumulative grade point of 3.0 is achieved. Failure to earn a semester grade point of 3.0 while on probation will result in being dropped from the University for one semester (not including summer). Any student who returns after being dismissed returns on probationary status and must maintain a 3.0 semester grade point or else be dismissed permanently from the University. A student who is admitted to a graduate program on probation, must make a 3.0 grade-point average in each semester in which the first twelve hours of graduate work is completed or the student will be dismissed from the Graduate School. (For these purposes, the summer session is regarded as a semester.) Failure to meet specific academic performance standards established by the department may also result in the imposition of academic action against the student.

Academic Requirements for a Degree

To receive a graduate degree, the Graduate School requires that the student have a minimum cumulative grade-point average of 3.0 on all graduate course work, as well as all course work applied specifically to the degree. A grade of D or F in any course may not be used to satisfy degree requirements. A student may not graduate during a semester in which academic probation is imposed. (See also the sections on Graduate Grading System and Academic Performance Required.)

Graduation Requirements

Generally, a student must meet all the requirements for a degree outlined in one catalog. The student may elect any catalog in force during his or her enrollment at the University, provided enrollment is continuous. A student who breaks enrollment (either voluntarily or by compulsion) for five calendar years may not elect a catalog earlier than the one in force at the time of re-entry. Under no circumstances may a catalog more than 10 years old be used. In some instances, program or college graduation requirements may be imposed that are not included in the catalog under which the student has chosen to graduate. These additional or different requirements are well publicized by the colleges involved. There are several requirements which must be completed by all students prior to graduation. The student must:

1. complete all academic requirements for a degree. This includes both the general degree requirements and the particular program of study in which the student is enrolled.
2. ascertain, through the college of the major, that his or her academic record is accurate and complete. This should be done not later than one semester prior to graduation.
3. submit an application to the Registrar's Office for the degree during the registration period of the last semester in residence. The student will be required to make this formal application and state the exact name to appear on the diploma.
4. pay the diploma fee at the last registration. Dissertation students will be charged an additional fee to defray the cost for processing the manuscript. A student who has previously paid a diploma fee, but who failed to graduate at the time expected, must reapply and pay the application fee again.
5. have all financial indebtedness to the University cleared prior to graduation.
6. exit interview for financial aid.

A student who does not follow and complete the above requirements and procedures will not be allowed to graduate.

Application for Degree (Diploma)

It is the responsibility of every graduate student to submit an application for degree to the Registrar's Office during the registration period of the last semester

in residence. The student will be required to make this formal application and state the exact name to appear on the diploma. In addition, the student must pay the diploma fee at this last registration. A student who has previously paid a diploma fee, but who failed to graduate at the time expected, must reapply and pay the application fee again. A student must have all financial indebtedness to the University cleared prior to graduation.

GENERAL GRADUATE PROGRAM REQUIREMENTS

Master's Degrees

Master's degrees are conferred upon those who have received the bachelor's degree from UNO or another institution recognized as giving substantially equivalent undergraduate training and who have complied with the regulations of programs as determined by the Graduate School and individual departments in which major work is taken.

Course Requirements

The minimum requirement is 30 semester hours of graduate work, not over six hours of which are allowed for research and the composition of a thesis. In programs not requiring a thesis, the standard course work requirement is 33 hours. Course requirements are determined by departments but must be approved by the Graduate Council. Graduate credit is awarded for courses numbered 4000G-level and above. Graduate credit is not awarded for courses numbered 4000-level and below. As a minimum, a student must present at least 15 semester hours of work (including not over six hours of thesis credit) in courses numbered 6000 or above. Some departments require more than these minimum standards.

Time Limit

Programs for master's degrees must be completed within six years. A student may request an extension beyond the time limit with approval from the program and the Executive Director of Graduate School, in consultation with the Graduate Council. Courses over fifteen years old will not normally be considered for an exception. A Request for Extension of the time year limit form along with a statement of support from the degree program must be submitted to the Graduate School.

Admission to Candidacy

A student will be admitted to candidacy for a master's degree only after having attained unconditional graduate standing, completed at least 12 semester hours of work with a B average or better and a B average or better overall, and received approval of the student's major department for such admission. Formal application must be filed in the Graduate School Office not later than a date announced in the calendar. Acceptance of the application rests with the major professor and the Executive Director of Graduate School. The graduate student must adhere to the program outlined on the application for candidacy. Any changes must be approved by the department in question and by the Graduate School in writing.

Foreign Language Requirement

In some departments a reading knowledge of at least one foreign language (classical or modern) is required of all candidates for the master's degree. Students should discuss this matter with their major professor as early as possible.

Thesis

In most departments the preparation of a thesis is an important element in the program leading toward the master's degree. A master's thesis should demonstrate capacity for research, originality of thought, and competency in organization. It must be acceptable in subject matter and exhibit proficiency in composition. Instructions on thesis layout may be obtained at the Office of the Graduate School or on the UNO website (<http://www.uno.edu/grad>).

Final acceptance of a master's thesis rests with a special committee of three or more members who are nominated by the chair of the department in which major work is taken and are appointed by the Executive Director of Graduate

School. The major professor is designated chair of this committee. One member ordinarily represents a minor field.

Upon committee approval, the thesis is to be submitted to the Graduate School for approval of the format. The abstract should contain no more than 150 words. Once the format has been verified, the thesis is to be deposited with the Graduate School in an electronic format. Electronic versions will be housed in the UNO ETD collection maintained by the Earl K. Long Library. Should a student require a personal bound copy, he or she should consult one of the several binderies in New Orleans capable of performing this service.

Comprehensive and Final Examinations

After a candidate's course work is at least substantially complete, the candidate will be required to pass a comprehensive examination. This exam may take the form of a capstone course, portfolio, or other evaluation appropriate to the discipline. Since specific examination requirements vary with individual departments, the candidate should note the catalog entry for procedures involved in preparing for the candidate's particular examination. For non-thesis students, greater weight is ordinarily given to the result of this final examination, and it is likely to be considerably broader in scope than that given to students who complete theses. The Executive Director of Graduate School will appoint the examination committee.

Thesis students are required to pass a comprehensive final examination after a thesis is at least substantially complete. The examination may be oral, written, or both oral and written depending upon the requirements of the department concerned. The Executive Director of Graduate School will appoint the final examination committee. Ordinarily this committee is composed of the same faculty members who served as a special committee on acceptance of the thesis. The chair of the major department nominates the members. The major professor serves as chair of the committee. The candidate for degree must be physically present at the defense of the manuscript. In the case of extreme and unusual hardship the examining committee may make alternative arrangements. The results of the examination will be submitted to the Graduate School along with student and committee verification of copyright agreement, manuscript access level and Human and Animal Subject committee compliance.

Doctor of Philosophy Degree

The Doctor of Philosophy (Ph.D.) is the highest degree offered by the University. It is conferred only for work of distinction in which the student displays power of original scholarship and only in recognition of achievement and marked ability.

The degree is not awarded solely on the basis of study, extending over any prescribed period of time. Nothing in the following summary of minimum standards should be construed to imply that the degree will be granted merely in recognition of faithful performance of prescribed work.

The basic requirements are twofold:

1. To be admitted to candidacy an applicant must exhibit unmistakable evidence of penetrating mastery of a rather broad major field, which is ordinarily done in a general examination.
2. A candidate must prove ability to complete a significant program of original research, which is done in a dissertation embodying creative scholarship and by passing a rigorous final examination. The dissertation must add to the sum of existing knowledge, and it must be presented with literary skill.

The degree must be completed within six calendar years of admission to candidacy, or less, if specified by the individual college or program. Prior work applied to the degree (including transfer and locally-earned credits) must have been completed within nine calendar years immediately preceding the date on which the degree is conferred. An extension may be granted if approved by the Graduate Council.

While the degree of Doctor of Philosophy cannot be earned simply by passing courses, the program of work prescribed ordinarily provides for a minimum of at least 60 semester hours beyond requirements for the baccalaureate degree. Although coursework requirements are concentrated in the student's major field, a certain amount of work is always required in one or two minor fields. All coursework programs require approval of the Executive Director of Graduate School. Graduate course work taken at another institution with grades of "A," "B," "P,"

“S,” or equivalent is not subject to the policy on transfer of credit for the master’s degree and may be included in the program of study, if approved by the program, the student’s advisory committee, and the Executive Director of Graduate School.

Residence Requirement

A doctoral student must earn two consecutive semesters of a minimum of nine hours of residence. The doctoral residence requirement may be met alternatively by three semesters of enrollment at six or more hours, which may be non-consecutive.

The purpose of residency is to provide the doctoral student with significant time for sustained contact with faculty members. An expected outcome is the acquisition of skills of inquiry, an opportunity for research, and the incorporation of professional values into the graduate school experience. Also, it facilitates the creation of a cohesive climate in which inquiry becomes the linking feature of the graduate student experience. In short, residency is expected to be a vehicle for socialization into the shared community of professional life.

Students who are in residence for the purpose of the above requirement are expected to devote all of their energies to graduate study under the direct supervision of a major professor and/or advisory committee.

Qualifying Examination

Early in the student’s program of graduate study the major department will evaluate the prospective doctoral candidate for suitability to pursue the doctoral degree. Each graduate program has its own procedure for this evaluation based upon the requirements of its particular discipline. This evaluation may involve written or oral examinations, performance in coursework, or other means.

Application for Doctorate

A student becomes an applicant for the doctorate by being accepted by a major department. A program of study is required either at the end of the first year of enrollment in the doctoral program or after the Qualifying Examination, if one is required by the program.

Language Examinations

Each doctoral program has specific requirements for proficiency in a foreign language or for the mastery of certain equivalent research skills. These requirements should be met as early as possible, in no case later than the application for the general examination. Consult with the graduate coordinator of the program for further information.

Advisory Committee

A student who is found to be capable of working toward the doctorate by the department’s qualifying procedure will develop a program of study with the advice and help of a dissertation committee. The department chair or designee appoints the committee after consultation with the student and his/her major professor. The Executive Director of Graduate School may serve as an ex-officio member and may appoint additional members. This committee will serve as the examination committee for the general examination and will be appointed by the Executive Director of Graduate School. The committee composition will include at least three members from the major department or a related program.

General Examination

An applicant becomes eligible for the general examination after satisfying the language requirement and demonstrating adequate academic and professional aptitudes to the student’s advisory committee. The general examination is ordinarily the most rigorous test in the entire program for the doctorate. The examination may be oral, written, or oral and written according to the rules of the major department or program. The content of the examination must be comprehensive enough to demonstrate expert competence over broad segments of the major field and evidence of deep and current knowledge in the student’s chosen specialty as well as evidence of progress in research. In most cases the remainder of a student’s time will involve concentrated work on the dissertation and preparation for the final examination.

Candidacy

Doctoral candidacy involves formal notification to and certification by the Graduate School that a student has demonstrated superior learning and working capacities and that he/she has completed or very nearly completed all course work and other formal degree requirements. Normally students will achieve candidacy at least one year prior to completion of their dissertation. Students who have successfully passed the general examination must file for candidacy with the Graduate School Office. The forms are available from the Graduate School website, (<http://www.uno.edu/grad>), and involve a summary of the student’s course of study including all hours taken and to be taken for graduate credit, the results of the general examination and a listing of the examination committee. The student becomes a candidate after the Executive Director of Graduate School approves his/her General Examination Report.

Dissertation

Candidates normally concentrate most of their energies in preparing their dissertations. The dissertation must demonstrate a mastery of research techniques, ability to do original and independent research, and skill in formulating conclusions that in some way enlarge upon or modify knowledge in their major field. The original results must be presented in a scholarly and literate form. Research involving human or animal subjects must be approved by the Committees on Human and Animal Subjects and verification of approval must appear in the final version of the dissertation.

The form and style of the dissertation should follow the accepted practices of the major field concerned. Additional information about acceptable dissertation layout is available from the Graduate School (<http://www.uno.edu/grad>). After dissertation committee approval, the student must turn in the dissertation to the Graduate School by the stated deadline for approval of the format. The abstract may contain no more than 350 words. Once the format has been verified, the dissertation must be deposited with the Graduate School in an electronic format. Electronic versions are housed in the UNO ETD collection and cataloged by the Earl K. Long Library. Doctoral students must also complete the UMI Author Agreement Form allowing the student’s abstract and title to appear in the Dissertation Abstract International Index.

Printed copies of a dissertation may be required by the program. Students should consult the graduate coordinator of the relevant department to verify the format and binding stipulations of this copy.

Final Examination

The chair of the student’s major department must file application request in the Graduate School for the final examination at least one to two weeks prior to the examination date. The final examination application is submitted on a form available from the Graduate School website (<http://www.uno.edu/grad>). The final examination committee will be appointed by the Executive Director of Graduate School and will usually consist of the student’s dissertation committee to which one or more additions may be made as representatives of the Graduate Faculty.

Although the final examination is traditionally conducted as an oral test which is concerned primarily with the dissertation and related problems, the content may be varied in any way the committee decides and may extend into subject matter related to major and minor fields even though well removed from topics suggested by the dissertation. The candidate for degree must be physically present at the defense of the manuscript. In the case of extreme and unusual hardship the examining committee may make alternative arrangements.

Certification

In order to pass the final examination, there must be a minimum of three positive votes and no more than one negative vote on a committee with four or more members. The results of the examination, along with the student and committee verification of copyright agreement, manuscript access level, and Human and Animal Subject Committee compliance must be turned in to the Graduate School Office. The candidate will be certified to the Board of Supervisors by the Executive Director of Graduate School as having fulfilled all requirements for the degree of Doctor of Philosophy.

Graduate Programs

GRADUATE PROGRAMS IN BUSINESS ADMINISTRATION

Accounting

Department of Accounting Mission

The mission of the Department of Accounting is to provide programs, at both the undergraduate and graduate levels, that prepare our students for careers as professional accountants in public practice, industry, and other areas, and for advancement into graduate programs. We will do this by maintaining high academic standards, superior teaching, quality research, significant service, and the effective use of technology. We recognize the importance of continuous improvement, high ethical standards, and diversity in the educational environment.

Academic Programs

The Department of Accounting offers two graduate programs: the Master of Science in Accounting and the Master of Science in Tax Accounting. Both the undergraduate and graduate accounting programs are distinguished with separate AACSB International accreditation.

Master of Science degree in Accounting: This program is designed to prepare students for careers in various areas of professional accounting. It also helps persons already employed in accounting positions to advance in their careers. The program also serves as a foundation for more advanced studies, such as the Ph.D. degree. For students desiring a greater specialization in accounting information systems auditing, or finance, concentrations in these areas are offered within the Master of Science in Accounting program.

Master of Science degree in Tax Accounting: This program is a specialized Master of Science degree program that is designed to provide a high degree of concentration in the tax area. The taxation degree provides in-depth technical and comprehensive study for persons planning careers in taxation accounting or who are already employed in this area and wish to expand their knowledge of the field. The taxation program also serves as a foundation for more advanced studies, such as the Ph.D. degree.

Both programs may be pursued either full-time or part-time and may be completed by attending evening classes.

Admission Requirements

Applicants to the Master of Science programs should have a baccalaureate degree from an accredited university and an academic record which clearly indicates a high level of achievement. In addition, the applicant should submit satisfactory scores on the Graduate Management Admission Test (GMAT). General admission requirements are a GMAT score of at least 450 and an undergraduate GPA of at least 2.8. If these requirements are not met, a formula and other factors can be used to determine eligibility. The formula is $200 \times \text{GPA} + \text{GMAT score}$. The GPA may be an overall GPA or a GPA for the last 60 hours of undergraduate coursework. The formula must total at least 1050 for admission to the program. The minimum GMAT that is acceptable is 400. International students must provide evidence of English proficiency (see Graduate School). Applicants must be advanced in English comprehension and be able to participate in class discussion. Special classes in English class work may also be required.

Preparatory Courses

The graduate programs build on the students' technical competence in undergraduate accounting and business courses. To provide a background for successful study at the graduate level, a series of preparatory courses or their equivalents must be completed before enrolling in courses for graduate credit.

The specific undergraduate foundation courses are from the areas of accounting, economics, finance, management, marketing, and statistics*. These courses do not have to be completed at UNO but a C or better grade is required in each*. The Master of Science degree in accounting requires 43-48 credit hours of these

specific courses while the Master of Science in Tax Accounting degree requires 36-42 credit hours.

*See department for specific courses. The Business courses may be taken at the 4400 level to reduce the total number of hours.

Degree Requirements

The Master of Science programs in accounting require 30 hours of course work. A minimum of 21 hours of these classes must be at the 6000 level. Depending on a particular curriculum, this will permit a student to use up to nine hours of 4000G classes toward his/her degree. Each student must also have at least 15 hours of 6000 level accounting classes. Included in that total there must be at least 12 hours of 6000 level accounting classes other than ACCT 6126, ACCT 6167, and ACCT 6168.

Only classes numbered 4000G and 6000 can be used toward the total credits for the Master of Science programs.

Master of Science in Accounting Degree Requirements

Required accounting courses	Cr. Hrs.
ACCT 6125 Studies in Accounting Theory	3
ACCT 6133 Studies in Managerial Accounting	3
ACCT 6185 Strategic Business Planning	3
Approved accounting electives*	12
Approved electives	
Accounting or other business administration courses	6
Free elective	3
TOTAL CREDITS REQUIRED	30

*See the department for specific courses and see "degree requirements" above.

Master of Science in Accounting—Accounting Information Systems Concentration

Required courses	Cr. Hrs.
ACCT 4142G IT Auditing	3
ACCT 6125 Studies in Accounting Theory	3
ACCT 6133 Studies in Managerial Accounting	3
ACCT 6143 Advanced Accounting Information Systems	3
ACCT 6185 Strategic Business Planning	3
MANG 6710 Management of Technology and Innovation	
OR	
MANG 6730 Business Information Systems Analysis and Design	3
Approved accounting electives*	6
Approved Accounting or other Business Administration Courses	6
TOTAL CREDITS REQUIRED	30

* See department for specific courses and see "degree requirements" above.

Master of Science in Accounting — Auditing Concentration

Required courses	Cr. Hrs.
ACCT 4162G Advanced Auditing	3
ACCT 6167 Internal Auditing Concepts	3
ACCT 6125 Studies in Accounting Theory	3
ACCT 6133 Studies in Managerial Accounting	3
ACCT 6169 Fraud Examination	3
ACCT 6185 Strategic Business Planning	3
ACCT 6163 Seminar in Auditing	
OR	
ACCT 6168 Internal and Operational Auditing	3
Approved accounting elective	3
Approved electives*	
Non-Accounting course	3
Accounting or other business administration course	3
TOTAL CREDITS REQUIRED	30

* See department for specific courses and see "degree requirements" above.

Master of Science in Accounting — Finance Concentration

Required courses	Cr. Hrs.
ACCT 6125 Studies in Accounting Theory	3
ACCT 6133 Studies in Managerial Accounting	3
ACCT 6185 Strategic Business Planning	3
FIN 6300 Financial Administration	3
FIN 6302 Investments	3
Approved accounting electives*	9
Approved business electives (including accounting)*	3
Approved finance course**	3
TOTAL CREDITS REQUIRED	30

*See the department for specific courses.

**To be selected from any 4000G or 6000 level Finance course except

- An internet course
- A thesis course, or
- A directed study course.

Master of Science in Tax Accounting Degree Requirements

Required accounting courses	Cr. Hrs.
ACCT 6125 Studies in Accounting Theory	3
ACCT 6133 Studies in Managerial Accounting	3
Required taxation courses	Cr. Hrs.
ACCT 4154G Estate and Gift Taxation	3
ACCT 6151 Federal Tax Practice, Procedure, and Report Writing	3
ACCT 6153 Taxation of Corporations and Shareholders	3
ACCT 6156 Advanced Taxation of Partners and Partnerships and Professional Corporations	3
ACCT 6185 Strategic Business Planning	3
Approved tax elective*	3
Approved Accounting or Business Administration courses	6
TOTAL CREDITS REQUIRED	30

*See the department for specific courses and see “degree requirements” above.

Financial Aid

A limited number of research assistantships are awarded on a competitive basis to full-time graduate students with outstanding academic credentials. Appointments are for a nine-month period and may be renewed for a second year. Graduate assistants normally work 20 hours per week assisting the faculty with their research projects and performing other departmental duties. Irrespective of their legal residency, graduate assistants are eligible for in-state fees. A limited number of loans, scholarships, and departmental awards are also available to assist students in financing their education.

Arts Administration

The Master of Arts in Arts Administration is interdisciplinary in nature, involving the Department of Film and Theatre Arts, Department of Fine Arts, Department of Music, and the College of Business Administration. It is built on graduate courses offered by those departments and on specialized courses in Arts Administration. The Arts Administration faculty consists of core faculty from the areas involved and other faculty whose interests are relevant to the program.

The Master of Arts in Arts Administration is designed to prepare students to serve as administrators and managers in all types of arts institutions, among them galleries, theatres, performing arts centers, and community arts centers. Included in the curriculum are courses in business and the arts, as well as an internship designed to give students practical experience in the field.

Admission

A student must be accepted by both the Graduate School and the Coordinating Committee for Arts Administration. To be admitted to graduate studies in Arts Administration, a student must have:

1. bachelor's degree from an accredited college or university;

2. a composite score verbal and quantitative of 300 on the Graduate Record Examination or a minimum of 400 on the Graduate Management Admission Test (depending upon the student's area of undergraduate study);
 3. a grade-point average of 2.5 for undergraduate work and 3.0 for post-baccalaureate work, on a 4-point scale; and
 4. satisfactory academic standing at the last college or university attended.
- In addition to the above, experience in business and/or the arts is desirable, but not required.

Master of Arts in Arts Administration

Degree Requirements

Foundation Courses: Students will be required to present credit for the following foundation courses (or equivalents): Business Administration 3010, Film and Theatre 2770, Finance 3300, and Management 3401. (Note: Prerequisites for the Finance and Management courses are Accounting 2100 and Economics 2203, 2204, or 2200.)

Graduate Requirements: Students must complete a minimum of 36 hours, including: six hours of approved courses in the arts area of specialization (art history, drama and communications, or music); an overview course in each of the two nonspecialization arts areas (see Fine Arts 6010, Film and Theatre Arts 6010, Music 6010); and Arts Administration 6501, 6502, 6503, 6990. Students are required to complete six hours of approved arts elective, six hours of approved business electives, and three hours of general electives.

Financial Aid

Graduate assistantships are available to a limited number of qualified applicants each year.

Master of Business Administration

The MBA degree is a professional degree. The program is designed to prepare students for superior administrative positions in both the private and public sectors. The program is accredited by the Association to Advance Collegiate Schools of Business International (AACSB).

Students are provided a broad preparation in business administration while being allowed a certain amount of concentration in specific business areas. Attention is given to lasting principles instead of specific techniques which may be subject to frequent change. Emphasis is placed on the development of problem-solving and decision-making abilities.

The curriculum integrates communication skills with social and ethical perspectives for business decision making and adds a diverse, global perspective through the extensive use of case analysis. The functional business discipline skills are integrated in a “capstone” course through the use of the Business Simulation Game and case studies.

The program is designed to satisfy the needs of students with or without undergraduate degrees in business administration. The preparation, foundation core courses are intended to provide the background needed by students with degrees in areas other than business. These foundation courses include: Accounting 4400, Business Administration 4400, Economics 4400, Finance 4400, Management 4400, Management 4401 or 2790, Marketing 4400, and Quantitative Methods 4400, or their equivalents.

Students who have been awarded a bachelor's degree in business administration from an AACSB-accredited program within eight years of beginning their MBA studies at the University of New Orleans will have satisfied these foundation core requirements. Students who have graduated with a bachelor's degree in business more than eight years prior to beginning the MBA program at the University of New Orleans may be able to waive some or all of the foundation courses based upon validation of currency of knowledge in those specific areas. Additionally, students with a bachelor's degree in a field other than business and who have had coursework required in the foundation courses more than eight years before beginning the MBA program at the University of New Orleans may also be able to waive some or all of the foundation courses based upon validation of currency of knowledge in those specific areas.

Admission Requirements

Admission to the traditional MBA program is at the discretion of the College of Business Administration's Committee on Graduate Admissions and the Executive Director of Graduate School. Applicants are normally admitted if they have a baccalaureate degree from an accredited college or university, with a minimum grade-point average of 2.75 (on a 4.0 grading system) or above and a minimum GMAT score of 450 (minimum GRE score of 148 in Verbal Reasoning and 145 in Quantitative Reasoning is also acceptable) and a total of at least 1050 points based on the following formula:

$$\text{(Overall undergraduate GPA} \times 200) + \text{the GMAT score (or converted GRE score)} = 1050$$

Or

$$\text{(Upper division undergraduate GPA} \times 200) + \text{the GMAT score (or converted GRE score)} = 1100$$

The upper division grade-point average refers to a student's last 60 semester hours. In addition, applicants must have maintained at least a 3.0 grade-point average (4.0 system) for all graduate work previously taken. Applicants whose native language is not English must provide proof of English proficiency (see Graduate School).

Master of Business Administration Degree Requirements

Courses	Cr. Hrs.
ACCT 6130 ¹ Advanced Accounting Analysis for Decision Making	3
ECON 6200 Managerial Economics	3
FIN 6300 Financial Administration	3
QMBE 6780 Operations Research	
OR	
BA 6780 Survey of Decision Making Tools	3
MANG 6401 Seminar in Organizational Behavior	3
MANG 6476 Operations Management	3
MKT 6503 Strategic Marketing Management	3
MANG 6480 Seminar in Business Policies	3
Approved Electives or Concentration Electives ²	9
TOTAL CREDITS REQUIRED	33 ^{3,4}

¹Candidates with an undergraduate degree in accounting or who have completed a substantial number of accounting courses will be required to substitute a three-hour accounting course at the 6000 level.

²Must be approved by the coordinator of the MBA program.

³A grade of C or higher is necessary for any course to be accepted for credit. However, a C grade is considered to be below the standard normally expected of a graduate student. A grade of C or better is required for all foundation courses.

⁴As a minimum, a student must present at least 33 semester hours of work in courses numbered 6000 or above (exception: one approved, 4000 graduate-level course may be substituted). A student must have a cumulative grade point average of at least 3.0 on all course work taken to fulfill Graduate Curriculum requirements.

Master of Business Administration Concentrations

Concentrations allow students to focus their studies on a particular area of business administration. The MBA Program offers concentrations in the following areas: Finance, Health Care Management, Human Resource Management, Hotel, Restaurant and Tourism Administration, International Business, Management Information Systems, Marketing, and Technology Management. Each concentration consists of nine hours in selected courses (with the exception of Technology Management which requires 18 credit hours in specific courses), thus fulfilling the elective requirements in the core curriculum. Specific courses must be approved by the program director. An executive track concentration is available as described below.

Financial Aid

A limited number of assistantships are available to qualified applicants. These assistantships involve half-time work assignments (20 hours per week) in the various academic departments, centers and functional areas of the College of

Business Administration. Requests for application forms or for additional information should be directed to business.uno.edu/mba/contact/ga_form.html.

Master of Business Administration—Executive Track

For experienced managers, professionals, and entrepreneurs who are working full time, the Executive track of the MBA is a lock-step program designed to allow rapid completion of the MBA degree with minimal disruption of work responsibilities. Classes are held primarily on Saturdays and Sundays of alternating weeks. Additional fees apply. Classes may be taken only by students admitted to the Executive track of the MBA program. Admission to the executive track of the MBA program is separate from admission to the MBA program. Preparatory course material is integrated into the program through the use of special topic sessions.

Admission to the Executive track of the MBA Program is at the discretion of the College of Business Administration's Committee on Executive track MBA graduate admissions. Applicants are evaluated based on: (1) the length and quality of their professional work experience; and (2) the attainment of, and grade point average in, a baccalaureate degree from an accredited college or university. Applicants to the program may be required to take the Graduate Management Applications Test (GMAT). English language requirements described above must also be fulfilled.

Economics and Finance

Doctor of Philosophy in Financial Economics

The Department of Economics and Finance offers a Doctor of Philosophy degree in Financial Economics with specializations in International Financial Economics, Investments, Corporate Finance, Monetary Theory and Financial Institutions, and an interdisciplinary field. The curriculum is structured to promote competence both in theory and applications, in finance and economics.

Admission Requirements

All students enrolling in the program must have a bachelor's degree from an accredited college or university and, at a minimum, their undergraduate training should include principles of economics, intermediate microeconomic and macroeconomic theory, financial management, one year of statistics, and one semester of calculus. Admission decisions will be based primarily on undergraduate grade point average (GPA), Graduate Record Examination (GRE) or Graduate Management Admissions Test (GMAT) scores, and letters of recommendation. Preferred levels of performance will be a 3.0 GPA and 350 (combined scores for verbal and quantitative sections GRE or 550 GMAT score. These levels will be viewed as general guidelines since particular strength in one set of credentials may be viewed as sufficient to offset a modest deficiency elsewhere. International students must have a minimum of 600 on the paper-based or 80 on the internet-based TOEFL Exam or an overall band score of 6.5 on the IELTS.

Degree Requirements

The doctoral program in financial economics is divided into three stages: core preparation, advanced specialization, and dissertation. All graduate students must have approval of the graduate coordinator for the courses that they take.

Students may be allowed to start taking graduate courses before completing certain foundation courses. The intermediate economics courses may be taken concurrently with the graduate theory courses. Principles of Financial Management (Finance 3300), calculus, and statistics are prerequisites to all graduate courses in the program.

Prospective candidates for the Ph.D. degree in financial economics should be advised that mathematical modeling is used heavily in the field. Indeed, it is virtually impossible to read any current major journal (much less contribute one's own research to them) without considerable training in modeling methods. Those entering doctoral study without command of calculus will be judged deficient. More than one semester in calculus is recommended.

The successful completion of the Ph.D. program is carried out in three stages: core courses that culminate in a qualifying exam, two specialized fields with a corresponding general exam, and a dissertation and its' oral defense. The Ph.D.

candidate must demonstrate proficiency in mathematics or computer programming in a manner approved by the Graduate Coordinator.

Master of Science in Health Care Management

The master of science in Health Care Management program is designed to prepare health care professionals to survive and prosper in the twenty-first century. The curriculum provides students with a unique blend of knowledge that bridges the world of health care and the world of finance, marketing, accounting, and management. The objective of this advanced education is to enable graduates to manage and supervise administrative areas in both public and private health care settings more efficiently. This degree will be administered and awarded by the UNO College of Business Administration. This interdisciplinary program involves faculty from the College of Business Administration and adjunct lecturers from relevant health care agencies and organizations. The program consists of 33 credit hours (11 courses). There is no thesis.

Admission Requirements

Baccalaureate degree from an accredited college or university; GPA of at least 2.75 on a 4.0 grading system from undergraduate work; satisfactory academic standing at the last university or college attended and; satisfactory admission tests scores from either the GRE (minimum 150 in Verbal Reasoning and 145 in Quantitative Reasoning) or GMAT (minimum 450 combined Verbal and Quantitative score).

Master of Science in Health Care Management Degree Requirements

Courses	Cr. Hrs.
ACCT 6131 ¹ Accounting in Health Care Settings	3
ECON 4250G Health Care Economics	3
BA 6010 Health Care Management	
OR	
HPSM 6268 Health Services Administration and Management	3
EPID 6210 Principles of Epidemiology	
OR	
EDHS 4111G Epidemiological Principals in Health Promotion	3
MKT 4536G Health Care Marketing	3
BA 6012 Culture and Behavior in Health Care Settings	3
FIN 6350 Health Care Financial Management	3
BA 6097 or HPSM 6258 Health Law and Ethics	3
And two approved electives	6
BA 6013 Strategic Management of Health Care Organizations (Capstone)	3
TOTAL CREDITS REQUIRED	33

¹ BA 6014 (prerequisite) Business for Health Care Note: this course is required for non-business students and if taken may be used as an approved elective.

Master of Science in Health Care Management —

Executive Track

For experienced managers, professionals, and entrepreneurs who are working full time, the Executive track of the MS in Health Care Management (MSHCM) degree is a lock-step program designed to allow rapid completion of the MSHCM degree with minimal disruption of work responsibilities. In this 15-month program, classes are held primarily on Saturdays and Sundays of alternating weeks. Additional fees apply. Classes may be taken only by students admitted to the Executive track of the MS in HCM program. Admission to the Executive track of the MSHCM program is separate from admission to the HCM program.

Admission to the Executive track of the Master of Science in Health Care Management Program is at the discretion of the College of Business Administration's Committee on Executive MS-HCM graduate admissions. Applicants to the program may be required to take the Graduate Management Applications Test (GMAT) or the Graduate Record Examination (GRE). UNO Graduate School English language requirements must also be fulfilled.

Applicants are evaluated based on:

1. the length and quality of their business experience;

2. attainment of, and grade point in, a baccalaureate degree from an accredited college or university.

Lester E. Kabacoff School of Hotel, Restaurant and Tourism Administration

Master of Science in Hospitality and Tourism Management

The Master of Science in Hospitality and Tourism Management program is an advanced degree program to better prepare future leaders in the hospitality and tourism industry. It is designed to enhance students' knowledge of the industries that operate under the rubric of global tourism; widen their horizons in regard to unresolved issues in the field; and further develop their analytical abilities and communication skills.

The program prepares students for professional careers in both the private and public sectors of global hospitality and tourism and it also serves as a foundation for more advanced studies.

Students are provided a broad preparation in the important operational aspects of the organizations that comprise the hospitality and tourism industries. Emphasis is placed on the development of problem solving and decision-making abilities as well as the acquisition of basic research skills.

The program is designed to satisfy the needs of students with undergraduate degrees in any field who want to be better prepared for careers in hospitality and tourism.

Admission Requirements

- a baccalaureate degree or equivalent from an accredited university, and
- a minimum undergraduate grade-point average of 2.5, and
- a score of 400 or above on the Graduate Management Admissions Test (GMAT)
- a score of 286 or above on the GRE (Sum of Verbal and Quantitative)

In addition, applicants must have maintained at least a 3.0 GPA (4.0 system) for all graduate work previously taken. In addition, applicants must have maintained at least a 3.0 GPA (4.0 system) for all graduate work previously taken. Applicants whose native language is not English must provide proof of English proficiency (see Graduate School).

Master of Science in Hospitality and Tourism Management Degree Requirements

Course	Cr. Hrs.
HRT 6001 Survey of the Hospitality and Tourism Industry*	3
HRT 6102 Technology of Hospitality and Tourism Management	3
HRT 6200 Hospitality and Tourism Operations Analysis	3
HRT 6202 Hospitality and Tourism Research Methods	3
HRT 6203 Marketing Applications for the Hospitality and Tourism Industry	3
HRT 6204 Hospitality and Tourism Internship	3
HRT 6205 Change Management for Hospitality and Tourism	3
HRT 6207 Work Experience in Hospitality and Tourism	0
HRT 6300 Hospitality and Tourism Finance and Revenue Management	3
HRT 6301 Hospitality and Tourism Industry Strategic Management**	3
Required credits for all students	27
Electives—Non-Thesis (one of the following)	
HRT 6491 Independent Study in Hospitality and Tourism Management	3
HRT 6250 Tourism Destination Development	3
HRT 6495 Special Topics in Hospitality and Tourism	3
Total credits required—Non Thesis Option	30

Additional Degree Requirements—Thesis Option

HRT 7000 Thesis Research (6 credits)*** 6
 Master of Science Thesis Option must take two additional Research Methods/Statistics courses (for a total of 6 additional credits). Students must have

approval from the HRT Graduate coordinator prior to registering for the appropriate courses.	6
Courses may be selected from:	
EDFR 6705 Research Design	3
EDFR 6710 Descriptive Statistics	3
EDFR 6720 Applied Regression	3
PSYC 6311 Advanced Statistics I	3
PSYC 6312 Advanced Statistics II	3
TOTAL CREDITS REQUIRED – Thesis option	39

*Students who have an undergraduate degree in Hotel, Restaurant and Tourism Administration will be allowed the option of substituting a three-hour MBA elective or Hotel, Restaurant and Tourism 6250 or 6495 in the place of Hotel, Restaurant and Tourism 6001.

**HRT 6301 must be taken near the end of the course of study.

***HRT 7000 must be taken over the last two semesters of study (3 credits per semester) and with approval of the department.

Notes:

1. Students without Hospitality and Tourism or Business related undergraduate or graduate degrees or without directly related business experience will be required to take 9 credit hours of M.S. foundation courses. These are FIN 4400 Principles of Financial Management; MKT 4400 Principles of Marketing; and ACCT 4400 Survey of Financial Accounting.
2. Students choosing the non-thesis option will need a minimum of 30 credit hours to complete the course requirements for the program.
3. Students choosing the thesis option are required to take Hotel, Restaurant and Tourism Administration 7000 (six credit hours) and two additional research courses for a total of 39 credit hours.

The Master of Science program consists of a minimum of ten courses and a total of 30 credit hours. The thesis option will require an additional nine credit hours.

Master of Science in Engineering Management

The College of Business Administration cooperates with the College of Engineering in offering an M.S. degree in Engineering Management. This program makes use of the expertise and resources of the faculty of both colleges. A full description of this graduate program may be found in the Graduate Programs in Engineering section of this catalog.

GRADUATE PROGRAMS IN EDUCATION AND HUMAN DEVELOPMENT

Curriculum and Instruction

Two master’s degree options and a doctorate degree are offered in Curriculum and Instruction. The Master of Arts in Teaching (MAT) degree is designed to offer candidates with a bachelor’s degree outside the field of education an opportunity to address the requirements of an initial level teaching certificate within a master’s degree program. The Master of Education (M.Ed.) degree is designed to offer candidates who already hold teacher certification an opportunity to address one or more advanced preparation objectives including the requirements of an add-on certification option, advanced preparation in their existing certification area, coursework addressing an advanced skill set, or additional training in one or more content areas. The Doctor of Philosophy (Ph.D.) degree provides advanced preparation for professionals. The doctoral program is designed to develop an understanding of research and the interaction of theory and practice in culturally diverse, metropolitan, educational settings.

Requirements for the Master of Arts (MAT) Degree

The Master of Arts in Teaching offers certification in early childhood (pre-kindergarten – grade 3), elementary (grades 1-5), middle grades (grades 4-8) in English, mathematics, science, and social studies, secondary (grades 6-12) in English, mathematics, social studies, biology, chemistry, earth science, general science, and physics.

The Master of Arts in Teaching program requires 36-39 graduate credit hours in the following areas: learner and the learning environment, teaching methodology, literacy, research, and internship/student teaching. Details on the program of study for each certification option may be found at the college website at www.uno.edu/coehd.

Admission

In addition to the admission requirements established by the Graduate School (see Graduate School), applicants must achieve passing scores on PRAXIS I as well as the relevant PRAXIS II subject assessment. PRAXIS I is not required for applicants with an ACT composite score of 22, an SAT (verbal and math) score of 1030, or who already have a master’s degree. Official PRAXIS scores must be sent to the College of Education and Human Development. To be considered for admission applicants must submit official transcripts from each college and university attended. One transcript with all transfer credits is not acceptable. The content knowledge of candidates applying to the middle school and secondary education programs will be assessed via a transcript review. In some cases, additional content coursework will be required prior to program admission. All applicants are required to purchase a Live Text account to support the development of an electronic portfolio. In order to enter the Teacher Education Program, applicants must complete a background check in accordance with the College of Education and Human Development. An applicant employed as an educator may provide the background check conducted by their employing district. All initial advising for this program occurs via the College of Education and Human Development academic counselors. Following initial advising, candidates are advised by a faculty advisor in the Department of Curriculum and Instruction for the duration of their program of study.

Time Limit

Candidates employed as teachers with a Practitioners License (PL-3) must complete the MAT program within four years.

Field Experience Requirements

Throughout the program, candidates complete field activities in school and classroom settings. Field work is supported in two ways: through assigned work associated with individual classes and within a student teaching (9 credits) or internship (6 credits) experience taken at the end of the program of study. Field experience opportunities support candidates in meeting all national and state standards associated with their certification area. The program includes specific requirements for the number and type of field experience hours that must be completed as well as for the development of an electronic portfolio that aligns artifacts resulting from field work with specific professional standards. All candidates must complete the student teaching (9 credits) or capstone internship (6 credits) during the last semester of the program of study. Candidates in Early Childhood, Elementary and Middle School programs of study will not be permitted to enroll in other coursework during the student teaching/capstone internship experience. Candidates in Secondary Education programs of study will be permitted to enroll in the second methods course during student teaching or capstone internship if necessary to complete the program. Capstone Internship/Student Teaching for this program of study must be completed in one of the following parishes: Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles, or St. Tammany.

More information on field experience requirements may be found at the college website at www.uno.edu/coehd.

Requirements for Completing Program

All certification programs in the College of Education and Human Development are performance-based. Candidates develop a professional portfolio to document the knowledge, skills and dispositions associated with effective teaching. Completion of the program of study requires successful performance in coursework, field experience, and candidate assessments specific to the area of study. In addition to assessments associated with specific courses in the program, candidates must pass a final assessment to complete the program and be recommended for a teaching certificate. All PRAXIS exams must be passed prior to graduation. More

information on candidate assessment and program progression requirements may be found at the college website at www.uno.edu/coehd.

Students in the MAT program in the Department of Curriculum and Instruction cannot count more than six hours of graduate coursework with a grade lower than a B toward their degree program. In addition, any master's student receiving more than six hours of graduate coursework with a grade lower than a B in their degree program shall be dropped from the program.

Independent study/substitutions courses are approved only under extenuating circumstances. Independent study/substitutions must be approved by the Assistant Dean prior to enrollment in the independent study/substitution course. MAT candidates will be allowed a maximum of six hours of independent study/substitution courses within the degree program.

Louisiana Teacher Certification

Candidates who successfully complete all program requirements are recommended to the Louisiana Department of Education for a teaching certificate. All conditions listed above under "Louisiana Teacher Certification" must be satisfied. Candidates enrolled in this program while teaching may be eligible for a Practitioner License upon recommendation by the hiring school district.

Requirements for the Master of Education (M.Ed.) Degree

Admission

The prospective master's student must meet the admission requirements established by the Graduate School. In addition, applicants must hold a standard teaching certificate, complete the Graduate Record Examination General Test and be acceptable to the major department.

Unconditional admission to a master's program in Education requires an undergraduate grade point average of at least 2.50 and a satisfactory score on the Graduate Record Examination; as determined by the program. For those students who do not meet the standards for unconditional admission, probationary admission may be possible. For further information concerning probationary admission, please contact the Department of Curriculum and Instruction.

Programs of Study

The minimum requirement in Curriculum and Instruction is 36 semester hours, including research methods, and a minimum of six semester hours in a minor or related field outside the major department. Students entering the department for secondary education master's programs in English, science, social studies, and mathematics are required to complete a minimum of nine semester hours from courses in cognate areas. Within the area of concentration, the student may select from a wide range of programs which are concerned with teaching or related instructional activities. These programs include curriculum, instruction, evaluation and appropriate specializations.

Students in a master's program in the Department of Curriculum and Instruction cannot count more than six hours of graduate coursework with a grade lower than a B toward their degree program. In addition, any M.Ed. candidate receiving more than six hours of graduate coursework with a grade lower than a B in their degree program shall be dropped from the program.

Each candidate is required to complete a minimum of 40 clock hours of field work associated with assignments in courses within the program of study. Candidates must develop an electronic portfolio aligned with professional standards to demonstrate their effectiveness as a teacher. Each candidate must also successfully complete performance assessments including a portfolio review and a written and/or oral comprehensive examination. The examination will concentrate on the application of educational practice and theory with emphasis on the major area of concentration, but may include the minor or related fields. Typically, the comprehensive examination is taken during the last semester of graduate study. Two failures of the examination necessitate dismissal from the master's program.

Requirements for the Doctoral Degree

The Doctor of Philosophy (Ph.D.) degree is offered in Curriculum and Instruction in three major concentrations: General Curriculum, Literacy Studies and Language Education, and Teacher Development. The doctoral degree is conferred

only for work of distinction in which the student displays power of original scholarship and only in recognition of achievement and marked ability. The standards of the quality for Doctor of Philosophy are high.

The general regulations and procedures governing programs leading to the Doctor of Philosophy, as explained elsewhere in this catalog, will be followed. Specific application of these regulations and procedures to doctoral programs in Curriculum and Instruction are listed below.

Admission

In addition to the general requirements outlined in this catalog, the department has established these additional requirements for doctoral applicants:

1. Attainment of an acceptable score on the Graduate Record Examination as determined by the program.
2. Provide documents which indicate potential for completing a doctoral program.
3. Demonstration of satisfactory competence in written and oral communication.
4. Presentation of at least three letters of reference.
5. Favorable screening by a graduate faculty committee of Curriculum and Instruction.

Screening takes place in the fall semester for admission in the following fall. All paperwork should be on file in the office of the graduate coordinator of the Department of Curriculum and Instruction on or before the last working day of September. The student takes at least nine graduate hours in curriculum and instruction, including Curriculum and Instruction 6900, and then submits their program of study.

Course Requirements

While the degree of Doctor of Philosophy cannot be earned simply by passing courses, the program of study requires a minimum of 96 semester hours beyond the requirements for the baccalaureate degree, including 18 hours of research tools. A minimum of 33 semester hours is required in Curriculum and Instruction. At least 33 semester hours must be completed after passing the qualifying examination, and at least 18 of these hours must be in Curriculum and Instruction. A minimum of 45 semester hours must be completed by students who have prior graduate work from another accredited university. All candidates must complete an 18 semester hour minor in a single area of concentration outside the major area of concentration.

Students in a doctoral program in the Department of Curriculum and Instruction cannot count more than six hours of graduate coursework with a grade lower than a B toward their doctoral degree. In addition, any doctoral student receiving six hours of graduate coursework with a grade lower than a B in the department following completion of the qualifying examination shall be dropped from the department's doctoral program.

Research Tools

Ph.D. candidates must demonstrate competence in research methodologies through taking 18 credit hours of research courses. Ph.D. candidates may substitute a reading proficiency in one foreign language for one of the research courses, if approved by the Department of Curriculum and Instruction.

General Examinations

An applicant becomes eligible for the general examination by demonstrating adequate academic and professional aptitude to the advisory committee. The general examination is ordinarily the most comprehensive evaluation in the entire doctoral program. The examination will be written and oral. The written examination covers both the major and minor fields. The oral examination concentrates on educational research, theory, and practice with emphasis on the major field. An applicant becomes eligible for candidacy after passing the general examination. However, two failures of the general examination will necessitate a dismissal from the doctoral program.

Time Limit

Master of Education Degree students must follow the time limit for Master's degrees. (see Graduate School)

Residence Requirement

All doctoral students are required to adhere to the residency policy established by the Graduate School.

Financial Aid

Several types of fellowships, scholarships, and assistantships are available to a limited number of qualified applicants. Those receiving such grants will normally carry a full load of graduate courses and will devote time to instructional or research duties with graduate faculty members.

Counselor Education

Requirements for the Master of Education (M.Ed.) Degree

Two concentrations are available in the master's degree programs in Counselor Education: Clinical Mental Health Counseling and School Counseling. The Clinical Mental Health Counseling concentration prepares graduates to serve as counselors in the clinical mental health counseling context. The School Counseling concentration prepares graduates to serve as counselors in public, parochial and private schools (pre-K through 12th grade).

Admission

Prospective master's degree students must meet the admission requirements established by the Graduate School. In addition, applicants must present scores from the Graduate Record Examination (GRE) General Test earned in the last five years. Applicants who hold a prior Master's are not required to submit GRE scores. Master's degree applicants will be considered based on criteria developed and published by the faculty. To be considered for admission to the program without probation, an applicant must have an undergraduate grade-point average of at least 2.50. Presentation of the minimum undergraduate grade-point average does not guarantee admission. Admission decisions are based on all criteria considered in relationship to the need of the program and number of students who can be reasonably accommodated. Applicants who present undergraduate grade-point averages that are lower than those listed above may be considered for admission on probation.

Program of Study

Students in Counselor Education complete the Master of Education (M.Ed.) degree program in Counselor Education.

The minimum total graduate semester credits required for the M.Ed. program is 60. Master's degree programs are accredited by the Council for the Accreditation of Counselor Education and Related Educational Programs (CACREP). Programs include 36 counseling core credits, six counseling emphasis area credits, six counseling elective credits, three credits in research, and a minimum of nine credit hours in field work.

Retention Standards

Students admitted to the master's degree program in Counselor Education must complete each of the following courses with a grade of B or better before they may enroll in the next course for which that course is a prerequisite: Counselor Education 6430, 6440, and 6896. Master's degree students will be dismissed for any of the following academic reasons: they accumulate six or more hours of grades lower than B in graduate coursework required in their programs of study; their cumulative UNO graduate grade-point average for two consecutive semesters (fall and spring or spring and fall) is below 3.0; or they fail the comprehensive examination twice.

Transfer of Credit

A student, with approval from the major professor and the department, may transfer six semester credits of graduate credit in which grades of B or better were earned that were taken in residence at another university outside the UL System or as many as 12 semester credits of graduate credit taken within the UL System. These transfer hours may be included in the program of study. Transfer credits, as well as all credits earned toward the degree, must have been taken within the time limit for Master's degrees (see Graduate School). Acceptance of credit for individual courses taken beyond the time limit may be petitioned by the student's major professor from the Graduate Council.

Comprehensive Examination

Master's degree students must pass a comprehensive examination, which must be taken near the end of the student's degree program. The examination covers all of the core areas of the student's field of study.

Requirements for the Doctoral Degree

The Counselor Education Ph.D. program prepares counselors for leadership roles in the counseling profession. Research competency, advanced counseling skills, and practice in the clinical supervision of other counselors are emphasized in the program. Graduates generally choose careers as university faculty members (counselor educators), administrators of counseling programs, consultants, private practitioners, and researchers.

Admission

Prospective Ph.D. degree students must meet the admission requirements established by the Graduate School. In addition, applicants must complete the Graduate Record Examination (GRE) General Test. Ph.D. degree applicants are considered based on criteria developed and published by the faculty. To be considered for admission to the program without probation, an applicant must have a graduate grade-point average of at least 3.50. Presentation of the minimum graduate grade-point average does not guarantee admission. Admission decisions are based on all criteria considered in relationship to the needs of the program and number of students who can be reasonably accommodated. Applicants who present graduate grade-point averages that are lower than those listed above may be considered for admission on probation. In addition to the UNO Graduate Application, applicants to the Ph.D. program in Counselor Education must also submit the following: transcripts from all post-secondary schools attended; Graduate Record Examination (GRE) General Test scores taken within the last five years; a personal statement; a Counselor Education application for doctoral studies; a current resume; and three letters of reference. Finalists for admission who are invited must also interview with the program admissions committee. The interview process includes completion of a writing sample and a videotaped counseling interview.

Programs of Study

The Ph.D. program goes well beyond the accumulation of graduate course credits. It includes coursework, supervised field experiences, completion of examinations, a research project, and a dissertation. The degree program includes a minimum of 114 graduate credits beyond the bachelor's degree. There are 48 credits of entry-level core counseling courses (includes three credits in research), 12 credits of counseling courses in an area of concentration, 39 credits of doctoral-level core counseling courses (includes 12 credits in research), and 15 additional credits in research courses. Because of the number of credits completed in research (30 credits total), this area serves as the minor for doctoral students. The doctoral program includes a 100 hour practicum and a 600 hour internship. Concentration areas in counseling in the doctoral program are focused in a particular area of counseling such as college/student affairs counseling, clinical mental health counseling, or school counseling. A Program of Study must be completed at the end of the student's first year of enrollment in the doctoral program.

Research Tools

Ph.D. students must complete a minimum of 30 credits in research, which includes coursework and dissertation research. Students develop competency in both quantitative and qualitative research methods. They choose one primary method for their dissertation and complete advanced research courses in that area.

Retention Standards

Ph.D. degree students will be dismissed for any of the following academic reasons: they accumulate six or more hours of grades lower than B in graduate coursework required in their programs of study; their cumulative UNO graduate grade-point average for two consecutive semesters (fall and spring or spring and fall) is below 3.0; they fail the general or final (dissertation defense) examination twice.

Residency

A doctoral student must earn two consecutive semesters of a minimum of nine hours of residence. The doctoral residence requirement may be met alternatively by three semesters of enrollment at six or more hours, which may be non-consecutive.

Students who are in residence for the purpose of the above requirement are expected to devote all of their energies to graduate study under the direct supervision of a major professor and/or advisory committee. Transfer credit from other institutions may be accepted in partial fulfillment of the residency requirement if approved by the department and the Executive Director of Graduate School.

Prior Master's Work

A student, with approval from the major professor and the department, may have credits earned toward one or more master's degrees completed at other universities and up to 15 semester hours earned outside of a master's degree program, applied to the Ph.D. curriculum. Only graduate credits in which grades of B were earned that were taken in residence at another university may be utilized.

Continuous Enrollment

Doctoral students, after being admitted to the Ph.D. program, must enroll in graduate courses each fall and spring until being awarded the degree. A leave of absence must be formally requested from the faculty prior to any semester in which this requirement is not met. Students will be dismissed if they fail to meet this continuous enrollment requirement.

General Examination

Students must successfully complete a general examination to continue in the Ph.D. program. Students may take the general examination when they have completed most of their coursework, as defined by the faculty.

Time Limit

The Ph.D. in Counselor Education follows the Graduate School requirement for time limit (see Graduate School).

Educational Leadership

Requirements for the Master of Education (M.Ed.) Degree

The master's program in Educational Leadership prepares graduates for leadership positions in K-12 school settings. For the K-12 school setting, courses are offered for the "Teacher Leader Endorsement" and "Educational Leader Level 1". Successful completion of EDAD 6800 and EDAD 6805 (6 graduate hours) allows a teacher candidate to apply to the Louisiana State Department of Education for the "Teacher Leader Endorsement" to be added to their teaching certificate. After the first 6 hours, potential students are screened for admission into the 36 credit hour program of study which results in a Master's Degree in Educational Leadership. Completers of the Master's Degree Program qualify to apply for certificate/license as an "Educational Leader Level 1".

The Educational Leader Level 1 is an entry-level license for individuals seeking to qualify for school and/or district leadership positions (e.g., assistant principals, principals, parish or city supervisors of instruction, supervisors of child welfare and attendance, special education supervisors, or comparable school/district leader positions). An individual can move from an Educational Leaders Level 1 to a Level 2 license upon completion of the Educational Leader Induction Program and the required years of experience. A Level 3 license qualifies an individual for employment as a district superintendent.

Admission

Prospective master's degree students must meet the admission requirements established by the Educational Leadership Program. Applicants must have an undergraduate grade-point average of at least 2.5 and must present scores from the General Test of the Graduate Record Examination that were earned in the last five years. A minimum GRE score is determined by the program. Master's degree applicants are considered based on criteria developed and published by the faculty. Presentation of the GRE scores and undergraduate grade-point average does not guarantee admission to the program. Admission to the program includes an application procedure as determined by the program. Admission decisions are based on all criteria considered in relationship to the need of the program and number of students who can be reasonably accommodated.

Program of Study

Students in Educational Leadership complete the Master of Education (M.Ed.) degree program in K-12 Educational Leadership which includes 36 credit hours including three hours of research. The Master of Education in K-12 Educational Leadership is an approved Educational Leader Level 1 certification program by the Louisiana Board of Elementary and Secondary Education. A Program of Study must be completed at the end of the student's first year of enrollment in the master's program.

Retention and Graduation Standards

To remain in the master's program, students must not accumulate more than two grades lower than a B and must meet all requirements of the Educational Leadership program. M.Ed. students must pass the Comprehensive Examination. The comprehensive exam cannot be taken more than twice.

Transfer Credit

A student, with approval from the major professor and the department, may transfer six semester hours of graduate credit in which grades of B or better were earned that were taken in residence at another university outside the UL System or as many as 12 semester hours of graduate credit taken within the UL System. These transfer hours may be included in the program of study. Transfer credits, as well as all credits earned toward the degree, must have been taken within the time limit for Master's degrees (see Graduate School). Acceptance of credit for individual courses taken beyond the time limit may be petitioned student's major professor from the Graduate Council.

Time Limit

Master of Education Degree students must follow the time limit for Master's degrees. (See Graduate School).

Ph.D. in Educational Administration

Requirements for the Doctoral Degree

The Educational Administration Ph.D. program is intended for those who plan an inquiry into the issues of educational leadership through a theoretical framework. The Ph.D. studies in educational administration emphasize research methodology, both quantitative and qualitative. The program curriculum focuses on understanding and leading education as a PK-16+ integrated system. Concentrations are available in K-12 school leadership and higher education administration. Study for the Ph.D. is suited for those planning careers in school and university

administration, university teaching, research departments of large school systems or state agencies, or any education-related leadership profession.

The general regulations and procedures governing programs leading to the Doctor of Philosophy, as explained elsewhere in this catalog, will be followed. Specific application of these regulations and procedures to doctoral programs in education, as well as fundamental differences in the programs, is listed below.

Admission

Prospective Ph.D. degree students must meet the admission requirements established by the Graduate School. In addition, applicants must complete the Graduate Record Examination (GRE) General Test. Ph.D. degree applicants are considered based on criteria developed and published by the faculty. To be considered for admission to the program without probation, an applicant must present a minimum score on the GRE as determined by the program, and must have a graduate grade-point average of 3.0 or higher. Presentation of the minimum test scores and graduate grade-point averages does not guarantee admission. Admission decisions are based on all criteria considered in relationship to the needs of the program and number of students who can be reasonably accommodated. Applicants who present test scores or graduate grade-point averages that are lower than those listed above may be considered for admission on probation. In addition to the UNO Graduate Application, applicants to the Ph.D. program in Educational Administration must also submit the following: transcripts from all post-secondary schools attended; Graduate Record Examination (GRE) General Test scores taken within the last five years; an Educational Administration application for doctoral studies; a statement of purpose; issue statement; a current resume; and three letters of reference. It is recommended that applicants consult at least one program faculty member early in the process of preparing the application. Students who submit

Program of Study

The Ph.D. program goes well beyond the accumulation of graduate course credits. It includes coursework, completion of examinations, a research project, and a dissertation. The degree program includes a minimum of 93 credits beyond the bachelor's degree. Students take a group of core doctoral courses, research methods courses, and concentration courses either in K-12 or higher education administration, and electives. Students should consult the department for specific requirements.

Research Tools

Ph.D. students must complete a minimum of 21 credits in educational research methods. Students develop competency in both quantitative and qualitative research methods.

Retention Standards

Ph.D. degree students will be dismissed for any of the following reasons: they accumulate six or more hours of grades lower than B in graduate coursework required in their programs of study (this includes the accumulation of more than one "U" grade in EDAD 7050, indicating a lack of progress on the dissertation); their cumulative UNO graduate grade-point average for two consecutive semesters (fall and spring or spring and fall) is below 3.0; they fail the qualifying, general, or final (dissertation defense) examination twice; or they fail to maintain continuous enrollment in all fall and spring semesters until successful completion of the dissertation and graduation.

Residency

A doctoral student must earn two consecutive semesters of a minimum of nine hours of residence. The doctoral residence requirement may be met alternatively by three semesters of enrollment at six or more hours, which may be non-consecutive.

Students who are in residence for the purpose of the above requirement are expected to devote all of their energies to graduate study under the direct supervision of a major professor and/or advisory committee.

Prior Master's Work

A student, with approval from the major professor and the department, may apply all credits earned toward one or more master's degrees completed at other universities and up to 15 semester hours earned outside of a master's degree program towards the doctoral curriculum. Only graduate credits in which grades of B were earned that were taken in residence at another university may be applied. A minimum of 54 credits must be earned at UNO.

Research Project

Doctoral students complete a research project as defined by the faculty prior to taking their general examination.

Continuous Enrollment

Doctoral students, after being admitted to the Ph.D. program, must enroll in graduate courses each fall and spring until being awarded the degree. A leave of absence must be formally requested from the faculty prior to any semester in which this requirement is not met. Students will be dismissed if they fail to meet this continuous enrollment requirement.

Qualifying Examination

After successful screening into the PhD program, and typically during the second semester of their enrollment in the program, students must successfully complete the Qualifying Examination to qualify for continued enrollment in the program. Program faculty develop exam content and evaluate student responses to the exam. The exam is designed to assess the level of critical thinking and scholarly writing demonstrated by the student.

General Examination

Students must successfully complete a general examination to continue in the Ph.D. program. Students may take the general examination when they have completed most of their coursework, as defined by the faculty, and garnered advisor approval of the dissertation prospectus for the proposed dissertation research project.

Time Limit

New doctoral students must complete their degree not more than six years from admission to candidacy (Generals) to degree completion. Prior work completed that is applied toward the degree must have been completed within nine years of the date the Ph.D. is awarded.

Special Education and Habilitative Services

Programs in Special Education

Graduate study is offered in Special Education which may lead to the Master of Arts in Teaching (MAT), Master of Education (M.Ed.), or Doctor of Philosophy (Ph.D.). The Master of Arts in Teaching (MAT) degree is designed to offer candidates with a bachelor degree outside the field of education an opportunity to address the requirements of an initial level teaching certificate within a master's degree program. Candidates enrolled in the MAT option may address the certification requirements for early intervention, deaf/hard of hearing, significant disabilities, or dual certification in general education and special education – (mild/moderate disabilities). The Master of Education (M.Ed.) degree is designed to offer candidates who already hold teacher certification an opportunity to address one or more advanced preparation objectives including the requirements of an add-on certification option, advanced preparation in their existing certification area, coursework addressing an advanced skill set, or additional training in one or more content areas. The program of study for the Doctor of Philosophy (Ph.D.) provides maximum flexibility for each graduate student in designing a program which will meet professional objectives. The doctoral program incorporates innovative approaches to leadership training grounded in the interaction of theory and practice.

Requirements for the Master of Arts in

Teaching (MAT) Degree

The Master of Arts in Teaching in Special Education offers certification in deaf/hard of hearing (grades 1-12), early intervention (birth – age 5), significant disabilities (grades 1-12) and mild/moderate disabilities (grades 1-5, 4-8 and 6-12). The mild/moderate disabilities certification is offered through an Integrated to Merged program which results in certification in mild/moderate disabilities and in elementary (grades 1-5), middle grades (grades 4-8), or secondary education (grades 6-12). Note that certification in Middle school and secondary is specific to one content area.

The Master of Arts in Teaching program requires 36-39 graduate credit hours in the following areas: learner and the learning environment, teaching methodology, literacy, research, and internship/student teaching. Details on the program of study for each certification option may be found at the college website at www.uno.edu/coehd.

Admission

In addition to the admission requirements established by the Graduate School which include an overall grade point average of 2.5 and a satisfactory score on the Graduate Record Examination (GRE), applicants must achieve passing scores on PRAXIS I as well as the relevant PRAXIS II subject assessment. PRAXIS I is not required for candidates with an ACT composite score of 22, an SAT (verbal and math) score of 1030, or who already have a master's degree. Official PRAXIS scores must be submitted to the College of Education and Human Development office. All applicants must submit official transcripts from each college and university attended. One transcript with all transfer credits is not acceptable. The content knowledge of applicants seeking admission into the middle school and secondary education programs will be assessed via a transcript review. In some cases, additional content coursework will be required prior to program admission. All applicants are required to purchase a Live Text account to support the development of an electronic portfolio. In order to enter the Teacher Education Program, applicants must complete a background check in accordance with the College of Education and Human Development. Any applicant employed as an educator may provide the background check conducted by their employing district. All initial advising for this program occurs via the College of Education and Human Development academic counselors. Following initial advising, candidates are advised by a faculty advisor in the Department of Special Education and Habilitative Services for the duration of their program of study.

Time Limit

Candidates employed as teachers with a Practitioners License (PL-3) must complete the MAT program within four years.

Field Experience Requirements

Throughout the program, candidates complete field activities in school classroom and community settings. Field work is supported in two ways: through assigned work associated with individual classes and within a student teaching (9 credits) or internship (6 credits) experience taken at the end of the program of study. Field experience opportunities support candidates in meeting all national and state standards associated with their certification area. The program includes specific requirements for the number and type of field experience hours that must be completed as well as for the development of an electronic portfolio that aligns artifacts resulting from field work with specific professional standards. All candidates must complete the student teaching (9 credits) or capstone internship (6 credits) during the last semester of the program of study. Candidates in Early Intervention, Deaf/Hard of Hearing, Significant Disabilities, Early Childhood and Elementary programs of study will not be permitted to enroll in other coursework during the student teaching or capstone internship experience. Candidates in Middle School and Secondary Education programs of study will be permitted to enroll in the second methods course during student teaching or capstone internship if necessary to complete the program. Capstone Internship/Student Teaching

for this program of study must be completed in one of the following parishes: Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles or St. Tammany.

More information on field experience requirements may be found at the college website at www.uno.edu/coehd.

Requirements for Completing Program

All certification programs in the College of Education and Human Development are performance-based. Candidates develop a professional portfolio to document the knowledge, skills and dispositions associated with effective teaching. Completion of the program of study requires successful performance in coursework, field experience, and candidate assessments specific to the area of study. In addition to assessments associated with specific courses in the program, candidates must pass a final assessment to complete the program and be recommended for a teaching certificate. All Praxis exams must be passed prior to graduation.

More information on candidate assessment and program progression requirements may be found at the college website at www.uno.edu/coehd.

Students in the MAT program in the Department of Special Education cannot count more than six hours of graduate coursework with a grade lower than a B (i.e., no more than 2 C's) toward their degree program. In addition, any MAT candidate receiving more than nine hours of graduate coursework with a grade lower than a B in their degree program shall be dropped from the department's program.

Independent study/substitution courses are approved only under extenuating circumstances. Independent study/substitution must be approved by the Assistant Dean prior to enrollment in the independent study/substitution course. MAT candidates will be allowed a maximum of 6 hours of independent study/substitution courses within the degree program.

Louisiana Teacher Certification

Candidates who successfully complete all program requirements are recommended to the Louisiana Department of Education for a teaching certificate. All conditions listed above under "Louisiana Teacher Certification" must be satisfied. Candidates enrolled in this program while teaching may be eligible for a Practitioner License upon recommendation by the hiring school district.

Requirements for the Master of Education (M.Ed.) Degree

The Department of Special Education and Habilitative Services has an advanced master's degree program which provides an opportunity for the student to pursue additional certifications in the field of special education. The focus areas listed below can be embedded within the program:

1. Mild/Moderate Disabilities
2. Significant Disabilities
3. Educational Diagnostician
4. Early Intervention
5. Deaf/Hard of Hearing
6. Blind/Visually Impaired
7. Gifted/Talented Education

Admission

Admission to a M.Ed. program in Special Education requires a grade-point average of at least 2.5 for undergraduate work and 3.0 for graduate work, if applicable, and a satisfactory score on the Graduate Record Examination (GRE). In addition, applicant must be certified in an area of education.

Program of Study

The master's program in Special Education (M.Ed.) includes a minimum requirement of 36 semester hours including a minimum of three hours in research methods and a minimum of six semester hours in a minor or related field outside of the major department along with coursework in the major area of study.

A student in a master's program in the Department of Special Education and Habilitative Services may not count toward degree requirements more than six hours of graduate coursework with a grade below a B (i.e., no more than 2 C's). In addition, any M.Ed. candidate receiving more than six hours of graduate coursework with a grade lower than a B in their degree program shall be dropped from the department's program.

Each master's candidate is required to complete field work associated with assignments in courses within the program of study. Each candidate must also successfully complete a written comprehensive examination. The examination concentrates on the application of educational practice and theory with emphasis on the major area of concentration, but may include the minor or related fields. Typically, the comprehensive examination is taken during the last semester of graduate study. Two failures of the examination necessitate dismissal from the master's program. More information may be found on the Special Education website at <http://www.uno.edu/coehd/AdvancedPrograms/EDSP/MEdSE.aspx>.

Ph.D. in Special Education

Requirements for the Doctoral Degree

The Doctor of Philosophy (Ph.D.) degree offered in Special Education incorporates innovative approaches to leadership training. The general regulations and procedures governing programs leading to the Doctor of Philosophy degree, as explained elsewhere in the catalog, will be followed.

Program Description

Students enrolled in the program address critical issues through coursework and field experiences. Primarily, courses are divided among the following areas:

1. special education,
2. research, and
3. the minor area of study.

In addition to completing formal coursework, students address identified competencies through participation in a variety of professional activities in both university and field settings. The competencies are addressed across the three leadership areas: research, personnel preparation, and systems intervention.

Students are offered concentrated areas of study within Special Education and Habilitative Services. Areas of study include mild/moderate disabilities, significant disabilities, educational diagnostician (assessment), early intervention, deaf/hard of hearing, and gifted/talented education. The doctoral student selects a major area of emphasis in special education (usually based on prior educational and professional experiences) and one minor area to broaden his/her experience. A broader program of study creates flexibility and strengthens the training of future leaders in the field of Special Education and Habilitative Services.

As each student progresses through the coursework and field experiences, the program of study is further individualized. Students are expected to:

1. specialize in one of the leadership areas,
2. focus on issues and content targeted for a particular exceptionality group(s), and
3. focus on particular activities which allow the student to build professional skills and capacity.

Throughout the program of study, each student maintains a professional portfolio of the various products resulting from the activities selected via coursework, field experiences, and committee input. The portfolio is used as a primary component of the student evaluation process throughout the program of student.

Admission

To be considered for provisional admission to the doctoral program in Special Education and Habilitative Services, a student must meet all Graduate School admission criteria listed in the UNO Catalog but must first meet the following required criteria:

1. At least a 2.5 undergraduate grade-point average and a 3.0 graduate grade-point average.
2. Graduate Record Exam (GRE) satisfactory scores on the verbal and quantitative sections of the exam. The GRE must have been taken within five years of the date of applying for admission to the Department of Special Education and Habilitative Services.
3. At least three letters of recommendation from outside the UNO community. Letters are to be addressed to the Graduate Program Coordinator in the Department of Special Education and Habilitative Services.

4. Current resume detailing education, experience, honors and awards, and other accomplishments of the applicant.
5. Documentation of three years of professional experience in special education or a closely related field.
6. Ability to communicate effectively in written form as demonstrated by writing a personal essay.
7. Ability to articulate professional and personal goals through an oral interview conducted by the Screening Committee.

Acceptance and Qualifying Exam

Screening takes place in the spring semester for admission in the fall. All paperwork should be on file in the office of the Graduate Program Coordinator in the Department of Special Education and Habilitative Services on or before the first day of April. Applicants who are favorably screened into the doctoral program are accepted provisionally. The student takes at least 12 graduate credit hours with a passing grade of "B" or higher in each course and then completes the qualifying examination. Courses to be counted are specified by the doctoral advisor and committee. In addition to the courses required, the qualifying examination is taken no earlier than one year after entering the program with approval of the major professor and doctoral committee. The qualifying examination itself focuses on activities related to the three leadership roles and is portfolio-based.

Required Hours

All doctoral students must have a minimum of 81 graduate credit hours past the baccalaureate degree. Required hours include a minimum of 18 graduate semester hours in research methodologies. A minimum of 36 credit hours in Special Education and Habilitative Services is required for the Ph.D., and includes five core doctoral seminars focusing on professional skills and leadership roles, a minimum of nine hours of dissertation study, a minimum of three credit hours of internship and a minimum of six credit hours in one of the leadership role areas of research, systems intervention, or personnel preparation. Also, minimum of 18 credit hours is required in a minor area of study. Students also complete a minimum of three hours in educational foundations which may not include research courses. Any student in the doctoral program who accumulates six semester credit hours of graduate coursework with a grade of C or lower will be dropped from the program.

Internship

Doctoral students must complete an internship as part of the program of study. The internship activities are individualized and determined by the student, the major advisor, and doctoral committee. Typically, the internship is used to build the students' skills in one or more of the areas of research, personnel preparation, and systems intervention.

Residency

All doctoral students are required to adhere to the residency policy established by the Graduate School.

General Examination and Doctoral Candidacy

To be admitted to doctoral candidacy status, a student must pass a portfolio-based general examination. A doctoral student becomes eligible to take the general examination after demonstrating adequate academic and professional growth in coursework, field experience and artifacts through on-going portfolio review. The general examination consists of advanced portfolio evaluation by the student's major professor and doctoral committee. In addition to passing the general examination, a doctoral student must demonstrate research competence by participating in all phases of a pre-dissertation project prior to beginning work on the dissertation. If a student fails the general examination twice, he/she will be dismissed from the doctoral program.

Time Limits

Doctoral students must follow the Graduate School requirements on time limits (see Graduate School). complete the Ph.D. degree program within nine years.

Extension of time limits may be requested by petitioning the department and the Graduate Council, as needed, in extenuating circumstances.

GRADUATE PROGRAMS IN ENGINEERING

The College of Engineering offers a Master of Science in Engineering, a Master of Science in Engineering Management and a Ph.D. in Engineering and Applied Sciences, allowing applicants with various backgrounds and goals to be accommodated

Master of Science in Engineering

Admission

Applicants seeking admission to a graduate program in engineering must have received a bachelor's degree in a field of engineering from an ABET accredited engineering or closely related program or, in the case of foreign students, must present evidence of an equivalent preparation. Furthermore, applicants are expected to have a grade-point average (GPA) of 3.0 or better for undergraduate work and all graduate and post-bachelor work. Applicants who have an undergraduate GPA between 2.5 and 3.0 may be considered for admission on a case-by-case basis which will include a review of their last 60 hours of engineering course work and GRE scores. In addition, the student is required to complete the GRE prior to consideration with scores indicating that the student will perform well in a strong graduate program.

Furthermore, all students must complete all requirements for the graduate courses in which they wish to enroll, and must meet any additional general requirements as stipulated by the Graduate School and the College of Engineering.

Applicants without an Undergraduate Degree in Engineering

Applicants with Bachelor of Science degree in mathematics, the sciences, or other undergraduate degrees will be considered on a case-by-case basis. Such students must complete a core program specific to each department including any prerequisite for each or pass the equivalent credit examinations with a grade of "B" or better. Such students would be best advised by the particular department in which they seek to enroll.

Master of Science in Engineering Degree Requirements

After admission, students are required to select an area of concentration (either civil/environmental, electrical, mechanical, or naval architecture and marine engineering). A choice is provided between a thesis or a research program, calling for 30 hours of graduate credit, including six hours of thesis research; and a non-thesis option, requiring 33 hours of graduate credit.

Concentrations

Concentrations are allowed in the following areas:

- Civil/Environmental Engineering
- Electrical Engineering
- Mechanical Engineering
- Naval Architecture and Marine Engineering

Master of Science in Engineering Management

The College of Engineering offers an M.S. degree in Engineering Management. This program makes use of the expertise and resources of the faculty of both the College of Engineering and the College of Business Administration. This program is intended for engineers who wish to remain in their engineering area of expertise but desire to improve their managerial skills and their understanding of business practices.

Admission

Students admitted into the master of science of engineering management must possess an undergraduate degree in engineering. Applicants are expected to have an undergraduate GPA of at least 3.0. Applicants who have an undergraduate GPA between 2.5 and 3.0 may be considered for admission on a case-by-case basis which will include a review of their last 60 hours of engineering course work and GRE scores. In addition, the student is required to complete the GRE,

prior to consideration, with scores indicating that the student will perform well in a strong graduate program.

Degree Requirements

Both the Non-thesis and Thesis options are available for the degree of Master of Science in Engineering Management:

Non-thesis Option

Completion of 33 credit hours including 18 credit hours of required core courses and three credit hours for a capstone course. The remaining 12 credit hours must be selected from approved electives.

Thesis Option

Completion of 30 credit hours including six credit hours of thesis research, and 18 credit hours of required core courses. The remaining six credit hours must be selected from approved electives.

Doctor of Philosophy in Engineering and Applied Science

The Doctor of Philosophy in Engineering and Applied Science is an interdisciplinary, integrative degree involving faculty from the College of Engineering and the College of Sciences. The program is designed for those engineers who will extend the frontiers of engineering. The graduate will have knowledge that is both broad in fundamentals as well as strongly focused in the area of his/her research. Research is the centerpiece of a Ph.D. program. It is expected that the graduate's research will substantially expand the knowledge of the engineering profession.

Admission

Admission to the doctoral program is based on reasonable evidence that the applicant will prove capable of scholarly research on a broad intellectual foundation. All students enrolling in the program must have a Master's degree from an accredited college or university in engineering, physics, mathematics, earth and environmental sciences, computer science, or a closely related field, or be willing to complete coursework required in an existing Master's program in one of the participating departments at UNO while pursuing the Ph.D. Admission decisions will be based primarily on grade-point average, Graduate Record Examination scores, and letters of recommendation. Foreign applicants (non-English speaking countries) must also provide proof of English proficiency.

Degree Requirements

Following are the formal procedural requirements for students to receive the Ph.D. degree in Engineering and Applied Science.

Ph.D. candidates must complete a minimum of 51 semester credit hours of graduate course work in an approved program beyond the Bachelor's degree, not including dissertation research. The credit hours may include up to 30 semester hour credits obtained in a Master's degree program, if the area of the Master's degree is relevant to the doctoral program. Up to six of these 30 credits may be for thesis research. In addition at least 30 semester hours of dissertation research credit must be earned. A doctoral dissertation based on the results of original research under the guidance of a faculty committee and defended in a public examination is required for the completion of the doctoral program. Departments participating in the program are Civil and Environmental Engineering, Electrical Engineering, Engineering Management, Mechanical Engineering, Naval Architecture and Marine Engineering, Computer Science, Earth and Environmental Sciences, Mathematics, and Physics. The student's dissertation advisory committee will consist of at least five members. No more than three can be from any one department. There must be at least one committee member from each of the colleges of Engineering and Sciences. Program qualification, in the form of a Qualifying Examination, is administered by the department of the principal advisor(s). It is based on material in a typical departmentalized master's degree program, or equivalent. Courses are chosen with the consent of the dissertation advisory committee. The committee shall consider the interdisciplinary nature of the program when it approves the courses. A minimum of nine credits (three courses) must be taken in each college. A General (comprehensive) Examination will be administered by the dissertation advisory committee. The examination will be based on material in the student's program of study. After passing the General Examination

the Ph.D. student is expected to write a dissertation prospectus and defend it before the dissertation advisory committee. After a successful defense and committee approval of the prospectus, the student may pursue research leading to the dissertation. (The student must register for a minimum of 12 dissertation credits before successful defense and approval of the prospectus provided that Program Qualification has been successfully completed.) The dissertation should reflect the interdisciplinary nature of the program. There must be a final public defense of the dissertation administered by the dissertation advisory committee.

Graduate Student Financial Aid

Teaching and research assistantships are available to qualified graduate students on a competitive basis.

GRADUATE PROGRAMS IN LIBERAL ARTS

Applied Anthropology Track

The Department of Anthropology and the Department of Planning and Urban Studies in the School of Urban and Regional Studies provide an Applied Urban Anthropology track within the Master of Science in Urban Studies.

The program allows students to gain significant background in applied anthropology through course work in cultural anthropology, cultural resource management, and preservation. Applicants must submit transcripts of prior academic work, Graduate Record Examination scores, and three letters of recommendation. Please refer to a detailed description of the program in the Master of Science in Urban Studies degree section in this catalog.

Arts Administration

The Master of Arts in Arts Administration is interdisciplinary in nature, involving the Department of Film and Theatre Arts, the Department of Fine Arts, the Department of Music, and the College of Business Administration. It is built on graduate courses offered by those departments and on specialized courses in Arts Administration. The Arts Administration faculty consists of core faculty from the areas involved and other faculty whose interests are relevant to the program.

The Master of Arts in Arts Administration is designed to prepare students to serve as administrators and managers in all types of arts institutions, among them galleries, theatres, performing arts centers, and community arts centers. Included in the curriculum are courses in both business and the arts, as well as an internship designed to give students practical experience in the field.

Admission

A student must be accepted by both the Graduate School and the Advisory Committee for Arts Administration. To be admitted to graduate studies in Arts Administration, a student must have:

1. a bachelor's degree from an accredited college or university;
2. a composite score verbal and quantitative of 300 on the Graduate Record Examination or a minimum of 400 on the Graduate Management Admission Test (depending upon the student's area of undergraduate study);
3. a grade-point average of 2.5 for undergraduate work and 3.0 for post-baccalaureate work, on a 4-point scale; and
4. satisfactory academic standing at the last college or university attended.

In addition to the above, experience in business and/or the arts is desirable but not required.

Master of Arts in Arts Administration Degree Requirements

Students pursuing the degree in Arts Administration are required to present credit for a number of foundation courses, or their equivalents in business-related areas. These are *undergraduate-level courses and are not counted* toward the 36 hours of graduate-level courses needed for the degree. These courses may be taken after admission to the program, during summer sessions or concurrently with other graduate courses, providing prerequisites are met. These courses will be waived if students can provide documentation of equivalent courses already taken and the decision will be up to the discretion of the Director of the program.

The foundation courses are as follows:

Business Related

- ACCT 2100 Principles of Accounting
- ECON 4400 Economic Foundation for Managers
- BA 3010 The Legal Environment of Business
- MKT 4400 Marketing Foundation for Managers

Arts Related

- One undergraduate level visual arts course
- One undergraduate level music course
- One undergraduate level theatre course

Students pursuing the Master of Arts in Arts Administration will select an area of arts specialization and will take 36 hours of graduate-level courses to complete the degree, which include:

1. Three (3) hours of approved *graduate-level* courses in the areas of the arts. Students can also opt to apply a practicum in this area.
2. Three (3) hours of approved graduate level *business or nonprofit organization* electives.
3. Three (3) hours of either *arts or business* graduate-level courses.
4. Electives may be selected from among current university offerings and may reflect the student's area of interest from art history to film production.
5. Each of the following Arts Administration overview courses totaling twelve (12) hours:
 - AADM 6504 Theatre Arts Overview for Arts Administration
 - AADM 6405 Visual Arts Overview for Arts Administration
 - AADM 6506 Music Overview for Arts Administration
 - AADM 6246 Arts Technology Overview
6. Each of the following Arts Administration courses totaling fifteen (15) hours:
 - AADM 6501 Development Strategies for Arts Organizations
 - AADM 6502 Arts Administration: Legal and Business Application
 - AADM 6503 Marketing the Arts
 - AADM 6990 Internship in Arts Administration (6 hours)

Final degree requirements include a comprehensive exam before a student enrolls in an internship. Upon completion of the internship, an internship report is submitted for review by selected faculty.

Financial Aid

Graduate assistantships are available to a limited number of qualified applicants each year.

English

Master of Fine Arts

The English Department participates in the Master of Fine Arts degree in Film and Theatre. Fiction writers, playwrights, poets, and screenwriters take course work in English as well as Film and Theatre. See the section on Film and Theatre for description and information on admissions, degree requirements, and graduate assistantships.

Master of Arts Programs

The MA program in English is designed to develop the student's knowledge of literature and language and skill in literary research and criticism. Though it is aimed primarily at preparing students for further graduate study leading to the degree of Doctor of Philosophy, the program also provides training for teachers of English in secondary schools and colleges and offers the opportunity for rigorous advanced study in the humanities preparing qualified persons for nonacademic professions.

Admission

Admission is based on undergraduate and graduate GPA, GRE scores, and a statement of purpose. Applications are accepted at any time; students may enroll in any semester.

Master of Arts in English Degree Requirements

The Master of Arts in English Program requires its students to take a number of core courses, to choose a concentration, to take the courses required for that concentration, and to complete 30 or 36 credit hours. Students who choose to demonstrate a reading knowledge of an appropriate foreign language are required to take 30 hours to complete their degree. Those who do not choose the foreign language option are required to take 36 hours to complete their degree.

The core courses are: English 6280, 6230 or 6231; one course in British Literature numbered 4000 or above; one course in American Literature 4000 or above; one course in writing or rhetoric numbered 4000 or above.

There are four possible concentrations, and they are configured as follows:

1. Concentration in American Literature:
 - a. One of the following: English 4030G, 4031G, 4091G, 6001, or 6090 (where appropriate as determined by the Graduate Coordinator) and
 - b. One of the following: English 4032G, 4033G, 4034G, 4092G, 4093G, 6007, or 6090 (where appropriate as determined by the Graduate Coordinator) and
 - c. One additional American Literature course numbered 4000G or above.
2. Concentration in British Literature:
 - a. One of the following: English 4401G, 4421G, 4501G, 4516G, 4521G, 4522G, 4601G, 4616G, 4621G, 6400, 6480, 6500, 6520, 6600 and
 - b. One of the following: English 4701G, 4702G, 4715G, 4716G, 4801G, 4802G, 4807G, 4808G, 4815G, 6700, 6801, 6807, or 6900 and
 - c. One additional British Literature course numbered 4000G or above.
3. Concentration in Professional Writing:
 - a. English 4152G and
 - b. One Journalism course numbered 4000G or above and
 - c. One of the following: English 4151G, 4154G, 4158G, 6232, 6154, or 6390 (where appropriate as determined by the Graduate Coordinator), or 6398
4. Concentration in Teaching:
 - a. English 6281 and
 - b. One of the following: English 4151G, 4154G, 4161G, 4163G, 6151, 6154, 6161, 6163, 6230, 6232 or 6390 (where appropriate as determined by the Graduate Coordinator) and
 - c. One additional course in literature numbered 4000G or above.

All students admitted to the graduate program will be referred to the Coordinator of Graduate Studies in English, who will guide each student in selecting and following a sound program of study suited to his or her needs and level of preparation. This program may, in individual cases, involve more course work than is specified in the general requirements for the degree. In all cases, a minimum of 18 hours must be earned in English courses numbered 6000 and above. One three-hour Directed Study course (English 6397) may be counted toward fulfillment of this minimum requirement. For those students who select the thesis option, three hours of Thesis Research (English 7000) will count toward the 18-hour requirement.

All students must take a three-hour written comprehensive examination in one of the following fields: American Literature; British Literature; Rhetoric and Composition; Classical Rhetoric; or Professional Writing. Students may choose to take another comprehensive examination in another of the fields above; or they may instead write and defend a thesis. The M.A. thesis (usually 30-40 pages long) is written under the supervision of an advisor assigned to the student by the Graduate Coordinator. Credit for English 7000 (Thesis Research) is granted only after the candidate has passed a one-hour oral examination on the thesis administered by a committee appointed by the Executive Director of Graduate School and the thesis has been approved by the committee.

Film and Theatre

Master of Fine Arts in Film and Theatre

The Department of Film and Theatre offers the Master of Fine Arts degree. Students may elect to concentrate in Film Arts-Production, Theatre Arts-Performance or Design, or Creative Writing. The Department is accredited by the National Association of Schools of Theatre. MFA programs in Theatre Arts reflect NAST's highest standards. The Master of Fine Arts is a terminal degree

for students interested in pursuing careers in film production, in theatre arts, and in creative writing. Areas of specialization in Film Arts and Theatre Arts include filmmaking, acting, directing, and design; and in creative writing include fiction writing, nonfiction writing, playwriting, poetry writing, and screenwriting.

Admission

An applicant is accepted for graduate work in film and theatre arts upon recommendation of the graduate committee and subsequent admission to the Graduate School. Students must hold a bachelor's degree in film or theatre arts or must possess clearly demonstrated skills and creative ability in their field. Graduate Record Examination scores and at least three letters of recommendation should be submitted. All applicants must submit evidence of their ability in the proposed area of specialization. Auditions, prompt books, portfolios, manuscripts, video tapes, films, and other appropriate presentations are to be submitted to the department when application for admission is completed.

In addition to the requirements of the Graduate School, the following must be met:

- Satisfactory completion of at least 60 hours of Film and Theatre Arts courses. With written permission of the department, the candidate may take up to six hours in a field outside the department.
- At the completion of 18 or more hours of course work the student will be evaluated by the graduate committee. If the first-year review demonstrates sufficient progress, the student will be invited to continue in the program.
- A grade-point average of 3.0 or better is required in all course work.
- Normally students must be in residence at least two semesters taking a full load of at least nine hours each semester. Summer sessions may not apply. Under special circumstances this residency requirement may be waived by the department. Upon completion of one-half of the student's required work, his or her major professor will be designated by the department. Ordinarily this professor will serve as chairman of both the examining committee and the publicly presented creative thesis project.

Degree Requirements

MFA tracks in Film and Theatre Arts require the following 18 hour core:

6020 Form and Idea in the Media	3
6040 Performance and Direction	3
6060 Concept, Conflict, and Character	3
6910 Studio Thesis I	3
6911 Studio Thesis II	3
6912 Studio Thesis III	3
6005 Graduate Studies in Orientation	0

MFA in Film and Theatre in Film Arts-Production

The Master of Fine Arts track in Film Arts includes a 21-credit hour production core which exposes students to the broad processes of filmmaking. Nine credit hours of Analysis provide an important theoretical and historical framework for film production. The remaining twelve credit hours (Application Electives) may be used to apply knowledge and training to a special focus within the curriculum.

MFA in Film and Theatre in Film Arts Production Requirements (21 hours required)

I. Production	
4500G Film Development and Planning	3
4510G Film Production	3
4520G Film Postproduction	3
4530G Advanced Project in Film Production	3
6565 Digital Theory and Application for Film and Video	3
4251G Advanced Screenwriting	3
6580 Film Directing	3
II. Analysis (6 hours required)	
4540G Development of the Cinema I	3
or	
4541G Development of the Cinema II	3
4545G Film Theory and Criticism	
III. Application Electives (15 hrs. required) Select from list below.	
4090G-95G Special Topics	6
4096G Special Topics in Film Production	3
4251G Advanced Screenwriting	3
4460G Documentary Production	3
4550G Cinematography	3
4551G Spring Film Crew	1
4555G Spring Film Production	3
4566G Production Sound for Film	3
4567G Postproduction Sound for Film and Video	3
4568G Special Topics: Visual Effects	3
4570G Acting for the Camera	3
4575G Advanced Post Production	3
4580G Film Directing	3
4591G Film Styles and Genres	3
4900G Internship	3
6001 Practicum in Production	3
6090 Directed Independent Study	3
6100 Visual Design for Stage and Screen	3
6250 Seminar in Screenwriting	3
6900 Graduate Internship	3

MFA in Film and Theatre in –Performance (Acting and Directing) and Design

MFA program tracks in Performance and Design are intended to prepare our graduate students to successfully apply acquired skills to the art of theatre, make significant cultural contributions to their community, or become leaders in an educational environment aspiring to the highest artistic standards.

MFA Performance Requirements (Acting)

I. Production/Literature (12 hrs. required) Select <i>four</i> courses from list below:	
4260G Styles in Theatrical Production	3
4400G Development of Theatre	3
4450G Modern Theatre	3
4455G Contemporary Theatre	3
6001 Practicum in Production	3
6090 Directed Independent Study	3
6420 Problems in Performing and Visual Arts	3
6460 Aesthetics of Script Analysis	3

* 4301G Voice Stylization may be substituted for three credits
** 4333G Combat for Stage and Film or 4831G Movement Applications may be substituted for three credits.

MFA Performance Requirements (Directing)

I. Production (6 hrs. required)	
Select <i>two</i> courses from list below:	
4260G Styles in Theatrical Production	3
6000 Practicum in Research	3
6001 Practicum in Production	3
6090 Directed Independent Study	3
6240 Problems in Performing and Visual Arts	3
6460 Aesthetics of Script Analysis	3
6900 Graduate Internship	3
II. Literature (6 hrs. required)	
Required: 4450G Modern Theatre	3
Plus select one course from the list below:	
4400G Development of Theatre	3
4455G Advanced Studies in Contemporary Theatre	3
English 4221G or 4222G Shakespeare	3
English 4516G Beg. English Drama	3
English 4916G 20th Century Drama	3
English 4716G 18th Century Drama	3
III. Directing Area (30 hrs. required)	
4300G Voice Training or 4301 Voice Stylization	3
6200 Seminar in Playwriting	3
6330 Acting	3
6380 Directing	6
6830 Stage Movement	3
Plus, two courses in any design area(s)	6
And, two courses from Sections II or III not previously chosen	6
MFA in Film and Theatre in Design Requirements	
I. Production (15 hrs. required)	
6001 Practicum in Production	3
6090 Directed Independent Study	3
6120 Scene Painting	3
6135 Rendering Techniques	3
4160G Lighting Crafts and Techniques	3
II. Literature (3 hrs. required)	
4450G Modern Theatre	3
III. History (6 hrs. required)	
6125 Development of Style and Form	3
6150 Development of Fashion	3
IV. Design (9 hrs. required)	
6110 Seminar in Scenic Design	3
6140 Seminar in Theatrical Costuming	3
6170 Seminar in Lighting Design	3
V. Electives (9 hrs. required)	
6140 Seminar in Theatrical Costuming	3
6170 Seminar in Lighting Design	3
6110 Seminar in Scenic Design	3
6090 Directed Independent Study	3
4455G Contemporary Theatre	3
English 4521G Shakespeare	3
English 4522G Shakespeare	3
English 4916G 20th Century Drama	3
English 4716G Restoration and 18th Century Drama	3

Comprehensive Examination

Normally students may take the Comprehensive Examination no sooner than the term in which they have completed 36 hours of graduate credit. This examination will be both written and oral. At least three members of the graduate faculty, one of whom may be from a department other than Film and Theatre, appointed by the Executive Director of Graduate School, will administer the examination. Part of the examination will be devoted to questions based on the reading list and course work, and the remainder will be devoted to questions relating to the student's individual area of specialization.

Publicly Presented Creative Thesis Project

The thesis project will be prepared under the supervision of a committee appointed by the Executive Director of Graduate School. This committee ordinarily will consist of three members of the graduate faculty of the department. After successful completion of the comprehensive examination, the candidate will submit a written prospectus for a publicly presented thesis project. The research and execution of this project normally will take nine studio hours. The MFA thesis project is designed to test the student's skill and knowledge in his or her area of specialization. The project is subject to the graduate committee's approval.

Students who have earned graduate credits in film, theatre, video, or its equivalent from other institutions may apply for admission into the Master of Fine Arts program. However, the maximum allowable transfer credit must conform to the Graduate School's policy on extension and transfer credit. Transfer credit is subject to the graduate coordinator's recommendation and approval by the Graduate School.

Financial Aid

Graduate assistantships are available to a limited number of qualified applicants each year.

Master of Fine Arts in Film and Theatre track in Creative Writing

Admission

An applicant is accepted for graduate work upon the recommendation of the creative writing faculty and subsequent admission to the Graduate School. Students must hold a bachelor's degree and must possess clearly demonstrated skills in a creative writing genre. Graduate Record Examination scores, undergraduate transcripts, a personal statement, and three letters of recommendation should be submitted. All applicants must identify the genre in which they plan to specialize and submit a portfolio of their writing in the genre (two plays of any length, a feature-length film script, two short stories or a 25-page novel excerpt, ten poems, two short nonfiction pieces, or a 35-page book excerpt). In addition to the requirements of the Graduate School, the following must be met:

Degree Requirements:

Resident option

- Completion of at least 45 hours of Film and Theatre and English courses.
- Fifteen hours of 6000-level course work in creative writing workshops, at least 12 of which will be in the thesis genre. These required courses are: for fiction writing, English 6161; for poetry writing, English 6163; for nonfiction writing, English 6154; for playwriting, Film and Theatre 6200; and for screenwriting, Film and Theatre 6250.
- Three hours in Film and Theatre 6020 (Form and Idea) and three hours in English 6154 (Nonfiction Writing). For students whose genre is nonfiction writing, a sixth required workshop in a genre other than nonfiction is required in place of the three required hours in English 6154 required of students in the other genres.
- Nine hours in background courses.
- Fiction and poetry writing students will be required to take this in the literature of their genre.
- Screenwriting and playwriting students will be required to take six hours of techniques courses and a three-hour course in their genre.
- A grade of B or better in all required course work.
- Nine hours of electives. Chosen in consultation with the Director of Creative Writing, these elective hours will be expected to conform to a cohesive program of study.
- An overall GPA of 3.0 in elective courses.
- A creative thesis for which the student may receive six hours of preparation credit. The creative writing thesis will be prepared under the supervision of a committee approved by the Executive Director of Graduate School. The committee will ordinarily consist of three members of the graduate faculties

of the departments of Film and Theatre and English, the thesis director and at least one other member who teaches in the student's genre.

- A comprehensive exam in the student's genre area that will be prepared, administered, and graded by the thesis committee. It will concern itself with the literature of the student's genre area. Students who hold master's degrees from other UNO programs may apply for admission, but upon acceptance they must meet all requirements for the M.F.A. degree listed above and must complete 36 hours of resident or non-resident work at UNO, including all 15 hours in writing workshop courses.

Financial Aid

Graduate assistantships are also available for qualified students in all MFA programs of study.

Low Residency Option

The Low Residency MFA is a unique option within the MFA in Film and Theatre track in Creative Writing. Low Residency MFA students take all their courses off-campus, either at one of UNO's summer study abroad sites in Europe, or via distance learning. The program is a 45-hour terminal degree, with the curriculum centered on 18 hours of creative writing workshops, plus 12 hours of background courses, nine hours of electives, and six hours of thesis preparation; the required courses mirror the resident MFA degree.

- Completion of at least 45 hours of Film and Theatre and English courses, 18 hours of which must be in residence.
- Fifteen hours of 6000-level course work in creative writing workshops, at least 12 of which will be in the thesis genre area, and nine hours of which must be in residence. These required courses are: for fiction writing, English 6171 or 6191; for poetry writing, English 6173 or 6193; for playwriting, Film and Theatre 6207 or 6209; and for screenwriting, Film and Theatre 6257 or 6259.
- Three hours in Film and Theatre 6020 (Form and Idea) and three hours in Non-Fiction Writing, English 6154 or 6194 (Nonfiction Writing).
- Nine hours in background courses.
- Fiction and poetry writing students will be required to take this in the literature of their genre.
- Screenwriting and playwriting students will be required to take six hours of techniques courses and a three-hour history course in their genre.
- A grade of B or better in all required course work.
- Nine hours of electives. Chosen in consultation with the Director of Creative Writing, these elective hours will be expected to conform to a cohesive program of study.
- An overall GPA of 3.0 in elective courses.
- A creative thesis for which the student may receive six hours of preparation credit. The creative writing thesis will be prepared under the supervision of a committee approved by the Executive Director of Graduate School. This committee will ordinarily consist of three members of the graduate faculties of the departments of Film and Theatre and English.
- A comprehensive exam in the student's genre area that will be prepared, administered, and graded by the thesis committee. It will concern itself with the literature of the student's genre area.

Fine Arts

Master of Fine Arts in Fine Arts

The Master of Fine Arts program in Fine Arts is designed to provide professional training leading to a terminal degree in studio arts.

Admission

After a student has applied to the Graduate School, the application, images of work and letters of recommendation will be evaluated by the Committee on Graduate Studies of the Department of Fine Arts. To be accepted into the program, applicants must have an undergraduate degree and a high academic average in scholastic and studio work. Applicants who are admitted to the Fine Arts program

will be assigned a sponsor by the Graduate Admissions Committee. The sponsor is a member of the Fine Arts Graduate Faculty who agrees to accept the responsibility of guiding the student through the program and who regularly teaches or exhibits professionally in the student's major area.

Students who are deficient in certain areas may be admitted on a conditional basis. They must complete both the regular requirements and fulfill the conditions imposed by the Committee on Graduate Studies.

Degree Requirements

Students will be required to complete a minimum of 60 graduate credit hours, including six hours of thesis research. 30 hours must be in the major studio and 12 in the minor studio. 6 hours must be in graduate-level art history courses.

Midway through the program, the MFA student's eligibility for graduate candidacy will be determined by the Committee on Graduate Studies, who will arrange for an oral examination and review of the student's artwork. Once a student is approved for candidacy they may proceed to the preparation of the written thesis and exhibition.

Financial Aid

Graduate assistantships are available to a limited number of qualified applicants each year.

History

The graduate program leading to the Master of Arts degree in history provides intensive training for well qualified students in both European and American history. It serves to prepare students for work elsewhere at the doctorate level, to provide training for teachers in the secondary schools, and to offer advanced study in the humanities for those interested in nonacademic professions.

Admission

Admission to the graduate history program will be determined by the department upon the basis of the applicant's personal statement, undergraduate transcripts reflecting a high level of undergraduate achievement (typically, a GPA of 3.0 or above), and two letters of recommendation from professors with whom the applicant has studied. For application instructions, prospective students should consult the department's website; <http://history.uno.edu/grad/Degree Requirements>.

Degree Requirements

All candidates must complete a total of 30 credit hours, with at least 15 hours in courses at the 6000 level, a maximum of 12 hours at the 4000G level, and at least three hours of thesis research.

Required Courses

1. History 6001 – Historical Research and Writing
2. One proseminar-seminar sequence from the following: HIST 6501-6502, HIST 6601-6602, or HIST 6803-6804.
3. History 7000 – Thesis Research.

Only grades of B or better will be accepted toward fulfillment of degree requirements. The department recommends enrolled student to register every semester for HIST 6005 - Graduate History Forum.

The program will culminate with a thesis that demonstrates an appropriate level of skill in historical research and writing, as well as a comprehensive oral examination designed to test the student's general knowledge of history.

Concentration in International and Global Studies

This concentration focuses on global, transnational and comparative approaches to the history of our increasingly interconnected world. In addition to the core history curriculum, a limited amount of interdisciplinary coursework that accentuates the interaction of states, societies, peoples and cultures over time will be deemed applicable. This concentration prepares students for both advanced graduate study and for careers in education, international organizations,

government and the private sector. Students must complete a total of 30 credits hours and successfully defend a thesis.

Required Courses:

1. History 6001 – Historical Research and Writing
2. History 6201: Proseminar in World History
3. One history seminar (e.g. HIST 6502, 6602, or 6804). One history proseminar (e.g. HIST 6501, 6601, or HIST 6803) in addition to History 6201. One additional 4000G- or 6000 – level history course featuring significant international topics and material. Three additional 4000G- or 6000-level courses in other disciplines. These courses must be designated by the History Department's Graduate Coordinator as featuring significant international topics and material relevant to the candidate's course of study.

4. History 6992: History Internship

History 7000: Thesis Research Students internships may be performed in the United States or, preferably, at an overseas campus or other location abroad. Candidates for the International and Global Studies concentration must be certified as having a reading and oral proficiency in one modern foreign language. As with the standard curriculum, the concentration will culminate with a thesis and a comprehensive oral examination.

Concentration in Public History Degree Requirements

The concentration in public history is available to students interested in the practice and presentation of history for a public audience, beyond the academy. This concentration does not preclude pursuit of a doctorate in history, but it is designed to provide history students with the opportunity to use New Orleans as a laboratory in which to develop skills for work in museums and other public venues. The curriculum for this concentration combines history coursework with courses in the theory and practice of public history, and a three-hour internship at a local museum, archive, or library. Students in this concentration must complete a total of 30 credit hours in one of two tracks, culminating with a thesis and a comprehensive oral examination.

Local & Community Track

This track allows students to focus on historical issues of local and community interest. In addition to other coursework, students will be placed in an internship position at a local institution with the help of the internship coordinator.

Required Courses

- HIST 6001 Historical Research & Writing
- One proseminar sequence from the following: HIST 6501-6502, HIST 6601-6602, or HIST 6803-6804
- HIST 6008 Introduction to Public History
- HIST 4008G Public History Methods
- HIST 4603G Research in New Orleans History
- HIST 6992 History Internship
- Approved electives (6 hours) at the 4000G or 6000 level
- HIST 7000 Thesis Research

Military Track

This track allows students to focus on issues pertaining to military history. In addition to other coursework, students will be placed in an internship position at a local historical museum or site with the help of the internship coordinator.

Required Courses

- HIST 6001 Historical Research & Writing
- One proseminar-seminar sequence from the following: HIST 6501-6502, HIST 6601-6602, or HIST 6803-6804
- HIST 6008 Introduction to Public History
- HIST 4008G Public History Methods
- HIST 4003G Modern Military History

- HIST 4565G U.S. Military History
- HIST 6992 History Internship
- Approved electives (3 hours) at the 4000G or 6000 level
- HIST 7000 Thesis Research

Financial Aid

Graduate assistantships are available to a limited number of qualified applicants each year.

Music

Master of Music Degree

The Department of Music offers the Master of Music degree with tracks in performance, conducting (choral or instrumental), composition, and jazz studies. The program of study requires a minimum of 33 graduate credit hours to include course work in the applied area, music theory, music history, electives in music, recital or composition, and participation in the graduate colloquium.

Admission

In addition to the University application an audition and interview must be scheduled.

A student can be accepted into the graduate program in music in one of two categories:

1. Unconditional Acceptance: the student has sufficient background to enroll in the required 4000- and 6000-level courses immediately. No prerequisite courses are needed.
2. Conditional Acceptance: the student has some deficiencies in background skills. This student needs specific remedial courses before enrolling in the complete 4000- and 6000-level Master of Music curricula.

Master of Music Degree Requirements

Completion of the Master of Music degree requires a minimum of 33 hours. At the end of the program, each student will present a graduate recital. Composition track students will also submit an original composition. A thesis is not required in any of the four degree tracks. All courses are selected with the approval of the major advisor.

Comprehensive examinations, both oral and written, are required during the final semester. More detailed information on curricular requirements is available from the Music Department in the handbook, "Graduate Study in Music at the University of New Orleans."

Financial Aid

A limited number of graduate assistantships and scholarships are available to qualified students enrolling in the Master of Music degree program.

Political Science

The Department of Political Science offers comprehensive programs leading to the degrees of Master of Arts (M.A.), Master of Public Administration (M.P.A.) and Doctor of Philosophy (Ph.D.). The graduate program is designed to prepare professional political scientists and public administrators for careers in research and teaching, government, and public service.

Admission to the M.A. and Ph.D. Programs

In assessing the admission of a student to the M.A. program, the Graduate Committee of the Department of Political Science evaluates the academic potential of a student based on the academic record and on the Graduate Record Examination general test scores.

An applicant to the Ph.D. program, in addition to the GRE general test scores, must submit the Department of Political Science's Personal Information Sheet (available online at <http://poli.uno.edu/Grad/docs/PersonalInfoForm.pdf>), and three letters of recommendation from people familiar with the applicant's previous academic performance. Ph.D. students are expected to have attained a strong academic record on all work taken.

M.A. applicants interested in graduate assistantships, like the Ph.D. applicants, must submit three letters of recommendation.

Non-Degree Students

The 6000-level courses offered by the Department of Political Science are open to non-degree students only by special permission of the department.

Master of Arts in Political Science Degree Requirements

The M.A. program is flexible, permitting students to adapt plans of study to their particular needs. The program prepares students for careers in teaching, research, and public service. Candidates must complete either (1) a minimum of 33 credit hours which includes six hours of thesis research or (2) 36 credit hours and no thesis. No more than nine hours in courses numbered below 6000 and no more than six hours of thesis research may be counted toward these minimum requirements. With permission of the Department up to six hours may be taken in related departments.

All students are required to demonstrate competence in statistics. This may be satisfied either by completing Political Science 6001 and 6002 with a grade of "B" or better or by passing a departmental examination in statistics.

Students who take thesis research will write a thesis which demonstrates an appropriate level of skill in research and writing in an accepted field of political science. Students writing a thesis must pass an oral defense of the thesis. Students who choose the non-thesis option must pass a written and possibly an oral examination, depending upon the outcome of the written exam.

Doctor of Philosophy in

Political Science Degree Requirements

The doctoral program in political science provides intensive training in the following areas of concentration. Ph.D. candidates must select three from this list:

1. US Politics (which may include institutions, behavior, minority and urban politics, public law, and/or public policy and administration foci)
2. Comparative Politics
3. International Relations

Ph.D. candidates must select three concentrations which may consist of either of the following combinations:

1. a major in US Politics with two foci, and either Comparative Politics or International Relations as a third field; or
2. all three fields with either Comparative Politics or International Relations as a major, and minors selected from the remaining fields.

Requirements

Ph.D. students must complete a set of examinations and course work. The first is the Qualifying Exam. The Qualifying Exam in political science is an oral examination that may be taken the semester following the completion of nine credit hours in the Ph.D. program, and must be taken no later than the semester following the completion of 15 credit hours. Students with an M.A. in political science from UNO, however, may take the qualifying examination during their first semester in the Ph.D. program, and they must take the examination no later than the semester following the completion of 15 credit hours. All students are encouraged to take this exam at the earliest feasible time. The exam may be repeated once. Failure to pass the exam on the second attempt results in termination from the program.

In addition to successful completion of the Qualifying Exam, a student must complete a minimum of 60 graduate credit hours overall. Included in this must be at least 30 credit hours in the student's areas of concentration, as determined by the Qualifying Committee. In addition, students must complete the research methods sequence of Political Science 6001, 6002, and 6003 with grades of "B" or better and six credit hours in dissertation research. Work taken toward a M.A. degree may be counted for this purpose, but at least 24 hours must be completed as a Ph.D. student.

After completion of all course work, but before completion of dissertation research, students must pass the General Exam. The candidate will be tested in two of the areas listed above. For majors in US Politics, both exams will be limited

to US Politics. For majors in Comparative Politics and International Relations, the exam will consist of the major and one of the minor fields, as determined by the student's exam committee. The examination will be both oral and written. If the Ph.D. degree is not completed within five years after passing the General Exam, that examination must be retaken. The General Exam may be repeated once. Failure to pass the second attempt results in termination from the program.

Upon passing the general exam, students must prepare and submit a prospectus of the dissertation to a committee of faculty members. The prospectus must be defended in an oral examination. The student receives the Ph. D. once the dissertation is completed and defended.

Additional requirements are described in the Department's Guide to Graduate Study.

Financial Aid

Assistantships for 9 and 12 months may be available for a limited number of qualified applicants.

Master of Public Administration

The Master of Public Administration program is a professional degree for leaders and analysts in public and nonprofit organizations.

Admission

In addition to the University application for admission, applicants must provide 3 letters of recommendation from individuals with knowledge of their professional or academic background, a program application, a resume, and a personal statement.

Degree Requirements

Prerequisites

- Economics – Micro or Macro (3 hrs)
- Political Science or American Government (3 hrs)
- Unmet prerequisites should be made up early in the program.

Overview

- 42 total hours needed to complete the degree (excluding deficiencies or prerequisites)
- 27 hours of required courses
- 9 hours of electives
- 6 hours of thesis research and a thesis, or 6 hours of capstone courses and a final project. All masters students must include at least 15 hours of courses numbered 6000 or above in their programs of study.

Required Courses

PADM 6001 Research Methods in Public Administration
PADM 6010 The Profession of Public Administration
PADM 6020 Bureaucracy and Democracy
PADM 6110 Public Budgeting
PADM 6160 Law and Ethics in Public Administration
PADM 6401 Administrative Behavior
PADM 6180 Human Resource Administration in the Public Sector
PADM 6410 Technology in Public Organizations
PADM 6201 Policy Analysis and Program Evaluation

Thesis/Final Project Option

Students must choose either the thesis or the final project option

Thesis Option: PADM 7000 Thesis Research (6 hours) plus the thesis. Thesis students may take Capstone I in lieu of three hours of thesis research.

Final Project Option: This is an applied project completed in conjunction with a public service job or internship while enrolled in PADM 6901 and 6902, MPA Capstone I & II (3 hrs each).

Nonprofit Leadership Concentration

The MPA program offers a concentration in nonprofit leadership (NPL). The concentration consists of 15 hours: NPL students must complete the following courses which are currently offered under the Special Topics course PADM 4800: PADM 4800G Legal & Ethical Issues in the Nonprofit Sector
PADM 4800G Financial Administration & Development
PADM 4800G Overview of the Nonprofit Sector
PADM 4800G Collaboration, Partnership & Coalitions Building
PADM 4800G Nonprofit Leadership (Leadership and Courage)

NPL students must also choose the thesis or non-thesis (final project) option. Thesis students may take PADM 6901 MPA Capstone I (3 hours) and PADM 7000 Thesis Research (3 hours).

Graduate Certificate in Hazard Policy Studies

The Graduate Certificate in Hazard Policy Studies, offered by the Department of Political Science, is intended for full-time and non-degree seeking students and the wider regional community of public managers who are interested in broadening their knowledge and skills on the principles and fundamentals of hazard policy without taking a full degree program.

Admission

Students not seeking degrees by who wish to earn a graduate certificate in Hazard Policy Studies must submit an admissions application to UNO. Additionally, the applicant must hold a bachelor's degree from an accredited institution.

Admissions Process

Visit the UNO admissions web site to fill out the online application: <http://www.uno.edu/admissions/admissions/overview/applytoUNO>. Select non-degree seeking on the form. Also submit official transcript(s) confirming completion of your bachelor's degree.

Course Requirements

PADM 6130 U.S. Disaster Policy & Administration (core required)	3 cr.
Two additional courses chosen from:	
URBN 4150G Planning for Hazards	3 cr.
SOC 4098G Special Topics (when hazard related topic)	3 cr.
GEOG 4805G Fundamentals of Mapping and GIS	3 cr.

Other courses as approved by the MPA program director.

Changes

Students should check with the Department of Political Science about any revisions approved for the program, but which may not be reflected in this catalog.

Romance Languages

Master of Arts Program

The Master of Arts in Romance Languages (French or Spanish Option) offers the student a concentration in one of two areas: language/culture/civilization or literature. The program both prepares students for further graduate study leading to the degree of Doctor of Philosophy and provides training for teachers of French or Spanish in secondary schools and colleges. It also offers the opportunity for rigorous advanced study in the humanities to qualified persons for nonacademic professions.

Admission

To be admitted to graduate studies in Romance Languages, a student must present an undergraduate record which indicates a high standard of achievement, normally with an overall B average. In addition, the Foreign Language Department will review letters of recommendation. The Department of Foreign Languages

may grant full or conditional admission. Students admitted on a conditional basis must fulfill the conditions imposed by the department in addition to the regular requirements for the degree. Students with the bachelor's degree in fields other than French or Spanish may be admitted on this conditional basis and allowed to make up deficiencies.

Master of Arts in Romance Languages Degree Requirements

- A. Language/Culture/Civilization
1. 33 credits in course work with at least 15 in courses numbered over 6000 or 30 credits in course work with at least 15 in courses numbered over 6000, including up to 6 credits in thesis research.
 2. A "B" average in all courses.
 3. Satisfactory performance on a comprehensive examination (written and oral) which will test the student in three areas of linguistics/civilization and in one period of literature (areas and a period which he/she may select from those indicated in the Reading List for the M.A. comprehensive exam).
 4. Reading knowledge at the 2002 proficiency level of a second Romance Language (French, Spanish, Portuguese and Italian) or Latin.
- B. Literature
1. 30 credits in course work with at least 15 in courses numbered over 6000, including up to 6 credits in thesis research or 33 credits in coursework with at least 15 in courses numbered over 6000.
 2. A "B" average in all courses.
 3. Satisfactory performance on a comprehensive examination (written and oral) which will test the student in three periods of literature and one area of linguistics/civilization (periods and an area which he/she may select from those indicated in the Reading List for the M.A. in comprehensive exam).
 4. Reading knowledge at the 2002 proficiency level of a second Romance Language (French, Spanish, Portuguese and Italian) or Latin.
 5. All students admitted to the graduate program will be referred to the Departmental Coordinators of Graduate Studies, who will guide each student in selecting and following a sound program of study suited to needs and level of preparation. This program may, in individual cases, involve more course work than is specified in the general requirements for the degree. For purposes of clarification, it should be understood that the descriptions of 6000-level courses in the pages below are only categorical and that narrowed topics are always chosen for study within these broad categories.

The comprehensive examination is designed to test the candidate's knowledge of the language/culture/civilization or of the literature of his/her chosen field of study. The examination may be taken only after the candidate has passed the reading knowledge examination in a foreign language other than the major language area and has completed all of the course work. Ordinarily, the examination will be devoted to course work undertaken for the master's degree.

The thesis is written under the supervision of an advisor assigned to the student by the Coordinators of Graduate Studies in Romance Languages. Credit for Romance Languages 7000 (Thesis Research) is granted only after the thesis has been approved by a committee appointed by the Executive Director of Graduate School and after the candidate has passed a one-hour oral examination on the thesis administered by this committee.

Financial Aid

Assistantships in the Department of Foreign Languages are available for a limited number of qualified applicants each year. Requests for application forms and for additional information should be addressed to the Coordinator of Graduate Studies in Romance Languages.

Sociology

The Master of Arts degree in Sociology provides advanced training for students and serves the employment needs of the larger New Orleans community. The dual mission of the program prepares students to pursue doctoral work in

sociology and/or assists students in furthering their career goals through developing and upgrading research and analytical skills. The department offers a comprehensive program in sociology with special concentrations in the sociology of gender and environmental sociology.

Admission

Admissions criteria include a good undergraduate record, three letters of recommendation, and satisfactory scores on the Graduate Record Examination. Students must submit applications to the Department of Sociology. Students may also apply for graduate assistant positions. Students having the bachelor's degree in fields other than Sociology may be admitted, but are typically required to take an undergraduate theory course for which they receive graduate credit.

Degree Requirements

M.A. students in Sociology may pursue a traditional thesis option, an applied sociology option, or a non-thesis option.

Students who pursue the thesis option must complete a minimum of 30 hours of course work at the graduate level, which includes a core of required courses and electives. They must prepare a thesis and pass an oral examination covering the thesis topic.

Students who pursue the non-thesis option must complete 36 hours of course work, including a required course in qualitative methods.

Students selecting the applied sociology option must complete 30 hours of credit, write a research report based on two semesters of work in a public or private organization and pass an oral examination covering the completed report.

Financial Aid

Teaching and research assistantships are available to qualified applicants each academic year, with a maximum appointment of two years.

GRADUATE PROGRAMS IN SCIENCES

Doctor of Philosophy in Engineering and Applied Science

The Doctor of Philosophy in Engineering and Applied Science is an interdisciplinary, integrative degree involving faculty from the College of Engineering and the College of Sciences. The program is particularly suited to the emerging trends in the scientific and engineering communities.

Admission Requirements

Admission to the doctoral program is based on reasonable evidence that the applicant will prove capable of scholarly research on a broad intellectual foundation. All students enrolling in the program must have a Master's degree from an accredited college or university in engineering, physics, mathematics, earth and environmental sciences, computer science, or a closely related field, or be willing to complete coursework required in an existing Master's program in one of the participating departments at UNO while pursuing the Ph.D. Admission decisions will be based primarily on grade-point average, Graduate Record Examination scores, and letters of recommendation. Foreign applicants (non-English speaking countries) must also provide proof of English proficiency (see Graduate School).

Doctor of Philosophy in Engineering and Applied Science Degree Requirements

Students enrolled in the program must satisfy all general requirements of the UNO Graduate School. Following are the formal procedural requirements for students to receive the Ph.D. degree in Engineering and Applied Science. Ph.D. candidates must complete a minimum of 51 semester credit hours of graduate course work in an approved program beyond the Bachelor's degree, not including dissertation research. The credit hours may include up to 30 semester hour credits obtained in a Master's degree program, if the area of the Master's degree is relevant to the doctoral program. Up to six of these 30 credits may be for thesis

research. In addition, a doctoral dissertation based on the results of original research under the guidance of a faculty committee and defended in a public examination is required for the doctoral program. At least 30 semester hours of dissertation research credit must be earned.

Units participating in the program are Civil and Environmental Engineering, Electrical Engineering, Engineering Management, Naval Architecture and Marine Engineering, Computer Science, Earth and Environmental Sciences, Mathematics and Physics. The student's dissertation advisory committee will consist of at least five members. No more than three can be from any one department. There must be at least one committee member from each of the colleges of Engineering and Sciences. Program qualification is administered by the department of the principal advisor(s). It is based on material in a typical departmentalized master's degree program, or equivalent. Courses are chosen with the consent of the dissertation advisory committee. The committee shall consider the interdisciplinary nature of the program when they approve the courses. A minimum of nine credits (three courses) must be taken in each college. A General (comprehensive) Examination will be administered by the dissertation advisory committee. The examination will be based on material in the student's program of study. After passing the General Examination, the Ph.D. student is expected to write a dissertation prospectus and defend it before the dissertation advisory committee. After a successful defense and committee approval of the prospectus, the student may pursue research leading to the dissertation. The dissertation should reflect the interdisciplinary nature of the program. There must be a final public defense of the dissertation administered by the dissertation advisory committee.

Financial Aid

Teaching and research assistantships are available to qualified graduate students on a competitive basis.

Programs in Biological Sciences

Programs of Study

The Department of Biological Sciences offers a Doctoral Degree in Integrative Biology and a Master of Science in Biological Sciences. The Integrative Biology doctoral program is designed to prepare students for careers in biology through a rigorous program of coursework and research. Integrative biology combines approaches from diverse areas, from molecular biology to ecology, to illuminate how organisms function and operate in their environment. The Master of Science in Biological Sciences prepares students for employment in a variety of careers (biomedical technician, natural resource manager, biology education) or for further study towards graduate or professional degrees. The program features coursework and research opportunities in areas ranging from cellular and molecular biology to ecology and environmental biology.

Admission

Applicants are evaluated by the Department of Biological Sciences graduate committee. The committee will consider the student's previous academic record, Graduate Record Examination scores, and letters of recommendation. Acceptance usually requires a commitment from a faculty member to serve as temporary advisor for the first academic year. Entering students may be required to take undergraduate courses to correct deficiencies in basic areas of biology.

Financial Aid

Financial support in the form of stipend and waiver of tuition may be provided to Ph.D. and M.S. students. There are commonly three forms of financial support: teaching assistantships, research assistantships, and fellowships.

Doctor of Philosophy in Integrative Biology

Degree Requirements

Doctoral students are required to complete a minimum of 60 semester hours beyond the baccalaureate degree. Specific courses will be selected in consultation with the advisory committee and will depend on the research objectives and

level of the student's preparedness for those objectives. A minimum of 18 credit hours of course work must be at the 6000 level.

The following courses or appropriate substitutions are required:

1. Three credit hours of Topics in Integrative Biology (BIOS 6093).
2. Nine credit hours of other graduate-level coursework.¹
3. Two credit hours of Scientific Communication (BIOS 6022).
4. Four credit hours of Graduate Seminar (BIOS 6091).²
5. Twelve credit hours of Dissertation Research (BIOS 7050).³
6. The remaining 30 credit hours may include additional seminar (BIOS 6091) or research (BIOS 7000, 7050).⁴

¹ A minimum of 3 credit hours must be at the 6000-level. May not include BIOS 6091, 7000, 7050 or more than 3 credit hours of BIOS 6090.

² Students are expected to enroll in BIOS 6091 every regular semester in residence.

³ Students are expected to enroll in BIOS 7050 every regular semester in residence after advancing to candidacy.

⁴ Other specific courses may be required to address deficiencies in student preparation.

Students must maintain a cumulative GPA of 3.0 (on a 4.0 scale) in all required coursework. Any course in which a student earns a C will be reviewed by the graduate committee to determine whether it will count toward the degree requirement. In no case, will more than 6 credit hours of C be applied to the degree requirements. At least half of the total credits earned by doctoral students must be at the 6000 or 7000-level.

Advisory Committee

All students admitted to the doctoral program will be assigned an interim advisor. During the first year in the program, the student will select a research advisor (who may be the same as the interim advisor) and assemble an advisory committee. The advisory committee consists of five associate or full members of the graduate faculty, three of whom must be faculty of the Department of Biological Sciences. Other committee members may be from other departments at UNO or other institutions. The advisory committee provides guidance on coursework and research.

A Plan of Study that includes coursework completed, in progress, and planned, must be approved by the graduate coordinator and submitted to the graduate school by the end of the first year in the program. Continuation in the program is contingent upon evidence of progress in the degree program provided in the form of annual reports submitted to the graduate committee.

General Exam

Students must take a general exam before the end of their second year in the program. The major requirement of the general exam is the preparation of a well-constructed and complete research proposal describing the dissertation project in sufficient detail to judge feasibility, novelty, and relevance of the project. The proposal is presented at a public seminar and defended in a closed meeting with the advisory committee. Students need to demonstrate a high degree of proficiency in their research area, appropriate general knowledge, and readiness to perform dissertation research. Upon passing the general exam, and with the approval of the Department Chair and Dean of the College, the student is admitted to doctoral candidacy.

Dissertation

The most important requirement of the doctoral degree is a dissertation summarizing original, independent research, which is both significant and novel. Hence, the final years of study are dedicated to conducting research and preparing the dissertation. Advisory committee meetings are convened annually to monitor progress and address problems if they arise. The research is evaluated regularly and adjusted in scope or direction as needed to ensure progress toward the degree. The doctoral program culminates with the preparation, public presentation, and defense of the dissertation in front of the advisory committee. After

the defense, the dissertation is revised according to committee recommendations and approved by the Graduate School.

Teaching Requirement

Students are required to have teaching experience prior to the completion of their graduate career at UNO. The experience may be attained prior to enrollment in the program (e.g., by serving as a teaching assistant during undergraduate or MS programs) or during the student's tenure in the doctoral program.

Master of Science in Biological Science

Master of Science students are required to complete a minimum of 30 credit hours beyond the baccalaureate degree. The course requirement provides students with basic understanding and skills in the Biological Sciences, while allowing individuals to tailor the specific coursework to meet their needs. Courses are selected in consultation with the student's advisor and must satisfy the following requirements:

1. 6 credit hours of Thesis Research (BIOS 7000).¹
2. 6 credit hours of 6000-level coursework.^{2,3}
3. 4 credit hours of Graduate Seminar (BIOS 6091).⁴
4. The remaining 14 credit hours must be 4000G or 6000-level.²
5. A minimum of 12 of the 24 non-thesis credit hours must be in the Department of Biological Sciences.

¹ Students generally enroll in BIOS 7000 every regular semester in residence, but only 6 credit hours may count toward the 30 credit hour degree requirement.

² A maximum of 3 credit hours of BIOS 6090 may count toward the degree.

³ May not include BIOS 6091.

⁴ Students are expected to enroll in BIOS 6091 every regular semester in residence.

Students must maintain a cumulative GPA of 3.0 (on a 4.0 scale) in all required coursework. Any course in which a student earns a C will be reviewed by the graduate committee to determine whether it will count toward the degree requirements. In no case, will more than 6 credit hours of C be applied to the degree requirements.

Up to 10 hours of graduate-level credit taken previous to admission into the M.S. program may be applied towards the 30 hours required for the M.S. degree, subject to approval by the student's advisory committee, the graduate coordinator, and the Graduate School.

Advisory Committee

Each M.S. student has an advisory committee that directs the course work and research. In the first semester in the M.S. program, the student selects a faculty member from the Department of Biological Sciences to serve as chair of the advisory committee. By the end of the second semester, the advisory committee is expanded to a minimum of three members. Members of the advisory committee must be members the graduate faculty and at least half must be from the Department of Biological Sciences.

Students will submit annual reports documenting progress in the program, which will be evaluated by the graduate committee. A Candidate Plan of Study that includes coursework completed, in progress, and remaining, must be approved by the graduate coordinator and submitted to the graduate school no later than the semester prior to the completion of the degree.

Thesis

The Master of Science degree requires a thesis embodying original research in a specialized area. The thesis must be presented in a seminar open to the public, defended in an oral final examination, and approved by the student's advisory committee. After the defense, the thesis is revised according to committee recommendations and approved by the College of Sciences and the Graduate School.

Chemistry

Programs in Chemistry

The Department of Chemistry offers both Masters' and Doctoral programs. Both the M.S. and the Ph.D. are research degrees and require an original investigation by the student. Students may choose to pursue the Ph.D. degree directly from the baccalaureate degree, or after earning an M.S. degree.

Admission

Applicants to the Masters or Ph.D. programs are evaluated by the Department of chemistry Graduate Recruitment Committee. The committee will consider the student's previous academic record, previous research experience, Graduate Record Examination (GRE) scores, and letters of recommendation. Foreign applicants must also have a satisfactory TOEFL score. Written and oral competences in English are required.

Financial Aid

Teaching assistantships are available to qualified graduate students. Research assistantships supported by grant funds of individual faculty members are also available. Summer support is available in each type of assistantship. The amount paid is proportionately scaled to the academic year stipend.

Master of Science in Chemistry Degree Requirements

Upon entrance of the graduate program, each student will be given placement examinations covering undergraduate preparation in the major areas of chemistry. Results of these tests will provide a basis for selection of the courses to be pursued during the student's first year.

The minimum requirement for the degree of Master of Science is 18 credit hours of graduate course work. At least nine hours must be concentrated in one of the divisions of chemistry. In addition, a minimum of six hours must be taken across two other chemical divisions. With the approval of the student's thesis committee and the department chair, the additional three hours may be taken in graduate level non-chemistry courses. Also required for the Master' degree are nine hours of research/thesis (at the 7000 level), and three hours of credit in CHEM 6095 (Seminar) for a total of 30 semester hours. For graduate course work, the candidate must maintain an overall B (3.0) average, a B (3.0) average in the major area, and a 2.75 average outside of the major area. Each student is required to prepare and present one literature seminar, the subject of which is to be taken from the current research literature and is not to be directly related to the student's present or previous research. A formal abstract, prepared and distributed prior to the date of the seminar presentation, is required. Each student must present the seminar no later than the fourth semester in the program (excluding summer semesters).

Courses at the 4000-level can only be used for graduate credit with the approval of the student's thesis committee and the department chair.

For those who are working toward the Ph.D. but wish to earn a Master of Science degree, passing grades in three cumulative exams (see next section) are required in addition to the aforementioned 30 hours of credit. In place of the thesis, the department will substitute an article accepted for publication, describing a substantial piece of research done while enrolled in the Graduate School.

Doctor of Philosophy in Chemistry Degree Requirements

The requirements for the Ph.D. degree are as follows:

1. Placement examinations will be given to each student accepted for graduate work in chemistry in each of the major fields of chemistry. The student's graduate committee will consider the results of these examinations as well as the student's record in previous course work in determining the student's qualifications and placement in courses during the first year of study.
2. The minimum requirement for the Ph.D. degree is 18 credit hours of graduate course work. At least nine hours must be concentrated in one of the divisions of chemistry. In addition, a minimum of six hours must be taken across two other chemical divisions. With the approval of the student's thesis committee and the department chair, the additional three may be taken in graduate level non-chemistry courses. Required reading courses (CHEM 6090, 6091, 6092, and 6093, one hour each) are not counted as part of the 18 hours. Six credits in CHEM 6095 (seminar) and at least 32 research

credits in research/dissertation (CHEM 7050) go toward completion of the 60-semester hour minimum. Courses at the 4000-level can only be used for graduate credit with the approval of the student's thesis committee and the department chair. For graduate course work, the candidate must maintain an overall B (3.0) average, a B (3.0) average in the major area, and a 2.75 average outside of the major area.

3. To become an applicant for the doctorate, a student must pass the qualifying exam. This exam is administered through a cumulative exam system in which the student must pass three separate examinations from a total of nine attempts. All cumulative examinations must be passed within a two-year period following entrance into the program. Exams are offered six times during each academic year.
4. Each student is required to prepare and present one literature seminar, the subject of which is to be taken from the current research literature and is not to be directly related to the student's present or previous research. A formal abstract, prepared and distributed prior to the date of the seminar presentation, is required. Each student must present the seminar no later than the fourth semester in the program (excluding summer semesters).
5. Before attaining full candidacy for the Ph.D. degree, a student must exhibit excellence, depth of understanding, and high professional attainment in the field by successful completion of the general examination for the doctorate. This examination takes place in the fifth semester of study, and consists of a written report and oral presentation to the thesis committee that summarizes the student's research accomplishments and future studies.

Computer Science

The Department of Computer Science offers a program of study leading to the degree of Master of Science. The program is designed to be flexible enough to accommodate the needs of two kinds of students: those who have recently completed an undergraduate degree in computer science and want to further their education, and those practicing professionals who want to acquire specific academic experience relevant to their work.

The department also participates in the Ph.D. in Engineering and Applied Science program. Interested students should refer to the beginning of this Graduate Programs in Sciences section for a description of the program, admission criteria, and curricular requirements.

Admission

After acceptance by the Graduate School, admission to the graduate program in computer science will be determined by the department on the basis of undergraduate academic record, three letters of recommendation, statement of purpose, and Graduate Record Examination scores. Admission to the program generally requires a composite score of least 1000 on the verbal and quantitative sections of the Graduate Record Examination; a mathematical background equivalent to Mathematics 2111, Mathematics 2112 and Mathematics 3721; and a computer science background including the equivalent of Computer Science 1583, Computer Science 2120, Computer Science 2125, Computer Science 2450, Computer Science 3301, and two upper-division courses. Students not meeting these requirements may be admitted to the program on a conditional basis, and must fulfill conditions imposed by the department in addition to the regular requirements for the degree. Students with bachelor's degrees in fields other than computer science may be admitted on a conditional basis.

Master of Science in Computer Science

Degree Requirements

The department offers both thesis and non-thesis options in the master's program. All candidates for the master's degree must satisfy the following background, breadth, and depth requirements.

No course may be counted toward the satisfaction of more than one of these requirements.

1. Background requirement: the equivalent of Computer Sciences 4401 and 4501. Students who have not completed this requirement prior to enrollment are required to do so, for credit, as part of their curricula.

2. Breadth requirement: students must take one 6000-level course that counts toward the degree requirements (three semester hours) in each of three different concentration areas as listed below.
3. Depth requirement: students must take three additional courses that count toward the degree requirements (nine semester hours), of which at least two must be at the 6000-level. All courses must belong to the same concentration area (see list below). This concentration area must be different from the ones chosen to fulfill the breadth requirement.

The concentration areas, with specific sub-disciplines falling under each area, are given in the following table. A detailed list of courses included in each area can be obtained from the department.

Theoretical Computer Science and Programming Languages

- Computability
- Analysis of Algorithms and Complexity
- Formal Languages and Automata
- Combinatorics and Graph Theory
- Formal Semantics and Type Theory
- Logic
- Programming Languages
- Compiler Construction

Systems and Network

- Operating Systems
- Hardware Architecture
- Parallel and Distributed Systems
- Networks
- Protocols

Software Systems

- Algorithm Design
- Data Structures
- Programming Methodologies

Software Engineering

- Distributed Software Engineering
- Software Architectures
- Software Components

Information Assurance

- Defense of information and information systems by ensuring their availability, integrity, authentication, confidentiality, and non-repudiation.
- Cryptology
- Computer Security
- Information Protection
- Secure Information Exchange

Database Systems and Distributed Applications

- Data Modeling
- Database Systems and Distributed Database Systems
- Data Query Languages
- Programming and Architectures for the Web
- Spatial Database Systems
- Data Mining
- Mobile Computing

Computer Graphics and Visual Computing

- Computer Graphics
- Image Processing
- Data Visualization
- Visual Programming Languages
- Computational Geometry

Artificial Intelligence

- Robotics
- Computer Vision
- Pattern Recognition
- Evolutionary Computing
- Expert Systems
- Machine Learning
- Data Mining

All graduate students completing the master's degree must maintain a minimum of B grade in all 4000-level courses, and a minimum 3.0 average in all courses taken to satisfy the degree requirements excluding thesis research.

Students completing the master's degree with a thesis are required to submit an acceptable thesis and give a satisfactory defense of the thesis. Thirty semester hours are required, no more than six of which may be thesis credit. No more than nine hours may be at the 4000 level. Up to six hours may be taken in graduate courses outside of Computer Science upon prior approval by the department. Students choosing Information Assurance as their concentration must select the thesis option.

Students completing the master's degree without a thesis are required to give a satisfactory performance in a comprehensive examination covering course work. Thirty-six semester hours are required, no more than 12 of which may be at the 4000 level. Up to nine hours may be taken in approved graduate courses outside of Computer Science upon prior approval by the department.

All graduate assistants are required to participate in the weekly departmental seminar.

Earth and Environmental Sciences

The Department of Earth and Environmental Sciences (EES) offers a multi-disciplinary program of study a wide variety of research options that lead to the degree of Master of Science. The faculty teach about topics relevant to Louisiana's earth resources and environment, but also participate in internationally recognized research. The multi-disciplinary approach of EES better prepares graduates for a professional setting where different scientists from diverse disciplines work together to achieve common objectives.

Admission criteria and curricular requirements are described below.

The Department also participates in the Ph.D. in Engineering and Applied Science program. As an interdisciplinary graduate degree program, the student will need to review the requirements for the Engineering and Applied Sciences Ph.D. which is administered jointly by the College of Sciences and the College of Engineering at UNO. The degree is administered through this program while dissertation research is conducted in EES.

Admission

Admission requirements for entering either the EES Master of Science or an EES-based Ph.D. in Engineering and Applied Science programs are: 1. an undergraduate GPA > 3.0; 2. completion of the Graduate Record Examination with a minimum total score of 1000 (Verbal + Quantitative) being highly preferred; 3. submission of a letter of intent to EES; 4. submission of three letters of recommendation; and 4. identifying an EES Faculty member who will agree to be your advisor/mentor prior to being accepted into the Department. Minimum scores for international students are 550 (paper) or 80 (iBT) on the Test of English as a Foreign Language (TOEFL) or 6.5 overall band score on the International English Language Testing System (IELTS).

Financial Aid

Both teaching and research assistantships are available through EES. Teaching assistantships are somewhat competitive with preference given to those qualified applicants with experience in teaching basic geology and/or environmental science laboratory courses. Graduate students (M.Sc. and Ph.D.) may also be supported by research assistantships provided by their advisor. Potential students are encouraged to discuss the possibilities with your advisor prior to applying. Finally, there are numerous scholarships available to EES graduate students through the Department and the University. See the respective websites for further detail.

Master of Science in Earth and Environmental Sciences

Degree Requirements

The minimum requirement for the degree of Master of Science (M.Sc.) in EES is 24 credit hours of course work and six hours of thesis research credit for a total of 30 credit hours. Nine of the 24 hours of coursework must be earned in

courses numbered above 6000. Each graduate student is expected to participate in the weekly seminar, EES 6090. All Master of Science graduate students will be required to:

1. secure a thesis advisor from available EES graduate faculty prior to acceptance into the program;
2. form a thesis committee within his or her first semester consisting of at least three committee members with graduate faculty status;
3. submit a prospectus or research work plan to the thesis committee within her or his first year; and
4. submit and publicly defend a thesis upon completion of course work and research.

Mathematics

The Department of Mathematics offers a program of study leading to the degree of Master of Science. The program is designed to provide a sound preparation for continued study toward a Ph.D. degree as well as prepare students for careers in business, government, industry, and teaching. The program provides courses for those interested in the modern applications of mathematics, the pure aspects of mathematics, or statistics.

The department also participates in the Ph.D. in Engineering and Applied Science program. Interested students should refer to the beginning of this Graduate Programs in Sciences section for a description of the program, admission criteria, and curricular requirements.

Admission

Admission to graduate study in mathematics will be determined by the Graduate School and the Department of Mathematics. Mathematical maturity and sufficient knowledge for efficient and timely advancement in the graduate program are essential.

Students who wish to enter the graduate program should prepare themselves by successfully completing an undergraduate program that includes the equivalent of at least 18 semester hours of upper division mathematics courses. This undergraduate program should include the equivalent of these courses: Mathematics 3512, 4101, and 4102. Any student who has been admitted to graduate study in mathematics, but who has not completed the equivalent of these three courses, must complete the equivalent of these three courses as soon as possible. (Note: Graduate credit is not given for these three courses.)

Financial Aid

Graduate Assistantships are available to a limited number of qualified applicants. Students who would like to apply for a Graduate Assistantship should contact the Graduate Coordinator in the Mathematics Department.

Master of Science in Mathematics

Degree Requirements

The general regulations of the Graduate School, set forth elsewhere in this catalog, apply to the graduate program in mathematics. The departmental requirements for the Master of Science Degree are given below. The student must complete one of the following three sets of courses:

1. Mathematics 4221, 4224, 4251, 4411, 4511 4230 or 6251, 6211 or 6411, 6221 or 6224;
2. Mathematics 4411, 4511, 4611, 6450, and at least three of the following: 4512, 4518, 4721, 6242, 6411, 6611;
3. Mathematics 6301, 6304, 6311, 6312, 6341, 6342.

These three different sets of courses represent the following areas of mathematics:

1. applied mathematics,
2. pure mathematics,
3. statistics.

The student must complete at least 18 hours of 6000-level courses in the Mathematics Department. The student must obtain at least a 3.0 average in all 6000-level courses taken, excluding Thesis Research, whether or not the course is offered for degree requirements. The total number of semester hours required is

36. The student must give a satisfactory performance on a comprehensive examination that covers courses given for graduate credit. The student must complete at least two sequences of courses in the Mathematics Department, at least one of which must contain a 6000-level course. (A sequence is two courses which cover closely interrelated material; for example, 4221-6221 or 6311-6312.) The choice of sequences must be approved by the department.

The student is given the choice of whether or not to write a Master's Degree Thesis. Students who choose to write a thesis must give a satisfactory performance on an oral presentation of the thesis.

Programs in Physics

The Physics Department offers the MS degree in Applied Physics. The program is flexible enough to accommodate students planning on continuing graduate studies in applied physics, physics, or an

interdisciplinary field, as well as students intending to enter the work force.

The department currently has strong research programs in theoretical and computational aspects of acoustics, geophysics, electromagnetics, continuum mechanics, and astrophysics. Excellent experimental research activities are being conducted in condensed matter and materials physics, magnetism, spintronics, surface physics, and observational astronomy.

The department also participates in the Ph.D. in Engineering and Applied Science program. Interested students should refer to the beginning of this Graduate Programs in Sciences section for a description of the program, admission criteria, and curricular requirements.

Admission

The student should have successfully completed a baccalaureate degree program at a university or college approved by a recognized accrediting agency. The student's record should indicate a high level of performance and promise, particularly in the field of physics.

After the student has submitted the online application for admission to the University, admission to graduate study in physics will be determined by the Department of Physics on the basis of the student's previous academic record, scores on the general portion of the Graduate Record Examination, and (for financial assistance) letters of recommendation. Requirements for admission without deficiencies are general chemistry, mathematics through differential equations, and satisfactory coursework in the major areas of classical physics.

Financial Aid

Teaching assistantships are available to a limited number of qualified applicants. Research assistantships and fellowships supported by grant funds of individual faculty members are also available.

Master of Science in Applied Physics

Degree Requirements

The Department of Physics offers a Master of Science in Applied Physics degree. It is a degree program which has significant flexibility. It is open to students with undergraduate degrees in fields related to physics as well as those with physics degrees. It offers sufficient versatility in its requirements to allow students to prepare for a variety of career paths. Prospective students are urged to contact the Department to learn more.

Entering students can choose to follow a targeted applied physics emphasis or a traditional applied physics emphasis for their degree. Students who choose a targeted emphasis are those preparing for a career which targets specific areas of applied physics such as materials science, optics, acoustics, or geophysics, and those planning to work in interdisciplinary areas such as computational physics (scientific computing), biophysics, chemical physics, physical oceanography, or engineering physics. This emphasis selection provides excellent preparation for interdisciplinary doctoral studies. Entering students choosing this emphasis are not necessarily expected to have completed all the courses that an undergraduate physics major takes, but they should have a good grounding in classical physics or be willing to make up deficiencies. Additional classical physics courses are expected to form part of the degree program. The student may choose to do

twenty-four hours of coursework and a thesis, or thirty-three hours of coursework and no thesis. The graduate work must include at least 18 hours of physics (including thesis if a thesis is done) and 9 hours in a specialty area (which may be applied physics). At least 18 hours of work must be at a level of 6000 or above. The program of study must be approved by the student's Master's committee or the Department Graduate Advisory Committee.

The traditional emphasis is for those preparing for a career in which basic physics plays a central role, including those aspiring to employment heavily dependent on physics and those planning to continue into a Ph.D. program in applied physics or in physics. Except in limited unusual circumstances, the student is expected to do a thesis and twenty-four hours of course work. Of the 24 credit hours of coursework students selecting this emphasis are expected to take a minimum of 18 hours in physics of which at least 12 are taken in courses numbered above 6000. The program of study must be approved by the student's Master's committee or the Department Graduate Advisory Committee.

Each graduate student is expected to participate in the weekly seminar, Physics 6198. (A maximum of one hour credit in Physics 6198 may be used to satisfy program requirements.) After coursework is substantially complete, the candidate will be required to take a comprehensive examination. In the case of students who elect to do a thesis, the comprehensive examination will be an oral one in which the questions will be primarily on the thesis and related matters. Both emphasis choices offer excellent preparation for the interdisciplinary UNO Ph.D. program in Engineering and Applied Science, of which Physics is a strong participating department.

Programs in Psychology

Admission

An applicant is accepted for graduate work in psychology upon recommendation by the department and subsequent admission to the Graduate School. The department's recommendation for admission is based on the student's performance on the Graduate Record Examination, letters of recommendation, and on the student's academic performance. The department may recommend full or conditional admission. If admitted on a conditional basis, the applicant must fulfill the conditions imposed by the department.

Programs Offered

The department offers a Master of Science degree in Psychology and a Doctor of Philosophy degree in Psychology with specializations in Applied Biopsychology and Applied Developmental Psychology. The curriculum integrates coursework in basic psychology with research and practicum experience in applied psychology. Students are expected to:

1. develop competence in one of the two major content areas of behavioral science represented in the department (e.g. biological and developmental psychology),
2. conduct research based theoretically in the student's major content area but focused on the application of behavioral science, and
3. develop a core of skills in the delivery of psychological and consultative services and gain experience in the roles of the behavioral scientist in medical, biomedical and/or applied-developmental settings.

Financial Aid

A limited number of teaching assistantships are available to qualified students. Research and service assistantships supported by faculty grants or contracts are also available.

Master of Science in Psychology Degree Requirements

All students must complete requirements for the M.S. degree while working on the Ph.D. requirements. A minimum of 40 credit hours is necessary for the M.S. degree, although some students may be required to take additional hours to remedy undergraduate training deficiencies or in order to meet particular career goals.

1. General Core: Core courses are required for all graduate students. They include Psychology 6311, 6312, 6050, 6091 (four credit hours), 6350, and 6550.
2. Specialty Core: In addition, each specialty recognized by the department has designated additional courses as core to their programs. All applied developmental students must take Psychology 6101, 6102, and 6610. All applied biopsychology students must take Psychology 6801, 6802, and 6810.
3. Research Courses: All students must register for research, Psychology 6090, each semester (excluding summer) they are not registered for thesis credit. A minimum of six hours of credit for Psychology 6090 is required.
4. Minimum Grades: A student who receives a C or lower in a core course (general or specialty) or who drops a core course while earning lower than a B will be dropped from the program. If a student receives a C or less in a non-core course, that course must be repeated in order to earn graduate credit. All students must maintain a B average for all courses in order to remain in the psychology graduate program.
5. Thesis: Every student is required to complete a thesis based on her or his own original research that clearly demonstrates ability to identify significant problems, design and conduct scientific studies, and report findings in an appropriate fashion. The thesis research must be of publishable quality. A minimum of six credit hours of thesis research, Psychology 7000, is required, although the student must be registered for thesis research each semester he or she is working on it until it is accepted by the thesis committee. An oral defense of the thesis is required.
6. Comprehensive Examination: Every student must pass a Comprehensive Examination after completing the first year core courses.
6. Minor: The department requires that all doctoral students designate a specific minor area of study and to designate a faculty member to serve as the student's minor advisor. The minor advisor must serve on the student's Doctoral Advisory Committee. The intent of the minor requirement is to have the student outline a clearly delineated area of training that enhances the student's ability to find employment after receipt of the doctoral degree. Therefore, the choice of minor area is dependent on the student's specific career objectives. The minor will require 9 hours of graduate course credit. Three hours of the required nine for the minor may also be used as a general elective. Three hours of practicum can be used toward the minor requirement, if this is approved by the student's minor advisor and Doctoral Advisory Committee.
7. Social Basis of Behavior: All students must satisfy a requirement of three credit hours or the equivalent in the area of social bases of behavior. This requirement may be satisfied by (1) coursework, such as Psychology 6400 Social Psychology, Psychology 6170 Socioemotional Development, or a directed readings course in social bases of behavior taken under Psychology 6090; or (2) demonstrating competence in social bases of behavior as part of the Ph.D. qualifying examination. If coursework is selected to satisfy the requirement, the credit hours earned may be considered part of the required six elective hours (unless the course is used to satisfy other requirements).
8. General Examination: All students must pass a General Examination which is administered when the student's coursework is substantially completed. The General Examination consists of the student writing and orally defending a literature review of the research area relevant to the proposed dissertation topic. The literature review and defense must demonstrate competence in the student's minor and applied areas. The exam will be conducted by the student's Doctoral Advisory Committee.

Doctor of Philosophy in Psychology Degree Requirements

After completion of the masters' requirements, students must pass a Qualifying Examination in order to continue to work toward a doctoral degree. During the entire period of work toward the doctorate, a student's program of study is guided by a doctoral advisory committee. The full advisory committee consists of the major professor who acts as chairperson, one or more representatives of at least one minor field outside, and at least three other graduate faculty members of the department. At least two members (including the chairperson) must be full-time members of the department, and at least one member must be a full member of the UNO graduate faculty. The committee is nominated by the chair of the department and is appointed by the Dean of the College.

The student's doctoral program of study must meet the following standards, which includes a minimum of 51 credit hours beyond those required by the M.S. degree.

1. Doctoral Core Courses: Applied Biopsychology students must take at least two (six hours) of the following courses: Psychology 6820, 6830, 6840, and 6895. Applied developmental students must take Psychology 6195, 6620, and 6801. The advanced seminar, Psychology 6195, must focus on advanced methods in developmental research.
2. Electives: Developmental students are required to take six hours of elective coursework and Biopsychology students are required to take nine hours of elective coursework. The electives must be chosen from content courses; research and practicum beyond the minimum cannot be used as electives.
3. Research: In addition to the dissertation requirements outlined below, all students are required to take six hours of independent research, Psychology 6090. Also, students must register for at least three hours of research credit every semester they are not registered for dissertation hours (excluding summers).
4. Teaching: Three hours of Teaching of Psychology, Psychology 7010, are required of all students.
5. Practicum: Twelve hours of practicum are required for all students (Psychology 6191 or 6891). The purpose of the practicum is to give students first-hand experience in an applied setting. The emphasis is on the application of experimentally-derived principles within the context of a service-delivery system. The practicum experience is arranged to provide an opportunity for students to begin to develop and practice a variety of skills in their areas of specialization.
9. Dissertation and Final Defense: All students must complete a dissertation and register for a minimum of six hours of Psychology 7050. The student must be registered for dissertation research each semester he or she is working on it until the final examination is passed. The dissertation must demonstrate a mastery of research techniques, ability to do original and independent research, and skill in formulating conclusions that in some way enlarge upon or modify the existing knowledge base in psychology. The final examination is the oral defense of the dissertation. The final examination committee is appointed by the Executive Director of Graduate School. In most cases it will consist of the student's doctoral advisory committee, although the dean may add additional members.
10. Internship: A student may elect to take an internship and the student must be registered for Psychology 7191 or 7891 throughout the internship (minimum of six hours). It must involve the equivalent of 12 months of supervised full-time experience. It must be supervised by a licensed psychologist. To qualify as an internship, a minimum of 1,500 hours at the site must be completed within 24 months and it must be approved by the department. The internship is an intensive, advanced, supervised experience required to be a practicing psychologist. To be eligible for an internship, the student must have completed all coursework and passed the General Examination. Only the dissertation may remain.
11. Minimum Grades: A student who earns a C or lower in a core (either general or specialty) or who drops a core course while earning lower than a B will be dropped from the program. If a student receives a C or less in a non-core course, that course must be repeated in order to earn graduate credit. All students must maintain at least a B average in all courses in order to remain in the psychology graduate program.
12. Additional Reasons for Dismissal: A student is expected to make normal progress toward the degree to remain in the program and must be registered as a full-time student each semester in the program. A student may be dropped from the program if, in a semi-annual evaluation, the faculty determines that the student does not meet the standards of a Ph.D. candidate.

GRADUATE PROGRAMS IN THE SCHOOL OF URBAN PLANNING AND REGIONAL STUDIES

The School of Urban Planning and Regional Studies (SUPRS) is a unit of the College of Liberal Arts. The School offers four graduate degrees: Master of Science in Urban Studies (MSUS); Master of Urban and Regional Planning (MURP); Master of Public Administration (MPA); and Doctor of Philosophy in Urban Studies.

Master of Science in Urban Studies, Master of Urban and Regional Planning, Doctor of Philosophy in Urban Studies

The MSUS program is interdisciplinary and offers training in a broad range of urban phenomena for persons who desire to enter such fields as law, journalism, education, law enforcement and business, or to further their study of cities and regions at the doctoral level. The MURP program is fully accredited by the American Planning Association (APA) and consists of professional training in planning cities and regions with special emphasis on the social, economic, environmental, political and physical aspects of metropolitan areas. The objective of the program is to prepare students for planning careers in city, regional, state and federal agencies; private consulting firms; public service organizations; and other public or private institutions. The program of study leading to the Doctor of Philosophy in Urban Studies enables students of exceptional ability to undertake advanced study and original research in the fields of urban affairs, urban history and urban and regional planning. The doctoral program's mission is to prepare students for careers in scholarly activity, applied research, and policy analysis.

Admission for MSUS and MURP Programs

The Department of Planning and Urban Studies faculty has instituted admission requirements for entrance into the MSUS and MURP programs in addition to those of the Graduate School, which include above average academic competence as evidenced in undergraduate work and Graduate Record Examination (GRE) scores. The Department of Planning and Urban Studies faculty will also take relevant experience into account, although it is not a specific requirement for application. Upon review of an applicant's credentials, the Department of Planning and Urban Studies may grant full or conditional admission to the MSUS or MURP program. If admission is conditional, the student may have to complete additional courses of study in addition to those for the desired program.

Non-Degree Seeking Students

Persons who are interested in taking courses offered by the Department of Planning and Urban Studies, but not seeking a degree, are encouraged to enroll as a "special student" (undergraduate) or as a "non-degree seeking student" (graduate). Consult the appropriate catalog or contact the department office for assistance.

Master of Science in Urban Studies Degree Requirements

The flexibility of the MSUS program has allowed students to pursue career fields that are emerging and may not be covered in more structured and traditional masters programs. There are strong subfields in Applied Urban (return removed) Anthropology and Cultural Resource Management that are offered in conjunction with the UNO Department of Anthropology, a Geography subfield offered in conjunction with the Department of Geography, as well as Urban Planning and Historic Preservation subfields offered through the Planning and Urban Studies Department. Other connections include Cultural and Ecotourism linked with the Kabacoff School of Hotel, Restaurant, Tourism and Cultural/Arts planning with the Arts Administration Program of the UNO College of Liberal Arts. Links to those programs can be found on the UNO Website.

Overview

- 33-34 Total Hours
- 15 hours of core curriculum coursework
- 15-16 hours of specialization coursework
- 3 hours of thesis research (return added)
- Thesis

Prerequisite Course (3 credit hours)

A 3 hour undergraduate economics course is the only prerequisite for the MSUS program. A student who has not met the economics prerequisite must take one of the following courses during his or her first semester of study. Prerequisite courses may only be taken for undergraduate credit, and will not apply to a student's graduate degree program.

ECON 4400 Economic Foundations for Managers (pre-MBA course)
OR ECON 1203 Principles of Microeconomics
OR GEOG 2254 Economic Geography

Course Courses

Urban Core:

Each student must take two urban studies seminars at the 6000 level or above offered by the Anthropology, Planning and Urban Studies, or Geography departments. Courses from other departments can be substituted with permission from the course instructor and the MSUS coordinator. The MSUS coordinator will notify students each semester which course or courses will fulfill this requirement.

Each student must take one urban history course at the 4000G level or above offered by the History Department.

Methods:

URBN 6005 Statistics for Urban Analysis
OR SOC 4788G Social Statistics
OR GEOG 6801 Advanced Quantitative Methods in Geography

Substantive Areas (15/16 credit hours)

Students must choose five to seven courses from one of the following substantive areas. Students in the geography track must take an additional 1 credit hour course. Required courses for each substantive area are available from the MSUS coordinator.

- Applied Urban Anthropology
- Urban Planning
- Geography
- Cultural Resources Management
- Historic Preservation

With the graduate coordinator's written consent, a student may submit another substantive area for review by the Urban Studies faculty.

Master of Science in Urban Studies: Applied Urban Anthropology

Concentration

The MSUS applied urban anthropology degree will provide students with training in qualitative research methods and valuable fieldwork experiences. These may include cultural preservation management projects, historic archaeology, policy evaluation, folklore research projects and internships in local government and non-profit organizations. Graduates with the MSUS urban anthropology degree will be well prepared to work professionally as well as continue in doctoral study.

Master of Science in Urban Studies: Geography Concentration

The MSUS geography degree will provide students with an advanced understanding of the geographer's craft, including an ability to pose and analyze geographical problems using geographical tools and techniques, and to defend conclusions based on geographical research. Graduates with the MSUS geography degree will be well prepared to enter the workforce at advanced levels as professional geographers, as well as for continuation in doctoral study.

Students should check with the department about any revisions approved for the program, but which may not be reflected in this catalog, or visit the department website at <http://planning.uno.edu>.

Master of Urban and Regional Planning

The Master in Urban and Regional Planning program prepares graduates for a wide range of careers in the field of planning. Planners can choose to work for

governmental agencies, private consulting firms or nonprofit organizations. Their chosen career can target such issues as creating safe, attractive and healthy neighborhoods; providing affordable housing; and building accessible, efficient and environmentally friendly transportation systems. Students have the opportunity to pursue internships for academic credit with selected agencies and private firms while they are in school. This “real world” experience helps students to become more competitive in the job market upon graduation.

All MURP students will be required to show proof of having completed at least an acceptable introductory-level statistics course and an introductory-level economics course before entering the program, or will be required to complete such a course during their first semester of attendance.

Overview

- 45 total hours needed to complete the degree (excluding deficiencies or prerequisites)
- 18 credit hours of required courses
- 9 credit hours of courses in an area of specialization
- Either MURP 6720 Practicum in Urban and Regional Planning or MURP 7000 Thesis Research (3 credit hours)
- 15 credit hours of approved electives

Students should check with the department about any revisions approved for the program which may not be reflected in this catalog.

Master of Urban and Regional Planning:

Areas of Specialization

Program Specializations

Students have a choice of five areas of specialization within the program. Each specialization requires 9 credit hours of coursework. The five areas of specialization are Environmental/Hazards Planning, Historic Preservation, Housing and Community Economic Development, Land Use/Urban Design and Transportation Planning. Students may complete coursework in 2 areas of specialization.

Joint JD/ MURP Program

This program, unique in Louisiana, offers a combined planning degree and legal education through Loyola School of Law for those persons seeking a career in land use law and development. Applicants must apply separately and be admitted to the MURP program at UNO and to the Loyola School of Law. Normal degree requirements of each program are reduced by a common core of nine credit hours of approved elective courses that count toward both programs. The requirements for both degrees must be completed before either degree is awarded.

Financial Aid

Assistantships for nine months are available for a limited number of qualified applicants. The student will devote approximately half-time (20 hours per week) to research work. In addition, a number of assistantships are located off-campus in planning and planning related agencies.

Admission for Doctor of Philosophy in Urban Studies

The Ph.D. in Urban Studies program provides graduates with a solid foundation to conduct applied research and policy analysis outside of academic settings and for teaching and research in colleges and universities. The program emphasizes mastery of the literature and theory in a particular area of scholarship and mastery of research skills necessary to make significant original contributions to that field. The Ph.D. in Urban Studies program assists the department in its professional public service mission by providing high quality applied research and policy analysis for state, metropolitan, and local agencies and organizations. The doctoral program in urban studies draws upon the strengths of the University, particularly the departments within the College of Liberal Arts.

All students enrolling in the program must have a bachelor's degree from an accredited college or university. Preference is given to those who have completed a master's degree before entering the program. Admission decisions are based primarily on undergraduate/graduate grade-point average (GPA), Graduate Record

Examination (GRE) scores, and letters of recommendation. Preferred levels of performance are a 3.0 or higher undergraduate GPA, a 3.0 or higher graduate GPA, scores of at least 150 for the verbal and quantitative section of the GRE and a minimum of 5.0 on the written portion of the GRE.

Doctor of Philosophy in Urban Studies Degree Requirements

A student admitted to the program must complete a minimum of 72 hours beyond the bachelor's degree. A post-master's student will be able to transfer to the Program a maximum of 24 credit hours of course work with a grade of B or higher. Thus, a student must complete at least 48 hours of course work with a grade of B or higher while enrolled in the doctoral program at UNO. Also, up to 9 credit hours earned after receiving a master's degree may be transferred into the program. The courses proposed for transfer must be approved as part of the student's program of study within the college. These hours will include a core curriculum, a major and a minor field of specialization, and a dissertation.

Fields of specialization include

1. urban affairs,
2. urban history, and
3. urban and regional planning.

Overview

72 credit hours beyond the baccalaureate degree including 66 credit hours in the following four areas:

- Urban Studies Core (12 credit hours)
- Research Design (6 credit hours)
- Research Methods (9 or more credit hours)
- Research Competence (6 credit hours)

Major and Minor Fields of Study/Area of Specialization (42 credit hours)

Within the major field, students select a group of courses that provide a foundation in the theory and methods of that field of knowledge and a set of additional courses that constitute an area of specialization. Typically, foundation courses are completed as part of previous masters degree work and are transferred into the doctoral program. A student who does not have a masters degree in his or her major field should expect to take courses sufficient to demonstrate knowledge of the basic theory, concepts, and methods of that field.

Each student selects a group of courses that form an area of specialization within the major field of study. The department of planning and urban studies supports areas of specialization in land use and environmental management and policy, social and cultural change, and urban development. As a rough rule of thumb, students should expect to take at least 15 credit hours of courses in their area of specialization. These courses may be in the department of planning and urban studies or other departments of the University; they may be formal courses or independent studies.

The student defines his or her area of specialization in consultation with a faculty advisor. The courses must be mutually reinforcing and coherent; assure expertise in some body of knowledge, methods, or problem area; and provide the student with adequate skills and knowledge to do dissertation research as well as policy research in the area of specialization: knowledge of the body of relevant theory (usually by taking courses in a social science, history, planning or public administration); knowledge of relevant methodology (e.g., planning methods, statistics, qualitative methods); an ability to apply theory and methods to specific problems; and an ability appropriate research design and research methods.

Students may, at their own option, define a minor field of study. Within the minor field, a student must complete at least 15 credit hours (some of which may be transfer credits) in a set of courses approved in advance by the student's advisor. Courses taken in the minor may constitute an independent body of knowledge, or they may support the area of specialization developed in the major.

Students should check with the department about any revisions approved for the program, but which may not be reflected in this catalog, or visit the department website at <http://www.uno.edu/cola/Departments/PLUS>.

Glossary

The following are definitions of terms that may be used throughout The University of New Orleans Undergraduate/Graduate Catalog.

Academic Calendar The official listing of important dates relative to semester/term start and end dates, deadlines and holidays.

Academic Load The total number of semester hours for which a student is registered in one semester or summer term. See "Course Load."

Academic Record A history of all of the courses, credit by examinations, and other equivalent activities a student has taken and the grades he/she has received. See also "Transcript."

Academic Year The period comprised of fall and spring semesters.

Advanced Placement Approved admittance into a course beyond entry level as a result of demonstrated subject proficiency.

Advanced Standing Academic credit for one or more courses awarded to a student based upon their successful performance on an examination.

Advisor A member of the University faculty or staff charged with the responsibility of interpreting academic requirements, developing course schedules, providing academic and career information, monitoring adjustment to college and academic progress and making referrals to other departments and support services based on the student's needs.

Approved Elective Elective that is not open to the free choice of the student.

Area of Concentration The primary areas of study.

Articulation Agreement Document that identifies courses that may be taken at one institution for degree completion at another institution.

Audit To enroll in a course for no credit.

Colleges The academic units of the University that offer academic degree programs; administered by deans and staffed by faculty members. The type of training and the degree anticipated determine the student's choice of college.

Concentration An alternative track of courses within a major, accounting for at least 30 percent of the major requirements.

Core Requirements See "General Education Requirements."

Co-requisite A concurrent requirement; usually a course or some other condition that must be taken at the same time as another course.

Course Bulletin An online publication coordinated by the Office of the Registrar and the academic colleges that includes a list of courses and sections for a specific semester/term, information about registration, fee payment, student financial aid, the final examination schedule, and the academic calendar. See also Information Bulletin.

Course Load The number of semester hours a student schedules in a given term.

Credit 1. The recognition awarded for the successful completion of course work. Credits are based on the number of times (hours) a course meets in one week during a regular semester.

2. The quantitative measure of recognition given to a course, stated in semester hours.

Cross-Enrollment Through separate formal agreements between UNO and Southern University in New Orleans and Delgado and Elaine O. Nunez Community Colleges, UNO students may register for a limited number of classes at each of these institutions when they register at UNO. Students should contact the office of their dean or the Registrar for information regarding the procedures to be followed for this process.

Cross-Listed The same course offered under the rubrics of two or more departments.

Cumulative or Overall Average A student's grade-point average, based on the total number of quality points earned and the total number of semester hours attempted. See "Grade Point Average."

Curriculum A description of the required and elective courses for a degree program.

Curriculum Sheet A check sheet used by students and advisors to track the student's progress toward completion of a degree program.

Degree The title of the award conferred on students by a college, university, or professional school upon completion of a unified program of study (i.e., Bachelor of Arts—B.A.; Bachelor of Science—B.S.; Master of Science—M.S.; Master of Fine Arts—M.F.A.; Master of Music—M.M.; Doctor of Philosophy—Ph.D., etc.).

Degree Designation A degree designation for each authorized program at a public institution of higher education in Louisiana is listed in the Board of Regents' Inventory. Some programs require the name of the subject area as part of the degree designation (Master of Fine Arts—M.F.A., etc.).

Degree Program A grouping of campus-approved courses and requirements (i.e., minimum gpa, comprehensive examinations, English and mathematics proficiency, etc.) that, when satisfactorily completed, will entitle the student to a degree from an institution of higher education.

Departments The academic units of the University within colleges; administered by chairs or directors.

Distance Learning Learning that takes place with the instructor and student separated from each other geographically or in terms of time. For example, an instructor may record a video tape or make a streaming media file with learning objectives and planned activities months or weeks before a student accesses the tape or file to learn from it. Distance learning may occur by surface mail, video, interactive or cable TV, satellite broadcast, or any number of Internet technologies such as message boards, chat rooms, and desktop video or computer conferencing.

Elective Course Chosen by the student, as opposed to required course. The term elective, without a qualifier, will be understood to be a free elective, chosen by the student at his or her option from all the courses offered by the University for degree credit, with due regard for prerequisites.

Equivalent When used in a course prerequisite (e.g., Prereq: SOC 1051 or

- equivalent), this term means either credit in a comparable course or adequate preparation by other experience. Determination of equivalency is left to the discretion of individual departments.
- Freshman A student with less than 30 hours earned.
- General Degree Requirements Courses and other requirements which must be met by all candidates for any bachelor's degree.
- Good Standing Students are in good standing if they are eligible to continue or to re-enroll at the University, even if on scholastic probation or on academic warning status.
- Grade-Point Average (GPA) A measure of scholastic performance; the ratio of quality points earned to semester hours attempted.
- Independent Study A method of instruction in which studies by individual students are carried on outside the classroom on a topic contracted with an instructor.
- Information Bulletin An annual publication coordinated by the Office of the Registrar which provides information about registration, fee payment, student financial aid, the final examination schedule, the academic calendar and other information of interest to students.
- Junior A student with at least 60 hours of credit earned and less than 90 hours of credit earned.
- Lower Level Undergraduate courses offered at the freshman and sophomore levels designated by a course number beginning with a 1 or 2.
- Major The part of a degree program consisting of a specified group of courses in a particular discipline or field. The name of the major is usually consistent with the degree subject area. A major usually consists of 25 percent or more of the total hours required in an undergraduate curriculum.
- Matriculation The student has fulfilled all Admissions requirements and is eligible to register for classes.
- Minor A student's field of secondary or tertiary academic emphasis. That part of a degree program consisting of a specified group of courses in a particular discipline or field. The minor usually consists of 15 percent or more of the total hours required in an undergraduate curriculum. A minor is an elected emphasis and not required in most programs of study.
- Moodle A Web-based learning, discussion, and class administration tool designed to provide a secure pre-made Web site for a class.
- Placement Test A test given before a student enrolls in a course (that is one of a sequence of courses) to determine the level at which the student begins.
- Plansee "Major."
- Post Baccalaureate An undergraduate student who has already completed one undergraduate degree.
- Pre-professional Program A non-degree program of study in preparation for entry into a professional degree program at another institution or another division of the University; normally takes from one to three years to complete.
- Prerequisite The preliminary requirement, usually credit in another course or class level that must be met before a course can be taken.
- Probation (academic or disciplinary) A status assigned because of unsatisfactory grades or conduct.
- Proficiency Examination A test equivalent to a final examination in a college-level course in which a student is required to demonstrate competence to earn academic credit. The test may be given as a final in a course in which a student is enrolled, as a test to validate transfer credit earned at another institution, or as a method for earning credit for a course in which a student is not formally enrolled.
- Program The college or unit in which a major (plan) is housed.
- Quality Point The numeric value of a letter grade A=4; B=3; C=2; D=1; F=0. The computed value of the quality point times the credits for the course
- Registration The process by which a duly admitted student, upon payment of required fees, is enrolled in classes.
- Resignation The official process by which a student withdraws (drops) from all courses during a university semester or term.
- Section Specific designation (beyond the course number) of each course offering that distinguishes room location, meeting time, and instructor.
- Semester Hour The unit by which course work is measured. The number of semester hours assigned to a course is usually determined by the number of hours the class meets per week.
- Seminar A method of instruction in which a group of students engaged in research or advanced study meets under the guidance of one or more University faculty members for presentation and discussion of approved topics.
- Senior A student with at least 90 semester hours of credit earned.
- Sophomore A student with at least 30 semester hours of credit earned and no more than 59 hours of credit.
- Statute of Limitations A time limit placed on completing a specific degree or process.
- Student Number A student's UNO number is his/her permanent identification and is unique to that person.
- Student Schedule The courses in which a student is enrolled.
- Suspension (academic or disciplinary) A university assigned status that prohibits students from registering for courses for a specified time period. See also "Probation."
- Term Activate A computer process indicating a student is eligible to enroll for a specific semester or term.
- Transcript The continuous, formal, and official record of a student's academic work at a university.
- Transfer Student A student who terminates enrollment in one college or university and subsequently enrolls in this University.
- Upper Level Undergraduate courses offered at the junior and senior levels designated by a course number beginning with a 3 or a 4.
- Withdrawal See "Resignation."