

Academic Information and Regulations

Credit from Sources Other Than Prairie View A&M University Courses

Courses accepted for transfer credit must be from a college or university accredited by one of the regional accrediting agencies for higher education and must be similar in character and content to courses offered at Prairie View A&M University. Some credits accepted as transfer credits may not apply to a degree program. Neither duplicate nor developmental, remedial, or study skills courses are transferable credits. A maximum of 90 credit hours of course work transferred from an upper division institution may be applied toward a degree. A maximum of 66 credit hours of course work may be transferred from a lower division institution may be applied toward a degree. A maximum of 30 credit hours may include Advanced Placement, CLEP, Correspondence, Military Training, or Extension Courses.

Only courses with grades of “C” or above will be accepted for transfer, except in the case of sequential courses in which a “D” was earned in the first course and a “B” or better grade was earned in the second course at the same institution. No credit is allowed for work experience or work completed at nonaccredited institutions except by AP or CLEP examination. If a transfer course has been graded on a pass/fail basis, the college/university at which the course was taken must provide written documentation to the Registrar that the course was passed at a grade level equivalent of “A”, “B”, or “C”. Grades of “C-” are not transferable. Additionally, only courses with a grade of “C” or better may be accepted towards credit in either the major or the minor. Courses taken at community/junior colleges will not be accepted for transfer at the upper division (junior/senior) level.

Courses being transferred from an institution outside the territorial United States must be evaluated. Students are required to have their course work evaluated by one of the following or an equivalent recognized service and are to submit the evaluation to the Office of Admissions, Articulation and Transfer Services.

The Educational Credential Evaluators, Inc.
P.O. Box 17499
Milwaukee, Wisconsin 53217
414-289-3400

Span Tran Educational Services
7211 Regency Square Blvd. Suite #205
Houston, Texas 77036
713-266-8805

For a transfer student to complete the application file and finalize the admission process, a final transcript must be sent directly from the community/junior college or university. It is the responsibility of the student to request that the transcript be sent. If the transcripts submitted as part of the application procedure are final and official, additional transcripts are not required.

Correspondence and Extension Courses

Correspondence or extension courses will be treated as transfer courses and not included in the cumulative GPA. All such courses must be approved by the dean of the respective college before they are accepted as transfer credit in a degree program.

Military School Credit

Credit for courses taken at military schools or by correspondence will be evaluated for acceptance by the Office of the Registrar in accordance with American Council on Education guidelines. Credit will be awarded upon a military student’s matriculation as a student at the University’s main campus or approved off-campus sites.

Credit Available Through Testing

Advanced Placement Examinations and CLEP Tests should be presented for evaluation prior to the semester in which graduation is planned and/or during the last eighteen (18) hours required for graduation. Total hours allowed is thirty (30) semester credit hours.

Students wishing to inquire about advanced placement must inquire at the Testing Office in University College. A letter grade must be awarded for the successful accomplishment of an Advanced Placement Examination at Prairie View A&M University if the credit is to be counted in the cumulative GPA. Advanced Placement Examinations taken at other institutions may be applied toward degree plan requirements provided they were awarded letter grades. They will not be counted in the cumulative GPA. If a course has been taken and failed at Prairie View A&M University, it may not be replaced by a subsequent Advanced Placement Examination.

Evidence of TASP Exemption or passage of all sections of the TASP, or a TASP alternative, is required prior to taking Advanced Placement, College Level Examination, (CLEP), or Correspondence and Extension Courses which will be applied toward degree requirements.

Advanced Placement Testing (National)

Advanced Placement Tests are developed by the College Board and administered nationally at approved test sites where the Scholastic Aptitude Test is administered. Scores on the national Advanced Placement Test between the levels of 3 and 5 will be acceptable for credit. Letter grade equivalents follow: 3=C, 4=B, and 5=A. Credit for advanced placement is subject to the total hour limitation of 30 semester credit hours.

Advanced Placement Examinations Course Equivalency Table

<i>Examination</i>	<i>Score</i>	<i>Semester Credit Hours</i>	<i>University Course Name</i>	<i>University Course Number</i>
Art History	3	6	ARTS	2223 and 2233
Biology	3	8	BIOL	1015 and 1025
Calculus AB	3	4	MATH	1124
Chemistry	3	6	CHEM	1033 and 1043
Computer Science A	3	6	COMP	1013 and 1213
Computer Science AB	3	6	COMP	1223 and 2013
English – Language and Composition	3	6	ENGL	1123 and 1133
French – Language	3	6	FREN	1013 and 1023
French – Literature	3	6	FREN	2013 and 2023
Government and Politics – U.S.	3	3	POSC	1113
History – U.S.	3	6	HIST	1313 and 1323
Human Geography	3	3	GEOG	1223
Music Theory	3	3	MUSC	1233
Physics B	3	8	PHYS	2014 and 2024
Psychology	3	3	PSYC	1113
Spanish – Language	3	6	SPAN	1013 and 1023
Spanish – Literature	3	6	SPAN	3023 and 3033

Advanced Placement Testing (Local)

Locally administered Advanced Placement Testing is available through departments. For example, Prairie View A&M University awards undergraduate credit in English on the basis of:

- 1) SAT - 650 Verbal, or ACT - 28 Verbal
- 2) The College Level Examination Program (CLEP) Test

College Level Examination Program (CLEP)

The CLEP is a national testing program offering students the opportunity to earn college credit by examination. The University will accept credit by examination in Accounting, American History, American Government, Biology, Chemistry, Computer Science, Economics, English, Business, Foreign Languages, Home Economics, Mathematics and Sociology. The acceptance of credit by the University does not assure the application of this credit to a specific degree or other program.

CLEP examination credit will be awarded a letter grade. CLEP examinations taken at Prairie View A&M University will normally be counted in the student's cumulative grade point average (GPA). If a course has been taken and failed at Prairie View A&M University and a CLEP test for that course is subsequently taken and passed, the CLEP grade will not be counted in the cumulative GPA and will not replace the failed grade on the official transcript. It will satisfy the degree requirement. CLEP tests taken through other institutions will not be included in the cumulative GPA. Scores from the general knowledge tests will not be accepted. Scores from the subject tests only will be accepted.

Texas Academic Skills Program (TASP)

The Texas State Education Code requires that all students “who enter public institutions of higher education in the fall of 1989 and thereafter must be tested for reading, writing, and mathematics skills.” This includes all “full-time and part-time freshmen enrolled in a certificate or degree program” and “any transfer student who has not previously taken the test or is not TASP exempt.” Beginning fall 1998 semester, all undergraduate students who are not TASP exempt must be tested prior to enrolling in college-level course work. (Texas Education Code, Sec.5.313(a)(1)). (Recent legislative changes in regards to TASP will go into effect September 1, 2003. Students entering into classes in fall 2003 are subject to the current law. Any changes that affect PVAMU students will be disseminated during the fall semester and will go into effect in spring 2004 unless legislatively mandated otherwise.)

The Prairie View A&M University Developmental Education Plan does not allow enrollment in any upper division course (3000/4000 level) until the student has met all TASP requirements.

Texas public high school students must take and pass all sections of the Texas Assessment of Academic Skills (TAAS) before taking the Texas Academic Skills Program (TASP) examination. Any student who does not pass the reading, writing, and mathematics section of the TASP test must enroll in course or non-course based developmental studies and remain enrolled until all sections of the test are passed. Failure to attend remediation may result in cancellation of college enrollment and/or loss of future enrollment opportunity. Students enrolled in course based or non-course based developmental instruction may not enroll in more than 16 semester credit hours. The hours for these developmental courses will not count toward any degree program, but will count toward determining full-time status.

Beginning in fall 1998, a student entering Texas public colleges and universities who is not TASP exempt must have taken the TASP Test or one of the Board approved alternative tests before enrolling in any college-level courses. A student who does not pass all parts of the TASP Test or the alternative test must retake the TASP Test. Prairie View A&M University will accept only the official TASP Test in its regular or Quick TASP version. It will not accept or administer any alternative tests. Alternative test scores will be accepted only if presented on an official transcript indicating the students TASP status. Students without appropriate documentation will be required to take the TASP or QUICK TASP to enroll at Prairie View A&M University.

Students who have not met TASP requirements must take the TASP exam at least once every two semesters to maintain the opportunity to continue enrollment at Prairie View A&M University. A student who initially fails one or more sections of the TASP Test, or an approved alternative test, must successfully

complete the developmental program(s) prescribed by the institution and then retake the appropriate section(s) of the TASP Test. A student who fails the retake may petition to take the appropriate collegiate-level course approved by the Board in Section 5.318(b). A student who earns a grade of ‘B’ (3.0 on a 4.0) or better in such a course in the skill area in which a deficit was assessed shall not be required to achieve the minimum passing standard on the TASP Test and shall not be prohibited from graduating or continuing with his/her program of studies.

The following freshman-level credit courses have been approved to satisfy the “B” rule option, but may not be used if taken prior to retake of previously failed section of the TASP.

Writing

ENGL 1123 (Composition I)
ENGL 1133 (Composition II)

Reading

ENGL 2153 (Introduction to Literature)
HIST 1313 (U.S. to 1876)
HIST 1323 (U.S. 1876 to Present)
POSC 1113 (American Government I)
POSC 1123 (American Government II)
PSYC 1113 (General Psychology)

Mathematics

MATH 1113 (College Algebra)

TASP Exemptions

Accumulated College Credit Hours Exemption

Three (3) semester credit hours of transferable college credit earned prior to September 1, 1989 will satisfy the TASP requirement. Advanced placement tests and military training/schooling completed prior to the fall of 1989 may qualify students for a TASP exemption. In such cases, an institution must grant transfer of three (3) credit hours or no exemption is possible.

Standardized Test Scores

Scores needed to meet all of the exemption requirements have been determined by the Texas Higher Education Coordinating Board. ACT, SAT, and TAAS exemption standards are: (there are no partial exemptions)

ACT: Composite score of 23 with a minimum of 19 on both the English and the mathematics tests;
OR

SAT: Combined verbal and mathematics score of 1070 with a minimum of 500 on both the verbal and mathematics test (scores after April 1995);
OR

TAAS: A minimum scaled score of 1770 on the writing test, a Texas Learning Index (TLI) of 86 on the mathematics test and 89 on the reading test.
OR

HIGH SCHOOL CURRICULAR: A high school student who graduates from a public high school or an accredited private high school in any state with a grade point average of 3.5 or higher on a 4.0 scale and has completed the recommended or advanced high school curriculum. The GPA and notation of recommended or advanced high school curriculum must be verified on an official transcript. This exemption is effective only for a student who enrolls in an institution of higher education on or before the second anniversary of the date the student graduated from high school.
OR

ACTIVE MILITARY DUTY: Students who are active duty military personnel, stationed in Texas, and enrolled in a Texas public institution. This exemption applies only while on active military duty, once discharged all TASP rules apply.

Appropriate ACT and SAT test scores are valid for exemption purposes for exactly five years from the qualifying test date. Exit level TAAS scores are valid for three years from the qualifying test date.

Dyslexia and Other Related Disorders

A student identified by a qualified professional as having a specific learning disability in mathematics, dyslexia or a related disorder and whose disability has been verified by the Coordinating Board who 1) takes a test approved for TASP purposes, 2) successfully completes the developmental program prescribed by the institution, and 3) retakes the TASP test once after completing developmental requirements will be allowed to enroll in upper-division courses regardless of the student's performance on the test. Teacher preparation students will still be liable for all TASP requirements.

Deaf Students

Deaf students who enroll at a Texas institution of higher education must take the Stanford Achievement Test prior to attempting any college level work. Since there are no alternative tests under the law for the Stanford, hearing impaired students who arrive on campus without having tested prior to enrollment may be allowed to enter school but are required to take the Stanford at the next regularly scheduled offering.

Deaf students who have three or more college-level hours or the equivalent from an accredited institution prior to September 1, 1995 will not be required to take the Stanford. Hearing-impaired students seeking admission to a teacher preparation program are required to take the Stanford regardless of credit hours earned prior to September 1, 1995.

Out-of State Students

Texas institutions that offer college-level courses outside the State of Texas or outside the United States are not responsible for administration of the TASP test to these students. However, if he/she should become a student within the state of Texas he/she would immediately become liable for TASP.

International Students

A student who is a citizen of a country other than the United States and is not seeking a degree does not have to take the TASP test. An international student seeking Level-Two certificates or a degree must meet all TASP requirements.

National Student Exchange Program Participants

A student from another state who is participating in the National Student Exchange Program shall be exempt from taking the TASP test unless that student becomes a degree-seeking undergraduate student at a Texas public institution of higher education.

Baccalaureate Degrees

Students who already possess baccalaureate or higher degrees from accredited institutions are TASP exempt. Students whose degrees or certificates are less than baccalaureate level are subject to all TASP requirements. Teacher preparations students are not exempt from TASP and are liable for all TASP requirements.

Student 55 Years of Age or Older

An institution may exempt a non-degree or non-certificate seeking student who will be 55 years of age or older on the first class day of a term or semester from TASP requirements. Should such a student decide to seek a degree or Level-Two certificate, a test for TASP purposes must be taken prior to any subsequent college level work and all TASP requirements must be met.

Enrollment on a Temporary Basis

A student at a Texas public institution of higher education is exempt from TASP requirements if the student enrolls on a temporary basis at the institution and

- 1) is also enrolled at an accredited private or independent institution of higher education or an accredited out-of state institution of higher education;
OR
- 2) has graduated from an institution of higher education, an accredited private or independent institution of higher education or an accredited out-of-state institution of higher education.

The exemption terminates if the student:

- 1) enrolls on a permanent basis in a Texas public institution of higher education;
OR
- 2) enrolls in a certificate or degree program at a Texas public institution of higher education.

Certificate Program of One Year or Less

TASP requirements do not apply to students enrolled in certificate programs of one year or less (Level-One certificates) as long as student remains within the curriculum specified for each certificate.

General Academic Information

Courses and Credits

The Course Numbering System

Beginning with the 1984-85 academic year, Prairie View A&M University moved from a three-digit to a four-digit course numbering system. Under the new system, the first digit represents the course level (i.e., below college level/developmental 0, freshman 1, sophomore 2, junior 3, senior 4, and masters 5, doctoral 7). The fourth digit indicates the credit hour value of the course.

Unit of Credit

The unit of credit used at Prairie View A&M University is the semester hour. A semester hour is the equivalent of one lecture contact hour per week for one semester. Time requirements for the semester credit hour in activities other than lecture vary according to the nature and objectives of the activities.

Course Loads

The normal full-time course load ranges from 12 semester hours to 18-semester hour per semester during the regular academic year and six to seven semester hours during a five-week summer term. Undergraduate students required to enroll in one or more developmental courses as a result of placement examinations are restricted to a maximum 15 credit hour course load in a regular semester and 6 semester hours in a five-week summer term. The total credit hours earned for the two summer sessions may not exceed fourteen.

Course Overloads

Undergraduate students with a 3.0 GPA or higher may be allowed to take a maximum of 21 semester credit hours during any long semester and 12 semester credit hours during the combined summer semesters. Taking of courses simultaneously at another institution which would cause the student's total workload to exceed the maximum overload of 21 semester credit hours will not be permitted. If a student persists in registering at another institution without approval of the dean of the respective college or school, the work taken will not be acceptable for transfer to Prairie View A&M University.

Independent Study Courses

Independent study courses are permitted on a highly selective need basis. Any student enrolling in an independent study course must have the prior approval of the supervising faculty member, the Department Head in which the course is to be taken, Dean of the College and the Provost and Vice President for Academic Affairs. No more than 6 such credit hours may be counted toward a degree.

Course Auditing

When space is available and the Department and Dean consent, any person may audit a course by paying the \$10 per course audit fee. An individual sixty-five years of age or older is exempt from paying the fee. Credit is not awarded for any audit course. Individuals who audit courses do not submit papers, take examinations, participate in discussions, or receive evaluations in courses audited. Those wishing to audit may register only after late registration but prior to the 12th class day of a regular semester or the 4th class day of a summer session. A student who audits a course may not change registration during the semester to take the course for credit.

Classification of Students

Freshman: A student who has enrolled in regular college work but has earned fewer than 30 semester credit hours. Developmental/Remedial/Study Skills courses do count towards full-time status and course loads, but not classification.

Sophomore: A student who has earned 30 to 59 semester credit hours.

Junior: A student who has earned 60 to 89 semester credit hours.

Senior: A student who has earned at least 90 semester credit hours.

Registration and Advising

Registration is the selection of classes following appropriate advisement and the payment of tuition and fees. Persons planning to register for classes at Prairie View A&M University for the first time or who are returning to the University after being disenrolled for one or more previous regular semesters (fall or spring) should be sure that they have met the University's admission requirements including immunization and TB screening. Applicants for any category of admission will not be permitted to register in courses offered at the main campus in Prairie View, Texas or at any distant site where courses are offered, if admissions requirements have not been met.

Freshmen, including those admitted to the University Scholars Program, and transfer students who have earned less than 30 semester credit hours or who have not taken and/or passed all sections of the TASP receive initial advising, appropriate testing, and registration at the University College. Where applicable, a student is referred to advisors in the academic departments, schools, or colleges offering the major the student has declared. Pre-nursing majors are advised and registered in the University College since admission to the College of Nursing's Clinical Division occurs after a student has met all prerequisites and applied for admission.

If the student selects a second major or selects a minor or sub-specialty, the student should meet with an advisor in the department, school, or college offering the second major. Transfer students who have earned 30 or more semester credit hours and who have declared an academic major as noted in their admissions records are advised and registered in the department, school, or college offering the major.

For questions about the Texas Academic Skills Programs (TASP), the University Scholars Program, the Developmental Studies Program, or the Center for Academic Support, contact the University College. A student has not completed registration and is not entitled to University privileges until required fees have been paid. Course selections of students who fail to pay tuition and fees due by the census day, 12th class day during a fall or spring semester and 4th class day during a summer session, will be dropped and purged from the information system. Payment of assessed fees after courses have been dropped will not guarantee a student's gaining re-enrollment in the same courses or course sections.

Leaving the University after Registering

A student who registers but who decides not to attend the University must officially withdraw from the University. Failure to officially withdraw will result in the student's being awarded grades of "F" in all courses, and the student's being required to pay all assessed fees even though the student has actually left the University.

Grading System

The standard university grading scale is indicated below. This scale applies to all programs except the College of Nursing.

Grade	Meaning	Score Range	Grade Values
A	Excellent	90-100	4
B	Good	80-89	3
C	Satisfactory	70-79	2
D	Passing	60-69	1
F	Failing	0-59	0
S	Satisfactory	70-100	0
U	Unsatisfactory	0-69	0
I	Incomplete		0
W	Withdrawal from a course		0
WV	Withdrawal from the University Voluntarily		0
MW	Military Withdrawal		0

Incomplete “I” Grade

An “I,” incomplete, may be granted only when an authorized absence or other cause beyond the student’s control has prevented the student from completing a major course requirement, usually a final examination or major paper due near the end of a course. The student must have a passing average in all work completed at the time the incomplete is given. Incomplete work must be completed and a grade recorded within one calendar year from the close of the term in which the grade was earned. If the incomplete is not removed within the time allotted, the “I” will be changed to “F” by the registrar. This regulation does not apply to thesis problems, research credit courses, internships, or student teaching which may go beyond the end of the semester but does apply to terminal project credit courses.

Repeated Course Grade

If a course is repeated, the official grade is the last grade earned. This is especially important to determining current GPA and could affect financial aid status, honor roll, candidacy for a student organization position, membership in an organization, graduation, or other opportunity.

Limit on Repetition of Upper Level Course

Students who accumulate two failures in upper level (3000 or above) courses are required to obtain approval from their academic dean to take the course for a third time.

Grade Point Average

The grade point average (GPA) is determined by adding Grade Values multiplied by Credit Hours for all courses completed during a period and dividing that total by the total credit hours attempted during the period. Withdrawal (W), Voluntary Withdrawal (WV), Military Withdrawal (MW), Administrative Withdrawal (WA), and Incomplete (I) will not be included among grades used to compute grade point averages.

Calculating Semester GPA

Completed Courses	Letter Grades	Grade Values	Credit Hours	Grade Points
_____	_____	(_____ x _____)	_____	= _____
_____	_____	(_____ x _____)	_____	= _____
_____	_____	(_____ x _____)	_____	= _____
_____	_____	(_____ x _____)	_____	= _____
_____	_____	(_____ x _____)	_____	= _____
			<input type="text"/>	<input type="text"/>

<input type="text"/>	÷	<input type="text"/>	=	<input type="text"/>
Total Grade Points		Sum of Total Credit Hours		Semester GPA

Calculating Cumulative GPA

	Total Grade Points	Total Credit Hours
Previous College Work:	_____	_____
This Semester's Work:	+ _____	+ _____
	<input type="text"/>	<input type="text"/>

<input type="text"/>	÷	<input type="text"/>	=	<input type="text"/>
Sum of Total Grade Points		Sum of Total Credit Hours		Cumulative GPA

Grade Reports

Final grade reports are mailed to the student's home address once in each fall and spring semester, and once during the summer. Mid-term grades are issued to students. Mid-term grades are progress reports and are not recorded on the student's permanent record. Final grades are issued and recorded on the student's permanent record at the close of each semester and summer term. If an error in the recording of grades is suspected, the student should report this immediately to the instructor, department head, or dean for verification and correction, if appropriate.

Grading/Class Related Appeals

Generally, student complaints about grades or other class related performance assessments can be addressed by the instructor of record and the student. When that cannot be achieved, the student may have his/her complaint addressed by the procedure outlined below. Faculty, other classroom professionals, and students' rights are to be protected and their human dignity respected. Grading and other class related complaints are to be filed initially within thirty days following the alleged precipitating action on which the complaint is based. Except where extenuating circumstances render it unreasonable, the outcome of a complaint that reaches the level of department/division head (exception Dean of Architecture and of Nursing) will be reviewed within thirty days and a written notification of outcome will be provided to the

student. Where a complaint must be reviewed at each level, the entire process should be completed within ninety days of receipt of the complaint.

In those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by following the procedure listed and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint:

1. The student should meet with the instructor of record, preferably during his/her office hours, to present the grievance and any supporting documentation that the grade or outcome of a class related concern should have been different.
2. If the instructor is no longer at the university or if the subject of the grievance arises when faculty are not expected to be on duty for a week or more, the student should report to his or her advisor or the absent faculty member's immediate supervisor (department head, division head, or dean if in School of Architecture or College of Nursing).
3. If the issue is not resolved at the faculty level and the student wishes to pursue the issue beyond the instructor, he/she should meet with his/her academic advisor even if the grade or other issue is not in the department, division, school, or college in which the student's class is being offered. The advisor will intervene appropriately, but if unable to negotiate an agreement between the student and his/her instructor, will direct the student to follow each level of the appeals procedures items 4 through 10 below.
4. If no agreement can be reached following discussion among the advisor, the student, and the instructor, the student should write a letter, or complete a published form used for this purpose and submit it to the instructor's immediate supervisor. In the School of Architecture; or School of Nursing the Dean; in all other colleges the immediate supervisor of faculty, teaching assistants, laboratory assistants and other classroom professionals is the department or division head. The letter or form should present the grievance, the rationale for it, and the remedy sought. The letter or form should be sent at least one week prior to the student's scheduled appointment to meet with the instructor's immediate supervisor.
5. If the instructor's immediate supervisor cannot resolve the issue to the student's satisfaction and the student wishes to pursue the matter, the instructor's immediate supervisor will refer the matter to a three to five person faculty appeals panel, one of whom must be a part-time faculty person if part-time faculty are employed in the department, school or college. The panel will review the grievance and make a recommendation to the instructor's immediate supervisor.
6. If no agreement is reached and the student decides to appeal the matter further, he/she should send a letter or any published form used for this purpose to the person above the instructor's immediate supervisor.
7. If the student believes that the decision of the highest official in the College or School, the dean, deserves further review due to flaws in the previous reviews or due to his/her having information of such nature as to potentially impact the outcome, the student should provide a written request for review to the Provost and Vice President for Academic Affairs who will employ a review process appropriate to the situation and notify the dean of the outcome. The dean will notify the student of the outcome. A decision that has reached review by the Admissions and Academic Standards Committee is final.
8. Grading and other class related academic issues are referred in writing to the Office of the President only in instances where a preponderance of the evidence reveals that a student's Constitutional rights or human dignity may have been violated. The Provost and Vice President for Academic Affairs will transmit to the President the entire record of reviews conducted at each level if requested by the President following his/her receipt of the student's written appeal. The President will employ a review process appropriate to the matter presented and notify the Provost and Vice President for Academic Affairs and dean of the outcome. The dean will notify the student of the outcome.
9. If the class related complaint is related to issues including but not limited to sexual harassment, violence, drug use, possession of firearms, or other behaviors prohibited by federal law, state law, Texas A&M University System policy or University regulations, the student may select one of the following options:

Option A: Report the incident, in writing, to the instructor's or other classroom professional's immediate supervisor (department head, division head, or dean).

Option B: Report the incident, in writing, to the Director of Human Resources in Room 122 W.R. Banks Building or to the Provost and Vice President for Academic Affairs in Room 214 A.I. Thomas Building.

10. If the class related complaint involves another student(s) and is related to issues including, but not limited to sexual harassment, violence, drug use, possession of firearms, or other behaviors prohibited by federal law, state law, Texas A&M University System policy or University regulations, the student should report the incident to the Office of the Vice President for Student and Enrollment Services.

Course Changes and Withdrawals

Course changes and withdrawals are accepted only as designated in the academic calendar. All such changes in registration require the approval of the student's advisor and/or dean. No change in registration is complete until filed with the Office of the Registrar for recording. A student who wishes to withdraw from a course other than an undergraduate pre-college developmental course (reading, writing, mathematics, study skills) but whose advisor, department head, or dean will not approve may appeal to the Provost and Vice President for Academic Affairs.

Voluntary Withdrawal From a Course

1. A student may withdraw from a course before the Change of Program Period ends without having the course recorded on his/her permanent record.
2. Withdrawal from a course will be allowed until two weeks after mid-term examinations period during the fall and spring semesters, and one week before the date of the final examination during a summer term. No Withdrawal from a course will be allowed after that point. Withdrawals must be approved by the advisor/department head/dean.
3. The student is automatically assigned a grade of "W" to indicate a course withdrawal. The "W" will not be calculated in the GPA.
4. Withdrawals from courses may affect housing, graduation, financial aid, membership in organizations or other opportunities.

Voluntary Withdrawal from the University

Students seeking to withdraw from the University may seek advice and counsel from several sources: Registrar, Course Instructors, Department Head, or Dean. A student may be required to meet with a transition coordinator who will assess the student's rationale for withdrawal, and will, through referral, coordination, counseling, or other University resources, assist the student with remaining enrolled if possible.

A student who officially withdraws after the Change of Program period will receive a grade of "WV" for all courses affected by the withdrawal.

Withdrawal of Students Ordered to Military Active Duty

A student called to active duty after November 15, 1990, should be given a grade of "MW" in each of his or her academic courses. The student should provide a copy of the military order to the academic dean. The Dean will ensure that the Registrar has a copy of this order to keep in the permanent file and that grades of "MW" are recorded for courses in which the student is enrolled. The instructor for each course will prepare the necessary documentation for removing the "MW" grade and forward the information to the department head for storage in the student's record in the college, or school. In addition, a copy of the documentation will be forwarded to the Registrar for storage in the student's permanent file. The time limit for the removal of a grade of "MW" for a student called to active military duty after November 15, 1990, shall be one calendar year from the official date of release from military active duty. Failure to enroll as a student during the one calendar year following release from military active duty will result in the grade of "MW" remaining permanently on the academic record. The student will be required to register for and repeat the course.

Administrative Withdrawal

To be administratively withdrawn from the University is to be dismissed from the University. A student may be dismissed from the university for failure to make satisfactory academic progress, failure to pay legitimate debts on schedule or for inappropriate behavior that is detrimental to good order. Administrative withdrawal does not relieve the student of the responsibility for all debts, including tuition, fees, room and board, and other incidental charges for the full semester. Administrative withdrawal due to failure to meet financial obligations will result in the following:

- Transcripts being withheld
- Room and board privileges being lost
- Classroom admittance being denied

A student who has been dismissed for financial reasons can have privileges restored upon payment of all outstanding charges and a reinstatement fee.

General University Probation/Suspension Policy

Failure to maintain minimum standards will cause a student to be placed on probation or suspension. Conditions governing probation and suspension are listed below:

1. Any student whose cumulative grade point average falls below 2.0 is placed on probation.
2. Any student on probation who does not receive a 2.0 semester grade point average is suspended.
3. Any student on probation for three consecutive regular semesters is suspended. (This is possible if the student who has a cumulative grade point average earns a semester grade point average of 2.0 or above but does not raise the cumulative grade point average above 2.0) However, a student on probation who has earned a 2.0 or better for three consecutive semesters can appeal the suspension to the Committee on Academic Standing before serving the suspension. A decision to continue the student's probation in lieu of suspension must be approved by the Provost and Vice President for Academic Affairs.
4. If a student's cumulative GPA drops below 1.00 at the end of any long semester (fall or spring), the student will be suspended.
5. The length of the first suspension is one regular semester. The second suspension is for one year. After a second suspension, a student must meet all academic requirements or be dismissed.
6. Academic probation and suspension will be noted on the student's permanent record.
7. Following suspension, a student is on probation for the next semester and thus is governed by the guidelines for students on probation.

Class Attendance Policy

Prairie View A&M University requires regular class attendance. Attending all classes supports full academic development of each learner whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Special Provisions for Students in Developmental (Remedial) Courses

State law of Texas (The Texas Higher Education Coordinating Board Policies, Subchapter P, 5.316) requires that students who fail any portion of the TASP test "both enroll in and participate" continuously in developmental course work until the TASP requirement has been satisfied. Excessive absenteeism from developmental courses can result in the student's dismissal from the University. Accumulation of one week of unexcused absences (the number of clock hours equivalent to the credit for the course) constitutes excessive absenteeism.

Excused Absences

Absences due to illness, attendance at university approved activities, and family or other emergencies constitute excused absences and must be supported by documentation presented to the instructor prior to or immediately upon the student's return to class. Students are always responsible for all oral and written examinations as well as all assignments (e.g., projects, papers, reports).

Excessive Absences

Accumulation of one week of unexcused absences (for the number of clock hours equivalent to the credit for the course) constitutes excessive absenteeism. The instructor is not required to accept assignments as part of the course requirement when the student's absence is unexcused.

Absences on Religious Holy Days

In accordance with Texas Education Code, Section 51.925, subchapter (Z), a student may be absent from classes for the observance of a religious holy day and will be permitted to take missed examinations and complete missed assignments provided the student has notified the instructor of the planned absence in writing and receipt of the notice has been acknowledged by the instructor in writing. "A religious holy day means a holy day observed by a religion whose place of worship is exempt from property taxation under the Texas Tax Code, Section 11.20."

UNIVERSITY POLICY on ACADEMIC HONESTY

Course credit, degrees, and certificates are to be earned by students and may not be obtained through acts of dishonesty. Students are prohibited from participation in acts of academic dishonesty including tampering with records or falsifying admissions or other information. Disciplinary action will be taken against any student who alone or with others engages in any act of academic fraud or deceit. The university's policy on academic dishonesty is stated below:

It is the responsibility of students and faculty members to maintain academic integrity at the university by refusing to participate in or tolerate academic dishonesty. Each instance of academic dishonesty should be reported to the department in which the student has declared a major so that it can become a part of the student's file; to the department head of the instructor of the course in which the alleged infraction occurred; and to the Office for Academic Affairs as deemed necessary.

OFFENCES and DISCIPLINARY ACTIONS

Offences:

- Acquiring Information
- Providing Information
- Plagiarism and Dual Submissions
- Conspiracy
- Fabrication of Information
- Misrepresentations, alterations of documents, forgery, et cetera

Disciplinary Actions:

- Grade Penalty
- Letter of Reprimand
- Probation
- Suspension
- Dismissal
- Expulsion

Below are definitions of sanctions that can be enforced for breaches of the University Academic Dishonesty Policy:

1. Probation - In addition to the penalty for the first offense, a student on academic conduct probation is subject to the following restrictions:

- a) Ineligibility to hold an office in any student organization recognized by the university or to hold any elected or appointed office of the university.
- b) Ineligibility to represent the university outside the university community in any way, including representing the university at any official functions, intercollegiate athletics, or any other form of intercollegiate competition or representation.
- c) Ineligibility to receive university-administered financial aid, such as scholarships.

2. Suspension - Separation of the student from the university for no less than one regular semester. The student is not guaranteed readmission at the end of such period of time, but is guaranteed a review of the case and the student's entire record by the student's dean.

3. Dismissal - Separation of the student from the university for an indefinite period of time. Readmission to the university may be possible at some time, but no specific time for a decision is established. The student is not automatically eligible for readmission.

4. Expulsion - Separation of the student from the university whereby the student is not eligible for readmission to the university.

Following the review, the dean's decision regarding eligibility for readmission will be communicated in writing to the student who has the right to appeal that decision to the University Academic Dishonesty Disciplinary Committee.

The standard of review to be used in all proceedings under this section shall be fundamental fairness. Strict rules of evidence and procedures are not required so long as the proceedings are conducted in such a manner as to allow both sides to fairly and fully explain the circumstances. Decisions regarding admissibility of evidence and the weight to be given to same shall be made by the party who is conducting the hearing.

OFFENSES and APPROPRIATE DISCIPLINARY ACTIONS

Commission of any of the following acts shall constitute academic dishonesty. This listing is not exclusive of any other acts that may reasonably be determined to constitute academic dishonesty. The penalty for an offense, whether first or later, will generally range from a letter of reprimand to expulsion, depending upon the severity of the offense. If an offense leads to course credit or the acquisition of a degree or certificate and it is revealed after following appropriate procedures that the offense was indeed committed, the university has the right to rescind course credit, degrees, and/or certificates awarded.

Offense: Acquiring information

- 1) Acquiring answers for an assigned work or examination from unauthorized source.
- 2) Working with another person or persons on an assignment or examination when not specifically permitted by the instructor.
- 3) Copying the work of other students during an examination.

Offense: Providing information

- 1) Providing answers for an assigned work or examination when not specifically authorized to do so.
- 2) Informing a person of the contents of an examination prior to the time the examination is given.

Offense: Plagiarism and Dual Submissions

- 1) Failing to credit sources used in a work or product in an attempt to pass off the work as one's own.
- 2) Attempting to receive credit for work performed by another, including papers obtained in whole or in part from individuals or other sources.
- 3) Attempting to receive credit in one or more classes for the same paper or project without written approval of instructors involved.

Offense: Conspiracy

Agreeing with one or more persons to commit an act of scholastic dishonesty.

Offense: Acquisition of examinations, answers to examinations or assignments.

Offense: Fabrication of Information

- 1) The falsification of the results obtained from a research or laboratory experiment.
- 2) The written or oral presentation of results of research or laboratory experiments without the research or laboratory experiments having been performed.

Offense: Misrepresentations, alterations of documents and forgery

- 1) Taking an examination for another person or allowing someone to take an examination for you.
- 2) Signing an attendance sheet for another student or committing similar acts of impersonation.
- 3) The changing of admissions data, test results, transcripts, grade reports, or other documents.

PROCEDURES in ACADEMIC DISHONESTY CASES*

1. The instructor of record shall be the instructor of the course in which the claim of academic dishonesty is being made or the appropriate committee chair for a graduate student taking examinations required by the department or college.

2. At the point of discovery, the instructor shall:

- a) inform the student of the alleged academic dishonesty and explain the sanction(s);
- b) hear the student's explanation of circumstances and judge the student to be guilty or not guilty of academic dishonesty;
- c) if he/she judges him/her to be guilty, he/she will make a written report to the head of the department offering the course, with a copy to the student, the department head for the program in which the student has declared a major and the Office of Academic Affairs, outlining the incident and including a recommendation of disciplinary action(s) to be imposed; and
- d) inform the student, in writing, of his/her right to appeal to the head of the department offering the course regarding either the question of guilt or the sanction(s) and explain the procedures the department head will follow if his/her decision is appealed to that level.

3. The instructor's recommendation may be dismissed, reduced, upheld or increased by the department head. Prior to reaching a final decision regarding any sanction to be imposed, the department head shall check the student's record in the Office of Student and Enrollment Services and/or the department in which the student has a declared major to determine the appropriate disciplinary action for a person with his/her previous offenses.

***NOTE:** Where there is no department, responsibility assigned to department head will go to the dean of the college.

4. If the student chooses not to appeal and the department head concurs with the instructor's recommendation, the department head will implement the sanction.

A copy of the report is forwarded to the dean of the college in which the alleged offense occurred and the dean of the college in which the student has declared a major.

5. If the department head proposes to change the instructor's recommendation, the department head shall conduct a hearing. The student and the instructor shall be allowed to present witnesses and provide evidence relating to the charges. The recommendations resulting from this hearing shall be forwarded in writing to the dean of the college offering the course and to the student. The student may appeal to the dean.

6. If the student chooses not to appeal the recommendation of the department head, the dean of the college offering the course will implement the sanction.

7. Should the student appeal to the dean, an appeal at this level may be based on written summaries only. However, should the dean choose to hear witnesses or hold an informal hearing, it should be done within five working days of receipt of the recommendation from the department head. Within five working days of the hearing, if one is to be held, or five working days of receipt of the recommendation, if there is to be no hearing, the dean shall review the charges and render a written notification.

8. A student who wishes to appeal the decision of the dean, in whole or in part, shall appeal to the University Academic Dishonesty Disciplinary Committee which will be appointed jointly by the Provost and Vice President for Academic Affairs and the Vice President for Student and Enrollment Services. The Committee is to be comprised of one-third faculty, one-third Student and Enrollment Services professional staff and one-third students.

9. Once a charge of academic dishonesty has been finally resolved, notice of the same shall be provided in writing to the student, the instructor, the head of the department offering the course, the dean of the college offering the course, the head of the department in which the student has declared a major, the dean of the college in which the student has declared a major, the Office for Student and Enrollment Services, and the Office for Academic Affairs.

10. Following a first offense, the student must be given a copy of the University Academic Dishonesty Policy by the department head of the college in which the offense occurred and the said policy should be discussed with the student.

Student Rights and Responsibilities in Academic Dishonesty Cases

Students have the right to accept the decision of the instructor for a particular offense. This does not preclude review of records for past offenses and imposition of penalty for accumulated violations. Students shall be afforded the following rights in the hearing conducted by the department head. The dean's appeal shall not be considered a hearing covered by these regulations:

1. Right to a written notice of the charges at least three working days before the hearing may proceed.
2. Right to waive the three-day notice of charges.
3. Right to reasonable access to the case file.
4. Right to review all evidence and question any witness against the student.
5. Right to present evidence and/or witnesses in his/her own behalf.
6. Right to have an observer present during the hearing. The observer cannot be a witness in the hearing or represent the student in the hearing.
7. Right to appeal the disciplinary recommendation to the dean of the college offering the course and, finally, to the University Academic Dishonesty Disciplinary Committee.

If student wishes to have an attorney present at a hearing before the department head or dean, the department head or dean will be afforded the same opportunity to have equal representation present.

If the student wishes to appeal a recommendation made by the instructor, department head or dean, he/she must provide written notice to the proper level within five working days of receiving notice of the recommendation. Only in unusual circumstances may this deadline be extended by the entity conducting the hearing.

Further Notes Related to Disciplinary Action in Academic Dishonesty Cases

Offenses punishable by probation, suspension, dismissal, expulsion or other penalties must be reported in writing to the University Academic Dishonesty Disciplinary Committee within three working days of the decision even if the student waives his/her right to an appeal.

Graduation Requirements

Each degree program has established courses, examinations, and other performance requirements students must satisfy in order to be awarded a degree. General graduation requirements include:

1. Satisfactory completion of work in an academic major;
2. Satisfactory completion of the Core Curriculum requirements;
3. A minimum cumulative grade point average of 2.00;
4. Completion of the residency requirement: A minimum of 36 semester hours of credit toward a degree must be earned in residence at Prairie View A&M University.
5. Completion of 30 of the final 36 semester hours of credit in residence at Prairie View A&M University.

Transfer credit during last enrollment period

A student who has the permission of the Dean of his/her college to complete a requirement for graduation at another institution during his final semester at the university, must have on file in the Office of the Registrar, an official transcript of any grade received at the other institution prior to commencement. Students who do not meet this requirement will not be permitted to graduate and may not participate in the commencement exercise. A student who does not graduate because of failure to satisfy this requirement

must reapply for graduation during the next graduation period. An official transcript is the only acceptable documentation of the completion of a graduation requirement.

Transfer of Grades from Other Institutions while Matriculating at Prairie View A&M University

Undergraduate students matriculating at Prairie View A&M University may wish to take courses from other institutions of higher education. Prior to enrolling in a face-to-face or electronically delivered course at another institution, the student who wishes to take courses to be transferred back to Prairie View A&M University and to be counted toward degree requirements must obtain approval from the respective department head and dean. Written specifications identifying the course or courses to be taken must be signed by both the student, the department head, and the dean. The original letter or form will be forwarded to the Office of the Registrar for inclusion in the student's record. If there is no agreement on file in the Office of the Registrar, grades for courses taken at other institutions by students attending Prairie View A&M University will not be accepted.

Teacher Certification Requirement

Student seeking degrees in education, or degree majors in other fields with eligibility for teacher certification, must be admitted to teacher education by the College of Education before enrolling in teacher education professional education courses. Entrance and exit examinations are required. Students interested in being certified as teachers after graduation should contact the Office of the Dean, College of Education, for information and advisement following admission to the University.

Registration Requirement

Students completing work required for a degree must be enrolled during the term in which the work is completed and the application for graduation is filed. A fee is required for registration in absentia.

Removal of "I" grades

A student who has a grade of Incomplete, "I", must arrange to complete the work and receive a grade that meets the minimum acceptable to pass the course and to receive credit in the major or minor. No student will be awarded a degree until the "I" grade has been converted to a passing grade. All grades of "I" must be removed and replaced with passing grades for courses included in degree requirements. A student should not re-enroll in a course for which a grade of "I" has been recorded.

Second Baccalaureate Degree Requirement

A second bachelor degree will be conferred when a student has completed at least 30 semester hours in residence (24 semester hours in upper division [3xxx – 4xxx] courses beyond those counted toward the first degree.) Any additional requirements of the department and college approving the respective degree plan and state legislative mandated requirements must be completed. If the student did not take (6) semester hours of U.S. History and (6) semester hours of U.S. Government, the student must take the course or pass a CLEP examination to meet this twelve (12) semester hour requirement Texas mandates for all bachelor degree recipients.

RN-BSN Program: Second Baccalaureate Degree

This plan of program studies applies to the student who has a bachelor degree in another field, an associate degree in nursing and who is pursuing the BSN as a second baccalaureate degree. The program of studies for a bachelor in nursing requires that the student have 134 semester hours for completion. These hours include: 64 prerequisite hours; 39 hours earned through advanced standing credit from a National League for Nursing (NLN) accredited ADN program; and 31 hours earned through enrollment in Prairie View A&M University.

Prerequisites: 64 semester hours of core non-nursing course requirements may be transferred from any accredited college or university. The College of Nursing accepts the previous Bachelors degree as evidence of having met these prerequisite course requirements.

Advanced Standing Credits in Nursing from ADN Program: 39 semester hours. At the completion of the first 13 hours of the required Nursing curriculum at the College of Nursing and evidence of an experiential base students are granted 39 semester hours toward graduation from previous Nursing Studies in an NLN accredited ADN program.

Application for Graduation

Students should apply for graduation at the beginning of the semester or summer term in which they expect to complete all requirements for the degree. Application deadlines are included in the academic calendar for each year. Application forms may be obtained from the Office of the Registrar. A fee is required as part of the application process. Students who are indebted to the University will not be allowed to participate in the commencement exercise. The degree will be posted, if earned, but the transcript and diploma will be withheld until the debt is paid.

Candidates for graduation in nursing are expected to complete the upper-division curriculum within five years of the initial admission date. The College of Nursing adheres to all general requirements and procedures of the University for graduation. In addition, students are eligible to apply for graduation when the following conditions are met:

1. Completion of required semester credit hours.
2. A cumulative GPA of 2.00
3. Completion of all clinical studies course work.
4. Satisfactory performance on comprehensive examinations designed by the College of Nursing (generic students only).

Commencement and the Conferring of Degrees

Students may not graduate until completion of all degree requirements has been certified by the registrar and academic dean. Formal conferring of degrees and awarding of diplomas take place at the earliest commencement exercise following graduation. Commencement exercises are scheduled in May, August and December of each year. Participating students must wear appropriate academic attire. Graduating students who wish to receive their diplomas in absentia may do so by filing a request with the registrar at least one week prior to commencement.

The University has the right to rescind a previously granted degree if it becomes aware of information leading to the determination that the degree should never have been granted.

Ordering Transcripts

A transcript is the record of an individual's course work at the University. All requests for transcripts must be in writing and the requester's signature must appear on the request letter, as well as on the Transcript Request Form. The first transcript issued is free. Subsequent transcripts are \$5.00 each and the University must be paid prior to the release of the transcript. Transcripts will be ready for pick-up or will be mailed within 3-5 weekdays from the date the request was received, except during peak periods when the transcript will be ready for pick-up or will be mailed within 10 weekdays.

Completed Transcript Request Form's, letters of requests, and any checks or money orders accompanying request should be sent to the following address:

Office of the Registrar
Prairie View A&M University
P.O. Box 3089
Prairie View, TX 77446

Without the written consent of the student the University will not release a transcript except when directed by a court ordered subpoena.

In person at the main campus

For the first transcript, there is no charge. Complete the TRF at the customer service counter in the Office of the Registrar, located on the first floor of Evans Hall. Sign the form and leave it with a staff representative. Per your instructions, the transcript will be ready for pick-up or will be mailed as directed.

If the request is for the second or more transcripts, pay \$5.00 for each transcript (cash, check, credit card, or money order) at the Office of Treasury Services' window located on the first floor of the W .R. Banks Building. The office is open from 9:00 a.m. to 3:00 p.m. weekdays. Obtain a receipt. Bring the receipt to the Office of the Registrar, complete and sign the TRF, and leave it with a staff representative. As noted above, the transcript will be prepared for pick-up or mailed as directed.

By Mail

For the first transcript, there is no charge. For each additional transcript, there is a \$5.00 charge payable by check, money order, or credit card. Screen Print the TRF on the following page. Complete and sign it. You may send a letter of request instead of the TRF. Be sure to include your name used while attending the university, social security number, date of birth, dates of attendance at the University and the name and address of the individual or organization to whom the transcript is to be sent.

Honors Standards

Honor Roll

The university honor roll is published at the end of each semester of the academic year. To qualify for the semester honor roll, a student must have carried a minimum 12 semester hour course load, maintained a 3.50 average or greater, and earned no grade lower than C. The minimum GPA for the semester honor roll is 3.50. Developmental courses may not be included in the computation of GPA for honor roll.

Dean's Honors

Dean's honors are published at the end of the fall and spring semester of the academic year. To qualify a student must have earned a minimum of 12 semester hours, excluding any developmental or other courses below college level. A student may qualify for Dean's Honors with a semester GPA between 3.0 and 3.49.

Graduating with Honors

Honors recognition at graduation is based on consistent high scholarship and cumulative grade point average based upon a minimum of 45 semester hours and an associate degree or 60 semester hours earned at Prairie View A&M University. A student may graduate with honors in one of three categories.

Summa Cum Laude
Magna Cum Laude
Cum Laude

Cumulative GPA 3.9-4.0
Cumulative GPA 3.7-3.89
Cumulative GPA 3.5-3.69

Degree Majors and Minors

All students must complete the requirements of an academic major. Many academic departments also require students to complete the requirements of a minor, prior to graduation. Minors require 18 to 28 semester credit hours. Students should declare a major, using appropriate forms that are available in academic departments and the Office of the Registrar prior to the end of the sophomore year. Academic majors and minors that are available at the University are listed below.

Academic Majors

College of Agriculture and Human Sciences

Agriculture
Human Nutrition and Food
Human Sciences

School of Architecture

Architecture
Construction Science

College of Arts and Sciences

Applied Music
Biology
Chemistry
Communications
Drama
English
History
Mathematics
Medical Technology (Biology)
Music
Physics
Political Science
Social Work
Sociology
Spanish

College of Business

Accounting
Management Information Systems
Finance
Management
Marketing

College of Education

Health
Human Performance
Interdisciplinary Studies
Technology Education

College of Engineering

Chemical Engineering
Civil Engineering
Computer Engineering Technology
Computer Science
Electrical Engineering

Academic Minors

College of Agriculture and Human Sciences

Agriculture
Human Nutrition and Food
Human Sciences

School of Architecture

Art

College of Arts and Sciences

African Studies
African-American Studies
Behavioral and Political Sciences
Biology
Chemistry
Communications
Drama
English
Geography
History
Mathematics
Military Science
Music
Naval Science
Physics
Political Science
Social Work
Sociology
Spanish

College of Business

Business Administration
Economics
Marketing

College of Education

Health
Human Performance

College of Engineering

General Engineering
Civil Engineering
Chemical Engineering
Electrical Engineering
Mechanical Engineering
Computer Engineering Technology
Computer Science

Electrical Engineering Technology
 Industrial Technology (CADD)
 Mechanical Engineering

Electrical Engineering Technology

College of Juvenile Justice and Psychology

Criminal Justice
 (Juvenile Justice specialty)
 Psychology

College of Nursing

Nursing

The Core Curriculum

The central and essential mission of the Prairie View A&M University Core Curriculum is to develop individuals capable of effective performance in academic and occupational settings. The program stresses critical thinking, independent learning, problem-solving and communication skills necessary for outstanding performance in a multi-disciplined modern and evolving society.

All degree programs must include a minimum of 42 semester hours of course work from approved areas of study and recognized as the required general education program. Listed in the right column, are the equivalent courses that may be transferred from Texas community and junior colleges as approved by the Texas Higher Education Coordinating Board and published in the *Community General Academic Course Guide Manual*, effective September 2002.

To assist students who transfer to Prairie View A&M University from other public colleges and universities in Texas, the University carefully evaluates course credits presented for acceptance toward fulfillment of degree requirements. In the event the university denies credit for a course a student has taken at another institution, notification of that denial will be transmitted to the student and to the institution at which the credit was earned. The procedures for the contest of denial of credit can be obtained from the Office of Student and Enrollment Services or the Provost and Vice President for Academic Affairs.

Core Curriculum Course Titles	Common Course Numbers
1 Communication(Composition, Speech, Modern Language).....	9 SCH
<i>Must include 3 SCH Speech</i>	
ENGL 1123 Freshman Composition I	ENGL 1301, 1304
ENGL 1133 Freshman Composition II	ENGL 1032
ENGL 1143 Technical Writing	ENGL 2311, 2314, 2315
ENGL 2143 Advanced Composition	ENGL 1313
SPCH 1003 Fundamentals of Speech Communication	SPCH 1315, 1316
2 Mathematics.....	3 SCH
Options: MATH 1113 College Algebra, MATH 1123 Trigonometry, MATH 1124 Calculus and Geometry I, MATH 1153 Finite Math, MATH 2003 Elementary Statistics, MATH 2024 Calculus and Analytical Geometry II, MATH 2034 Calculus and Analytical Geometry III; or a course above the level of College Algebra	
Options: MATH 1314, 1316, 1324, 1342, 1348, 1442, 2314, 2313, 2320, 2318, 2305, 2312, 2315, 2316, 2412, 2414, 2415, 2413, 2513,	
3 Natural Sciences.....	6 SCH

Options: Two semesters of science in either Chemistry, Physics, Physical Science, Biology or a combination of 3 semester hours each from any two of the science options. Six (6) semester hours of sequential courses in Biology, Science, or Geology

BIOL 1113 Biology	BIOL 1305
CHEM 1013 General Inorganic Chemistry I	CHEM 1143
CHEM 1023 General Inorganic Chemistry II	CHEM 1243
CHEM 1053 Introduction to General Chemistry	CHEM 1103
CHEM 1063 Organic Chemistry	CHEM 1203
PHSC 1123 Physical Science	PHYS 1315
PHYS 2013 Engineering Physics I	PHYS1405
PHYS 2023 Engineering Physics II	PHYS1402
PHYS 2014 General Physics I	PHYS 2425
PHYS 2024 General Physics II	PHYS 2426

4 Humanities and Visual and Performing Arts..... 9 SCH
***Humanities Options* 0-3 SCH**

DRAM 2213 Afro American Theatre I	
DRAM 2223 Afro American Theatre II	
ENGL 2153 Introduction to Literature	ENGL 2321
ENGL 2263 English Literature I	ENGL 2322
ENGL 2273 English Literature II	ENGL 2323
MUSC 1223 Fundamentals of Music	MUSI 1302
MUSC 2333 Afro American Music	
PHIL 2013 Introduction to Philosophy	PHIL 1301
PHIL 2023 Ethics	PHIL 2306

Other Options: A 3 SCH language or literature course.
 Conversational language courses are not acceptable
 for Humanities credit.

***Visual and Performing Arts Options*..... 3-6 SCH**

ARCH 1253 Arch Design I	ARCH 1303
ARCH 2233 History of Arch I	ARCH 1301
ARCH 2243 History of Arch II	ARCH 1302
ARTS 1203 Introduction to Visual Arts	HUMA 1315
ARTS 2223 History of Art I	ARTS 1303
ARTS 2233 History of Art II	ARTS 1304
ARTS 2283 Afro-American Art	
DRAM 1103 Introduction to Theater	DRAM 1310
DRAM 2113 Theatre History I	DRAM 2361
DRAM 2123 Theatre History II	DRAM 2362
DESN 1123 Design II	ARTS 1312
DESN 2113 Design Illustration	ARTS 2311
MUSC 1313 Music in Contemporary Life	MUSI 1301
MUSC 1213 Fundamentals of Music	MUSC 1306

5 Social and Behavioral Sciences	15 SCH
History	6 SCH
Options: HIST 1313 U.S. to 1876, HIST 1323 U.S. 1876 to Present or a combination of 3 semester hours each in U.S. and Texas History	
HIST 1301, 1302, 2301	
Political Science	6 SCH
Options: POSC 1113 American Government I, POSC 1123 American Government II or a combination of 3 semester hours each in American and Texas Government.	
GOVT 2301	
GOVT 2302	
Other Behavioral or Social Science	3 SCH
CRJS 1123 Crime in America	
CRJS 1133 Principles of Criminal Justice	CRIJ 1301
CRJS 1223 Prevention and Control	CRIJ 1308
ECON 2113 Principles of Microeconomics	ECON 2302
ECON 2123 Principles of Macroeconomics	ECON 2301
GEOG 2633 Cultural Geography	GEOG 1301
HIST 1813 Survey of Civilization to 1500	HIST 2321
HIST 1823 Survey of Civilization 1500 to Present	HIST 2322
HDFM 2513 Childhood Disorders	
HDFM 2533 Contemporary Family in Cross Cultural Perspective	SOCI 2301
HDFM 2553 Human Development	PSYC 2312
POSC 2213 Blacks in American Political System	
POSC 2503 Introduction to Global Issues	
PSYC 1113 General Psychology	PSYC 2301
PSYC 2213 Mental Hygiene	PSYC 2321
PSYC 2323 Child Psychology	PSYC 2308
PSYC 2413 Fundamentals of Statistics I	PSYC 2317
PSYC 2513 Psychology of Personality	PSYC 2316
SOCG 1013 General Sociology	SOCI 1301
SOCG 2003 Minorities in American Society	SOCI 2319/2320
SOCG 2013 The Family	SOCI 2301
6 Computing	3 SCH
ARCH 1273 Introduction to Multimedia Computing	ARCH 1315
COMP 1003 Introduction to Computer Education	COSC 1300
COMP 1013 Introduction to Computer Science	COSC 1301
COMP 1143 C++ Programming Language	COSC 1301
COMP 1213 Computer Science I	COSC 1300
CPET 1013 Computer Application to Engineering Technology I	COSC 1300
ELEG 1043 Computer Applications in Engineering	COSC 1300
MISY 1013 Introduction to Management Information Systems	BCIS 1301
MISY 2153 Structured Programming	BCIS 1332
TOTAL	42 SCH

Explanatory Notes

- 1. Communication (Composition, Speech, Modern Language)** – To satisfy the communication requirement, a student must take or receive advanced placement credit for ENGL 1123 and for SPCH 1003 Fundamentals of Speech Communication. ENGL 1133 Freshman Composition II, while required, may be satisfied by ENGL 1143 Technical Writing or ENGL 2143 Advanced Composition.
- 2. Mathematics** – For mathematics requirements for specific degree majors, see suggested program sequences for the majors.
- 3. Natural Sciences** – Students who begin their matriculation at Prairie View A&M University having completed the 6 SCH of natural science without laboratory will have satisfied the University Core Requirement. However, both transfer and native students who plan to major in the sciences should consult the suggested program sequence for major.
- 4. Humanities and Visual and Performing Arts**
The Humanities and Visual and Performing Arts requirement may be satisfied with 6 credits of courses from the Visual and Performing Arts options or 3 credits from the Visual and Performing Arts options combined with 3 credits from the Humanities options.

Humanities

Students who plan to major in engineering or in engineering technology or who are accepted into the University Scholars Program should select from among courses for which there is a sequential course.

Visual and Performing Arts

Performance oriented courses may not be used to satisfy visual and performing arts requirement (e.g., a student may not use a course in sculpture, voice, or acting).

- 5. History and Political Science** – The Texas Statutory Requirement is that all students seeking an undergraduate degree from any tax-supported state institution complete the following (Texas Education Code, 51.302):

6 semester credit hours in American history, a combination of 3 semester hours each in American history and Texas history, or 3 semester hours in American history and 3 semester hours in a senior ROTC (Army or Navy) course designated as acceptable for satisfying this requirement.

6 semester credit hours in American government or Texas government or a combination of both; or complete 3 semester hours in government and 3 semester hours in a senior ROTC (Army or Navy) course designated as acceptable for satisfying this requirement.

Any student who selects the allowable Army or Navy course substitution will be required to take the 3 SCH of history and 3 SCH of government for which Army or Navy courses were substituted if the student fails to complete the senior ROTC program and earn a commission.

A student who plans to earn a Texas teaching certificate may not use the Army or Navy course substitution for any part of the history and government requirement even if the student is enrolled in and completes the senior ROTC program

- 6. Computing (Computer Literacy)** – Each graduate of Prairie View A&M University will be able to use computer-based technology in communicating, solving problems, and acquiring information. Core educated students will have an understanding of the limits, problems, and possibilities associated with the use of technology, and will have the tools necessary to evaluate and learn new technologies as they become available.