



# GENERAL CATALOG 2022-2024

Undergraduate | Graduate

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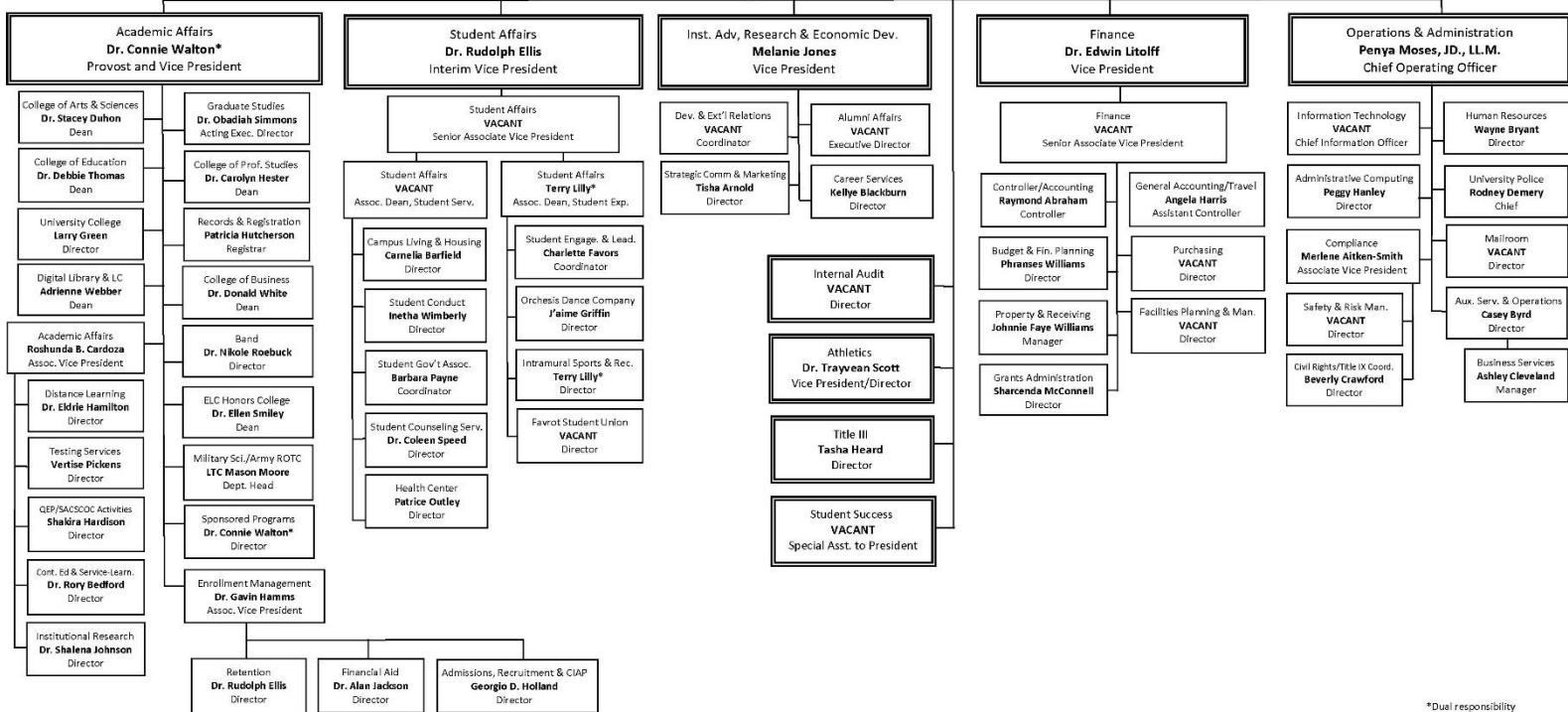
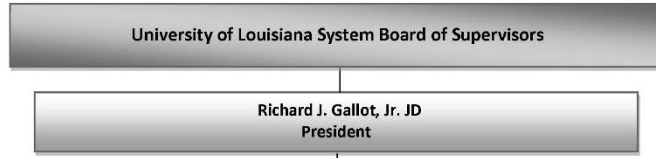
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# UNIVERSITY ORGANIZATIONAL CHART



ORGANIZATIONAL CHART  
Fall 2022



\*Dual responsibility

## ACADEMIC CALENDARS

*These dates and time are subject to change Please check website frequently to ensure you stay informed of all changes to the University's Academic Calendar.*

### 2022 Fall Semester

August 7, Sunday .....	Residence Halls Open
August 8-12, Monday-Friday.....	New Student Orientation Week
August 8-9, Monday-Tuesday .....	Registration of New Undergraduate Students
August 10-11, Wednesday-Thursday.....	Registration of New Graduate Students
August 12-19, Friday-Friday .....	Late Registration (late fee of \$150 applies)
August 15, Monday.....	Classes Begin
August 19, Friday .....	Last Day to Register or Add Classes
September 5, Monday .....	Labor Day Holiday
September 9, Friday.....	Final Day for Submitting Applications for 2022 Fall Graduation
October 3-7, Monday-Friday .....	Mid-Semester Examinations
October 11, Tuesday .....	Mid-Semester Grades Due
October 17, Monday .....	2nd 9-week Courses Begin
October 17, Monday .....	Rising Junior Examination
October 18, Tuesday.....	Deadline for Faculty Submission of "I" Grades Work from Spring
November 1, Tuesday .....	Founder's Day
November 14-18, Monday-Friday .....	Applications for 2023 Spring Graduation Due
November 17, Thursday.....	Last Day to Drop Classes or Withdraw with "W" Grades
November 21, Monday .....	Registration of Continuing Students for 2023 Spring Semester
November 22, Tuesday, 5:00 p.m. ....	Thanksgiving Holiday Begins
November 28, Monday, 7:30 a.m. ....	Thanksgiving Holiday Ends
November 30, Wednesday .....	Last Day of Classes
December 1-2, Thursday-Friday.....	Reading Period
December 5-6, Monday-Tuesday.....	Final Examinations for Candidates for Graduation
December 5-9, Monday-Friday.....	Final Examinations
December 9, Friday.....	Deadline for Submitting Grades for Candidates for Graduation
December 11, Sunday .....	Residence Halls Close
December 13, Tuesday.....	Deadline for Submission of Final Grades
December 15-16, Thursday-Friday.....	COMMENCEMENT CEREMONIES
December 16, Friday.....	Fall Semester End

### 2023 Spring Semester

January 3, Tuesday.....	Holiday Break Ends
January 4, Wednesday.....	Residence Halls Open
January 5, Thursday.....	New Student Orientation
January 5-6, Thursday-Friday .....	Registration of All Students
January 9, Monday.....	Classes Begin
January 9-13, Monday-Friday.....	Late Registration (late fee of \$150 applies)
January 13, Friday.....	Last Day to Register
January 16, Monday .....	Martin Luther King, Jr. Holiday
January 17, Tuesday.....	Classes Resume
February 3, Friday .....	Final Day for Submitting Applications for 2023 Spring Graduation
February 20-February 22, Monday-Wednesday .....	Mardi Gras Holidays
February 23, Thursday .....	Classes Resume
March 6-10, Monday-Friday .....	Mid-Semester Examinations
March 13, Monday .....	Rising Junior Examination



March 14, Tuesday.....Mid-Semester Grades Due  
 March 20, Monday ..... Registration for Continuing Students for 2023 Fall  
 March 21, Tuesday.....Deadline for Faculty Submission of “I” Grades Work from Fall  
 March 30, Thursday .....Last Day to Drop Classes or Withdraw with “W” Grades  
 March 31, Friday..... Spring Break Begins at the End of the Day  
 April 11, Tuesday..... Spring Break ends at 7:30 a.m.  
 April 12, Wednesday ..... Registration for Continuing Students for 2023 Summer School  
 April 26, Wednesday ..... Last Day of Classes  
 April 27-28, Thursday-Friday..... Reading Period  
 May 1-2, Monday-Tuesday..... Final Examinations for Candidates for Graduation  
 May 1-5, Monday-Friday..... Final Examinations  
 May 5, Friday.....Deadline for Submitting Grades for Candidates of Graduation  
 May 7, Sunday ..... Residence Halls Close  
 May 9, Tuesday .....Deadline for Submission of all Final Grades  
 May 11, Thursday ..... 2023 Spring Commencement  
 May 11, Thursday ..... Spring Semester Ends

**2023 Summer Session I**

May 21, Sunday .....Residence Halls Open  
 May 22, Monday .....Registration  
 May 23, Tuesday.....Classes Begin  
 May 23-25, Tuesday-Thursday .....Late Registration (late fee of \$150 applies)  
 May 25, Thursday ..... Last Day to Register for Session I  
 May 29, Monday ..... Memorial Day Observance Begin  
 May 30, Tuesday..... Classes Resume  
 June 13, Tuesday..... Last Day to Drop Classes or Withdraw with “W” Grades  
 June 19, Monday ..... Juneteenth Observance  
 June 20, Tuesday..... Last Day of Classes  
 June 21-23, Wednesday-Thursday ..... Final Examinations  
 June 22, Thursday ..... Residence Halls Close  
 June 23, Friday ..... Final Grades Due

**2023 Summer Session II**

June 25, Sunday .....Residence Halls Open  
 June 26, Monday .....Registration  
 June 27, Tuesday.....Classes Begin  
 June 27-29, Tuesday-Thursday .....Late Registration (late fee of \$150 applies)  
 June 30, Thursday ..... Last Day to Register for Session I  
 July 4, Tuesday ..... Independence Day Observance  
 July 14, Friday.....Last Day for Submitting Applications for 2023 Summer Graduation  
 July 18 Tuesday ..... Last Day to Drop Classes or Withdraw with “W” Grades  
 July 25, Tuesday ..... Last Day of Classes  
 July 26-27, Wednesday-Thursday..... Final Examinations  
 July 28, Friday..... Final Grades Due  
 July 28, Friday..... Summer School Closes  
 June 28, Friday ..... Residence Halls Close  
 August 4, Friday..... Summer Degrees Conferred

## 2023 Fall Semester

August 6, Sunday	Residence Halls Open
August 7-11, Monday-Friday	New Student Orientation Week
August 7-8, Monday-Tuesday	Registration of New Undergraduate Students
August 9-10, Wednesday-Thursday	Registration of New Graduate Students
August 11-18, Friday-Friday	Late Registration (late fee of \$150 applies)
August 14, Monday	Classes Begin
August 18, Friday	Last Day to Register or Add Classes
September 5, Monday	Labor Day Holiday
September 9, Friday	Final Day for Submitting Applications for 2023 Fall Graduation
October 2-6, Monday-Friday	Mid-Semester Examinations
October 9, Monday	2 <sup>nd</sup> 9-week Courses Begin
October 9, Monday	Rising Junior Examination
October 10, Tuesday	Mid-Semester Grades Due
October 17, Tuesday	Deadline for Faculty Submission of "I" Grades Work from Spring
October 30- November 3, Monday-Friday	Founder's Day/Week Observance
November 14-18, Monday-Friday	Applications for 2024 Spring Graduation Due
November 16, Thursday	Last Day to Drop Classes or Withdraw with "W" Grades
November 20, Monday	Registration of Continuing Students for 2024 Spring Semester
November 21, Tuesday, 5:00 p.m.	Thanksgiving Holiday Begins
November 27, Monday-7:30 a.m.	Thanksgiving Holiday Ends
November 29, Wednesday	Last Day of Classes
November 30-December 1, Thursday-Friday	Reading Period
December 4-5, Monday-Tuesday	Final Examinations for Candidates for Graduation
December 4-8, Monday-Friday	Final Examinations
December 8, Friday	Deadline for Submitting Grades for Candidates for Graduation
December 10, Sunday	Residence Halls Close
December 12, Tuesday	Deadline for Submission of Final Grades
December 14, Thursday	2023 Fall Commencement
December 15, Friday	Fall Semester Ends

## 2024 Spring Semester

January 3, Wednesday	Holiday Break Ends
January 3, Wednesday	Residence Halls Open
January 4, Thursday	New Student Orientation
January 4-5, Thursday-Friday	Registration of All Students
January 8, Monday	Classes Begin
January 8-12, Monday-Friday	Late Registration (late fee of \$150 applies)
January 12, Friday	Last Day to Register
January 15, Monday	Martin Luther King, Jr. Holiday
January 16, Tuesday	Classes Resume
February 2, Friday	Final Day for Submitting Applications for 2024 Spring Graduation
February 12-February 14, Monday-Wednesday	Mardi Gras Holidays
February 15, Thursday	Classes Resume
March 4-8, Monday-Friday	Mid-Semester Examinations
October 9, Monday	2 <sup>nd</sup> 9-week Courses Begin
March 11, Monday	Rising Junior Examination
March 12, Tuesday	Mid-Semester Grades Due
March 19, Tuesday	Deadline for Faculty Submission of "I" Grades Work from Fall
March 28, Thursday	Last Day to Drop Classes or Withdraw with "W" Grades
March 22, Friday	Spring Break Begins at the End of the Day

April 2, Tuesday..... Spring Break ends at 7:30 a.m.  
 April 8, Monday.....Registration for Continuing Students for 2024 Fall  
 April 15, Monday..... Registration for Continuing Students for 2024 Summer School  
 April 24, Wednesday ..... Last Day of Classes  
 April 25-26, Thursday-Friday..... Reading Period  
 April 29-30, Monday-Tuesday..... Final Examinations for Candidates for Graduation  
 April 29-May 3, Monday-Friday ..... Final Examinations  
 May 3, Friday.....Deadline for Submitting Grades for Candidates of Graduation  
 May 5, Sunday ..... Residence Halls Close  
 May 7, Tuesday .....Deadline for Submission of all Final Grades  
 May 9, Thursday ..... 2024 Spring Commencement  
 May 10, Friday.....Spring Semester Ends

**2024 Summer Session I**

May 19, Sunday .....Residence Halls Open  
 May 20, Monday.....Registration  
 May 21, Tuesday.....Classes Begin  
 May 21-23, Tuesday-Thursday.....Late Registration (late fee of \$150 applies)  
 May 25, Thursday ..... Last Day to Register for Session I  
 May 27, Monday..... Memorial Day Observance Begin  
 May 28, Tuesday..... Classes Resume  
 June 13, Thursday.....Last Day to Drop Classes or Withdraw with “W” Grades  
 June 19, Wednesday..... Juneteenth Observance  
 June 19, Wednesday..... Last Day of Classes  
 June 20, Thursday ..... Final Examinations  
 June 20, Thursday ..... Residence Halls Close  
 June 21, Friday..... Final Grades Due

**2024 Summer Session II**

June 23, Sunday .....Residence Halls Open  
 June 24, Monday.....Registration  
 June 25, Tuesday.....Classes Begin  
 June 25-27, Tuesday-Thursday.....Late Registration (late fee of \$150 applies)  
 June 28, Friday..... Independence Day Holiday Begin  
 July 4, Thursday.....Independence Day Observance  
 July 5, Friday ..... Last Day to Register for Session II  
 July 18, Thursday.....Last Day to Drop Classes or Withdraw with “W” Grades  
 July 19, Friday ..... Last Day for Submitting Applications for 2024 Summer Graduation  
 July 23, Tuesday ..... Last Day of Classes  
 July 24-25, Wednesday-Thursday..... Final Examinations  
 July 26, Friday ..... Final Grades Due  
 July 26, Friday ..... Summer School Closes  
 June 26, Friday..... Residence Halls Close  
 August 2, Friday..... Summer Degrees Conferred

## **INTRODUCTION**

### **VISION**

To be one of the premiere universities in the world that embraces educational opportunity and diversity.

### **MISSION**

Grambling State University is a comprehensive, historically-black, public institution that offers a broad spectrum of undergraduate and graduate programs of study. Through its undergraduate major courses of study, which are undergirded by a traditional liberal arts program, and through its graduate school, which has a decidedly professional focus, the university embraces its founding principle of educational opportunity. With a commitment to the education of minorities in American society, the university seeks to reflect in all of its programs the diversity present in the world. The university advances the study and preservation of African American history, art and culture.

Grambling State University is a community of learners who strive for excellence in their pursuit of knowledge and who seek to contribute to their respective major academic disciplines. The university prepares its graduates to compete and succeed in careers related to its programs of study, to contribute to the advancement of knowledge, and to lead productive lives as informed citizens in a democratic society. The university provides its students a living and learning environment which nurtures their development for leadership in academics, athletics, campus governance, and in their future pursuits. The university affords each student the opportunity to pursue any program of study provided that the student makes reasonable progress and demonstrates that progress in standard ways. Grambling fosters in its students a commitment to service and to the improvement in the quality of life for all persons.

The university expects that all persons who matriculate and who are employed at Grambling will reflect through their study and work that the University is indeed a place where all persons are valued, "where everybody is somebody."

### **GOALS**

The university aims to produce graduates from its undergraduate programs who (1) possess excellent oral and written communication, numeracy, and computer technology skills, (2) understand the basic laws that describe the physical universe, (3) understand the evolution of biological systems, (4) are able to think critically, (5) understand the development of economic, political, and social systems, (6) understand the history of civilization and the contributions of African Americans, (7) have knowledge of a language and culture other than their own, (8) practice high ethical standards of conduct, and (9) show through their work a commitment to service for humankind, and (10) have acquired skills and knowledge in a major academic discipline that afford them the option of graduate/professional study or career employment. The university also aims through its graduate programs (1) to produce graduates who are able to contribute to the advancement of their fields, and (2) to produce research that advances the academic disciplines in which programs are offered.

### **HISTORICAL SKETCH**

Grambling State University emerged from the desire of African-American farmers in rural north Louisiana who wanted to educate Black children in the northern and western parts of the state. In 1896, the North Louisiana Colored Agriculture Relief Association was formed to organize and operate a school.

After opening a small school west of what is now the town of Grambling, the Association requested assistance from Booker T. Washington of the Tuskegee Institute in Alabama. Charles P. Adams was sent to aid the group in organizing an industrial school, becoming its founder and first president.

Under Adams' leadership, the Colored Industrial and Agricultural School opened on November 1, 1901. Four years later, the school moved to its present location and was renamed the North Louisiana Agricultural and Industrial School. By 1928, the school was able to offer two-year professional certificates and diplomas after becoming a state junior college. The school was renamed Louisiana Negro Normal and Industrial Institute.

In 1936, Ralph W. E. Jones became the second president. The program was reorganized to emphasize rural education. It became internationally known as "The Louisiana Plan" or "A Venture in Rural Teacher Education." Professional teaching certificates were awarded when a third year was added in 1936, and the first baccalaureate degree was awarded in 1944 in elementary education.

The institution's name was changed to Grambling College in 1946. Thereafter, the college prepared secondary teachers and added curricula in sciences, liberal arts and business. With these programs in effect, the school was transformed from a single purpose institution of teacher education into a multi-purpose college. The addition of graduate programs in early childhood and elementary education gave the school a new status and a new name—Grambling State University—granted in 1974.

In 1977, Dr. Joseph B. Johnson became the university's third president. During his tenure, an event significant to the future of the university occurred with the signing of a consent decree. The decree provided the university with major legislative appropriations for assistance in capital outlay projects and for implementation of new curricula. Among the various programs established were a doctoral program in developmental education and two professional schools, nursing and social work.

In the athletic arena, Coach Eddie Robinson became the winningest coach in college football with 324 victories on October 5, 1985. The university's leadership changed in 1991 when Dr. Harold W. Lundy became the fourth president. Under his leadership, enrollment continued to increase, and the university continued to enjoy national and international acclaim for its academic and athletic programs, and its marching band.

In July 1994, Dr. Raymond A. Hicks began a new era in the university's history as interim president. On July 1, 1995, the Board of Supervisors of the University of Louisiana System named him the fifth president. During his tenure, the university began implementing a desegregation settlement that provided funding for expansion of facilities and the development of new curricula. As a result of the agreement, a doctoral degree in education was offered through the Louisiana Education Consortium, which included Grambling State University, Louisiana Tech University, and the University of Louisiana at Monroe. Through this program, doctoral studies in educational leadership and curriculum and instruction were offered.

On March 25, 1998, Dr. Steve A. Favors was named interim president at GSU. A little over three months later, on July 1, the Board of Supervisors of the University of Louisiana System selected him as the university's sixth president. Under a "collaborative commitment to excellence," Favors led the institution for nearly three years. Many accomplishments were made during his tenure including a visit by then U.S. President William "Bill" Clinton.

As the year 2001 unfolded and the university prepared to celebrate its centennial year, it did so with a new leader at the helm. Dr. Neri Francois Warner was named acting president. An alumna and the first woman ever to lead the institution, Warner continued to pursue full implementation of the desegregation settlement.

The Board of Supervisors announced on March 26, 2004 the selection of Dr. Horace A. Judson as the seventh president of Grambling State University. He chartered a course to carry the university forward toward excellence in every dimension of its operation.

Dr. Frank G. Pogue was appointed as the eighth President of Grambling State University in June 2010, after serving for seven months as interim president. The leadership of Dr. Pogue, a highly respected educator and administrator with a wealth of experience as an agent of positive institutional change and advancement, focused on a new beginning by building on the institution's historic foundation. In September 2011, the Atlanta Post named Dr. Pogue one of the top 10 African American college or university presidents in the country.

Dr. Cynthia Warrick, a senior Fellow at the Howard University Center for Minority Health Services Research in Washington, D.C., was named interim president of Grambling State University on July 1, 2014 by the Board of Supervisors for the University of Louisiana System. Under her leadership, major organizational restructuring was initiated and implemented.

On June 4, 2015, the University of Louisiana System Board of Supervisors appointed Dr. Willie D. Larkin as the ninth president of Grambling State University. Dr. Larkin, former chief of staff to the president at Morgan State University, assumed the presidency on July 1, 2015.

By unanimous vote on July 26, 2016, the University of Louisiana System Board of Supervisors announced the tenth President of Grambling State University as former Louisiana state senator, and state representative, Richard J. Gallot, Jr., JD. Under Gallot's leadership, GSU has experienced an increase in enrollment, program offerings, and partnerships. The university has also strengthened its fundraising arm, beginning in 2019 with President Gallot's presentation of \$20,000 to "put his money where his mouth is."

## **LOCATION**

The University is located in the heart of Grambling, Louisiana, one-mile north of Highway 80 and a mile and a quarter south of Interstate 20. It is five miles west of Ruston, a city with a population of approximately 25,000. Monroe and Shreveport are large cities located thirty-six miles east and sixty miles west respectively from the campus.

## **ACCREDITATION**

Grambling State University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, baccalaureate, masters, and doctorate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033 or call 404-679-4500 for questions about the accreditation of Grambling State University.

### **Specialized/Programmatic Accreditations**

AACSB International - The Association to Advance Collegiate Schools of Business

American Chemical Society Committee on Professional Training

ABET Computing Accreditation Commission

ABET Engineering Technology Accreditation Commission

Commission on Accreditation of the Council on Social Work Education

National Association of Schools of Public Affairs and Administration

National Association of Schools of Music

National Association of Schools of Theatre

Council for the Accreditation of Educator Preparation  
Accreditation Commission for Education in Nursing  
Council on Accreditation of Parks, Recreation, Tourism and Related Professions

**Grambling is a member in good standing of the following associations:**

American Library Association  
American Association of Colleges for Teacher Education  
American Association of Collegiate Registrars and Admissions Officers  
American Association of State Colleges and Universities  
American Council on Education  
Association of Institutional Research  
Conference of Louisiana College and Universities  
Conference of Southern Graduate Schools  
Council of Graduate Schools  
Council on Historically Black Graduate Schools  
Fulbright Association  
HBCU Library Alliance  
LOUIS: The Louisiana Library Network  
Louisiana Association of Colleges for Teacher Education  
Louisiana Association of Collegiate Registrars and Admissions Officers  
Louisiana Association of Student Financial Aid Administrators  
Louisiana Campus Compact  
Louisiana Collegiate Honors Council  
Louisiana Library Association  
National Association of African American Honors Programs  
National Association of College Deans, Registrars, and Admissions Officers  
National Association for Equal Opportunity in Higher Education  
National Association of Social Workers  
National Association of Student Financial Aid Administrators  
National Collegiate Athletic Association  
National Council for State Authorization Reciprocity Agreements (NC-SARA)  
Southern Association of Collegiate Registrars and Admissions Officers  
Southern Association of Institutional Research  
Southern Regional Honors Council

**GOVERNANCE**

Grambling State University is a constituent member of the University of Louisiana System. It is one of nine institutions of higher education which comprise the largest educational system in the State of Louisiana. The University of Louisiana System is one of four systems of public higher education in the State of Louisiana. The others are the Louisiana Community and Technical College System, Louisiana State University System, and the Southern University System. Each system is governed by its own management board. Overall governance of higher education in the state is provided by the Louisiana Board of Regents.

The faculty, staff, and students are afforded the opportunity to participate in campus governance through standing and ad hoc committees.

## GENERAL INFORMATION

### ACTS, RIGHTS, AND ENTITLEMENTS

#### Americans with Disabilities Act

The Americans with Disabilities Act (ADA) forbids discrimination based on disability in the areas of employment, public accommodations, government services, transportation and communications. Qualified individuals are those with a disability who, with or without reasonable accommodations, can perform the essential functions of the employment position that such individuals hold or desire. Those protected by the ADA include but are not limited to persons with such conditions as hearing, speech and visual impairments, paraplegia and epilepsy, past alcoholism, past drug use and AIDS if there is no direct threat to the health and safety of others. Grambling State University takes affirmative action to ensure that the provisions of this Act are implemented at all levels of administration.

Grambling State University provides equal opportunity and access for persons with disabilities. ***Students with disabilities participate in curricular and non-curricular activities. For additional information contact the Student Counseling and Wellness Resource Center at 318-274-3277.***

It is the policy of Grambling State University to comply with all federal and state laws concerning the employment of persons with disabilities and to act in accordance with regulations and guidance issued by the Equal Employment Opportunity Commission. (EEOC). Furthermore, it is the University's policy not to discriminate against qualified individuals with disabilities regarding application procedures, hiring, advancement, discharge, compensation, training or other terms, conditions and privileges of employment. Grambling State University will reasonably accommodate qualified individuals with a disability so they can perform the essential functions of a job unless doing so causes a direct threat to these individuals or others in the workplace and the threat cannot be eliminated by reasonable accommodation or if the accommodation creates an undue hardship to the University.

***Employees requesting reasonable accommodations provided by the Americans with Disabilities Act as amended should contact the Office for Civil Rights and Title IX at 318-274-2660 or go to [www.gram.edu/student-life/titleIX/](http://www.gram.edu/student-life/titleIX/).***

#### Family Education Rights and Privacy Act

In accordance with the Family Education Rights and Privacy Act of 1974 (FERPA), students enrolled at Grambling State University are hereby informed of their right to access their official records as described in the Act.

FERPA allows each institution the right to designate certain information concerning students as "directory information." This information can be released without the student's permission unless the student has informed the university in writing that such information should not be released. Directory information at Grambling State University includes the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sport, weight and height of members of athletic teams, dates of attendance, degrees and awards/honors and dates received, classification, photographs, full or part-time status, e-mail address, and the most recent previous educational agency or institution attended by the student. A student may request at any time, in writing, to the registrar that directory information be withheld.

Parents may access a dependent child's records either by the student providing written permission to the Registrar's Office or parents can provide their current 1040 tax form (front and back) to show that the child is their dependent.



For more detailed information concerning FERPA and the release of student educational records, please contact the Registrar's Office or go to [www.gram.edu](http://www.gram.edu).

## **Sexual Harassment**

Grambling State University explicitly condemns sexual harassment of students, staff, and faculty. Since some members of the University community hold positions of authority that may involve the legitimate exercise of power over others, it is their responsibility to be sensitive to that power. Faculty and supervisors in particular, in their relationships with students and supervisors, need to be aware of potential conflicts of interest and the possible compromise of their evaluative capacity. Because there is an inherent power difference in these relationships, the potential exists for the less powerful person to perceive a coercive element in suggestions regarding activities outside those appropriate to the professional relationship. It is, therefore, the responsibility of faculty and supervisors to behave in such a manner that their words or actions cannot reasonably be perceived as sexually coercive, abusive, or exploitive.

Sexual Harassment is conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the University conditioning the provision of an aid, benefit, or service of the University on an individual's participation in unwelcome conduct of a sexual nature, whether verbal or physical;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30). Sexual harassment also includes sexual assault, dating violence, domestic violence, and stalking.

For purposes of this Policy, the various forms of prohibited Sexual Harassment are sometimes referred to as "Sexual Misconduct."

## **Statement of Power-Based Violence & Sexual Misconduct**

Power-Based Violence which is a broader term that covers gender/sex-based misconduct beyond the Title IX Regulations' "sexual harassment" definition. Power-based violence is defined as any form of interpersonal violence intended to control or intimidate another person through the assertion of power over the person. It includes but is more expansive than sexual misconduct and Title IX misconduct. These behaviors will not be tolerated in the Grambling State University community of trust. GSU is committed to fostering a community that promotes prompt reporting of power-based violence and sexual misconduct. A timely and fair resolution of creating a safe learning, working, and living environment is the responsibility of all members of the University community.

Grambling State University is committed to providing an environment of study and work free from sexual harassment and to ensuring the accessibility of appropriate grievance procedures for addressing all complaints regarding sexual harassment. A student who believes he/she is the victim of sexual harassment by a member of the University faculty or staff or a student who believes that he/she is the victim of sexual harassment perpetrated by another student may file a complaint with:

***For more detailed information concerning Sexual Harassment & Power-Based Violence, please contact the Office for Civil Rights and Title IX at 318-274-2660 or go to [www.gram.edu/student-life/titleIX/](http://www.gram.edu/student-life/titleIX/).***

## **Drug-Free Workplace**

In compliance with the Drug-Free Workplace Act of 1988, “The unlawful manufacture, distribution, dispensation, possession, consumption, or use of a controlled substance is prohibited by students and employees while on property owned or leased by the university.” Grambling State University will impose disciplinary sanctions on students and employees (consistent with local, state and federal law), up to and including suspension or expulsion or termination of employment and referral for prosecution, for violation of the standards of conduct. A disciplinary sanction may include the completion of an appropriate rehabilitation program.

## **ORGANIZATION**

Grambling State University is organized into five major divisions: Academic Affairs, Institutional Advancement, Research and Economic Development, Finance, Operations and Administration, and Student Affairs. The academic programs of the university are offered by the Division of Academic Affairs through four colleges (Arts and Sciences, Business, Education, and Professional Studies), two schools (Nursing and Social Work), and the Office of Graduate Studies. Each division and the Department of Athletics are administered by a vice president who also serves as a member of the President’s Cabinet.

## **BUILDINGS AND GROUNDS**

The physical plant of Grambling State University occupies approximately 375 acres. A continuous program of expansion of academic and residence halls has produced over 75 permanent buildings, a five-mile nature trail, an outdoor study pavilion, and an all-purpose assembly building featuring a state of the art basketball arena. The structural motif of many buildings is colonial, with red brick, stone, and glass construction. Shrubbery-bordered walks, convenient drives, and beautiful lawns provide a tranquil atmosphere.

## **FACILITIES**

The major university facilities and residence halls are listed below.

**Administrative:** Lee Hall, Long-Jones Hall, University Police Station, Campus Purchasing Building

**Academic:** Woodson Hall, Charles P. Adams Hall, Army ROTC Building, Brown Hall, Carver Hall, Carver Hall Annex, T. L. James Hall, Nursing Building, Conrad Hutchinson Performing Arts Center, Jacob T. Stewart Hall, Washington-Johnson Complex

**Academic Support:** Facilities Annex, Grambling Hall, Judicial Affairs Building, T.H. Harris Auditorium, University Library

**Athletics:** Fredrick C. Hobdy Assembly Center, Men’s Gymnasium, Eddie G. Robinson Stadium, Stadium Support Building

**Student Life:** Dining Hall, Favrot Student Union, Food Court, Foster-Johnson Health Center, Intramural Center

**Residential Student Housing:** Martha Adams Hall, Crispus Attucks Hall, Mary McLeod Bethune Hall, J.D.E. Bowen Hall, Frederick Douglass Hall, Garner Hall, Simmie Holland Hall, Hunter Hall, Jeanes Hall, Jewett Hall, Mildred Jones Hall, Robert Knott Hall, Pinkney Pinchback Hall, Richmond Hall, Robinson Hall, Sojourner Truth Hall, Harriet Tubman Hall, Phyllis Wheatley Hall, West Campus

**Other:** Eddie G. Robinson Museum and West Campus

## **UNIVERSITY POLICE**

Grambling State University's Police Department provides police and security services twenty-four hours a day, seven days a week for the entire university community. The university's rules and regulations, as well as state and federal statutes and all local laws, are enforced by the University Police Department. Grambling State University Patrol Officers are commissioned Louisiana Police Officers with all the authority and responsibility of any police officer in the state of Louisiana. They are empowered to make arrests in the matters concerning felonies and misdemeanors. The enforcement authority is ACT 269 of the 1974 Legislature, Section 1805 of Title 17 of the Louisiana Revised Statutes of 1950.

University Police Officers are responsible for a full range of public safety services including crime reports, investigations, medical emergencies, traffic accidents, parking violations, enforcement of laws regulating consumption of alcoholic beverages, the use of controlled dangerous substances, weapons, and all other incidents requiring police assistance. In addition, University Police Officers offer students, faculty, and staff safety classes as well as other crime prevention seminars.

University Police compile information, prepare reports, and submit data to state reporting agencies. The department shares information regarding arrests and serious crimes with local and state law enforcement agencies. Computer checks of warrants for wanted persons can be conducted through computer link up with the Louisiana Department of Public Safety. The terminal provides access to the National Crime Information Center (NCIC), which accesses the computer files of all criminal justice systems within the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, and Canada.

Potential criminal or suspicious activity and emergencies on University property can be reported directly by any student, faculty, staff, and/or visitor. University Police can be reached at (318) 274- 2222, (318) 274-2219 or by using the G Safe app on your smart device.

G Safe connects you directly with campus safety forces, while also providing convenience and helping you to save time. The app contains several features including Anonymous Tips, Emergency Resources, and an Emergency Button. The anonymous tips feature allows you to easily submit tips to campus safety forces anonymously. Tips can include safety concerns, suspicious activity, drug use or any other non-emergencies. You can also attach photos / videos when submitting a tip, as well as start a conversation with those who receive the tip. The emergency resources feature gives you access to updated emergency resources, procedures, and additional documentation at your fingertips. When the emergency button slider is activated, campus safety is directly called. Location information is also sent to help cut down on response time. Your location is NOT passively tracked. Location services are only used when you signal for assistance. Additional features such as Friend Watch, Safety Map and Safe Transport give you extra safety & convenience. Friend Watch acts as a safety timer during potentially dangerous activities. Alerting your friends and/or family members if you're in trouble. The app is 100% free and can be downloaded from your IOS App Store or Android Google Play.

## **LIBRARY AND LEARNING RESOURCE CENTER**

Grambling State University Library, soon to become the Grambling State University Digital Library and Learning Commons in a new state-of-the-art newly constructed library facility with an anticipated opening in Fall 2022 that serves as the knowledge center and information repository hub for the students and faculty of the University community. The library's physical space encourages intellectual exploration and academic and technical support. As the intellectual crossroads of the university, the library fosters the growth of knowledge.

The library's mission states that "The Information Beacon on the Hill" will provide quality services and resources to diverse students, faculty, staff, and the university community in a user-centered environment. The library strives to enrich teaching and research opportunities and stimulate intellectual creativity and curiosity to promote life-long learning and critical thinking.

We promote an interactive, collaborative learning environment and library services to support instructional, informational, educational, and recreational needs. The library offers access to electronic resource formats, eBooks, eJournals, streaming videos, etc., reference services, and online databases. Desktop computers, study space, and an interactive instructional classroom serve as the temporary library home in Charles P. Adams.

Interlibrary loan services are available for borrowing resources not within the Grambling collection and may be requested from another library locally or globally.

The University Library is a member of the LOUIS: The Louisiana Library Network, the statewide academic library consortium. As a LOUIS member, the library has access to EBSCO, which provides access to a plethora of full-text electronic journals, electronic books, and many other electronic databases and resources. The library's website address is <http://www.gram.edu/library>.

## **CAMPUS MEDIA**

### **KGRM-FM Radio Station**

KGRM-91.5 FM is a non-commercial, educational radio station licensed to Grambling State University, a public educational institution governed by the State Board of Trustees. KGRM- 91.5 FM began broadcasting in 1973 with an effective radiated power of ten watts and a frequency of 91.3 megahertz, as assigned and authorized by the Federal Communications Commission (FCC) in Washington, D.C. Prior to 1973, the station was only broadcasted in the dormitories. KGRM- FM is currently broadcasting with 50,000 watts on the 91.5 megahertz frequency. The station's radius reaches Shreveport, LA; Alexandria, LA; El Dorado, AR and Vicksburg, MS. KGRM-FM is also accessible via the university website.

91.5 KGRM-FM radio station offers a unique service to students and to the staff of Grambling State University. The station not only serves as an instructional tool, but also provides an informational and entertainment medium for the community. This media is influential, educational, informational, and entertaining. All programming is designed for, and aired with the listening audience in mind.

### **The Gramblinite**

The Gramblinite is an award-winning weekly newspaper published during the academic year by the students of Grambling State University as a laboratory function of the Department of Mass Communication. As a student-operated publication, The Gramblinite is written, edited, and designed by students under the guidance of faculty and staff.

### **GSU TV Center**

The GSU TV Center broadcasts live news, sports and entertainment programs, produces Grambling State University commercials for air on broadcast networks for use during the Annual Bayou Classic and other major events. The GSU TV Center produces live broadcasts of GSU events such as commencement ceremonies and convocations. The GSU TV Center has a multi-camera mobile production unit, eight field production units, operates the audio booth and the replay screen at the Eddie G. Robinson Memorial Stadium and Fredrick C. Hobdy Assembly Center. The GSU TV Center employs students each semester providing the opportunity to work as directors, camera operators, editors, graphic artists, engineering, news, sports and entertainment reporters, programmers, on-air personalities and producers. Programming offerings include an ESPN style, live home football game-day show, "Prez Says" talk shows, Veteran's Day programs, recruiting videos, podcasts etc. The GSU TV Center works with almost every department at GSU to produce quality in-house and broadcast programming.

### **The Lab**

The Lab online radio station is a digital platform that provides students training and educational opportunities by broadcasting news, information and entertainment content. Students create, develop and

host their own shows, serving as on-air personalities, producers, writers and directors. The Lab also offers them opportunities to engage with industry professionals and other experts via forums and site visits.

## **STRATEGIC COMMUNICATIONS AND MARKETING**

The Office of Strategic Communications and Marketing (formerly University Communications) is the central marketing and communication team for Grambling State University. The aim of the office is to advance the brand of the institution through the strategic dissemination of meaningful content, insightful engagement with nascent topics, and the illumination of institutional success and impact for the purpose of driving enrollment and investment.

## **ALUMNI ENGAGEMENT**

The Office of Alumni Engagement promotes the continuous involvement of every GSU graduate to continue to advance the academic excellence, interests, and legacy of Grambling State University. The department strives to inspire engagement of graduates through meaningful programming, connections, and communications, and serve as the liaison between all alumni and the University.

## **ATHLETICS DEPARTMENT**

Grambling State University has a storied history in intercollegiate athletics for men and women. The University athletics program is certified by the National Collegiate Athletic Association (NCAA). The University competes in fifteen sports, six for men and nine for women, in Division I of the NCAA. Grambling State University is a member of the Southwestern Athletic Conference (SWAC).

The intercollegiate sports for men in which the University competes are baseball, basketball, cross country, football, and indoor and outdoor track and field. The intercollegiate sports for women in which the University competes are basketball, bowling, cross country, soccer, softball, tennis, indoor and outdoor track and field, and volleyball.

# UNDERGRADUATE ADMISSION AND FINANCIAL INFORMATION

## GENERAL PRINCIPLES

Grambling State University seeks to enroll persons with excellent academic preparation, high ethical and moral standards, who aim to become contributors to the advancement of society. The University uses criteria for admissions; however, its historic commitment to educational opportunity remains central to all of its programs. Any person who desires to attend the university, but does not meet the criteria for admission is encouraged to contact the Office of Admissions to inquire about using summer and/or community college referral programs to gain admission. Grambling State University is committed to assisting those who matriculate with the achievement of educational goals.

## FIRST-TIME FRESHMEN

A first-time freshman is defined as an entering freshman who has never attended any college (or other postsecondary institution). Includes students enrolled in the fall term who attended college for the first time in the prior summer term. Also includes students who entered with advanced standing-college credits earned before graduation from high school. Students interested in attending Grambling State University should submit an on-line application, along with all required documents to the Office of Admissions.

Applicants with Certificate of Achievement diplomas and General Equivalency Diplomas (GED) are not eligible for admission to Grambling unless 25 years of age or older; however, we can assist you with a referral to a community college to complete the minimum requirements to be admitted to Grambling State University.

All applicants must [submit the general admissions documents](#), and new freshmen must meet the following criteria for admission. Admission to the university is conditional until evidence of graduation from high school and completion of required core units are received.

GRAMBLING STATE UNIVERSITY MINIMUM ADMISSION STANDARDS for FIRST-TIME FRESHMEN <25 years of age	
<b>REQUIRED STANDARDS</b>	
High School Curriculum	19 units from <b>Required Core 4 Curriculum</b> (see below)
Minimum HS GPA	Overall 2.0 GPA (on 4.0 scale)
Developmental Course Requirement	Require no more than one developmental course requirement for students meeting specific requirements. ACT 18 English or 19 Math SAT 450 Critical Reading or 460 Math (Before March 2016) NEW SAT: 25 Writing & Language, Math 510 or EBRW 510 (optional) Admitted students with an ACT Math subscore of 16, 17 or 18 or an ACT English subscore of 15, 16 or 17 may participate in the Developmental Pilot Program that requires enrollment in specific courses.
Gateway Standard	Overall 3.0 & Above GPA- No Test Scores Required
<b>AND <u>ONE</u> OF THE FOLLOWING</b>	
HS GPA	2.00 GPA
Test Score	ACT Composite: 20 <b>or</b> SAT (Verbal and Math combined): 940 (before March 2016) SAT (Verbal and Math combined): 1030-1050

<b>Required Core 4 Curriculum</b>		<b>19 units</b>
<b>English I, English II, English III, English IV</b>		4
- <b>Algebra I</b> or Applied Algebra 1A & 1B (count as 1 unit); - <b>Algebra II</b> (1 unit); - <b>Geometry</b> (1 unit); - <b>One unit from:</b> Algebra III, Advanced Math-Functions and Statistics, Pre-Calculus, IB Math Methods I (Mathematical Studies SL); Calculus, AP Calculus AB, or IB Math Methods II (Mathematics SL); AP Calculus BC, Calculus, Probability and Statistics or AP Statistics, IB Further Mathematics HL, IB Mathematics HL, Integrated Mathematics I, II, and III or an approved Advanced Math Substitute		4
- <b>Biology</b> (1 unit); - <b>Chemistry</b> (1 unit); - <b>Two units from:</b> Earth Science, Environmental Science, Physical Science, Agriscience I and Agriscience II (one unit combined), Chemistry II, AP Chemistry, IB Chemistry II, AP Environmental Science, IB Environmental Systems, Physics I, AP Physics B, IB Physics I, AP Physics C, Electricity and Magnetism, AP Physics C, Mechanics, IB Physics II, AP Physics I and AP Physics II, Biology II, AP Biology, IB Biology II, Human Anatomy and Physiology, or an approved Advanced Science substitute		4
- <b>Civics, Government</b> or AP American Government (1 unit); - U.S. History, AP U.S. History, or IB U.S. History (1 unit); - <b>Two units from:</b> World History, World Geography, Western Civilization, European History, AP European History, AP Human Geography, IB Geography, AP World History, IB World History, History of Religion, Economics, IB Economics, AP Macroeconomics, AP Microeconomics, Law Studies, Psychology, AP Psychology, Sociology, African American Studies, or approved Social Studies substitute. (Note: Religion I, II, III, IV are approved substitutes for optional course(s)).		4
- Fine Arts Survey or one unit from the following: - Art, Dance, Music, Theatre Arts, Applied Arts, Media Arts I-IV, Photography I, Photography II, and Digital Photography, or an approved Arts substitute		1
-Foreign Language (two units from same language) or 2 Speech courses		2

**Note:** Those courses in **bold** print must be taken and those separated by commas provide the students with choices.

<b>ADDITIONAL OPTIONS FOR OUT-OF-STATE NEW FRESHMEN</b>	
<b>Options</b>	<b>Conditions</b>
Option 1: (must meet all conditions)	Same admission standards as in-state students
Option 2: (must meet all conditions)	17 or 18 units from Core 4 Curriculum Minimum 2.00 GPA on Core 4 Curriculum ACT 18 English or 19 Math or SAT 450 Critical Reading or 460 Math (Before March 2016) NEW SAT: 25 Writing & Language, Math 510 or EBRW 510 ACT Composite: 20 or SAT 1030-1050 (ERBW & Math combined) Minimum 2.00 overall GPA (on 4.0 scale) Require no more than one developmental course (See <i>Developmental Course Minimum</i> above)
Option 3: (must meet all conditions)	ACT Composite: 23 or SAT 1130-1150 (ERBW & Math combined) Minimum 2.00 overall GPA (on 4.0 scale) Require no developmental coursework (See <i>Developmental Course Minimum</i> above)

**Note:** Admitted students with an ACT Math subscore of 16, 17 or 18 or an ACT English subscore of 15, 16 or 17 must participate in a Developmental Pilot Program that requires enrollment in specific courses.

MINIMUM ADMISSION STANDARDS for TRANSFER STUDENTS	
Minimum College-Level Hours Earned	18 Student must have completed a college-level English <b>and</b> Math.
Minimum GPA on College-Level Courses	2.0 GPA
Standing	Eligible to return to previous school
MINIMUM ADMISSION STANDARDS for ADULT STUDENTS	
<b>AGE 21 - 25</b>	
<b>Freshmen:</b> Must meet the minimum freshman admission standards in place at the time of graduation from high school.	
<b>AGE 25 or OLDER</b>	
<b>Freshmen:</b> Degree-seeking applicants who are 25 years of age or older may be admitted without meeting the core requirements of a traditional new freshman, and without submitting ACT scores. However, for placement in appropriate English and mathematics courses, placement examinations will be administered and the results will be used to determine course entry level.	

## APPLICATION FOR ADMISSION

Apply online at the University website: <http://www.gram.edu/admissions/apply/>. Applications are accepted until the published priority deadlines for each semester.

***Please Note:** Applicants with Certificate of Achievement Diplomas and General Equivalency Diplomas (GED) are not eligible for admission to Grambling unless 25 years of age or older.*

The following credentials must be received in the Office of Admissions and Recruitment by the published priority deadlines for fall, spring, or summer:

- **Application for Admission**
- **Non-refundable \$20 application fee.** *Application fee waivers are not allowed.* Application fees can be paid:
  - Online when submitting the web application.
  - Via mail with a money order or check.
  - Via credit card by calling (318) 274-2671 or 274-6254.
- **ACT or SAT scores.** Test scores are required of all freshman students. Scores may be emailed to [admissions@gram.edu](mailto:admissions@gram.edu) or faxed to 318-274-3292. (**GSU Test Codes:** ACT: 1582 and SAT: 6250)
- **Official High School Transcript** (New Freshman Applicants) - *Please Note: Transcripts may be emailed to [admissions@gram.edu](mailto:admissions@gram.edu) or faxed to 318-274-3292.*
  - **Louisiana Applicants:** We will request your final high school transcript from the Board of Regents and the Louisiana Department of Education's Student Transcript System (STS). It will not be necessary to have final transcripts sent to Grambling State University from your high school, unless you graduated before 2004.
  - **Out-of-State Applicants:** must submit an official, sixth or seventh semester transcript that indicates a minimum cumulative, un-weighted GPA of 2.0 on a 4.0 scale. The final transcript must be mailed to us immediately after graduation.
  - **All New Freshman Applicants:** We must determine if you are on the required core curriculum. If your current classes are not on your transcript, you must fax your 12th grade class schedule along with your transcript.

**Note:** *Students that do not meet the minimum test score requirements on the ACT, SAT, or Accuplacer can substitute those test scores with Dual Enrollment college level Math and/or English courses or Developmental Writing and/or Introductory Algebra credits from Grambling Global Academy (Straighterline). Students must have earned a passing grade of C or better. (<https://global.gram.edu/>)*



- **Official College Transcript** (Transfer Applicants) - *Transcripts cannot be faxed.*
  - Submit official transcript(s) from all regionally accredited institutions you have attended (even if the credits appear on another transcript).
- **Proof of Immunization/TB Questionnaire (Mandatory)**
  - All students are required to submit a Medical History/Proof of Immunization form and TB Questionnaire to our Health Center before they can begin the registration process. The required forms may be downloaded from the university website. Mail proof of immunization and forms to 403 Main Street, P.O. Box 4251, Grambling, LA 71245, fax to (318) 274-2481 or email [gsuhealthcenter@gram.edu](mailto:gsuhealthcenter@gram.edu).
- **Application Priority Deadlines**
  - Fall Semester – June 1st
  - Spring Semester – December 1st
  - Summer Sessions – May 1st

**Note:** If the student does not enroll for the semester applied, written notification to change to the next semester must be received. The application fee and credentials can only be applied to the subsequent semester of the initial application.

## TRANSFER STUDENTS

Students who have attended a regionally, accredited institution since graduating from high school are considered transfer applicants. In order to be admitted, transfer applicants must:

- Submit an application fee of \$20,
- Submit proof of immunization, and
- Submit **official** transcript from **EACH** regionally, accredited institution attended, regardless if credits appear on another transcript. An official transcript is defined as one mailed directly from one institution to another. It bears the institution's seal, signature of the registrar, the date of issuance, and is issued to Grambling State University – Office of Admissions. (**Note:** A sealed transcript issued to the student is not official; it must be issued to us), and have earned at least 18 semester hours of college-level course work (excluding developmental courses) – **Note: Student must have completed a college-level English and math course designed to fulfill general education requirement**, and
- Have earned a cumulative GPA of at least 2.0 on college-level courses, and
- Be in good standing and eligible to return to the last college or university of attendance

If the transfer applicant has a cumulative GPA of at least 2.0 on college-level work and has earned less than 18 semester hours of course work (excluding developmental courses), the applicant must meet the admission criteria for new first-time freshmen. **NOTE:** The applicant will be admitted as a transfer student, but will be evaluated using the new freshman criteria.

## ACCEPTANCE OF TRANSFER CREDITS

Transfer credits will be evaluated by the Admissions Office and added to the permanent record only for persons who are enrolled as degree seeking students. All students who transfer from a regionally, accredited institution will be given credit for courses in which a grade of D or higher was earned, and that correspond to courses in the University's curriculum. All courses will be used to calculate the cumulative grade point average.

The equivalence of a course taken at a state institution to a University course is determined by use of the Board of Regents transfer equivalency matrix. The equivalence of all other courses is determined by the appropriate department head. Credit is not given for course work taken at a college or university that is not regionally accredited. Courses accepted for credit are not necessarily used toward a degree.

Students can access the transfer articulation matrices that indicate the correlation of courses among Louisiana's public colleges and universities by going to the Board of Regents website and viewing the *Master Course Articulation Matrix*.

## **FORMER STUDENTS**

Any student not attending GSU for one regular semester, excluding summers, must apply for readmission. The readmission application and other required items must be submitted to the Office of Admissions at least thirty (30) days prior to registration. Former students who have attended other regionally accredited institutions during their absence from the University must submit official transcripts from each college attended. Items needed in order to be considered for readmission are:

- Online application for admission
- Application fee of \$20.00
- Official transcript from accredited college(s) attended while absent from Grambling State University
- Proof of Immunization

**Note:** Proof of immunization must be provided even though Grambling State University was previously attended. Contact the [Foster-Johnson Health Center](#) for additional information.

## **NON-TRADITIONAL STUDENTS**

Degree-seeking applicants who are 25 years of age or older may be admitted without meeting the core requirements of a traditional new freshman, and may need no more than one developmental course. However, for placement in appropriate English and mathematics courses, placement examinations will be administered and the results will be used to determine course entry level.

## **COMMUNITY COLLEGE STUDENTS**

First-time freshmen (in-state and out-of-state) who do not meet GSU admissions criteria are encouraged to take classes through a community college. After completion of developmental classes and the completion of 12 college credit hours with a 2.000 grade point average (excluding developmental grades), students will be able to continue their education at GSU as transfer students.

Community college students will have the opportunity to engage in a multitude of college activities. They will be eligible for financial aid, counseling, and health services.

Prospective students who do not meet GSU admissions requirements will be referred to a community college as a pathway to becoming a GSU student.

For more information, contact the GSU Office of Admissions at (318) 274-6183.

## **INTERNATIONAL STUDENTS**

International applicants are students who are not United States citizens. An international student applying for admission to Grambling State University must complete secondary school with appropriate certificate or diploma. The applicant must have a high degree of competence in the English language. In order to be admitted, the following requirements must be met:

- The same core requirements in math and science as domestic applicants,
- GPA of 2.00 on a 4.00 scale,

- A minimum English score of 18 and Math score of 19 on the ACT; or a 25 Writing and Language Score or Math score of 510 on the SAT, or Evidence Based Reading/Writing Score of 510 on the SAT
- Application for admission
- \$30 application fee (cashier's check or money order),
- Affidavit of Sponsorship,
- TOEFL Score (minimum score of 500 paper-based, 173 computer-based, 61 internet-based),
- Official high school transcript certifying completion of secondary school, and
- Medical history form-immunization record and TB Questionnaire.

Applicants seeking to transfer to the University from an institution outside the United States must:

- Request a *Comprehensive Course by Course Report* from an approved foreign credentials evaluator.
- Have a cumulative grade point average 2.50 on a 4.00 scale,
- Be in good standing and eligible to return to the last institution attended, and
- Have earned at least 18 college-level credits (must have taken a college-level math and English).

If a transfer applicant has a 2.0 or higher cumulative GPA, but has earned less than 18 college-level credits, then the admission criteria of a new freshman must be met.

International transfer applicants must follow the same application procedures described for new international students.

The Educational Testing Service located in Princeton, New Jersey administers the Test of English as a Foreign Language (TOEFL) abroad several times per year at established and supplementary testing centers. Official TOEFL scores must be sent directly to the Office of Admissions. **TOEFL IS WAIVED IN ENGLISH SPEAKING COUNTRIES AND WHERE THE APPLICANT SHOWS PROOF OF ENGLISH PROFICIENCY.** In addition, the applicant must be in good physical condition.

## **DUAL ENROLLMENT**

### **General Criteria**

- Student must be at least a high school sophomore, junior or senior who is on track to completing Regents/TOPS curriculum at a public Louisiana high school.
- Student must have either PLAN or ACT (or SAT) scores on file at the high school.
- Student must be in good standing at the high school and meet the university's enrollment criteria.
- Student must have permission from the high school principal and his/her parent/guardian to participate.
- Student must be enrolled in a college course for which dual credit (both college and high school credit) is attempted and recorded on the student's secondary and postsecondary academic record.

## **RIGHT TO APPEAL**

Any prospective new student who is denied admission to Grambling State University has the right to appeal the decision by writing to the Admissions Appeal Committee – 403 Main Street, Box 4200 - Grambling, LA 71245.

**New Freshman Applicants:** A letter of appeal from the applicant and two (2) letters of recommendation from the principal, teacher or counselor must be submitted to the Admissions Appeal Committee. The prospective student will be notified of the decision by regular mail or email.

**Transfer Applicants:** A letter of appeal from the applicant describing special circumstances which contributed to student's inability to meet the admission criteria, and two (2) letters of recommendation from an official at the school previously attended must be submitted to the Admissions Appeal Committee. The prospective student will be notified of the decision by regularmail or email.

All decisions of the Admissions Appeal Committee are final.

## **OUT-OF-STATE FEE EXEMPTION**

For tuition purposes, new students from other states (U.S. citizens) may be treated as residents of Louisiana when applying for admission to Grambling State University dependent upon fund availability and satisfying the following minimum requirements:

- Students must first satisfy the admission requirements of the institution.
- Students must apply for the out-of-state fee exemption.

Additional minimum admission criteria include:

**First-time New Freshmen** (with less than 18 college-level credits)

- GPA of 2.5 (4.0 scale), or

**Transfer students** (who have completed at least **18 credits** of college-level work)

- Cumulative GPA of 2.5 on college level-work,
- Have no need for developmental course work, and
- Be eligible to return to previous institution.

## **Spirit Group**

A non-resident, undergraduate student with high achievement in dance, debate, visual arts, music, or theater performance may be considered a resident of Louisiana for tuition/fee purposes. Cheerleaders, flag corps, university-recognized or sponsored spirit groups that perform at athletic game activities, and the SGA president, may also be considered in this group. The applying student must meet each of the following criteria:

- Demonstrate high achievement in the appropriate performance area.
- Have a preceding semester and minimum cumulative GPA of 0.0 (4.0 scale). If applying prior to entering college, must have a minimum cumulative GPA of 2.5 (4.0 scale).
- Demonstrate leadership.
- Receive a satisfactory rating in an interview. Interview must be documented.
- Commit to participate in the appropriate performance area.

## **Ambassadors**

The Ambassadors is an organization open to non-resident and resident students who are interested in serving as student recruiters for the university. The Office of Admissions and Recruitment is responsible for the oversight of the Ambassadors program. Ambassadors assist with campus tours and serve as hosts at selected recruitment, university, and alumni events. Additionally, Ambassadors are required to work assigned office hours in the Office of Admissions and Recruitment or other university offices as assigned. Non-resident students who participate in the Ambassadors program may be treated as residents of Louisiana if they meet the following minimum criteria:

- Have a preceding semester and cumulative GPA of 2.5
- Demonstrate leadership ability
- Must apply and gain a favorable rating during the interview process

*All students receiving the out-of-state fee exemption* must sign a statement of understanding which outlines the conditions for retaining the exemption. There will be an evaluation of the student's academic standing at the end of the academic year to determine if the conditions of the exemption have been met. Any student who fails to retain the exemption will be notified, and any future registrations adjusted accordingly.

*Non-academically*, a student will qualify regardless of high school or college grade point average (transfer student) if:

- One of the biological parents or legal guardian graduated from GSU (must submit birth certificate)
- Living with a biological parent who is an established resident of Louisiana
- Parent is a current member of the armed forces (not Reserve or Guard) and the home of record is Louisiana

## ADVANCED STANDING AND CREDIT BY EXAMINATION

The University awards course credit for selected introductory courses to a student who makes an acceptable score on an examination. These examinations include (1) Advanced Placement (AP) Examinations, which are a part of the Advanced Placement Program available in some secondary schools, (2) the College-Level Examination Program (CLEP), and (3) credit by departmental examination.

### Advanced Placement (AP) Program

By means of the Advanced Placement Program, beginning students may be awarded college credit in some subjects. These are highly qualified students who have taken college level courses in conjunction with their high school programs. Annually, during the month of May, advanced placement examinations are provided to students who are involved in advanced placement courses. The following is a summary of courses for which credit is awarded by GSU along with the minimum examination scores.

AP EXAM	MIN. SCORE	GSU COURSE(S)	CR. HRS.
Art 2D Design*	3	ART 105 and/or ART 210 and/or THEA 100	3-9
Art History	3	Art 215	3
Biology	3	Biology 113, 115	4
Calculus AB	3	Mathematics 153	3
Calculus BC	3	Mathematics 153	3
Chemistry	3	Chemistry 105, 107 or 111, 113	4
Computer Science A	3	Computer Science 107	3
Computer Science AB	3	Computer Science 110	3
Economics Macro	3	Economics 201	3
Economics Micro	3	Economics 202	3
English Language and Composition	3	English 101	3
English Literature and Composition	3	English 200	3
Environmental Science	3	Chemistry 101	3
French Language	3	French 101	3
Government & Politics US	3	Political Science 201	3
Human Geography	3	Geography 201	3
Physics B	3	Physics 109, 111	4
Physics C: Mechanics	3	Physics 153, 153L	4
Physics C: Electricity & Magnetism	3	Physics 154, 153L	4
Psychology	3	Psychology 200	3
Spanish Language	3	Spanish 101	3
Statistics	3	Mathematics 273	3
Studio Art Drawing	3	Art 101	3

U.S. History	3	History 201	3
World History	3	History 101, History 104	6

*\*Students would have to test out of Drawing and Basic Design*

### College Level Examination Program (CLEP)

A student at Grambling State University may gain credit in a number of subjects by scoring on a Subject Examination at or above the level recommended by the CLEP.

Scores are provided by the Educational Testing Service with the exception of the essay for English composition which is scored by Grambling State University's English Department. Students are graded on a pass/fail basis and must earn the minimum scores indicated for a passing grade. The grade is not computed in the student's cumulative grade point average nor does it replace an earned letter grade. Students may not attempt credit by examination more than once for a given course. Credit by means of Subject CLEP Examinations is limited to 30 semester hours. Whether or not this credit is applicable to a student's program will be determined by the department responsible for the academic program. Information on the subject examinations currently available and approved by GSU can be obtained in the Office of the Registrar, the Center for Academic Assessment, and on the University website.

College-level Examination Program Credit			
CLEP Exams	GSU Equivalent Course	Passing Score	Sem. Hrs.
<b>Business</b>			
Introductory Business Law	General Business 301	50	3
Financial Accounting	Accounting 201/202	50	3
Information Systems and Computer	Computer Information Systems	50	3
Principles of Management	Management 301	50	3
Principles of Marketing	Marketing 301	50	3
<b>Composition and Literature</b>			
American Literature	English 203/204	50	6
College Composition w/o Essay	English 213	50	3
College Composition w/ Essay	English 213	50	6
English Literature	English 205/206	50	6
College Composition	English 101/102	50	6
Humanities	HUM 200, 201, 202, 301, or HIST	50	6
<b>World Languages</b>			
French Language, L1	French 101/102	50	6
French Language, L2	French 101/102/201/ 202	59	12
German Language, L1	German 101/201	50	6
German Language, L2	German 102/202	50	12
Spanish Language, L1	Spanish 101/102	50	6
Spanish Language, L2	Spanish 101/102/201/ 202	63	12
<b>History and Social Sciences</b>			
American Government	Political Science 201	50	3
History of the U.S. I	History 201	50	3
History of the U.S. II	History 202	50	3
Human Growth and Development	Education 200	50	3
Intro to Educational Psychology	Education 300	50	3
Introduction Psychology	Psychology 200	50	3
Social Sciences and History	Social Science Electives	50	6
Western Civilization I	History 101	50	3
Western Civilization II	History 102	50	3
<b>Science and Mathematics</b>			
Biology	Biology 103/104	50	6
Calculus	Mathematics 153	50	3
Chemistry	Chemistry 111/112	50	6

College Algebra	Mathematics 147	50	3
College Mathematics	Mathematics 131	50	3
Natural Sciences	Physical Science 105 and Biology	50	6
Precalculus	Mathematics 148	50	3

### Credit by Departmental Examination

Several departments within the University prepare, administer, score, and award credit for their own examinations. These examinations are administered for the benefit of the students who believe they have already attained the level of knowledge required in the course(s).

The procedure for registering for credit by examination is listed below.

- Students may register for credit by examination in any approved course, but only during regular registration periods. No examination can be given to a student who has not properly registered for the examination. Permission to take a credit examination in a given course will be denied to students who have previously attempted the course for credit, who have earned credit in a higher sequence course, or who have audited the course
- Each credit examination must be approved in advance by the student's advisor, the head of the department in which course is offered, and the dean of the college in which the department is located. Credit by examination should be approved only if a student has already gained a fundamental knowledge of the course.
- Permission to take a credit examination is granted only to students currently enrolled at Grambling State University.
- Credit for a course taken by examination can be awarded only if the student is officially registered for the course.
- If a student has registered in a course or failed a prior credit examination in the course, the student will not be permitted to take a credit by examination in the course. A credit examination, once failed, may not be repeated.
- No instructor should give a credit examination until the official application is completed by the student and approved by the proper officials.
- The maximum number of credits which can be awarded through credit by examination is 24 semester hours, with not more than six semester hours in any semester. This includes credit by examination earned by transfer students prior to being admitted to Grambling State University.

### FINANCIAL AID AND SCHOLARSHIPS

The mission of the Office of Student Financial Aid and Scholarships is to enhance the overall mission of the university and to help students achieve their educational potential by providing appropriate financial resources. We will use our knowledge of institutional, state, and federal guidelines to manage the financial resources, to educate students and families, and to assist in removing financial barriers for those who wish to pursue a postsecondary education.

The University offers three types of financial aid: gifts, loans, and student employment.

- **Gifts:** Scholarships, grants, and tuition fee waivers
- **Loans:** Direct Subsidized and Direct Unsubsidized Loans, Direct Parent PLUS Loans and Non-Federal Alternative Loans
- **Student Employment:** Federal Work-Study and Institutional Wages

## Applying for Federal Financial Aid

Students who are interested in applying for federal aid must follow these steps:

- Complete the Free Application for Federal Student Aid (FAFSA) at [www.studentaid.gov](http://www.studentaid.gov) by March 1 of each year.
- Receive the Student Aid Report (SAR) within two to four weeks. The Student Aid Report will list the Expected Family Contribution (EFC) calculated by the federal processor. The EFC is used to determine eligibility for federal aid programs. The Office of Financial Aid will receive the FAFSA results electronically if GSU's federal code (002006) is listed on the student's FAFSA.
- Return all documents requested by the university by the end of the spring semester or before May 1 of each year. Most of the requested documents are available online at the university website: <http://www.gram.edu/finaid/>
- Accept federal aid awards via BannerWeb.

## University Policy

All students must be accepted for admission to the university before federal aid is awarded. To receive federal aid, students must meet the minimum academic progress standards which are sometimes referred to as the Satisfactory Academic Progress (SAP) Policy. Students are expected to review the Satisfactory Academic Progress policy available on the university website or pick up a copy of the policy from the Financial Aid Office.

The university reserves the right to review, adjust, or cancel financial aid awards due to one or more of the following changes: enrollment hours, housing status, residential status, and dependency status. Other reasons for aid cancellation or adjustment include: default on federal loans, conflicting information received, and failure to comply with university regulations. A student who withdraws from school or receives all "F" grades may owe the university due to the required federal Return of Title IV calculations. Awards are made on the assumption that a student will complete the semester and earn grades for the courses attempted. Awards in excess of a student's financial aid need or budget will be reduced; otherwise, the student must repay the amount over-awarded.

## Grants

- **Pell Grants:** Available to undergraduate students based on eligibility determined by the federal processor. The maximum grant award for 2022-2023 is \$6495 and the maximum pell grant award for 2022-2023 is \$6898.
- **Supplemental Education Opportunity Grants (SEOG):** Available to undergraduate students with exceptional financial need. The base grant amount for the year at GSU is \$1500.00. Awards are based on availability of funds.
- **Louisiana Go Grant:** Available to students who are Pell Grant eligible and are from moderate and low income Louisiana families. The base award amount per academic year is \$1500 for full-time students and \$500 for part-time students.
- **TEACH Grant:** Available to students who intend to teach in a public or private elementary, middle, or secondary school that serves students from low-income families. The TEACH grant is available to students that have declared education as their intended major. The award amount per academic year is up to \$4000.



## Student Employment

- **Federal Work-Study:** Gives undergraduate and graduate students the opportunity to work part-time while attending school. Students are paid once a month at the minimum wage rate. Students are eligible to work up to the amount of their authorized hours. The Office of Financial Aid must have the student's electronic Student Aid Report (SAR) on file and the student must be making acceptable academic progress before awards are made. Students must apply early because of limited funding. Students must be authorized to work by the Office of Financial Aid and complete the required W-4, I-9, and L-4 forms. All forms can be printed from the financial aid website at [www.gram.edu](http://www.gram.edu).
- **University Wage Program:** A state-funded program that does not require financial need. Wage recipients are paid once a month at a wage rate determined by their department. Undergraduate Students must have at least a cumulative 2.0 Cum GPA and Graduate Students must have at least a 3.0 Cum GPA meet the academic progress standards.

## Direct Loan Programs

- **Direct Subsidized and Unsubsidized Loans:** Direct Stafford loans are available for undergraduate and graduate students. Direct loans can be subsidized and unsubsidized. A subsidized loan is awarded to students who have financial aid need. The student is not charged interest while enrolled at least half time. An unsubsidized loan is not awarded on the basis of financial aid need. Recipients are charged interest from the time the loan is disbursed until the loan is paid in full.
- **Parent Loans for Undergraduate Students (PLUS):** Parents of dependent students may apply for credit-based Direct Parent PLUS loans to pay the students' educational expenses. The yearly limit on a PLUS loan is equal to the cost of attendance minus any aid received. Students must complete the Free Application for Federal Student Aid (FAFSA) and must meet the minimum standards for satisfactory academic progress specified in the federal SAP policy.

## MEASURES MANDATED BY FEDERAL REGULATION

- First-time borrowers who have earned less than 30 credit hours must attend classes for 30 days prior to receiving loan proceeds.
- First-time borrowers must complete the [entrance counseling](#) prior to receiving loan proceeds. At this time, borrowers are counseled regarding their rights, responsibilities, and obligations pertaining to repayment of their student loan(s).
- All borrowers who graduate, transfer, resign, or do not return to Grambling the subsequent semester must complete the exit counseling. All graduating seniors must complete [exit counseling](#). At this time, borrowers are counseled regarding their rights, responsibilities, and obligations pertaining to repayment of their student loan(s).
- The University must notify the lending institution of the Guarantee Agency within 60 days after borrower ceases to be enrolled at least half-time (six credit hours).
- Borrowers with defaulted student loans are not eligible to receive any further Title IV assistance until the loan is fully repaid or satisfactory repayment arrangements have been made.

## COST OF ATTENDANCE

Cost of attendance is the estimated total amount it will cost to attend an institution. It is determined by the Office of Financial Aid using rules established by the U.S. Congress. Cost of attendance is based on average costs incurred by students, and it includes tuition, room/board, books, transportation, and personal miscellaneous expenses. These figures are used solely for the determination of financial aid and does not represent an amount owed to Grambling State University.

Grambling State University Estimated Cost of Attendance for Louisiana Residents Fall 2022 and Spring 2023 (Out of State Fees are an additional \$4511.50 per semester)			
Expenses	Resident Living on Campus	Resident Living off Campus	Resident Living at Home with Parent
Tuition and Fees	\$7,683	\$7,683	\$7,683
Room and Board	\$10,990	\$9,632	\$5,536
Transportation	\$3000	\$3,000	\$3,000
Books	\$1,800	\$1,800	\$1,800
Personal	\$2,190	\$2,130	\$2,190
<b>TOTALS</b>	<b>\$25,663</b>	<b>\$24,605</b>	<b>\$20,209</b>

### Withdrawals and No-Shows

A student who accepts financial aid awards but fails to either withdraw or complete registration by the census day (14<sup>th</sup> class day for Fall & Spring and 7<sup>th</sup> class day for the Summer sessions) will have all awarded financial aid canceled. A student who receives federal financial aid, begin classes and then withdraws from all classes before completing 60% of the semester or earn all “Fs” will not be eligible to keep all the federal funds awarded. The university will calculate amounts to be returned to the Department of Education and the student loan agencies. Amounts returned will be billed to the student’s account.

### General Refund Policy

If the total of a student’s scholarships, grants and loans exceed the amount of his/her fees, tuition, and/or university housing, the remaining funds are disbursed to the student in accordance with the university’s refund policy.

## SCHOLARSHIPS AND OTHER INSTITUTIONAL ASSISTANCE

### Academic Achievement Award

The following minimum criteria will be used in the selection process of the Academic Achievement Award (There is no application necessary, students are selected based on academic information upon admittance):

**Note:** Based on availability of funds and academic performance. Students admitted by Dec. 1 of the year prior to fall enrollment with the highest SAT/ACT scores and/or GPAs will have the greatest chance of receiving an award. Even if a student meets the criteria listed, there is a chance that he or she will not be awarded a scholarship (based on academic performance of a competitive candidate pool).

### In-State Residents

Criteria	Academic Achievement Scholarship Amount	TOPS**	Total Award (Grambling & LA TOPS)
28 ACT or higher and GPA of 3.5 *	\$7683 plus Room & Board charges (if on campus)	\$5939.75 per year	\$13622.75 per year plus Room and Board charges (if on campus)
25-27 ACT and GPA of 3.0	\$7683 per year	\$5939.75 per year	\$13622.75 per year
24 ACT and GPA of 3.0	\$5140 per year (tuition)	\$5539.75 per year	\$10679.75 per year
23 ACT and GPA of 3.5	\$3000 per year	\$5539.75 per year	\$8539.75 per year

## Out of State Residents

Criteria	Academic Achievement Scholarship Amount	Out of State Waiver***	Total Scholarship
28 ACT (1300 SAT) or higher and GPA of 3.5 *	\$7683 plus Room & Board charges (if on campus)	\$9023 per year	\$7683 per year plus Room and Board charges (if on campus)
25-27 ACT (1200-1290 SAT) and GPA of 3.0	\$7683 per year	\$9023 per year	\$7683 per year
24 ACT (1160-1190 SAT) and GPA of 3.0	\$5140 per year	\$9023 per year	\$5140 per year
23 ACT (1130-1160 SAT) and GPA of 3.5	\$3000 per year	\$9023 per year	\$3000 per year

For additional fee waiver information, visit <https://www.gram.edu/admissions/waivers/>.

### Academic Enhancement Scholarship

The Academic Enhancement Award is open to all undergraduate and graduate students who are in good academic standing with the university.

### Alumni Scholarships

Various alumni chapters provide restricted scholarships. Inquiries about these awards should be directed to the prospective alumni chapter.

### Athletic Scholarships

Students who exhibit outstanding athletic abilities in football, basketball, track, baseball, golf, bowling, tennis, softball, volleyball, or soccer can receive awards based on their abilities and a 2.0 GPA.

### Donor Scholarships

The criteria for each scholarship listed below is found at <https://www.gram.edu/finaid/scholarships>.

To apply, complete the *Online Scholarship Application Form*:

<http://www.gram.edu/finaid/scholarships/apply.php>.

- 100 Horses Alumni Band Scholarship
- Abdulalim A. Shabazz Non-Endowed Scholarship
- Adidas Student Micro Grant
- Alexis Johnson Scholarship
- Bernadene Coleman-Pope Scholarship
- Bryan C. Griffin Endowed Scholarship for Math and Computer Science
- Charles E. Grier Non-Endowed Spirit Award
- Charlotte & Harold Mouton Non-Endowed Scholarship
- Clifton E. Lewis Non-Endowed Memorial Scholarship
- Crescent City Chapter Scholarship
- Debbie N. Robinson Endowed Scholarship in the College of Business

- The Earline Jones McCain Educational Non-Endowed Scholarship
- George Floyd Scholarship for Social Justice Reform
- Hopewell School Foundation Non-Endowed Scholarship
- James Jackson Delta Sigma Chapter/Alpha Phi Alpha Fraternity, Inc. Non Endowed Scholarship
- Jennie V. Wilson Scholarship Fund
- Dr. Jimmy McJamerson Non-Endowed Scholarship
- John L. and Evelyn Ford Crayton Non-Endowed Student Scholarship
- Laura B. Spencer GAP Scholarship
- Lulla Emmanuel Wiltz Non-Endowed Memorial Scholarship Fund
- McCray-Dennis-Muse-Dangerfield-Sanders Non-Endowed Memorial Scholarship
- Oluremi Sano Award for Excellence in English
- Perry E. Thompson Scholarship
- Mrs. Pinkie Robertson Scholarship
- NEVCO Sports, LLC Scholarship
- Pinkie Robertson, Jennie V. Wilson and Dr. Lucy McIntosh Non-Endowed Scholarship
- Radiothon Scholarship
- Road to Success Scholarship at GSU
- Rosemary Ewing Scholarship
- S. Beasley, Sr., N. P. Beasley, S. Beasley, Jr., R. Harrison, J. Beasley Non-Endowed Scholarship
- Shermika Sade Bolden Non-Endowed Memorial Scholarship
- The Ward Robinson C'72 Finish Line Scholarship
- Zelma and Steve Moffett Scholarship

### **Faculty, Dependent, Staff, Spouse Exemptions**

These fee reduction exemptions are granted to qualified faculty and staff members who are employed full-time at a University of Louisiana System (ULS) institution. The dependents and/or spouse of employees may also receive the fee reduction exemption for undergraduate instruction only.

### **GAP Fund**

The criteria for the GAP fund is listed below is found at <https://www.gram.edu/finaid/scholarships/>. To apply, submit the GAP fund application at <https://www.gram.edu/finaid/scholarships/gap.php>.

### **Louisiana Army and Air National Guard (LAANG) Tuition Exemptions**

This is restricted to members of the LAANG, 17-30 years of age, who are enrolled in public institutions. Members can claim tuition exemption for 5 separate academic years or a bachelor's degree (whichever occurs first). Exemptions are disallowed for professional schooling, i.e. medicine or law. Applicants must be legal residents of Louisiana, registered voters, and in good standing with a Louisiana National Guard unit and must have a minimum cumulative GPA of 2.0. Tuition exemption is contingent upon satisfactory participation in the Louisiana National Guard. Contact the Headquarters Army and Air National Guard, Office of the Adjutant General, Jackson Barracks, New Orleans, LA 70146.

### **Miss Calendar Girl and Miss Cover Girl**

This award is presented to the winners of the Cover Girl and Calendar Girl competitions. These awards are granted during the fall semester following the pageant. For additional information contact the Director, Favrot Student Union.

### **Miss Grambling Scholarship**

This annual award is presented to the winner of the Miss Grambling competition. For additional information, contact the Director of the Student Union.

### **Music Service Awards**

Students interested in receiving service awards for the choir, marching band, symphonic band, jazz band, or orchestra should contact the Music/Band Departments.

### **Senior Citizens**

Any person 55 years of age or older who registers for three credit hours or less per semester may do so at no charge except for the application fees and any other course-specified fees such as laboratory fees.

### **Student Government Association Scholarships**

Eligible recipients are Grambling State University students who hold the following offices in the Student Government Association: president, vice-president, secretary, and treasurer.

### **Tuition Opportunity Program for Students (TOPS)**

TOPS is a state funded scholarship program that offers scholarships to high school graduates throughout Louisiana. TOPS eligibility is determined by the Louisiana Office of Student Financial Aid and Scholarships. For eligibility requirements for TOPS visit <http://www.osfa.la.gov/>. For additional qualifications students should contact their high school guidance counselor.

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## **OFFICIAL ENROLLMENT**

To retain classes and be considered officially enrolled, prior balances must be paid in full and current charges must also be paid in full or a payment plan established. Failure to satisfy fully prior balances and current charges shall result in the cancellation of classes/registration. All students must obtain a REGISTERED FEE SHEET each semester to ensure official enrollment. Students not enrolled during the normal registration period will be assessed a late fee of \$150.

### **Methods of Payment**

Cash, check, credit/debit cards, money order, and bank wire are acceptable methods of payment. Payments may be made via several venues. The following outlines the methods acceptable for each venue.

*Cashier's Window:* Payments may be made in the form of cash, credit/debit cards, check, or money order. Checks will be cleared through Tele-Check; returned checks will incur a \$25 fee plus any charges assessed by the remitter's bank. There is a 2% - 3% credit card processing fee.

*Web Payments via the Internet:* Payments may be made via credit cards (Visa, MasterCard, Discover, or American Express). There is a 2% - 3% credit card processing fee.

*Postal Mail:* Payments may be made by money order or check. Checks will be cleared through Tele-Check; returned checks will incur a \$25 fee. Mail Payments to: Grambling State University, Controller's Office, P. O. Box 25, Grambling, LA 71245.

*Bank Wire:* Payments made through bank wire must be done through the Controller's Office. For wiring instructions, please call (318) 274-6170.

Payments made by physical check must include the student's name, Student ID number and/or last four digits of the SSN in the memo section of the check. Other pertinent information to include is the term in which the payment is applicable (ex. fall 20xx; spring 20xx, summer 20xx), telephone number, and if applicable, the specific purpose of the payment.

### **Deferred Payments**

The university offers two deferment options:

**Option 1:** University Promissory Note – 25% of a student's current semester's charges may be deferred through the execution of a promissory note. The cost to execute the agreement is \$85 plus a 6% interest charge. The student can execute the promissory note via BannerWeb or see a cashier or a student accounts representative to apply. The University Promissory Note may also be executed via GSU's web site. Information regarding this plan is available on GSU's web site.

**Option 2:** FACTS – Nelnet Tuition Payment Plan – Up to 100% may be deferred depending on the time of enrollment in the plan. This plan requires a direct draft against a checking, savings, or credit card account. The cost of this program is \$30 and may be executed via GSU's web site. Information regarding this plan is available on GSU's web site.

### **REFUNDS AND CREDIT BALANCES**

Students who officially withdraw from the university on or before the 14<sup>th</sup> class day for fall/spring terms and 7<sup>th</sup> class day for summer terms may receive credit subject to regulations governing the federal aid refund policy. A partial refund may be obtained if all of the following requirements are met.

- The withdrawal is tendered via the Official University Withdrawal Form.
- The Withdrawal Form is received prior to the 14<sup>th</sup> and 7<sup>th</sup> class days as indicated above.

Students who withdraw from the university after the 14<sup>th</sup> class day for regular academic terms and the 7<sup>th</sup> class day for summer terms will not receive a refund.

### **FINANCIAL RESPONSIBILITY POLICY**

BY CLICKING ON THE "ACCEPT" BUTTON YOU ARE ACKNOWLEDGING THAT BY REGISTERING FOR COURSES AT GRAMBLING STATE UNIVERSITY YOU BECOME A PARTY TO A CONTRACT WITH GRAMBLING STATE UNIVERSITY AND TO THE TERMS AND CONDITIONS DESCRIBED HEREIN. YOU ACKNOWLEDGE THAT YOU HAVE READ, UNDERSTAND AND AGREE TO BE BOUND BY SUCH TERMS AND CONDITIONS.

By registering for courses at Grambling State University ("GSU"), you hereby acknowledge that you are entering into a contractual arrangement with GSU, whereby you agree to comply with all laws, rules and regulations applicable to your registration, payment of fees, enrollment and attendance. Included in the rules and regulations that comprise the terms and conditions of this contract are those contained in any Grambling State University General Catalogue in effect during the years of your enrollment.

In addition to reading, agreeing with and accepting all of the terms and conditions set forth in the Grambling State University General Catalogue, you must specifically acknowledge and authorize the following:

- All fees and other University expenses are due at the beginning of the semester.

- I understand that I am fully responsible for any tuition and fees, room and board, miscellaneous charges and/or fines that I or the university add to my student account **AFTER** I complete registration and/or sign a promissory note.
- I authorize Grambling State University to apply proceeds from my financial aid awards (upto \$200 of prior year charges) and/or scholarships to pay current and/or delinquent tuition and fees, parking/traffic and/or library fines, late fees, and any PAST DUE charges. In the event of default on my financial aid and/or scholarships, I understand that I am fully responsible for payment of the above listed charges. Further I understand that if I decide not to attend Grambling State University or complete the registration process, I must officially withdraw.
- I authorize GSU to electronically send my 1098T tax form to my online GSU BannerWeb account.
- It is the student's responsibility to cancel their registration by dropping all courses before classes begin if proper financial arrangements have not been made.
- The University reserves the right to withhold future services (registration, transcript request, diploma, etc.) to persons who have any outstanding obligations with the University.
- In the event that financial aid is reduced or cancelled, or in the event the student has not met the specified requirements for receiving such aid, the student will become responsible for the full balance of outstanding charges.
- **Failure to respond to demands for payment made by Grambling State University for laboratory school charges, dormitory fines, disciplinary fines, traffic fines, travel charges, and/or any Grambling State University related fines/charges may result in such debts being transferred to the State of Louisiana Attorney General's Office, or other outside collection agency, for collection. Upon transmittal for collection, the student is responsible for collection/attorney's fees in the amount of thirty-three and one-third per cent (33 1/3%) of the unpaid debt, and all court costs.**
- If payment is in the form of a check and the check is returned by the bank for any reason, a \$25.00 service charge will be charged to the account. If the check is not redeemed promptly, the returned check may be submitted to the District Attorney's office for collection. Upon transmittal for collection, the student will be responsible for any other collection costs imposed by the District Attorney's office based on a percentage of the amount of the check.
- Students leaving and/or withdrawing from Grambling State University prior to the 60% point in the semester, officially or unofficially, are obligated to return the federal aid received for that semester proportionate to the student's attendance. **Failure to return that portion of federal aid received upon demand may result in the amount owed being transferred to the State of Louisiana Attorney General's Office or other outside collection agency, for collection. Upon transmittal for collection, the student is responsible for collection/attorney's fees in the amount of thirty-three and one-third per cent (33 1/3%) of the unpaid debt, and all court costs.**
- **Any debt owed to the university as a result of the student's failure to make required payments or failure to comply with the terms of the applicable program as governed by the Grambling State University General Catalogue will result in a violation of the terms and conditions of this contract. Failure to respond to demands for payment made by Grambling State University may result in such debts being transferred to the State of Louisiana Attorney General's Office or other outside collection agency, for collection. Upon transmittal for collection, the student is responsible for collection/attorney's fees in the amount of thirty-three and one-third per cent (33 1/3%) of the unpaid debt, and all court costs.**

## COLLECTION POLICY

At the end of each semester, (spring, fall, summer sessions I and II), a student whose account has been inactive through the 14<sup>th</sup> class day for regular academic terms and 7<sup>th</sup> class day for summer terms, or the last day of registration, will be assigned to a collection agency for payment without further notification. The student is responsible for attorney fees and any additional collection fees and/or costs.

*I do fully understand that if my account balance at Grambling State University is not paid in full by the end of the semester, the balance will be forwarded to a collection agency for payment. Any additional costs associated with my account will be paid by me.*

*I am also aware that I will not receive any other form of communication from the University informing me that my account will be placed with a collection agency if it is not paid in full at the end of the semester.*

If you should have any question regarding this Financial Responsibility Policy, please e-mail [studentaccounts@gram.edu](mailto:studentaccounts@gram.edu) or call 318-274-2206.

## FEES AND EXPENSES

The charges shown in the tables below are for tuition, mailbox, meals, and room in traditional campus residence halls. The charges for housing in campus apartments and Tiger Village are higher. These charges can be viewed by visiting the university website.

Fall 2022/Spring 2023 – Undergraduate Fees				
	Resident		Non-Resident	
Hours	Commuting (Off Campus)	Traditional Dorm Boarding (On Campus)	Commuting (Off Campus)	Traditional Dorm Boarding (On Campus)
12 - 16	3,841.50	7,407.50	8,353.00	11,919.00
11	3,584.00	7,150.00	7,720.00	11,286.00
10	3,334.50	6,900.50	7,094.50	10,660.50
9	3,085.00	6,651.00	6,469.00	10,035.00
8	2,835.50	6,401.50	5,843.50	9,409.50
7	2,586.00	6,152.00	5,218.00	8,784.00
6	2,336.50	5,902.50	2,336.50	5,902.50
5	2,055.00	5,621.00	2,055.00	5,621.00
4	1,805.50	5,371.50	1,805.50	5,371.50
1-3	1,556.00	5,122.00	1,556.00	5,122.00

Fall 2022/Spring 2023 – Graduate Fees				
	Resident		Non-Resident	
Hours	Commuting (Off Campus)	Traditional Dorm Boarding (On Campus)	Commuting (Off Campus)	Traditional Dorm Boarding (On Campus)
12	3,811.50	7,377.50	8,323.00	11,889.00
11	3,777.00	7,343.00	8,288.50	11,854.50
10	3,742.50	7,308.50	8,254.00	11,820.00
9	3,708.00	7,274.00	8,219.50	11,785.50
8	3,372.50	6,938.50	7,384.50	10,950.50
7	3,054.00	6,620.00	6,564.50	10,130.50
6	2,735.50	6,301.50	5,744.50	9,310.50
5	2,385.00	5,951.00	4,892.50	8,458.50
4	2,066.50	5,632.50	4,072.50	7,638.50
1-3	1,748.00	5,314.00	1,748.00	5,314.00



*Note: Fees are subject to change without notification. Laboratory, nursing and distance learning course fees are assessed on specific courses and programs, per course. International students are assessed international student service and insurance fees per semester (rates vary depending up on age).*

## **RESIDENCE HALL RELATED FEES AND REFUNDS**

### **Application Fee**

A \$50 application fee is non-refundable. First-time students, students who re-apply after a break in attendance and continuing students who fail to pre-house during the Pre- Housing Period are required to pay this fee. Applications without this fee are considered incomplete and cannot be processed.

### **Room Reservation Fee**

All students are required to pay a \$150 Room Reservation Fee, which is refundable if paid by the priority deadline and all other guidelines are met. This refund can be requested at the end of their stay in university housing. This deposit is in addition to the \$50 application fee and must accompany the application to ensure room assignment.

### **Room Deposits Refunds**

Upon graduating or leaving university housing, the room reservation fee may be refunded for students who paid fees prior to the priority deadline and provided proper notice of leaving university housing. Any outstanding account balance, charge for losses, damage to university property, or other charges due the university will reduce the amount of the refund.

### **Prorated Room Fee**

Students who do not complete the registration process will be charged a prorated room fee if they check-out before the 14<sup>th</sup> class day (fall/spring) and 7<sup>th</sup> class day (summer).

### **Withdrawal and Residential Hall Charges**

Students who withdraw from the university on or before the 14<sup>th</sup> class day for regular academic terms and 7<sup>th</sup> class day for summer terms may receive a charge calculated on a daily rate for the term assessed and pending the following:

- Regulations governing the federal aid refund policy.
- The withdrawal is tendered via the Official University Withdrawal Form.
- The withdrawal form is received prior to the 14<sup>th</sup> and 7<sup>th</sup> class days as indicated above.

Students who withdraw from the university after the 14<sup>th</sup> class day for regular academic terms and 7<sup>th</sup> class day for summer terms will be responsible for the full term charges.

### **Withdrawal and Board Charges**

Students who withdraw from the university on or before the 14<sup>th</sup> class day for regular academic terms and 7<sup>th</sup> class day for summer terms may receive a pro-rated credit for board charges. The food service provider calculates the amount of credit pending the following:

- Regulations governing the federal aid refund policy.
- The withdrawal is tendered via the Official University Withdrawal Form.
- The withdrawal form is received prior to the 14<sup>th</sup> and 7<sup>th</sup> class days as indicated above.

### **Refund of Residence Hall Fees**

Students withdrawing from the university under special circumstances must submit a written refund request within 30 days of withdrawing. The refund is subject to reduction/forfeiture for loss of and/or damage to university property.

Students who do not complete the registration process, or who officially withdraw may receive a pro rata refund of the room fee based on the number of unoccupied room days remaining in the term. Room Reservation Fees are not refundable when students withdraw from the university.

### **CREDIT BALANCE REFUNDS AND OTHER STUDENT PAYMENTS**

Payments to students resulting from credit balances, work-study, wage and other payments are processed via direct deposit or a mailed check. This is the university's official method of student payment and each new student must complete a Direct Deposit Authorization form. For students who do not complete the Direct Deposit Authorization form, the payments will be processed via check and mailed to the last known address on file with the university. If the check is returned in the mail, the funds will be turned over to the State of Louisiana-Unclaimed Property Department. **ALL PARENT PLUS LOAN REFUND CHECKS WILL BE MAILED HOME TO THE PARENT TO THE ADDRESS ON FILE WITH THE FAFSA.**

## STUDENT LIFE

Student Life at the University falls primarily under the auspices of the Division of Student Affairs. Through activities and programs, the Division of Student Affairs fosters an environment that supports learning, healthy lifestyles, leadership, career development, personal growth, and inclusiveness. In keeping with the University's mission and heritage, the division works to provide students with the experiences and skills that lead to productive, meaningful and fulfilled lives. To this end, the Division of Student Affairs complements and supplements the academic enterprise by broadening the opportunities for personal, social, cultural and intellectual development for students within the campus environment.

## STUDENT CONDUCT

It is each student's responsibility to adhere to the policies and standards of conduct prescribed by the University and the Board of Supervisors for the University of Louisiana System. Each student must comply with and obey local, state, and federal laws. The University publishes rules, regulations and policies concerning acceptable student behavior in the Code of Student Conduct. The Code of Student Conduct seeks to promote a safe environment in which all persons are treated with respect. The Code of Student Conduct also describes the process followed when students are alleged to have broken a rule or violated a policy.

The Office of Student Conduct is responsible for the administration of the student disciplinary system by providing a systematic process to maintain student behavior that adheres to prescribed standards. Additionally, the area exists to provide corrective action which is both educational and developmental. The primary mission of the Office of Student Conduct is to support the larger mission of both the University and the Division of Student Affairs. Student Conduct seeks to promote student learning, growth and development by increasing student awareness of the University's expectation(s) of behavior, both inside and outside the classroom, by collaboratively working with other departments in an effort to create a safe, secure, and civil environment conducive to learning.

Each student has rights guaranteed by the U.S. Constitution, these freedoms cannot be enjoyed, exercised, or protected in a community which lacks order and stability. Additionally, it is each student's obligation to presume responsibility as a mature, civil and intellectual citizen while matriculating at the University. These student rights and responsibilities include, but are not limited to:

### Students' Rights

- **Speech and Expression.** Students shall be free to discuss questions of interest and to express opinions. Public expression of students reflects the views of those making the statement and not necessarily the University community. The University retains the right to provide for the safety of students, faculty, and staff, to protect property, and to ensure the continuity of the educational process in maintaining order. Authorization for any speech or demonstration will require identification of the individual and agreement to abide by University regulations. (See [Freedom of Speech and Expression Policy](#))
- **Assembly and Demonstration.** Students shall be free to organize and associate to promote their common interests. Assembly and demonstration, just as speech and expression within the institution in public places, are permitted subject to reasonable time, place, and manner restrictions for the maintenance of order, safety and security and is applicable to local, state and federal laws. Approval from the President or Vice President for Student Affairs is required for a designated area for demonstrations.
- **Publication and Distribution.** Students shall be free to publish and to distribute their ideas in the form of newspapers, newsletters, leaflets, and the like, subject to time, place, and manner

restrictions identified by the President or Vice President for Student Affairs.

- **Expression through Media.** Students shall be free to express opinions through student media as long as they are governed by and adhere to the canons of professional journalism and applicable regulations of the U. S. Constitution and the Federal Communication Commission. Similar rights are afforded oral statements of views on student-run radio and television stations.

Media contact for the University is the Director of University Communications. Students are prohibited from speaking on behalf of or for Grambling State University with any media organization or publication, or from inviting the media to any University-owned or operated property, facility, or events without the expressed permission of the Office of University Communications.

- **Discrimination.** Students have the right to be free from all forms of discrimination on the basis of race, religion, sexual preference, political affiliation, national origin, physical or mental disability, age, or veteran status. The University will not condone any practices or policies that discriminate against anyone.
- **Privacy.** Students have the right to be secure in their possessions against invasions of privacy and unreasonable search and seizure. However, the University reserves the right to enter occupied residence halls with a warrant or under other special circumstances. Conditions for entry by University authorities/officials into occupied rooms in residence halls are divided into three categories: maintenance, emergency, and health and safety standards. (See "GSU-Residential Life Bulletin".)
- **Confidentiality.** Students have the right to confidentiality of official records, transcripts, personnel records, and disciplinary records. Students also have the right to confidentiality of information relating to personal views, beliefs, and political associations acquired by administrators, instructors, counselors, advisors, and officials of the University in the course of their work. (See [Family Educational Rights and Privacy Act](#)).
- **Redress of Grievances.** Any time a student's rights as outlined herein are contravened, the student shall have the right to petition for redress of such a grievance through procedures as promulgated within this cover.

### **Students' Responsibilities**

- To obtain, read, and adhere to the conduct and standards published by the University, Board of Trustees for the University of Louisiana System, as well as those established by local, state and federal laws. **Failure to read this document will not excuse any student from responsibility for abiding by policies and procedures described herein.**
- To respect the rights of others regardless of ethnicity, gender, sexual orientation, religious or public beliefs.
- To respect all property owned, operated, housed and/or leased by the University.
- To maintain the highest ethical standards in preparing and submitting course work.
- To comply with all financial obligations as published in University documents and websites.
- To seek the help of faculty, other professionals and resources provided as you complete your degree requirements.

- To report in good faith, and without fear of retaliation, violation(s) of the Code of Student Conduct and other policies of the University to appropriate academic and/or administrative personnel.

For more detailed information concerning the Code of Student Conduct and the disciplinary process, please contact the Office of Student Conduct at (318) 274-3169 or visit the website at [www.gram.edu](http://www.gram.edu).

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## **FOSTER-JOHNSON HEALTH CENTER**

### **Facility and Staff**

Foster-Johnson Health Center is an ambulatory medical facility. It is the student's advocate for health promotion, disease prevention and early intervention of illness. The Center's mission is to provide compassionate, accessible and quality health care services to the Grambling State University student body with a respect for confidentiality. Students are afforded health care by a nurse practitioner (with a collaborating physician), a registered nurse and a licensed practical nurse.

### **Location**

Foster-Johnson Health Center is temporarily located at the old Grambling High School building.

### **Hours of Operation**

Monday-Thursday	7:30 a.m. - 12:15 p.m. and 12:45 p.m. - 5:00 p.m.
Friday	7:30 a.m.-11:30 a.m.

*Schedule an appointment to avoid the wait, call (318) 274-2351 during clinic hours. (A validated GSU ID card must be provided.)*

**Note:** If you choose to walk-in without an appointment, we will do our best to work you into the schedule. However, there may be considerable wait times and there is no guarantee that we can see you the same day.

### **In Case of Emergency**

Emergencies and ambulance services are handled by University Police Department, (318) 274-2222 or 2219.

### **Immunization/TB Questionnaire (Mandatory)**

Proof of Immunization is mandated. Louisiana law (RS 17:170/RS 17:170.1) requires all students entering Grambling State University to be immunized for the following: Measles (2 doses), Mumps, Rubella (required for those born on or after January 1, 1957; Tetanus-Diphtheria (within the past 10 years); COVID vaccination and against Meningococcal disease (Meningitis - 2 doses). Students that do not meet this requirement are placed on immunization hold, and will not be allowed to select classes until documentation of immunization or a physician documented proof of immunity has been submitted. Additionally, the student health center is evaluating all entering students for exposure to tuberculosis (TB) and the submission of a TB questionnaire is also a requirement. Immunization forms are available at [www.gram.edu](http://www.gram.edu).

### **Medical History/Medical Consent**

Students are encouraged to submit a Medical History to the health center. In the event of a medical emergency or life-threatening situation and in consultation with a physician, a Medical Consent form granting permission, from you or parent/legal guardian (if you are a minor), to authorize medical treatment is needed.

### **Medication**

Non-prescription medications are kept in stock at the health center and are available to the students. However, if the nurse practitioner writes a prescription, the student is responsible for securing the purchase.

## **Medical Insurance**

Due to the implementation of the Affordable Care Act and rising costs in student health insurance plans, Grambling State University will offer an accident only plan for full-time domestic students and a sickness and accident plan for all international students. Students will be automatically enrolled and billed for the College-endorsed student insurance plan per semester and summer sessions through Student Accounts. It is the student's responsibility to verify whether the charge has been applied to your account.

Domestic students may purchase a sickness and accident plan through an insurance agency or the federal marketplace. Additionally, students may choose to remain on their parent's insurance plan until the age of 26, apply for Medicaid, or take the health insurance penalty.

Students may elect to be exempt from the insurance plans if proof of other health insurance coverage is provided. The deadlines for exemptions are posted on the Foster-Johnson Health Center webpage and will be strictly enforced.

For more information, please visit the website at [www.gram.edu](http://www.gram.edu).

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## **STUDENT COUNSELING AND WELLNESS RESOURCE CENTER (SCWRC)**

### **Mission**

The Grambling State University Student Counseling and Wellness Resource Center's mission is to empower and promote the intellectual, emotional, social, and cultural development of students. Our services help students to maintain their mental stability, help students build healthy relationships, and enable the students to have a successful academic experience.

### **Confidentiality**

Interactions with counseling services are confidential. The staff adheres to professional standards regarding confidentiality. Any information acquired during the counseling process is not shared unless the student signs a release of information. SCWRC (Student Counseling & Wellness Resource Center) is mandated to report or disclose student files if they pose a clear danger to self, others, or to report child or elder abuse or by court order.

### **Crisis Intervention**

During normal business hours, therapists are available to assist students in immediate crisis. Students will meet briefly with a crisis evaluation therapist to determine whether the student should be seen by an intake counselor immediately or if the student can wait for the next regularly scheduled intake appointment.

A Counseling Center therapist is on-call for after-hours and weekend emergency services. Personnel within Campus Living and Campus Police can contact the on-call therapist in an emergency. Call Campus Police at (318) 274-2222.

### **Disability Services**

The University is committed to equal working and learning opportunities for disabled students, faculty, and staff and recognizes that accommodations or modifications may be necessary to ensure access. GSU provides services designed to promote full inclusion and participation in educational experience and campus life. The Student Counseling and Wellness Resource Center reviews disability documentations, certifies eligibility for services, determines reasonable accommodations, and provides or arranges for reasonable accommodations. GSU provides accommodation for students with temporary health issues or a permanent disability. You can learn about eligibility requirements and how to apply for accommodation and counseling on the Student Life webpage by clicking onto the Student Center. SCWRC is available to assist students in a timely manner, regardless of location or modality of your course of study.

After completing the application process, the Disability Counselor will assist students to determine eligibility and identify what types of accommodations are available. The SCWRC will not disclose health issues or specific diagnoses. It is the student's choice whether to disclose health information to faculty or classmates.

### **Contact Information:**

*Appointments* can be made in person or by calling (318) 274-3277.

In case of emergency situations or after 5:00 p.m., contact the Campus Police at (318) 274-2222, call 911, or go to your nearest hospital or emergency facility.

**Office Hours:** 8:00 a.m. to 5:00 p.m. Monday through Friday

**Physical Location:** Foster-Johnson Health Center, West Wing, Central Street, Grambling, LA

**Mailing Address:** GSU Box 4306, Foster-Johnson Health Center, Grambling, LA 71245

**Phone:** (318) 274-3277

**Fax:** (318) 274-3114

SCWRC coordinates accommodations for students with medical/psychological disabilities. Students who are currently enrolled, or planning to enroll at the university, should obtain current documentation of their disabilities if they wish to seek accommodations. The documentation should be made available to Student Counseling Services prior to the first day of classes.

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## **CAMPUS LIVING AND HOUSING**

Campus Living strives to promote academic success by creating positive living and learning environments for students. Campus Living is committed to creating a community where student participation and good citizenship are encouraged. The Resident Assistant (RA) program, administered by Campus Living, enables students living in residence halls to develop leadership skills.

A part of the residential hall experience is learning to live and interact with other people from different racial, ethnic, and economic backgrounds. We regard multiculturalism as integral to the very spirit of the residential environment and challenge our residents to be open to learning about others while sharing of themselves. To this end, students are guided to develop a growing sense of maturity and responsibility by participating in residential life activities.

### **Application Procedures**

Students planning to live on campus can complete an application online through their [Banner account](#) by logging into their MY HOUSING portal. **A NON REFUNDABLE \$50.00 APPLICATION FEE** and a **\$150 ROOM RESERVATION FEE is required before selecting a room.** The Room Reservation Fee is non-refundable. ALL students must pay the total \$200.00 fee regardless of financial aid award (loans, scholarships, rehabilitation aid, etc.).

### **Residence Requirement**

The ULS adopted a resolution on November 14, 1969, affecting the housing policy at GSU and all of the colleges and universities under its jurisdiction. In compliance with the State Board Resolution, GSU adopted an on-campus residence requirement. The resolution further defined the on-campus residence requirements to include a framework within which the colleges and universities may grant exemptions to the general regulation according to the respective university's unique academic qualities.

### **On-Campus Housing Rules**

ALL unmarried, full or part-time undergraduate students, whether emancipated or not, with less than 60 earned credit hours are required to live in on-campus residence halls unless an exemption request is filed with and approved by the Campus Living Analyst to reside off-campus with the following:

- In any case where it appears that a full-time undergraduate student will otherwise suffer significant hardship or because of sufficient financial, medical, or other documented reasons;
- In the case of older students as, for example, (a) returning military veteran; (b) previously married person with proper documentation and persons with a documented biological child living with them; or
- In the case of a student who suffers from a serious medical condition (documentation required) or requires special accommodations/specifications that the university is not able to meet; or,
- Undergraduate students living with parent, sibling and/or legal guardians (documentation required).

### **Order of Exemptions When Space Is Not Available**

The order of priority in the granting of permission to live off-campus shall be as follows: seniors, juniors, sophomores, and freshmen, respectively. In addition, the following rules of priority shall be applied:

- Students with 60 credit hours or more.
- Students who resided in off-campus housing for the longest period of time since attending the institution; and
- The order of date of the application filed.

Exemptions to the requirement for on-campus residence hall living, when the residence halls are filled, will be made according to the following priority:

- Undergraduate students who wish to live with a close relative, defined as grandparent, aunt or uncle (documentation needed)
- Students with 60 credit hours or more
- Date application was received

### **Right to Appeal**

Any student who has applied for and has been denied an exemption to the on-campus residence requirements shall have the right to appeal such decision to the proper officials in accordance with the provisions and administrative procedures for appeals authorized and established pursuant to the authority of ACT 59 of 1969 (L.R.S. 17:3101).

### **Terms Under Which Rooms Are Assigned**

The following are terms under which rooms in residence halls are assigned.

- A student's contract for room assignment is on an academic year basis (Fall to Spring semester). Any student not withdrawing from school, but moving off-campus by choice and without official university approval, will pay residence hall costs, meals and mailbox fees for the remainder of the semester after the fourteenth (14th) class day for Fall and Spring Semesters and seventh (7th) class day for the Summer Session.
- Students living in residence halls are required to purchase appropriate meal plans for eating in the University Dining facility and will be charged a mailbox fee.
- Students who specify mutual roommate and residence hall preferences are placed as requested, if possible. All assignments are made based on available space and timely submission of all documents. If student is requesting roommate preferences, all applications and payments must be submitted at the same time and all students must be officially admitted in order for request to be accommodated.



- Certain regulations have been established for the maintenance of good living and safety conditions in the residence halls. Students agree to follow public regulations in accepting their room assignments. (University Handbook, Code of Student Conduct and Campus Living Bulletins)
- Permission to exchange, transfer, or vacate rooms must have prior approval of the Office of Campus Living and Housing.
- Upon accepting an assignment, a student understands that authorized University representatives will have access to the room when in conjunction with official university business.
- Room assignments and/or keys non-transferable.
- The student assignment contract stipulates on-campus occupancy, only, during the time the academic program is operative as stated in the catalog.
- Students wishing to cancel their room assignment must do so in writing thirty (30) days before the beginning of the semester for which housing is required. Unless such cancellation is made, prorated room rent charges shall be applied and room reservation fee is forfeited.
- Upon check-out from a residential facility, a student is responsible for removal of all personal belongings. **The university assumes NO liability for abandoned items. The purchase of Personal Property Insurance is recommended. Also note that a student's property may be covered under the parent's Home Owners Insurance Policy.**
- Students, who have not completed registration by the opening of the residence halls, may be required to pay all or a portion of room and board costs.
- Assignment requests are honored based on available space and are not guaranteed.

*Room Cancellation Forms* must be submitted by the student's My Housing Portal by the last day of classes for the semester.

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## **STUDENT ACTIVITIES & ORGANIZATIONS**

### **Office of Campus Activities & Student Engagement**

#### **Favrot Student Union**

The Favrot Student Union serves as the "Community Center" for the university, where social interaction and cultural exchanges can be exchanged outside of the classroom. The Favrot Student Union provides a variety of services such as Beauty & Barber, Billiards, Bowling, Movie Theater and more. Through creative programs, the Student Union provides an environment where student, faculty/staff, and community stockholders, can plan and execute activities. The primary mission of Favrot Student Union is to provide services, and programs that are positive to students' developmental needs as well as provide recreational needs of the campus and community.

For more information on joining the Favrot Student Union, please visit the website at [www.gram.edu](http://www.gram.edu) or call 318.274.6115.

#### **Student Government Association (SGA)**

The Student Government Association (SGA) specializes in enacting various initiatives in order to advocate on behalf of student needs, rights, and welfare. In addition, through the implementation of innovative

programs, activities, and events, the goal of the Student Government Association is to keep the student body's morale at a high level, valuing, involving, and encouraging every student to participate in positive programs that will continue to enhance their mental, physical, spiritual, and social selves long after their commencement.

For more information on joining the Student Government Association, please visit the website at [www.gram.edu](http://www.gram.edu) or email [sga@gram.edu](mailto:sga@gram.edu).

### **Graduate Student Association**

The GSA is an organization dedicated to making Grambling State University (GSU) community aware of and responsive to the needs and concerns of Black graduate students. The GSA serves as a professional and social support body for graduate and undergraduate students. GSA is particularly concerned with the recruitment and retention of Black undergraduates into graduate school. GSA encourages the development of interdependent relationships between Black graduate students, Black professional students, and faculty with a particular focus on Black faculty and staff. GSA will be supportive of establishing interdependent relationships between Black graduate and undergraduate students, particularly through mentorship with the Grambling State University Student Government Association. The GSA will cultivate communications with Black graduate and undergraduate students attending neighboring colleges and universities. GSA will enhance and sustain a relationship with the local Black and GSU communities, as well as the national Black graduate student community.

For more information on joining the Graduate Student Association, please visit the website at [www.gram.edu](http://www.gram.edu).

### **Favrot Student Union Board**

The Favrot Student Union Board is a student-based organization through which six committees and an executive board organizes a variety of student activities. Each committee has chairpersons that organizes events and reports to the board weekly. The Advisory Board consists of the following: President, Vice President, Vice President, Business Manager, Chairpersons/Co-Chairpersons, and several representatives. The professional staff offers support and guidance to ensure compliance with the university's regulations.

For more information on joining the Favrot Student Union Board, please visit [www.gram.edu](http://www.gram.edu) or call 318.274.6115.

### **Clubs & Organizations**

There is a variety of organizations from which to choose that will suit the needs of most students. Through the years, students have learned about civic responsibility and activism through their involvement in student organizations. Therefore, students are strongly encouraged to use this resource to get involved and make a difference in the lives of others whether at the University, the local community or beyond.

For more information on joining a club or organization, please visit the website at [www.gram.edu](http://www.gram.edu) or contact 318.274.3334.

### **National Pan Hellenic Organizations (NPHC)**

National Pan-Hellenic Council (NPHC) strives to promote community and civic engagement; maintain high scholastic standards; ensure the development of its member organizations, while supporting the mission of Grambling State University. Member Organizations within the NPHC include Alpha Phi Alpha, Alpha Kappa Alpha, Kappa Alpha Psi, Omega Psi Phi, Delta Sigma Theta, Phi Beta Sigma, Zeta Phi Beta, Sigma Gamma Rho and Iota Phi Theta.

For more information on joining an NPHC Organization, please visit the website at [www.gram.edu](http://www.gram.edu) or contact 318.274.3334.

## **Band, Dance Company, Cheerleaders**

### **Tiger Marching Band**

The Grambling State University "World Famed" Tiger Marching Band is known for its precision drill, intricate dance steps, entertaining musical selections, and pristine sound. The band has performed across the United States from coast to coast. They have even traveled abroad to other continents such as Africa and Asia. Along with performing at the GSU Football games, the band also performs annually at the Bayou Classic in New Orleans and the Cotton Bowl in Dallas. The World-Famed dancing machine has had the honor of serving as guests of presidential inaugurations, particularly both of Barack Obamas'. They have been featured in NFL Super Bowls, NBA Basketball halftime shows, the movie Drumline, Tournament of Roses Parade in Pasadena, CA as well as several commercials and plenty of parades throughout the U.S.A., We encourage all prospective Grambling State University students who are interested in joining the World Famed and inquiring about scholarship opportunities, please do so by reaching out to the Director of Bands, Dr. Nikole Roebuck at [roebuckn@gram.edu](mailto:roebuckn@gram.edu).

### **Orchesis Dance Company**

The Orchesis was founded to accomplish four major purposes: (1) to train dancers aesthetically; (2) to develop high artistic standards and to foster appreciation of dance as an art form; (3) to create a community awareness of modern dance and make it an accessible experience; and (4) to develop an on-going repertoire that educates as it entertains. The Orchesis performs with the Grambling State University Tiger Marching Band. The Orchesis dancers have appeared at the Bayou Classic in the New Orleans Superdome and were invited to appear with the Tiger Marching Band in Tokyo, Japan. Additionally, the Orchesis appears annually as a featured attraction at GSU football games. During the spring, applications are taken to join the band camp which is a practice session for veterans and a training session for prospective Orchesis dancers. Walk-ons are allowed, and if the student's performance meets specific standards, the student will be offered the opportunity to become a part of the Orchesis.

### **GSU Tiger Cheerleaders**

The GSU Tiger Cheerleaders enhance spirit at GSU, improve student moral, and promote the importance of physical fitness. Tryouts are evaluated by a panel of qualified judges and are based on fundamental cheerleading skills, motion, tumbling, partner stunts, and showmanship. Tryouts are usually held during the end of the spring semester. GSU Cheerleaders are expected to maintain at least 2.0 grade point average (GPA) and to participate in all home games (basketball and football).

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## **RECREATION/INTRAMURAL SPORT**

The mission of the Department of Recreation/Intramural Sport is to organize, administer, and promote a broad and diversified program of activities and services for students, faculty and staff of Grambling State University.

The Grambling State University Recreation/Intramural Sport Program is designed for the purpose of providing the entire university community with opportunities to participate in a variety of formal and informal activities. These activities encompass competitive and noncompetitive team sport, individual, and dual sport. In addition to the obvious benefit of learning, and physical fitness, it is hoped that participants will also obtain from this program improved skills, new friends, self-satisfaction and enjoyment, lifelong leisure time skills, and ethical values.

It is expected that every student who participates in intramural activities will benefit by learning the skills and establishing life-long patterns of the participation in a variety of sport. The overall program includes the following areas:

**Informal Recreation:** A variety of recreational activities are available for participants through self-directed involvement and utilization of campus recreational facilities. Activities include weightlifting, basketball, volleyball, table tennis, tennis, jogging/walking, volleyball and badminton.

**Intramural Sport:** These programs provide various structured sport opportunities to satisfy as many skill levels as possible. Schedules and controlled tournaments that include elimination, league, challenge, and meet type experiences are provided. Opportunities are included for men, women, and coed play with appropriate rules. Activities include flag football, volleyball, basketball, softball, tennis, table tennis, badminton, and soccer.

**Club Sport:** This program area permits and encourages interest groups to organize themselves around a particular sport. These groups involve exceptionally skilled participants who generally initiate the organization, and then provide the leadership necessary to insure growth and success. Activities include powerlifting, karate, bowling, racquetball, volleyball, tennis, soccer, wrestling, softball and basketball.

**Special Events:** This program area introduces new programs and expands existing ones within and beyond sport. These may represent the unusual and diverse needs of the campus community. This area allows creative programming to include all areas of sport and quasi-sport involvement. Activities include 3-on-3 Basketball Tournament, Spot-Shot Contest, Hot Shot Contest, Slam Dunk, 3-Point Shoot-Out, Table Top Football, Track Meets, Fitness Week and Cycling Relay.

**Instructional Classes:** These programs provide learning opportunities for participants in such a way as to improve their skills and knowledge in order to enhance enjoyment relevant to sport participation. Clinics, workshops, and skill sessions are used towards achieving this end.

Activities include aerobics, tennis, physical fitness/wellness, weight training/body mechanics and soccer.

**Extramural:** Extramural participation is a new and growing component of intramural sport. Extramural, defined as “outside the walls,” provides additional sport opportunities to compete against other colleges and universities. This may be through local, state, regional and national competition. Special sport contests and qualifying information is available for the intramural sportoffice.

**Entry Procedures:** Entry forms and activity schedules may be picked up in the Intramural Complex. Rosters must be completed and returned to the Intramural Office before the entry deadline. Late entries will be placed on a waiting list and included if possible.

1. Team rosters must include first and last names, student identification numbers, addresses, and telephone numbers of team managers.
2. Schedules will be made available to all team managers approximately two days after an activity deadline. Schedules may be picked up during regular working hours at the Intramural Office. The Intramural Department WILL NOT be responsible for sending out schedules or notifying captains of schedule changes unless changes come into effect within twenty-four hours of the particular contest.
3. A team member’s name must be on the team roster in the Intramural Office twenty-four hours before he or she competes.

**Eligibility:** All students, graduate and undergraduate, who are currently enrolled in the University shall automatically become eligible to participate in all intramural activities and shall retain that status until they withdraw from the University or fail to comply with the intramural rules and regulations.

**Athletic Eligibility:** A squad member of any current varsity sport is ineligible for intramural competition in that sport. Any man or woman who has played at the professional level in any sport shall be ineligible to participate in the intramural program in that particular sport.

**Medical Eligibility:** All students taking part in the intramural program must have a health form on file with the health center stipulating proper health. The Intramural Office reserves the right to require proof of a health examination prior to specific activities. Any student injured in intramural competition to the extent that he/she must be treated by a doctor is considered ineligible until he/she submits a written authorization from the doctor to the Intramural Office giving him/her authorization to participate.

### **Recreation/Intramural Student Advisory Council**

The GSU Recreation/Intramural Student Advisory Council serves in an advisory capacity to the director and staff of the Department of Recreation/Intramural Sport. It provides communication between departmental staff and program participants, and gives Grambling State University students, faculty and staff the opportunity for input. The Advisory Council's composition includes a chairperson, secretary, eight (8) representatives, two (2) faculty/staff persons, the director and a designee of the Department of Recreation/Intramural Sport.

### **Insurance and Liability**

*ALL INTRAMURAL PARTICIPANTS ARE URGED TO PURCHASE STUDENT INSURANCE FOR THEIR OWN PROTECTION.*

Since participation in the recreation/intramural sport program is on a voluntary basis, neither the University nor the Department of Recreation/Intramural Sport will accept responsibility for injuries sustained during, before or after scheduled intramural contests or the general recreation program.

**Note:** *Other policies and procedures can be found in the Recreation/Intramural Sport Handbook located in the Recreational/Intramural Sport Center.*

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## **OFFICE OF CAREER SERVICES**

The Office of Career Services strives to enhance the overall educational experience of its students by assisting with educating the "total" student. This includes Personal and Professional Development. It is the Center's goal to give many professional experiences that will prepare students for their post-graduation career. Our programs will provide services that will create opportunities for employers, students, faculty, and staff of our University to engage in partnerships that will meet the needs of an ever-changing society. The Office of Career Services is located in the Jacob T. Stewart Building, Suite 130.

### **Registration Process for Career Services**

All entering GSU students will be asked to register with the Office of Career Services during their freshmen year through Handshake ([gram.joinhandshake.com](http://gram.joinhandshake.com)). Handshake is the platform many universities across the country use to connect students with more than 8,000 employers. Once students are registered in Handshake, they have free access to career/professional development events, networking with employers, job and internship opportunities.

It is also recommended that first year students complete the Focus 2 Career Assessment. Focus 2 helps students identify their strengths and career interests to help them choose a college major and to explore occupations, make informed career decisions and take action their career development.

Students are asked to visit the Office of Career Services and our website to review the list of services provided. Career Services Registration includes completion of a Handshake account registration, Focus 2 Career Assessment, Handshake Profile, and a resume approved by the Career Services Office.

## **Career Services Policy for GSU Students**

- Register with Career Services during first semester enrolled.
- Attend two or more career development sessions per semester.
- Meet with career counselor to complete a Handshake profile.
- Create a resume and have it approved by Career Services.
- Attend at least two (2) job/career fairs prior to Junior year.
- Participate in a mock interview session

## **Process for Awarding Internships to Grambling State University Students**

It is highly recommended that students obtain relevant work experience through formal internships. All students are asked to follow the Internship process in order to be awarded an Internship. This process will help to enhance student success for employment upon graduation

### **Steps:**

1. Career Services will assist the student in conducting an internship search via Handshake.
2. The Academic Dean/Department Head/Advisor/Internship Coordinator will assist the student in selecting the internship to be awarded based on the criteria set for each department including:
  - a) GPA
  - b) Classes to be taken prior to applying for internship.
  - c) Required Number of Hours.
  - d) Any other academic experiences needed.
3. After each student has completed their internship, they will submit the required documents to their department for approval.
4. The Internship Administrator (Dean/Dept. Head/Faculty) will then submit a list of student names and internship location to career Services with company/organization contact information.

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## **VEHICLE REGISTRATION, PARKING AND TRAFFIC**

Students must register their automobiles with the University Police at the beginning of the academic year. On campus students are not allowed to drive to class. Students are to park at their respective dormitories during class time. A given registration expires the day before the beginning of a new academic year. Registration requires proof of insurance, proof that the vehicle is properly registered in a state, and a valid driver license. Students must park in designated parking areas. Violators will receive parking tickets that must be paid prior to the end of the semester in which they are received. Students must obey the laws governing the operation of automobiles in the state of Louisiana. Students who violate registration, parking, and/or traffic laws will receive a violation ticket.

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## **UNITED CAMPUS MINISTRY**

United Campus Ministry (UCM). The UCM is a conglomeration of religious organizations that functions ecumenically in advising students on the availability of religious services to meet their needs and preferences. The ministry provides spiritual counseling and guidance on ethical issues to students who request such a service. The ministry makes information about lectures and programs of a religious nature available to students. The ministry is concerned about the moral and spiritual development of students,

faculty, and staff who seek assistance with morality and spirituality. Religious services must be scheduled through the student activities office in conformity with established University policy.

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## **CENTER FOR INTERNATIONAL AFFAIRS AND PROGRAMS**

The Center for International Affairs and Programs (CIAP) was established in 2005. CIAP fosters global cooperation and articulation linkages that augment overall campus internationalization. Additionally, CIAP encompasses the Office of International Student & Scholars Services which provides immigration counseling, coordinates the Homeland's Security (SEVIS Database System) and complies with the code of federal regulations as it pertains to F-1, J-1 and M-1 nonimmigrant visas. It also provides retention services for international students & supports foreign faculty exchanges and cross-cultural advising. CIAP serves as liaison and ombudsman between the university and international students, global partners, federal government, public and private agencies, and the community. Please visit our website at [www.gram.edu/admissions/international.php](http://www.gram.edu/admissions/international.php) to get more information.

# ACADEMIC REGULATIONS

## STUDENT RESPONSIBILITY

All colleges and universities establish certain requirements that must be met before a degree is granted. These requirements concern courses, majors, grade point average, residence requirements and other requirements with which the student must comply. Advisors, department heads, directors and academic deans will advise a student on how to meet these requirements, but the student is responsible for fulfilling them. Upon completion of the required course work, authorized personnel of the University will determine if the student is eligible to receive a degree. If the requirements have not been met, the degree will be withheld until obligations have been fulfilled. It is important for each student to become acquainted with the degree requirements and to remain informed.

The University General Catalog is presented not only to enable prospective students and others to learn about Grambling State University, but to state policies, requirements, regulations and procedures in such form as will help the student progress through school.

## CLASSIFICATION OF STUDENTS

Classification of students is based upon the number of credits earned. Classification is updated by the University computer system at the end of each semester.

Freshman	Less than 30 semester hours
Sophomore	30-59 semester hours
Junior	60-89 semester hours
Senior	90 or more semester hours

## STUDENT LOAD

Undergraduate students are classified full-time if they schedule twelve (12) or more semester hours for credit. However, a normal load is sixteen (16) hours per semester. A student may take in excess of sixteen (16) hours, but not more than twenty-one (21) hours provided that the student has a cumulative grade point average of at least 3.00 and the written approval of the appropriate college dean.

Six (6) semester hours constitute full-time status for a summer session. A student may take in excess of six (6) hours per summer session, but not more than nine (9) hours provided that the student has the written approval of the appropriate college dean.

Students enrolled concurrently at Grambling State University and another college or University may receive credit for no more than the maximum allowable Grambling State University load for any given semester or summer term.

## ATTENDANCE

It is always the student's responsibility to be aware of class attendance. At Grambling State University, class attendance is regarded as an obligation as well as a privilege. Students should attend all classes regularly and punctually. Failure to do so may jeopardize a student's scholastic standing and lead to immediate suspension from the University.

**Excused Absences:** Within three (3) days of the student's return to the University from an absence, the student who desires an excused absence must submit verification or documentation supporting the reason for the



absence to the Counseling Center. The Director of the Counseling Center will give the student an approved excused absence form to be shared with the student's instructors provided the documentation presented can be verified. Acceptable documentation includes those affidavits provided by doctors, lawyers, and other officials when appropriate. At the discretion of the respective instructors, documents may be reviewed for a decision.

**Note:** *Official documents must be submitted to substantiate any request for an excused absence lasting longer than one week.*

**Unexcused Absences:** For freshman and sophomore students, after four (4) unexcused absences and with agreement of the instructor, department head, and academic dean may be assigned a grade of "F." Junior and senior students are expected to attend all classes. Failure to do so may jeopardize the student's academic standing. Students are not exempted from covered work, tests, or assignments, and an absence that occurs on the day of a quiz, examination, or an assignment may result in failure.

**Tardiness:** Tardiness is equivalent to an absence unless the instructor excuses it at the end of the class period. The student must take the initiative to seek an excused late entrance.

## GRADING SYSTEM

The grades used in the assessment of the academic performance of students enrolled in courses offered by the University are listed.

Letter Grade	Description	Quality Points Per Credit Hour
A	Excellent	4
B	Above Average	3
C	Average	2
D	Below Average	1
F	Fail	0
IP	Approved Course/In Progress	Not Computed
FN	Fail-Never Attended	0
W	Withdrawn	Not Computed
I	Incomplete	0
IX	Incomplete Extended	0
P	Pass	Not Computed
NC	No Credit	Not Computed
AU	Audit	Not Computed
Z	Approved Course/ Work Pending	Not Computed

Quality points earned for each course are determined by multiplying the number of quality points for each grade by the number of hours the course carries. A student's grade point average is computed by adding the total quality points for all courses for which quality point values may be computed, then dividing by the number of GPA hours (divisor). The grade of "P" will be awarded for nontraditional credit and non-credit courses only. Courses so credited will not be used in computing the grade point average.

The grade of "I" (incomplete) means that some relatively small part of the session's work remains undone because of illness or other unavoidable reason. This mark is given in exceptional cases where the student has been passing a course and gives evidence of ability to pass the course if granted an opportunity to complete an assignment which was not completed by the termination of the course. Prior to awarding a grade of "I," the instructor must submit an Incomplete Assignment Form to the department head. Incomplete grades for graduate students must be changed within one academic year. The department head, academic

dean, and the vice president for academic affairs must approve the Grade Change Form. The grade of “I” becomes “F” on the academic transcript if it is not changed by the deadline.

The grade of “W” indicates withdrawal of the student from the University up to a specified date following mid-term. This date will be published in the university calendar. After this date, a student may not withdraw or drop classes. In extraordinary cases, the registrar may authorize resignation from the institution or the dropping of a course with the grade of “W” after the deadline. The instructor cannot change a “W” grade. The grade of “AU” indicates that the course has been audited; however, no credit is allowed.

When applicable, an “IP” (In Progress) is awarded to students enrolled in approved courses such as practica, internships, and others in which course requirements are normally not completed within one term. A request to Assign IN Progress (IP) Grade Change Form must be submitted by the instructor of record to the department head, academic dean and the Academic Vice President/Provost for approval prior to submission to the Registrar’s Office electronically. The “IP” will remain until course requirements have been completed by the entire class unless there are students who have been recommended for graduation. All IP Grades should be changed 60 days after the end of the semester in which the IP was awarded. At that time a regular grade will be awarded. No credit will be given until the “IP” is converted to a regular grade.

The grade “Z” is for certain approved courses. When all work is completed, a Grade Change Form must be processed.

The grade of “FN” indicates that the student did not attend an examination. *This grade will be used by the university to assist with the establishment of an official withdrawal date for the return of unearned student financial aid. Because of federal regulations, the last attended date is required for students who earn an “F” grade. The date is required in order to determine Title IV Calculations.*

## **COURSE NUMBERING SYSTEM**

Courses are numbered according to the following system: 000-098, developmental courses; 100- 199, freshman; 200-299, sophomore; 300-399, junior; 400-499, senior; 500-599, first-year graduate; 600-699, second-year graduate, 700 and above, courses beyond the master’s level.

## **COURSE WITHDRAWAL AND DROP POLICY**

Students may drop courses or may withdraw with grades of “W” up to a specified date following mid-term. The last day to drop courses or withdraw from the university is published in the academic calendar.

After the published date, students may not drop courses or withdraw from the University. Students with extraordinary circumstances that require them to leave the University should seek an administrative withdrawal by submitting a request in writing with documentation to the University Registrar. Dissatisfaction with an anticipated grade or a decision to change a major is not cause for an administrative withdrawal. The student must show direct cause for his/her hardship, and must appeal immediately after the hardship. The instructor cannot change a grade to “W.”

A student who drops all courses must also withdraw from the University. The deadline for withdrawing with a grade of “W” is usually four weeks after mid-semester. Students may not drop courses or withdraw from the University after the date published in University’s Academic Calendar. However, students with extenuating circumstances may seek an administrative withdrawal (AW) by submitting a letter of appeal and documentation to the University Registrar to substantiate the case of withdrawing after the published date. To drop a course, the student must show direct cause for the extenuating circumstances, show that he/she was passing the course(s) immediately prior to the hardship, and must appeal immediately after the hardship. The Appeals Committee will review the documentation and recommend approval or denial. If approval is granted, the grade of “W” will be assigned to all courses. The grade of “F” will be assigned to the courses of students who do not officially drop or withdraw from the University and the student will

forfeit the right to a statement of honorable dismissal. The statute of limitations for an appeal of a change in official academic records is 120 days after the end of the semester/session in which the grade is in question.

## **CLASS SCHEDULE ADJUSTMENTS (DROPS AND ADDS)**

Students should consult with the assigned academic advisors before initiating any change in registration.

### **Adding Courses for Credit**

Courses may be added for credit by the advisor/student up to the end of registration. Students will be held responsible for all courses appearing on schedules unless changes were made in accordance with the regulations stated above. Students are strongly advised to check mid-term grades carefully and to drop or request the registrar to clear from the record courses or grades that appear in error. A student may change the section of a course offered in a semester or summer session in the same manner and time frame as that provided for adding courses.

### **Dropping Courses**

For courses dropped within the time limit specified in the University academic calendar, the student receives the grade of "W." It is the responsibility of the student to complete a Drop/Add Form and submit it to the Office of the Registrar after receiving approval from the appropriate academic advisor. A student who drops all courses must also withdraw from the University. Students who are enrolled in 100% of their courses on-line are able to fax or email a written request to drop courses to the Registrar's Office ([registrar@gram.edu](mailto:registrar@gram.edu)) on or before the last day to drop a course or withdraw from a course as specified in the University academic calendar.

## **REGISTRATION**

Students are held individually responsible for information contained in this catalog. Failure to read and comply with policies, regulations and procedures will not exempt students from whatever penalties they may incur.

1. All students at Grambling State University must be properly admitted to the University by the Office of Admissions before they register.
2. Registration is complete only when registration requests have been properly recorded and all fees, deposits and charges are paid. Students are expected to pay all fees at the time of registration.
3. Students are given credit only for those courses in which they are officially registered at the conclusion of the add/ drop period.
4. Students will be held responsible for completing all courses for which they initially register, except for changes in registration which are officially filed in the Registrar's Office.
5. Students enrolled in courses who do not attend initial class meetings may be dropped from the class if demand for the course exceeds capacity. Departments following this practice will make reasonable efforts to inform students of this action.
6. The University does not guarantee the availability of particular courses or sections thereof since admission to classes will be authorized only until the maximum number of students allowed in any section has been reached.

7. Should a student or former student fail to pay a debt owed to the University, the University may withhold permission to register, use of facilities for which a fee is authorized to be charged, to receive services, materials, food or merchandise, or any combination of these.
8. All first-time students born after 1956 will be required to present proof of measles, mumps, rubella, and tetanus-diphtheria immunizations.

## VETERANS' LEGISLATION AND MILITARY STATUS

Grambling State University has been approved by the State Approving Agency for the enrollment of veterans who are eligible for educational benefits under the GI Bill. The Office of Veterans Affairs provides information on educational benefits for veterans attending Grambling State University.

Veterans and eligible dependents should obtain an application for educational benefits from the Registrar's Office located in Grambling Hall, Suite 18 or submit an application at [www.gibill.va.gov](http://www.gibill.va.gov). Once the application has been submitted to the regional office for approval, the student will be notified of their eligibility status through mail. If eligibility is approved, the student will receive a Certificate of Eligibility that must be submitted to the VA Certifying Official. Once academic advisement and registration has been completed, the student should complete the VA Semester Benefits Form ([Grambling State University - Registrar](#)). This form must be completed every semester that benefits are to be used.

A veteran, dependent of a disabled or deceased veteran, or eligible persons who are in the National Guard or Reserves, must carry at least twelve (12) hours during the Spring and Fall semesters and at least six (6) during the summer sessions to be considered a full-time student. Any change in full-time status must be reported and benefits may be reduced to reflect that change.

Other services to veterans include work-study, tutorial assistance and vocational rehabilitation. These services are available to Grambling State University students who are veterans and dependents of service-connected disabled and deceased veterans and eligible persons who are in the National Guard or Reserves.

### Credit for Military Science

Veterans with at least one-year military service may be allowed a maximum of six semester credit hours in health and physical education, in accordance with the recommendation of the American Council on Education. Credit will be allowed for college-level courses completed by correspondence and/or group study through the United States Armed Forces Institute. Veterans should submit official copies of service records (DD-214) or transcripts to the Registrar's Office during the first semester of attendance.

BRANCH OF SERVICE	REQUEST TRANSCRIPTS FROM:
Army, Navy, Coast Guard, Marine Corps	<a href="http://jst.doded.mil">jst.doded.mil</a>
Air Force	<a href="http://www.au.af.mil">www.au.af.mil</a>

### Veterans Access, Choice, and Accountability Act

The following individuals shall be charged the in-state rate, or otherwise considered a resident, for tuition and fees purposes:

- A Veteran using educational assistance under either chapter 30 (Montgomery G.I. Bill – Active Duty Program) or chapter 33 (Post-9/11 G.I. Bill), of title 38, United States Code, who lives in the state in which the institution is located (regardless of his/her formal State of residence) and enrolls in the institution within three years of discharge or release from a period of active duty service of 90 days or more.

- Anyone using transferred Post-9/11 GI Bill benefits (38 U.S.C. § 3319) who lives in the state in which the institution is located (regardless of his/her formal State of residence) and enrolls in the institution within three years of the transferor's discharge or release from a period of active duty service of 90 days or more.
- Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at the same institution. The person so described must have enrolled in the institution prior to the expiration of the ~~his~~ year period following discharge or release as described above and must be using educational benefits under either chapter 30 or chapter 33, of title 38, United States Code.
- Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. § 3311(b)(9)) who lives in the state in which the institution is located (regardless of his/her formal State of residence).
- Anyone using transferred Post-9/11 G.I. Bill benefits (38 U.S.C. § 3319) who lives in the state in which the institution is located (regardless of his/her formal state of residence) and the transferor is a member of the uniformed service who is serving on active duty.

### ***Nonresident Tuition Surcharge***

For the purposes of the United States active duty military and individuals receiving VA benefits, their eligibility for in-state tuition and fees shall be consistent with Regents' policy or requirements to maintain approval for VA education benefits under applicable law, 38 U.S.C. 3679 (c), whichever is more favorable.

## **CURRICULUM CHANGE/CATALOG**

Students who desire to change their academic programs should seek the advice and consent of the department head and academic dean of both colleges/schools concerned. A Curriculum Change Form can be obtained online and submitted electronically to the Registrar's Office to document the change within 48 hours with the required approvals. If a new catalog is in effect when the changes become official, the student will be subject to the regulations of the new catalog.

Except where the State of Louisiana, the University of Louisiana System has set new requirements, a normally progressing student is expected to complete degree requirements as specified in the Grambling State University catalog for the year when the student is admitted to a program in one of the degree granting colleges/schools of the University. In the case of transfer students who are progressing normally at the sophomore or higher classification, the students must meet requirements specified in the catalog current when he/she enters and is admitted to a program at Grambling State University.

Students who discontinue study at Grambling State University for one or more semesters (including those on disciplinary or academic suspension) are not normally progressing students; therefore, they must meet requirements current with the semester in which they return.

## **ACCEPTANCE OF TRANSFER CREDITS**

Transfer credits will be evaluated by the Transfer Analyst in the Office of Admissions for incoming new transfers and added to the permanent record only for persons who are enrolled as degree seeking students. The Records Data Analyst in the Registrar's Office will enter transfer credits only for continuing and former students. All credits earned at another college/university will be transferred to Grambling State University if the institution is regionally accredited. The grade point average(s) earned at the other accredited post-secondary institutions will be recorded on the transcript with all courses taken and the grades that were earned. However, the grade point average(s) earned at other accredited post-secondary institutions will not be used in determining the institutional grade point average at Grambling State University. All courses will be used to calculate the cumulative grade point average. Courses accepted for credit are not necessarily used

toward a degree. Once a student has declared an academic major, the designated academic department advisor and/or dean will review all transfer credits to determine which courses will be accepted towards degree requirements and determine which transfer credits are equivalent to GSU courses. All course substitutions will be submitted on the appropriate form and forwarded to the Office of the Registrar to be articulated on the student's academic transcript within two (2) workingdays of evaluation by the academic department. An undergraduate international applicant to the university must have his/her credentials evaluated through World Education Services (WES). The international transfer student will be responsible for all required fees associated with the WES evaluation.

## **STUDENT TRANSFER GUIDE ARTICULATION SYSTEM MATRIX**

To obtain the articulation matrices that indicate the correlation of courses among Louisiana's public colleges and universities, students may either check with the Admissions Office or access it through the Board of Regents web page at <https://regents.la.gov/master-course-articulation/>.

## **AUDITING COURSES**

A student who wants to enroll in a college credit course for personal enrichment and who does not want to earn college credit may select to audit the course. The decision should be made at the time of registration.

To audit a course, the student must receive the approval of the department in which the course is offered (bring approval to the Registrar's Office), pay the audit fee (same as fee charged for credit) and complete the registration procedure. However, a student may not take more than the maximum allowable hours during any semester; this includes hours audited. Students who audit will not receive credit. Anyone who wishes to change registration from audit to credit or from credit to audit must make the change before or on the last day of registration. A student may audit no more than one course in any semester. A course audited cannot be used to fulfill graduation requirements. A course previously audited may be taken for credit by enrolling in the course.

## **INTER-INSTITUTIONAL COOPERATIVE PROGRAM (ICP)**

Grambling State University and Louisiana Tech University operate an Inter-Institutional Cooperative Program (ICP). This program makes it possible for students to enroll for courses at both schools. Faculty exchange between the two institutions is also a part of the program.

Application for courses to be taken on the cooperating campuses must be made at the institution where admission requirements have been met and degree programs are being pursued. Credits earned may apply toward a degree at the home institution. The student's dean or authorized representative must approve the course(s) selected and the course load. A copy of the student's transcript bearing the official seal will be furnished to his/her home institution.

An ICP student will be charged "full fees" at the home institution, regardless of course load. This will not require additional fees from the visiting institution.

Grambling State University students who are planning to graduate in the spring semester should NOT enroll in ICP courses; the grades will not be available by the graduation date.

Grambling students wishing to take a Louisiana Tech course should download the ICP form and return via email to the Registrar's Office by the published deadlines.

## **POLICY ON REPEATING COURSES**

When a student repeats a course, it is recorded on the transcript each time. All grades are used in calculating the cumulative GPA. An adjusted GPA, which uses only the last grade earned if a class has been repeated, will be used where necessary for graduation. However, the adjusted GPA will not be printed on the transcript. The cumulative GPA is used to determine academic status (probation/suspension) and for the purpose of awarding honors and campus awards (effective the 2000 fall semester). Students should be aware that other four-year colleges and universities may not honor Grambling State University's repeat policy.

## **PROCEDURE FOR APPEALING A GRADE**

It is an important part of the teaching responsibility of the faculty to provide careful evaluation and timely assignment of an appropriate grade to each enrolled student. There is a presumption that grades assigned are correct. It is the responsibility of the student appealing an assigned grade to demonstrate otherwise. In the absence of compelling reasons, such as instructor's error or clerical error, etc., the grade determined by the instructor of record is to be considered final.

A student who believes based on evidence that is reviewable that an incorrect grade has been assigned may appeal by using the following procedure.

1. The student should attempt to resolve the problem with the instructor who assigned the grade within thirty (30) calendar days after the end of the term in which the course was offered. If the instructor determines that an error was made in submitting the grade, a Grade Change Form, available in the office of the department head, must be initiated by the instructor immediately. Documentation to justify the change must be submitted with the form to the department head. The form must be approved by the department head and the dean of the college in which the course was offered. The form may be rejected with explanation at any stage in the approval process. If the grade change is approved by the college dean, the form and supporting documentation will be submitted by the dean to the Vice President for Academic Affairs for final approval. Once the Vice President for Academic Affairs approves the grade change the instructor will be notified by the Office of the Vice President. The instructor will pick up an approved request and submit it to the Registrar to complete the grade change process. The Vice President will return all rejected grade changes to the appropriate dean with written explanations. Explanations for rejection at any stage of the process will be shared by the party making the rejection with all persons involved in the process.
2. If the student is not satisfied with the instructor's decision, and has reviewable evidence to warrant a grade change, the student should submit a written appeal within 120 calendar days after the end of the term to the head of the department in which the course was offered.
3. If the problem is not resolved at this level, the student should submit a written appeal to the college dean within ten (10) working days following receipt of the denial by the department head.
4. If the problem is not resolved at the dean's level, the student should submit a written appeal to the Vice President for Academic Affairs within ten (10) working days of receiving the denial from the dean. The Vice President for Academic Affairs will review all evidence and findings and inform the student, instructor, department head, college dean, registrar, and other appropriate University personnel of the decision. This decision is final and ends the appeal process.
5. Candidates for degrees should immediately notify their academic advisors of decisions made in response to their respective appeals.

## **ACADEMIC STATUS POLICY**

There are three categories of academic status for undergraduate students: academic good standing (eligible to be enrolled); academic probation (eligible to be enrolled) and academic suspension (not eligible to be enrolled). B. A student's academic status is determined at the end of each semester and summer session. Although students will usually receive an official notification of academic status with their grades, such notice is not a prerequisite to students being placed on academic probation or suspension. The students have the responsibility to know their academic status prior to the beginning of each enrollment period.

### **Good Standing**

A full-time student who maintains a cumulative grade point average of at least 2.0 is in good standing. The University uses the cumulative GPA, rather than the adjusted GPA, to determine academic status (probation/suspension).

### **Academic Probation**

An undergraduate student will be placed on academic probation whenever his/her cumulative average is below a 2.0 average. Once on academic probation, a student will remain on probation (as long as each semester or summer session's average is at least 2.0) until the cumulative GPA of 2.0 or higher is achieved. Once a cumulative GPA of 2.0 or higher is achieved, a student will be placed in academic good standing.

### **Academic Suspension**

A student on academic probation will be suspended from Grambling State University at the conclusion of any semester or summer session in which a grade point average of at least 2.0 is not obtained. A first-time freshman, admitted in good standing, will not be suspended prior to the completion of two semesters of enrollment. Registration will be canceled for a student who registers and is then suspended.

### **First Suspension**

The first period of suspension is normally for one regular semester. A student who has been suspended for academic reasons must submit a written appeal in order to be readmitted. Readmission is not automatic and the student must provide evidence that his/her academic performance will be better if readmission is granted.

A student suspended from the University for the first time at the end of the spring semester may attend the summer session without appeal. If the cumulative GPA is raised to 2.0 or higher, the student is placed in academic good standing and the suspension period is lifted. The student may then attend the fall semester without appeal. If the cumulative GPA is not raised to a 2.0 or higher in the summer session, the suspension for the fall semester will remain in effect. In this case, only one suspension is counted against the student.

### **Second or Subsequent Suspension**

A student suspended from the University for a second or subsequent time at the end of the spring semester may also attend summer school. To be readmitted to any semester other than the summer session, he/she must appeal.

Second or subsequent suspensions shall be for one calendar year. The student may then apply for readmission, which may be granted, delayed, or denied. Readmission is dependent on the evidence that the student is able to provide that his/her academic performance will meet the minimum criterion of a 2.00 grade point average.

An undergraduate student suspended from a System university may not enroll in another university within the System for at least one calendar year, but may enroll in a community college. To ensure minimal or no loss of credits upon return to the university, it is recommended that the student consult with his/her university 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 the suspending institution provided grades of "C" or higher are



earned in each of the courses to be transferred (ULS Chapter II, Students, Section IV, I-4).

While on suspension, only credits earned during the summer sessions will be considered by Grambling State University for credit. Students who plan to take courses during the summer at a community college must consult their academic advisors about the courses that they intend to take.

Transfer students who have been suspended from other systems may appeal to enroll at a University of Louisiana institution during the academic suspension period only if they have a 2.0 cumulative average. Appeals may be granted or denied.

### **Appeals**

If a student is on academic suspension due to extenuating circumstances, he/she may send a written appeal for immediate reinstatement to his/her academic dean. If the dean accepts the appeal, the academic dean recommends reinstatement to the Vice President for Academic Affairs, who renders a final decision. If reinstatement is approved or denied, the Vice President for Academic Affairs instructs the Office of Admissions to inform the student.

Supporting documents for the extenuating circumstances must be sent along with the letter of appeal. Gaining readmission by appeal does not remove the suspension from the academic records.

### **ACADEMIC RENEWAL (AMNESTY, BANKRUPTCY)**

Undergraduate students may, at the time of application for admission or readmission to the University, file for academic renewal in the Registrar's Office if they have not been enrolled in any college or university for a period of three calendar years immediately preceding their enrollment at Grambling. No courses that have previously been taken, whether passed or failed, will be counted in the student's grade point average or toward graduation. However, the courses and grades will remain on the student's scholastic records and transcripts. The grade point average for determining graduation honors will include all grades on the undergraduate record. Students are cautioned that many undergraduate professional curricula and most graduate and professional schools compute the undergraduate grade point average on all hours attempted when considering applications for admission. Grambling State University may choose to accept or not accept, in transfer, academic renewal granted at another institution. Academic renewal can be granted only once, regardless of the institutions attended.

### **CHANGE OF GRADE**

After a grade is submitted to the Registrar's Office, it can be changed only by the instructor of record with verification by their department head that an error was made in reporting the grade. The grade must be initiated by the Instructor of Record electronically. The online grade change form must be approved by the Department Head, Dean, and Provost/Vice President for Academic Affairs. The approved form will be electronically submitted to the Registrar's Office by the Provost/Vice President for Academic Affairs with all supporting documentation attached. If the Instructor of Record is separated from the University, the grade change is implemented by the Department Head and approved by the Dean. Only the Dean for the requested academic department would be allowed to change the grade with supporting documentation attached to the grade change form with final approval from the Provost/Vice President for Academic Affairs.

Materials submitted after the official completion of a course by means of the final examination and/or otherwise, may not be used as a means of continuing the course and thus changing a previously submitted grade unless justified by supporting documentation. Examples of supporting documentation include, but are not limited to: instructor of record grade book, Canvas grades, approved excused absences, administrative withdrawal documents, authentic student medical records, etc. Only the grade of Incomplete ("I") established at the end of the course, may be changed into a regular grade by the submission of additional

material agreed upon previously. Any change of “I” to a grade for undergraduate students must be received in the Registrar’s Office by a designated date after mid-term of the following semester which the student is enrolled. Incompletes must be removed within one year in which the grade was awarded for graduate students. “I” grades are calculated as “F”. The instructor of record cannot change a grade to Withdrawal (“W”).

When applicable, an “IP” (In Progress) is awarded to students enrolled in special identified courses such as practicums, internships, and others in which course requirements are normally not completed within one term. The “IP” will remain until course requirements have been completed. At that time a regular grade will be awarded. No credit will be given until the “IP” is converted to a regular grade for the entire class. The deadline for grade changes is 60 days after the end of the semester, unless the student has submitted a written appeal (see Procedure for Appealing a Grade).

## **FINAL GRADE REPORTS**

Students must check BannerWeb for their mid-term/final grades. Final grades will be available within three working days after grades are due from faculty.

## **CHANGE OF ADDRESS/NAME/STUDENT I.D. NUMBER**

A student must give a home and a local address at the time of admission. If either address changes while the student is enrolled, the new address must immediately be filed in the Office of the Registrar. A student is responsible for the accuracy of the address currently on file in the offices of the University.

A student wishing to change the name on University records must complete the change of name form in the Office of the Registrar. The student must present official supporting documents for the name change. Other name changes are made upon presentation of a court order. To have a student identification number changed, the student must present official supporting documents for the change.

## **TRANSCRIPT OF ACADEMIC RECORD**

Transcripts of student records will be issued only at the written request of the student. No transcript requests will be processed unless the student’s admissions file is complete and/or until all financial obligations to the University have been met. All transfer work will be recorded on the Grambling State University transcript. The University will not copy and release transcripts and/or test scores from other colleges/institutions. Students should request this information directly from the appropriate college/ university, high school, or testing service. Academic advisors may have access to students’ records for advising purposes only.

Transcripts are usually prepared within one to three working days after the request is received except during school holidays and the end of the semester. At the end of each semester, approximately ten working days are required to process a transcript request. Students may request an electronic or paper copy of their academic transcript. Students can also print an unofficial transcript on BannerWeb.

## **FIRST YEAR EXPERIENCE FOR TRANSFER STUDENTS**

A student who transfers to Grambling State University with 30 or more semester hours accepted by the University goes directly to the college or school of his/her major interest and will not be required to take FYE 101 and FYE 102.

## **GRADUATE COURSES OPEN TO UNDERGRADUATE SENIORS**

Students classified as seniors who have outstanding records of academic achievement may be allowed to register for graduate courses if they meet the following criteria:

1. A grade point average of 3.20 or higher.
2. Need thirty or less credit hours to complete baccalaureate degree requirements.

A student who meets the criteria and desires to take graduate courses must also obtain the following approvals:

1. Dean of the College for the student's major
2. Executive Director for the Office of Graduate Studies
3. Department Head for the student's major
4. The student's academic advisor.

Students may earn no more than 12 graduate credit hours while completing baccalaureate degree requirements. While taking graduate courses the student's semester GPA must be above 3.00. If the student's semester GPA falls below 3.00, the student will not be allowed to enroll in additional graduate courses.

## **GENERAL BACCALAUREATE DEGREE REQUIREMENTS**

**The baccalaureate degree requirements are listed.**

1. All students must complete all course requirements.
2. All students must satisfy all required degree requirements as specified by the academic department.
3. All students must complete all academic requirements in the General Education Program.
4. All students must complete at least 120 credit hours of coursework contingent on the academic major.
5. All students must achieve a passing score on examinations required for the chosen major.
6. All students must complete the Rising Junior Examination (GET 300).
7. All student must earn a minimum cumulative grade point average of 2.00.
8. All students must earn at least 25 percent of the required credit hours for graduation in residence. The residence requirement may only be waived by the college dean for the declared major.
9. To satisfy the grade point average requirement an adjusted grade point average may be used for graduation purposes only. The adjusted GPA uses the last grades earned in courses that have been repeated.
10. To receive the baccalaureate degree at one of the University's commencement exercises a student must take the following steps:
  - a. Clear all financial obligations to the University prior to taking final examinations in the final term of enrollment.

- b. File an application for graduation in the office of the dean. This should be done at the time of registration in the last semester or summer session in which the candidate completes degree requirements. Each candidate must be recommended for graduation by the academic dean.

To receive the baccalaureate degree at one of the University's commencement exercises a student must take the following steps:

1. Clear all financial obligations to the University prior to taking final examinations in the final term of enrollment.
2. File an application for graduation in the office of the dean. This should be done at the time of registration in the last semester or summer session in which the candidate completes degree requirements. Each candidate must be recommended for graduation by the academic dean.
3. Be present for the commencement exercise unless written approval to be absent is given by the candidate's academic dean.

## **CORRESPONDENCE AND EXTENSION COURSES**

Grambling State University does not offer correspondence work, but will accept a maximum of thirty (30) semester hours of correspondence or extension credit from accredited institutions that offer such work. Any student who plans to take any work elsewhere must obtain written approval from his/her academic dean, a copy of which should be filed in the Registrar's Office.

## **TIME LIMITATION**

Any student whose study plan does not result in completion of the baccalaureate degree requirements in 150% (188 credit hours) time frame of the degree program will lose eligibility for federal financial aid.

## **REQUIREMENTS FOR SECOND UNDERGRADUATE DEGREES**

To receive a second bachelor's degree, a student must earn a minimum of an additional thirty (30) semester hours and meet all requirements for the second degree.

## **MINORS AND DOUBLE MAJORS**

The department head and the dean of the appropriate academic curriculum must approve requirements for minors and double majors. Students pursuing associate degrees cannot earn a minor.

The department head and the dean of the college of the appropriate academic curriculum must approve any substitutions for courses in a minor or a double major degree plan in advance. If a student is working toward degrees in different colleges, he/she must be enrolled in one of the colleges involved and develop degree plans with both deans.

## **RISING JUNIOR EXAMINATION**

The Rising Junior Examination is a required test in the University's General Education Program. It is generally administered to sophomores who have earned between forty-five (45) and sixty (60) semester hours' credit.

To take the Rising Junior Examination a student should enroll in GET 300, a non-credit course, at the beginning of the second semester of the sophomore year. Students enrolling in GET 300 should have earned at least 45 credit hours. Developmental courses cannot be counted in the 45 credit hours.

## ACADEMIC HONORS

The standard grade point averages for honors are outlined:

### Honor Roll

A full-time student who makes a minimum 3.0 GPA will be placed on the honor roll for that semester.

### Dean's List

A full-time student who makes a minimum 3.20 cumulative GPA will be placed on the Dean's List.

### President's List

A full-time student who makes a minimum 3.50 cumulative GPA will be placed on the President's List.

### Graduation Honors

Honor Status Cumulative GPA's:

Cum laude	3.50 – 3.69
Magna cum laude	3.70 – 3.89
Summa cum laude	3.90 – 4.00

The GPA for all of the honor recognitions shall be the true cumulative GPA computed by utilizing all course grades earned. Please note the true cumulative GPA should be used for rankings, transcripts, and other purposes; the adjusted GPA may be used only for graduation purposes.

Students receiving their first associate degree may also receive special recognition for outstanding academic performance. The following conditions govern such recognition.

1. Students must earn an average of 3.30 to 3.69 on all hours pursued for "Honors."
2. Students must earn an average of 3.70 or above for "Distinction."
3. Students must earn a total of 15 semester hours at Grambling State University.

## UNDERGRADUATE CORE REQUIREMENTS FOR GRADUATION

### Bachelor Degrees

The Board of Regents has designated both REQUIRED and SUGGESTED coursework in general education for baccalaureate degrees, and has urged all public colleges and universities to prominently display them in their respective catalogs, brochures, and other publications.

### Board of Regents General Education Course Requirements:

English	6
Mathematics	6
Natural Sciences	9
Humanities	9
Fine Arts	3
Social Sciences	6
<b>Total:</b>	<b>39</b>

## GENERAL EDUCATION PROGRAM

Through the General Education Program, the University strives to achieve goals that complement and support its mission. Broadly, the program seeks to prepare graduates for lives of learning. On a more focused level the program seeks to prepare students for the study of a major academic discipline. The faculty believes that it is the responsibility of the University to produce graduates who will contribute to the advancement of civilization. Therefore, the faculty seeks in the General Education Program to provide students with a foundation of intellectual skills and knowledge to enable them to lead productive and ethical lives. The program aims to enable students to think critically, to analyze information, and use it to make logical decisions.

The General Education Program seeks to have students understand and appreciate the best of what humanity has created and produced the aesthetic and intellectual accomplishments.

The General Education Program is buttressed by four goals which the University aims to achieve for all students who matriculate as undergraduates. The General Education Program strives to:

1. Provide students with a foundation for learning and for intellectual growth in an academic discipline;
2. Prepare students for successful lives in an increasingly technical, dynamic, and complex society;
3. Raise the intellectual aims and aspirations of students; and
4. Develop in student's high ethical standards, and a responsibility for the quality of life on earth.

These goals are pursued through a set of learning outcomes or objectives. The level of mastery of a given learning outcome is determined by the evaluation metrics. The learning outcomes and evaluation metrics provide a rationale for the courses and experiences that constitute the curriculum of the General Education Program.

### General Education Curriculum

<b>English</b> , ENG 101 & 102	6
<b>Mathematics</b> , MATH 131 & 132, or 147 & 148, or 153 & 154	6
<b>Natural Science*</b> , PHYS 153/154, PHYS 109/110, SCI 105/106, CHEM 105/106, CHEM 111/112, CHEM 101, BIOL 103/104, BIOL 113/114	9
<b>Humanities</b> , HIST 101, HIST 102, HIST 103, HIST 104, HIST 201 or HIST 202; and ENG 200, ENG 201, ENG 203, ENG 204, ENG 205, ENG 206, HUM 200, HUM 201, HUM 202, PHIL 201, and/or any 100/200 level foreign language course	9
<b>Fine Arts</b> , ART 105, ART 210, ART 215, ART 216, MUS 219 or THEA 100	3
<b>Social/Behavioral Sciences</b> , ECON 201, SOC 101, SOC 201, PSY 200, PS 201 and/or GEOG 201	6
<b>First Year Experience</b> , FYE 101 & 102	2
<b>Total:</b>	<b>41</b>

*\*Contingent upon department*

Another major element of the General Education Program is a service learning requirement. All students must complete 160 hours of service learning that have been approved by the Director of Service Learning.

Some courses in the General Education Program have been designated as service learning courses. These are English 101 & 102, First Year Experience 101 & 102, History 101 & 104, Mathematics 147 & 148, and Social Science 101. A student in one of these courses can earn 20 service learning hours. The maximum number of service learning hours that can be earned this way is 80. The other 80 hours are earned by engaging in projects approved by the Director of Service Learning. Students are encouraged to consult with their advisors and the Director of Service Learning early in their matriculation about opportunities for service.

**The undergraduate curriculum consists of the following elements:**

General Education Program	41 hours
Major and Cognate Requirements	60 hours
Free Electives	18 hours

**The free electives are limited only by the level of the courses taken:**

100 level courses	3 hours
200 level courses	6 hours
300 and 400 level courses	9 hours

## **ACADEMIC DISHONESTY**

The University functions best when its members treat one another with honesty, fairness, respect, and trust. Students should realize that deception for individual gain is an offense against the members of the entire community. Faculty members have a responsibility to take measures to preserve and transmit the values of the academic community. To this end, they are expected to instill in their students a respect for integrity and a desire to behave honestly. They are also expected to take measures to discourage student academic dishonesty.

### **Examples of Academic Dishonesty**

1. **Cheating:** possessing unauthorized sources of information during an examination; copying the work of another student or permitting copying by another student during an exam; completing an assignment, such as an exam, paper, lab report, or computer program for another student; submitting material produced by someone else; submitting out-of-class work for an in-class assignment; altering graded work and resubmitting it for regrading; retaining exams or other materials after they were supposed to be returned to an instructor; inventing data or falsifying data.
2. **Plagiarism:** taking the words or ideas of another person and either copying or paraphrasing the work without giving credit to the source (e.g., through footnotes, quotation marks, reference citations).
3. **Other forms:** providing material to another person with knowledge it will be improperly used, possessing another student's work without permission, selling or purchasing materials for class assignments, altering another student's assignment, knowingly furnishing false or incomplete academic information, altering documents affecting student records, forging a signature or falsifying information on any official academic document.

### **Dealing with Instances of Academic Dishonesty**

Any act of cheating or plagiarism in a course by a student will be reported to the college/school dean and the student will receive an "F" for the course.

If a student has been reported to the dean for two instances of cheating and/or plagiarism, the student will be charged with persistent academic dishonesty. The student will be given the opportunity to respond to the charge at a hearing. If the student is found guilty, the student will be suspended for one academic year. If a student is charged twice with persistent academic dishonesty and is found guilty on both occasions of academic dishonesty, the student will be indefinitely suspended from the University.

## ACCEPTABLE USE POLICY FOR COMPUTER TECHNOLOGY

The computing facilities at Grambling State University are provided for the use of GSU students, faculty, staff and authorized persons in support of the programs of the University. All students, faculty and staff are responsible for seeing that these computing facilities are used in an effective, efficient, ethical, and lawful manner.

- A. Computer facilities and accounts are owned by the University and are to be used for university-related activities only. All access to central computer systems, including the issuing of passwords, must be approved through the Information Technology Center. All access to departmental computer systems must be approved by the department head or an authorized representative.
- B. Computer equipment and accounts are to be used only for the purpose for which they are assigned and are not to be used for commercial purposes or non-university related business. Incidental use of computer communications facilities by members of the faculty and staff for the purpose of creating and maintaining job efficiency and harmonious working relationships is consistent with this policy.
- C. An account assigned to an individual by the Information Technology Center or a department must not be used by others without explicit permission from the instructor or administrator requesting the account and by ITC or department assigning the account. The individual is responsible for the proper use of the account, including proper password protection.
- D. Students and employees should have no expectation of privacy when utilizing university computing resources. The university reserves the right to inspect, without notice, the contents of computer files, regardless of medium, the contents of electronic mailboxes, systems output such as printouts, and to monitor network communication when it is considered reasonably necessary to maintain or protect the integrity, security or functionality of university or other computer resources or to protect the university from liability; there is reasonable cause to believe that the user has violated the Computer Use Policy or otherwise misused computing resources; an account appears to be engaged in unusual or unusually excessive activity; or, it is otherwise required or permitted by law. Such inspection or monitoring may be conducted only by authorized personnel for compelling business or security reasons and only with the approval of the President or the following designees: for faculty members, the Vice President for Academic Affairs; for staff members, the Vice President for Finance or for students, the Vice President for Student Affairs.
- E. Electronic communications facilities (such as electronic mail, university webpage, mobile devices, notebooks, desktops, etc.) are for university-related activities only. Fraudulent, harassing, or obscene messages and/or other materials are not to be posted, sent or stored.
- F. No one may deliberately attempt to degrade the performance of a computer system or to deprive authorized personnel of resources or access to any university computer system.
- G. Loopholes in computer security systems or knowledge of a special password must not be used to damage computer systems, obtain extra resources, take resources from another user, gain access to systems, or use systems for which proper authorization has not been given.
- H. Materials protected by copyright are not to be copied from, into, or by using campus computing facilities, except as permitted by law or by contract with the owner of the copyright. This means that such materials may only be copied in order to make back-up copies, if permitted by the copyright owner. The number of copies and distribution of the copies may not be done in such a way that the number of simultaneous users in a department exceeds the number of original copies purchased by that department. Materials would include, but not be limited to software, audio, image, video, and test data.
- I. All licensed computer software must be installed by Network Services or by an approved designee as identified in the college or administrative division. **The installation and use of unlicensed computer software is in violation of university policy.**
- J. Violations of the policies will be dealt with in the same manner as violations of other university policies and may result in disciplinary review. In such a review, the full range of disciplinary sanctions is available including the loss of computer use privileges, dismissal from the University, and legal action.



## **ACADEMIC SUPPORT PROGRAMS**

### **CONTINUING EDUCATION AND SERVICE-LEARNING**

*Rory L. Bedford, D.Min., Ph.D., Director*

The Office of Continuing Education and Service-Learning, the hub of academic service-learning activities and continuing education opportunities, enhances the preparation of our students towards becoming more productive citizens in a democratic society.

Through service-learning, we strengthen learning and engagement opportunities for our students. Grambling State University students are required to complete 160 hours of service-learning activities; eighty (80) hours through “pure” academic service-learning activities and eighty (80) hours of approved civic engagement activities or community service projects. Faculty members from the various disciplines develop projects that fit the scope and cycle of service-learning. All projects must be approved by the director of continuing education and service-learning prior to initiation of the activity.

Through continuing education, we deliver courses, workshops, and camps that develop competencies, advance skills and enhance areas of expertise. The staff provides educational resources and training for faculty that supports the development and implementation of service-learning projects and continuing education activities. These initiatives boost the academic quality of the curriculum. The Continuing Education program offers several certifications, courses, camps, and workshops. Contact the Office of Continuing Education and Service-Learning to receive the current certification, course, camp, and workshop inventory.

The Continuing Education and Service-Learning staff approves projects, courses, workshops, camps, reviews syllabi, records service-learning data and monitors service-learning engagement and continuing education courses.

**Location:** Charles P. Adams Hall Offices: 117, 118, 119

**Telephone:** (318) 274-2547 **Email:** [bedfordr@gram.edu](mailto:bedfordr@gram.edu); [pereram@gram.edu](mailto:pereram@gram.edu); [hopwoodm@gram.edu](mailto:hopwoodm@gram.edu)

### **DISTANCE LEARNING**

*Eldrie B. Hamilton, Ed.D., Director*

The mission of the Office of Distance Learning is to provide students with the delivery of quality instruction through technology which gives students: 1) access to courses at the university from remote locations, 2) access to web-enhanced courses on campus, and 3) support to use and access electronic learning technology.

Additionally, the Office of Distance Learning provides faculty with effective and appropriate support for utilizing distance learning technology. This support includes assistance in designing, developing, implementing, and evaluating effective instructional and learning technologies that will improve learning outcomes in technologically-enhanced traditional and nontraditional learning situations.

**Location:** Nursing Building, Office 109

**Telephone:** (318) 274-6321, 6411 or 2871

**Email:** [dlhelpdesk@gram.edu](mailto:dlhelpdesk@gram.edu)

## EARL LESTER COLE HONORS COLLEGE

### Faculty

**Dean:** Dr. Ellen Smiley

**Professors:** Dr. Steve Favors; Dr. Ellen Smiley

The Earl Lester Cole Honors College was established in the fall of 1990 for the purpose of developing scholars for service at GSU. The Honors College is designed to provide enhanced academic experiences for academically talented students; those who wish to focus and broaden their horizons while earning a degree.

Interested beginning freshman students with an ACT score of 23 or its equivalent on the SAT are eligible for participation in the Honors College. If a beginning freshman student does not have an ACT score of 23 or above, but the student has a high school CGPA of 3.5 or above, he or she may also be given consideration for the Freshman Sequence at the Dean's discretion.

The Honors College offers an enriched curriculum, which consists of honors courses in General Education, select courses in a chosen major and interdisciplinary seminar, research, lecture series, and thesis on topics in the majors of participants.

The objectives of the Earl Lester Cole Honors College are to:

- enhance social and leadership skills
- encourage the pursuit of academic excellence
- provide opportunities for intellectual achievement
- foster in students an appreciation for a career as a university faculty member
- encourage completion of graduate or professional school

### **First Semester**

HONS 110 Freshman Seminar*	2
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*\*Replaces FYE 101 and 102 for members of the Honors College Freshman Sequence.*

Additional honors courses offered in General Education are taken as required by the respective program or major.

### **Interdisciplinary Seminars**

HONS 112 Career Awareness	2
HONS 220 Man and Culture	3
HONS 240 Science and Society	3
HONS 295 Empowering Leaders	3
HONS 300 Honors Writing Lab	3
HONS 310 Cultural Diversity	3
HONS 320 Current Problems in Humanities/Science	3
HONS 410 Books: Ideas Past, Present, Emerging	3
HONS 415 Scholars and Service	3
HONS 440 Honors Thesis	3
HONS 450 Independent Study	3
HONS 460 Honors Lecture Series	2

**Note:** *Students who maintain a 3.5 cumulative grade point average and successfully pass at least 3 honors college seminars, excluding HONS 110 are presented medallions at the Medallion Luncheon prior to graduation. The type of recognition (Bronze, Silver, or Gold Medallion) is dependent on the student's academic record, and participation in other activities sponsored by the Honors College.*

The Dean of the Honors College can waive the minimum seminar requirement, if deemed appropriate.

## **MILITARY SCIENCE**

### **Faculty**

**Department Head:** Lieutenant Colonel Mason M. Moore

**Professor:** Lieutenant Colonel Mason M. Moore

**Assistant Professors:** Captain Marquita Cash, First Lieutenant Christian Washington

**Senior Military Science Instructor:** Vacant

**Military Science Instructor:** Sergeant First Class Thomas Mitchell

### **Army ROTC**

Instruction in the Department of Military Science emphasizes leadership and management. ROTC is designed to develop the foundational values, attributes and skills required of Army Officers. Army ROTC is divided into a Basic Course, usually taken in the first two years, and an Advance Course, taken in the junior and senior years. Enrollment in the Basic Course of Army ROTC occurs without a military obligation. Any student may enroll in all or part of the Basic Course.

College students who have completed 4 years of JROTC may also be admitted into the advanced upper level. National Guardsmen or Reservists who have completed 30 semester hours may contract into the Basic Course and become a part of the Simultaneous Membership Program (SMP) with their prospective National Guard or Reserve Unit. Veterans, National Guardsmen, or Reservists with 54 college hours who are in good standing may have direct admittance into the advanced upper level.

Students with 54 semester hours who have not taken the basic level courses may attend the Leadership Training Course during the summer and receive 6 credit hours; this is non-obligatory. Upon completion of the course students who contract are eligible to receive a \$5,000 incentive bonus upon acceptance into the Advance Course. All students admitted into the advanced course must pass a physical exam and pass the Army Combat Fitness Test.

Army scholarships for two, three, or four-years are awarded to outstanding students who apply each semester. The scholarship pays for tuition and a book allowance of \$600 per semester. Cadets will also receive a monthly stipend of \$420. Upon earning the baccalaureate degree, the student is commissioned as a Second Lieutenant in the U.S. Army (Active Duty, Army Reserves, or Army National Guard).

**Note:** Prospective graduate students may attend the Basic Leadership Training Course during the summer prior to starting graduate studies and qualify for admittance into the Advance course. Upon completion of the Basic Leadership Training Course students will receive 6 credit hours; this is non-obligatory. Students who commit to a contract are eligible to receive a \$5,000 incentive bonus and a Graduate School 2-year scholarship upon acceptance into the Advance Course. Upon earning the graduate degree, the student is commissioned as a Second Lieutenant in the U.S. Army (Active Duty, Army Reserves, or Army National Guard).

## Military Science Curriculum Plan

### Freshman Year

Military Science 101, 101L	2
Military Science 102, 102L	2

### Sophomore Year

Military Science 201, 201L	3
Military Science 202, 202L	3
Military Science 203*	6

### Junior Year

Military Science 301, 301L	5
Military Science 302, 302L	5
Military Science 303**	3
Military Science 304*	3
Military Science 305* 305A Airborne School 305B Air Assault School 305C Northern Warfare Training 305D Mountain Warfare 305E Nurse Summer Training (6 hrs.)	3/6

### Senior Year

Military Science 401, 401L	5
Military Science 402, 402L	5
History 313	3

<b>TOTAL HOURS</b>	48/51
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\*These courses are not required by all students in order to earn a commission as a Second Lieutenant in the U.S. Army.

\*\*MS303 is taught in the summer but will be registered for in the following fall term.

### Minor in Military Science

All students choosing to pursue a minor in Military Science must be contracted.

Military Science 301, 301L	5
Military Science 302, 302L	5
Military Science 303	3
Military Science 401, 401L	5
Military Science 402, 402L	5
History 313	3

<b>TOTAL HOURS</b>	26
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## **Air Force Aerospace Studies**

Air Force ROTC is offered at Louisiana Tech University through the ICP Program. Questions about this program should be directed to Air Force Aerospace Studies, P.O. Box 3154, Ruston, LA 71272, (318) 257-2741, [www.latech.edu/tech/afrotc](http://www.latech.edu/tech/afrotc).

Air Force ROTC is open to all students in any major pursuing a bachelor's degree. The mission of AFROTC is to train students to become future leaders in the U.S. Air Force and America. AFROTC provides instruction and experience to all cadets in a diverse environment so they can graduate with the knowledge, character and motivation essential to becoming leaders in the world's most respected Air Force. Individuals who successfully complete the 3-4-year program will be commissioned as Second Lieutenants in the U.S. Air Force.

### **Requirements for Admission**

General Military Course (GMC) (Freshmen and Sophomores): Must possess good moral character, must meet age requirements for commissioning, must be medically qualified, and must be admitted to GSU as a full-time student.

Professional Officer Course (POC) (Juniors and Seniors): Students are selected for the POC on a competitive basis. In addition to GMC requirements, they must meet mental and physical requirements for commissioning, have satisfactorily completed 60 semester hours toward their degree, satisfactorily completed a 4-week field training unit and be in good standing with GSU.

### **Application Requirements**

There is no application procedure. Students register for AFROTC through the ICP program at GSU. Any student may enroll in the GMC, and it incurs no military obligation unless already on scholarship. Students compete for entry into the POC during their last two years of college. Selection to the POC is highly selective and based on scholarship qualifications and successful completion of field training.

### **Leadership Laboratory Training**

In addition to academic training, enrollment in the correspondence Leadership Lab is open to students who are eligible to pursue a commission through Air Force ROTC. It consists of physical, military and leadership training including the operation of the Cadet Corps, comprised exclusively of cadets.

### **Field Training (FT)**

All cadets must complete Field Training, which consists of academic work, orientation to the Air Force environment, and traditional military training. Cadets will compete to attend the 4-week FT which normally occurs between the sophomore and junior years.

### **Books and Uniforms**

All uniforms and textbooks required for AFROTC courses are furnished by the U.S. Air Force. Each member of AFROTC will make a refundable deposit of \$10 to cover possible uniform loss or damage. Information on the curriculum is available in the Louisiana Tech Catalog. Scholarship information is available in the Undergraduate Admissions and Financial Information section of the catalog, the Offices of Admissions, Financial Aid, and Records and Registration.

## **RETENTION**

*Rudolph Ellis, Ed.D., Director*

The Office of Student Retention implements targeted advising interventions for students in need of additional support to be successful. Through collaboration with cross-campus partners, the office identifies these students and provides academic case management, advising students and connecting them with campus resources.

The office also collaborates across campus to coordinate and measure existing initiatives to support student retention and persistence, with a focus on retention efforts beyond the first year. This is accomplished by coordinating retention activities; supporting and monitoring students' academic progress; coordinating with academic advisement units; providing referrals to campus resources and support services; and coordinating programs that foster the academic success of GSU students.

Key programs under the Office of Retention include:

### **Supplemental Instruction**

Supplemental Instruction (SI) is an academic assistance program that utilizes peer-assisted collaborative group study sessions. The SI Program targets traditionally difficult academic courses that have a high failure and withdrawal rate. SI sessions are regularly scheduled, informal review sessions in which students compare notes, discuss readings, develop organizational tools, and predict test items. Students learn how to integrate course content and study skills while working together.

The purposes of SI are:

- to reduce rates of attrition within targeted historically difficult courses
- to improve student grades in targeted historically difficult courses
- to increase the graduation rates of students.
- SI is currently offered in Mathematics and English.

### **Early Alert Program**

Grambling State University is committed to the success of its students by providing an environment conducive to teaching and learning. To ensure that every student takes full advantage of the educational opportunities, the University has implemented an Early Alert Retention Program, coordinated by the Office of Retention. The Office of Retention professional staff utilizes a systematic and comprehensive approach to improve the quality of students' personal growth and development and to enhance their learning.

The Early Alert program was developed as a retention tool to improve students' persistence and promote survival skills. The program is based on the model that the faculty will be proactive, supportive, and involved in facilitating the academic components of student retention. Faculty awareness of potential student problems constitutes the backbone of this retention program. Through Early Alert, faculty contributes directly to retention by assisting with the early detection and intervention of students who are doing poorly in class, chronically absent from class, or experiencing other kinds of problems that affect academic performance.

The Early Alert Program provides faculty with a tool early (four weeks into the semester) to identify at risk students and address problems that interfere with their success. Faculty will complete the online Early Alert Referral Form and submit it to the Office of Retention via e-mail.

### **Academic Mentorship and Support**

Accountability Officers serve as a liaison between the Office of Retention professional staff and the undergraduate student population. Accountability Officers provide diverse services to help ensure the success of first year-full-time students and academically at-risk students by:

- providing mentorship and guidance to help freshmen students navigate college,
- providing academic support via Academic Success Sessions in which Accountability Officers meet with students on a consistent basis to help keep them on track
- assisting with the day-to-day operations of the Retention Office so that the mission of student success will persist without delays.

First time-full-time students and students who are placed on academic suspension/probation are assigned an Accountability Officer on a yearly and/or semester basis.

### **Peer Tutoring Program**

The Peer Tutoring program offers free tutorial assistance in select freshman and sophomore level courses. Students with ACT scores 15 or less will automatically be contacted by the Office of Retention and required to report for tutoring and assigned to a faculty advisor in their major. Students with high school GPAs of 2.0 or less will also be required to report to the Office of Retention for the tutoring.

Location: Brown Hall, Offices 108, 109, 132

Telephone: (318) 274-6222, 2095 Email: [retention@gram.edu](mailto:retention@gram.edu)

### **SUMMER SCHOOL**

The University operates two five-week sessions of Summer School. The first session usually begins a week after the Spring Commencement. The normal course load is six credit hours per session; however, students who take science courses are allowed to take eight hours (two courses). Students who desire to take more than two courses per session must have a cumulative grade point average of 3.00 and obtain the approvals of their respective major department head and the corresponding dean.

The courses available in Summer School are primarily at the introductory, undergraduate level. Students should consult their program advisors about taking courses in their respective majors prior to making plans for Summer School. A limited number of graduate courses are generally offered.

The University offers a wide variety of focused programs during the summer. These programs address the educational, and research goals of students, faculty, and visitors to the University.

### **High Ability Program**

The High Ability Program is a summer enrichment program for high school students who have completed the junior year and who have exemplified outstanding academic achievement throughout high school. Students can earn up to six college credit hours and experience college life prior to their senior year.

To be eligible to participate in the program, rising seniors must have at least a 3.3 GPA on a 4.0 scale, and an ACT composite score of 20 or greater, or a score of 940 on SAT Verbal (also called Critical Reading) and Math combined (ACT Math 19/ SAT Math 460). High Ability students are provided on-campus, housing and dining services. Textbooks must be purchased by the students. A participation fee is charged.

### **TESTING SERVICES**

*Vertise Pickens, Director*

The mission of the Office of Testing Services is to provide reliable testing administration, and high quality customer service in a secure environment that facilitates academic success. The Office of Testing Services is committed to maintaining the security and confidentiality of personal information and records.

The following testing service options are offered:

- Accuplacer
- ACT
- GRE
- Praxis
- Rising Junior Exam (GET 300)

The Office of Testing Services (Room 318) and the Testing Center (Room 322) are located in Charles P. Adams Hall.

Contact Information:

Office: (318) 274-6260

[pickensv@gram.edu](mailto:pickensv@gram.edu)

## **UNIVERSITY COLLEGE**

*Larry Green, Director*

The mission of University College at Grambling State University is to support all first-time, full-time freshman students in the successful transition from high school to college while cultivating and developing highly effective students who will excel academically and thrive in life beyond Grambling State University.

University College exposes first-time, full time freshman students and transfer students with less than 30 credit hours to Grambling State University's rich history, and university policies and procedures. Students learn college survival and academic success skills, such as goal-setting, time management, learning styles, critical thinking, study skills, test-taking and notetaking skills, decision-making, and financial management. The aim of the program is to maximize the opportunity that each student has for academic success. Students are exposed to all facets of the University and are required to participate in two semesters of the First Year Experience course in addition to out of class experiences designed to promote personal growth.



## **OFFICE OF GRADUATE STUDIES**

### **Dr. Obadiah Simmons, Acting Executive Director**

The Office of Graduate Studies is the administrative unit for all graduate degree programs and coordinates the application and graduation processes for persons seeking to enter and complete graduate degree programs. The welfare of graduate students is of specific concern to the Office of Graduate Studies. Therefore, upon admission, graduate students should visit or contact the Office of Graduate Studies, which is located in Charles P. Adams Hall (Room 206) at (318) 274-2457 or (318) 274-2158. In order to ensure a successful graduate experience, new graduate students should also make arrangements to visit or contact their major programs to meet the faculty and staff and obtain information.

### **MISSION**

The mission of the Office of Graduate Studies is to provide the infrastructure for graduate programs by:

- Communicating the institutional expectations for high quality graduate education to both internal and external stakeholders;
- Overseeing the administrative processes across all graduate programs; and,
- Supporting program reviews and assessments to ensure that graduate programs meet professional standards.

### **VISION**

The Office of Graduate Studies will be known for its effective graduate programs and its well-prepared graduates.

### **HISTORICAL BACKGROUND**

Grambling State University has offered master's degree programs since 1973. The institution received approval from the Louisiana Board of Regents to grant doctoral degrees in 1986. At the present time, the Office of Graduate Studies offers 12 master's degree programs, 2 post-master's certificate programs, and the doctorate of education degree.

### **ADMINISTRATIVE ORGANIZATION**

The Office of Graduate Studies functions under the jurisdiction of the Provost and Vice President for Academic Affairs. The unit operates under the direction of an Executive Director of the Office of Graduate Studies.

Graduate instruction and specific programs are supervised and administered by appropriate college deans and faculty. The policy-making and regulatory body for graduate programs is the Graduate Council. The membership of the Graduate Council consists of university graduate faculty, administrators and graduate student representatives, with the executive director serving as chairperson. The principal functions of the Council are as follows:

- Formulating all policies and regulations affecting graduate curricula and requirements leading to graduate credit, certification, and degrees;
- Approving graduate curricula and course

- Ruling on exceptions to regulations in the School of Graduate Studies; and,
- Providing for periodic and systematic evaluation of graduate programs by knowledgeable intra- and extra-divisional personnel and by knowledgeable consultants from outside the institution.

## GRADUATE PROGRAMS AND CERTIFICATES/DEGREES

Grambling State University offers graduate study leading degrees in the following areas:

<b>MASTERS PROGRAMS</b>	<b>DEGREES</b>
Criminal Justice	M.S.
Curriculum & Instruction	M.Ed.
Developmental Education	M.S.
Elementary Education & Special Education M/M Gr. 1-5	M.A.T.
Mass Communication	M.A.
Nursing	M.S.N.
Public Administration	M.P.A.
Secondary Education & Special Education, M/M Gr. 6-12	M.A.T.
Social Sciences	M.A.
Social Work	M.S.W.
Special Education	M.Ed.
Sport Administration	M.S.
<b>POST-MASTER'S PROGRAMS</b>	<b>CERTIFICATES</b>
Family Nurse Practitioner	P.M.C.
Developmental Education	P.M.C.
<b>DOCTORAL PROGRAM</b>	<b>DEGREES</b>
Developmental Education	Ed.D.

## APPLICATION PROCEDURE

An applicant for admission to a graduate program should understand that graduate study is not an extension of undergraduate work. It demands a high level of scholarship and places greater emphasis on research and creativity. Additionally, graduate study requires more student initiative and responsibility. Admission to graduate study may be granted to degree-seeking students or to special graduate students who do not wish to study for a degree.

Admission to Graduate Studies is awarded on the basis of academic achievement and promise. However, this does not ensure admission to a specific program. Because of the nature of certain programs, admission standards in some departments may be higher than those of the Office of Graduate Studies. Applications of individuals who meet Graduate Studies requirements are forwarded to the appropriate academic unit for review. The applicant is advised to consult the department in which she or he wishes to pursue a degree for information regarding additional admission requirements.

Individuals seeking admission to Graduate Studies must submit a graduate admission application, a non-refundable application fee of \$20, three letters of recommendation, two official transcripts of all undergraduate and graduate coursework (electronic transcript submission is acceptable), and an official report of GRE scores (applicants for the MPA program may submit either the GRE or GMAT) prior to the institution's established deadline.

The application for Graduate Studies is web-based and can be accessed at:  
<http://www.gram.edu/admissions/graduate/>.

Any questions or concerns may be submitted electronically to [gsugrad@gram.edu](mailto:gsugrad@gram.edu) or Mrs. Antoinette Kelly-Clark at [kellya@gram.edu](mailto:kellya@gram.edu).

## **ADMISSION CRITERIA**

### **Regular Admission**

For regular admission to Graduate Studies, an applicant must:

- Have a bachelor's or master's degree from an institution that is accredited by an appropriate regional accrediting agency;
- Have a cumulative grade point average of 2.5 (4.0 scale) or better on all undergraduate work;
- Have a 3.0 overall grade point average on graduate hours pursued at another university;
- Candidates for the MPA Program may submit scores on the GRE or GMAT. Scores must have an administration date no more than five years prior to the date of admission;
- Review specific program admission requirements regarding if submission of GRE scores are required and;
- Have three recommendation forms or letters of recommendation on official letterhead sent directly to the Office of Graduate Studies from individuals who can attest to the applicant's academic ability, written and oral communication skills, personal and professional ethics, and interpersonal skills.

### **Conditional Admission**

Conditional admission may be granted to applicants who fail to meet criteria for regular admission. Conditional admission may be granted to applicants who meet one of the following criteria:

- A minimum of 2.30 GPA (4.0 scale) on all undergraduate work; or
- A minimum 2.65 GPA on the last 60 hours of undergraduate work.

Applicants who have completed graduate hours at another university with an overall graduate point average below 3.0 and are eligible to return to that university may be granted conditional admission. Conditional status may be changed to regular status when the applicant has:

- Earned a "B" average (3.0) in twelve (12) semester hours graduate study with not more than one grade of "C" in any course, and,
- The major program has completed the "admission to department" form and returned it to the Office of Graduate Studies.

An applicant not meeting these criteria may apply to the undergraduate admissions office for other undergraduate status.

**Provisional Admission**

A graduate student may be admitted to Graduate Studies on a provisional basis pending the receipt of some admission documents. A student who is admitted provisionally and does not complete all requirements for full admission within one semester or summer session will have her/his registration for future semesters canceled until all required documents for full admission are submitted.

**Ten Percent Exception**

The Office of Graduate Studies has a “ten percent exception” policy. The number of available “exceptions” each semester is calculated by multiplying the number of “new graduate student” admissions from the previous semester by 10%.

The total number of available “exceptions” for Summer I and Summer II sessions is calculated by totaling the available exceptions from the preceding fall and spring semesters AND dividing that total by two.

When a graduate student is admitted under the “Ten Percent Exception” policy, the exception will be noted in the Banner System. Her/his progress will be monitored by the Office of Graduate Studies in terms of the number of credit hours completed and grade point average.

Graduate programs will maintain the appropriate advisement process for all graduate students with special attention to any student who may need additional support.

**Non-Degree Students**

An applicant who meets all requirements for regular or conditional admission as a graduate student but does not wish to earn a degree at Grambling State University, may be admitted as a non-degree student.

Only twelve (12) semester hours of non-degree graduate credit can be later applied to a master’s or doctoral degree. Application of such credit toward a degree must be approved by the program, department, the degree granting college, and the Office of Graduate Studies. Only credits earned with a grade of “B” or higher will be applied toward a graduate degree.

A graduate student who does not plan to earn a degree should submit a transcript of the highest degree held. Test scores and letters of recommendation are not required.

**Transfer Admission**

To be admitted to the graduate program at Grambling State University, a student who has attended a graduate school at another institution must be eligible for re-admission to that graduate school. Additionally, the student must meet all requirements for graduate admission at Grambling State University.

**Transfer Credits**

A graduate student may transfer up to one-third of the hours needed to complete the graduate program from another institution under the following conditions:

- The institution must be regionally accredited;
- A grade of “B” or better must be earned on all credits;
- The credits must be acceptable to the program as determined by the major advisor, department head and college dean; and,
- The six-year time limitation must be observed on all credits.

Credits earned on a non-graduate or post-baccalaureate basis at another institution will not be accepted toward graduate degree requirements.

### **International Admission**

An international applicant must submit all college and university records 60 days prior to the semester of planned enrollment. The international applicant must have her/his credentials evaluated through World Education Services (WES). All international applicants are advised of the following information:

- Applicants are responsible for paying the fee directly to WES;
- Applicants should select the “Comprehensive Course by Course Report” on the WES application; and,
- Applicants must identify the Grambling State University Office of Graduate Studies as the recipient of the completed WES report.

To access a WES credential evaluation application, please visit the web site at [www.wes.org](http://www.wes.org). Please contact World Education Services directly via phone (800) 361-3106 for answers to any questions about the credential evaluation process.

In addition to the application materials listed above for graduate admission, international applicants must submit the following before acceptance into a graduate program can be determined:

- A completed graduate application form and the \$30 (US) application fee;
- An affidavit of financial support;
- Confidential health and physical examination form completed by a medical doctor;
- Test of English as a Foreign Language (TOEFL) score for applicants from non-Englishspeaking countries. (*Paper-based – 500; Computer-based – 173; Internet-based – 61*); and,
- An Affidavit of Support must be on file before admission can be granted or a Form I-20 (Certificate of Eligibility for Nonimmigrant Student Status) issued. This requirement must be met even if the student completed the requirements for the undergraduatedegree in the United States. An individual who has entered the United States on an I-20 issued by another institution must have an I-20 issued by Grambling State University prior to enrollment in a graduate program.

### **Readmission to Graduate Studies**

Any admitted student who has not enrolled for one regular semester, excluding summer sessions, must apply for re-admission to Graduate Studies. The re-admission application and other required documents must be submitted to the Office of Graduate Studies. Items needed in order to be re-admitted include the following:

- Application for re-admission;
- \$10 readmission application fee is required (money order or cashier’s check made payable to Grambling State University;

- A \$20 readmission application fee is required when the applicant has been out of school for one year or more; and,
- Official transcript(s) from college(s) attended while absent from Grambling State University.

## **STUDENT ADVISEMENT AND PROGRAM PLANNING**

Advisement of graduate students is one of the most important functions of members of the graduate faculty. Since admission to the advanced program is a highly individualized matter, a faculty advisor for each graduate student will be officially designated by the department head and college dean with both the student and faculty member agreeing on the assignment. The student will plan her/his program of study cooperatively with the advisor. The plan of study must be completed during the first semester of matriculation or after all requirements for admission have been met, whichever comes first.

The advisor guides the graduate student in the selection of courses and supervises the program, which must be approved by the head of the department or director of the program in which the student is enrolled. Counseling graduate students includes: (1) helping the individual student in planning course work within the options designed to meet his/her needs; and, (2) guiding the individual student toward the achievement of established goals. The thesis, *where applicable*, will be written under the supervision of the advisor, who normally will serve as chairperson of the student's advisory committee.

## **ADVISEMENT STEPS TOWARD THE GRADUATE DEGREE**

### **Admission to the Department**

The "Formal Admission to a Department" form should be completed by the graduate student's department as soon as the individual has been admitted to pursue graduate studies in the department. The completed form should be signed and submitted to the Office of Graduate Studies.

### **Plan of Study**

A student is eligible to officially work toward a degree beginning with the semester in which he or she is formally admitted into a graduate program. During the first semester after the student has been formally admitted, the advisor will meet with the student, develop a plan of study, and submit the "Plan of Study" form to the Office of Graduate Studies for approval. The student's plan of study is subject to the Office of Graduate Studies' policy and departmental requirements. Students are responsible for knowing degree requirements and enrolling in courses that fit into their degree program.

A "Change of Plan of Study" form must be completed and submitted for approval when the student and advisor make changes to the original plan of study. The form may be secured from the Office of Graduate Studies webpage. It must be completed by the student in collaboration with the advisor and approved by the advisor and the department head.

### **Admission to Candidacy**

Admission to candidacy indicates that the student has successfully completed an important portion of her/his graduate studies, has outlined the remainder of her or his program of study, is considered a capable graduate student, and is viewed as a worthy candidate for an advanced degree in her or his field of specialization.

**Master's Degree:** Advancement to candidacy for the master's degree is granted by the School of Graduate Studies on the recommendation of the department after the student has: (1) achieved regular admission status; (2) submitted an approved plan of study to the Office of Graduate Studies; (3) completed the required number of semester hours as determined by each department; (4) demonstrated English proficiency by earning at least a "B" grade in a course designated for that purpose; and, (5) the program has submitted the completed "Admission to Candidacy" form to the Office of Graduate Studies.

**Doctoral Degree:** Advancement to candidacy for the doctoral degree is granted by the Office of Graduate Studies on the recommendation of the department after the student has: (1) achieved regular admission status; (2) submitted an approved plan of study to the Office of Graduate Studies; (3) passed the required candidacy or qualifying examination; (4) completed all required pre-candidacy courses; (5) earned a 3.0 GPA in all graduate work taken; (6) demonstrated English proficiency by earning at least a "B" grade in course designated for that purpose; (7) met the residency requirement; and, (8) the program has submitted the completed "Admission to Candidacy" form to the Office of Graduate Studies. **A doctoral student must be advanced to candidacy at least nine months prior to the granting of the degree to assure sufficient time for work on the dissertation.**

### **Comprehensive Examination**

Both master's and doctoral programs require the successful completion of comprehensive examinations as culminating assessments. For specific information regarding the characteristics of the comprehensive examinations in any particular area, students are referred to their specific departments and programs.

### **Master's Thesis/Project**

A student who is planning to write a master's thesis/project must submit an intent form to the Office of Graduate Studies that has been approved by the thesis/project director, two committee members, the department head, and the school/college dean prior to registering for thesis/project credit and no later than one semester before the thesis/ project is presented for public oral defense.

A draft copy of the thesis/project must be presented to the Office of Graduate Studies for approval 10 working days prior to the oral defense. For specific information concerning the format of the master's thesis and projects, students should consult the appropriate college/school handbook and/or the Office of Graduate Studies' *Guidelines for Preparing Research Proposals, Master's Projects and Theses, and Doctoral Dissertations*.

### **Doctoral Dissertation**

Each student must present a dissertation which represents the culmination of a major research project. The dissertation must be a well-reasoned, original contribution to knowledge in the field of study and should provide evidence of high scholarly achievement. A student who is planning to complete a doctoral dissertation must submit an intent form to the Office of Graduate Studies that has been approved by the dissertation committee chair, dissertation committee members, department head, and the school/college dean prior to registering for dissertation credit and no later than two semesters before the dissertation is presented for public oral defense.

A draft copy of the dissertation must be presented to the Office of Graduate Studies for approval 10 working days prior to the oral defense.

The style and form of the dissertation must be in conformity with the instructions prepared by the academic department and the Office of Graduate Studies. For specific instructions regarding the format of the dissertation, the student should obtain a copy of the following:

- *Handbook for Advisors and Students* from the Department of Developmental and Higher Education Studies;
- *Guidelines for Preparing Research Proposals, Master's Projects and Theses, and Doctoral Dissertations*, from the Office of Graduate Studies; and,
- *Research Project and Thesis Policies and Procedures* from the School of Nursing Graduate Program.

### **Application for Graduation**

A student must file an application for graduation in the Office of Graduate Studies during the first month of the fall or spring semester in which he or she expects to complete all requirements. A candidate for any degree or certificate must also apply to graduate electronically via Bannerweb with the Office of the Registrar.

An applicant for a degree/certificate does not have to be enrolled during the semester in which he or she intends to graduate. The student must satisfy all degree/certificate requirements under the current curriculum when applying for graduation. If a student fails to receive his or her degree/certificate at the time indicated, a new application must be filed.

A student who expects to receive a graduate degree/certificate must meet the minimum requirements that are applicable to his or her department and college or school:

1. Complete all department and Office of Graduate Studies requirements;
2. Must satisfy the English proficiency requirement;
3. Meet all requirements to advance to candidacy;
4. Meet the minimum semester hours required for the particular program in which the student is enrolled;
5. Must have a grade point average of 3.0 or better; and,
6. Have an approved graduation recommendation submitted by the academic department, academic dean and provost/vice president for academic affairs submitted to the Registrar's Office on or before the published deadline.

**Note:** *Some departments have additional graduation requirements which are not listed in the general graduation requirements. Students are also advised to check with their college or school for other graduation requirements.*

### **TIME LIMITATION FOR PROGRAM COMPLETION**

#### **Time to Degree**

A full-time student must complete the requirements for the master's degree within six years after admission to a degree program. A full-time doctoral student must complete the requirements for the doctoral degree within seven years. A student who does not complete the graduate degree within the allotted time frame may seek an exception through the Office of Graduate Studies.



### Statute of Limitations for Courses

The Plan Study (POS) should consist of graduate coursework not older than six (6) years at the time of POS filing. On rare occasions, the graduate advisor may determine that coursework older than six (6) years could be applicable to a student's current POS. The advisor must provide documented justification for inclusion of such coursework at the time of POS submission. Justification must consist of an explanation of how the student will achieve currency in the subject matter content of the old coursework during the time to degree. The Office of Graduate Studies reviews all justifications; approval is not guaranteed.

### GRADING

A graduate student must maintain a minimum GPA of 3.0 to be eligible to apply for graduation. All credits earned while pursuing the graduate degree or certificate, in all courses taken, will be used to determine a student's overall GPA. The unit of credit is the semester hour based on a four-point grading system. Grades are assigned as follows:

Letter Grade	Description	Quality Points Per Credit Hour
A	Superior	4
B	Above Average	3
C	Average	2
D	Below Average	1
F	Failure	0
FN	Fail-Never Attended	0
I	Incomplete	Computed as "F"
IP	Approved Course/In Progress	Not Computed
IX	Incomplete Extended	Computed as "F"
P	Passing	Not Computed
NC	No Credit	Not Computed
W	Withdrawal	Not Computed
AU	Audit	Not Computed
Z	Approved Course/Work Pending	Not Computed

Quality points earned for each course are determined by multiplying the number of quality points for each grade by the number of hours the course carries. A student's grade point average is computed by adding the total quality points for all courses for which quality point values may be computed, then dividing by the number of GPA hours (divisor). The grade of "P" will be awarded for nontraditional credit and non-credit courses only. Courses so credited will not be used in computing the grade point average.

The grade of "I" (incomplete) means that some relatively small part of the session's work remains undone because of illness or other unavoidable reason. This mark is given in exceptional cases where the student has been passing a course and gives evidence of ability to pass the course if granted an opportunity to complete an assignment which was not completed by the termination of the course. Prior to awarding a grade of "I," the instructor must submit an Incomplete Assignment Form to the department head. Incomplete grades for graduate students must be changed within one academic year. The department head, academic dean, and the vice president for academic affairs must approve the Grade Change Form. The grade of "I" becomes "F" on the academic transcript if it is not changed by the deadline.

The grade of "W" indicates withdrawal of the student from the University up to a specified date following mid-term.

This date will be published in the university calendar. After this date, a student may not withdraw or drop classes with a "W". In extraordinary cases, the registrar may authorize resignation from the institution or the dropping of a course with the grade of "W" after the deadline. The instructor cannot change a "W" grade.

The grade of “AU” indicates that the course has been audited; however, no credit is allowed.

When applicable, an “IP” (In Progress) is awarded to students enrolled in approved courses such as practicum, internships, and others in which course requirements are normally not completed within one term. A request to assign In Progress (IP) Grade Change Form must be submitted by the instructor of record to the department head, academic dean and the vice president/provost for approval prior to submission to the Registrar’s Office. The “IP” will remain until course requirements have been completed by the entire class unless there are students who have been recommended for graduation. All IP grades should be changed 60 days after the end of the semester in which the IP was awarded. At that time a regular grade will be awarded. No credit will be given until the “IP” is converted to a regular grade.

The grade “Z” is for certain approved courses. When all work is completed, a Grade Change Form must be processed.

The grade of “FN” indicates that the student did not attend class and did not complete an academic assignment. Both requirements must be met to award the FN grade. *This grade will be used by the university to assist with the establishment of a withdrawal date for the return of unearned student financial aid.*

**Because of federal regulations, the last date attended is required for students who earn an “F” grade. The date is required in order to determine Title IV Calculations. Please be sure to enter this date as you enter “F” grades for students. If a student has never attended your class, please enter the letter grade “F” only and please do not enter a last date of attendance in BannerWeb. The first day of class is required when entering the final grade for a student that never attended class.**

## ACADEMIC PROGRESS POLICY

### Probation

Any graduate student whose cumulative GPA falls below 3.0 will be placed on academic probation. A student who is readmitted on academic probation must earn a 3.0 GPA in each subsequent semester and may remove him or herself from probationary status by raising his or her cumulative GPA to a 3.0 or better. Failure to earn a GPA of 3.0 or better each semester while on probation will result in suspension.

### Suspension

A student with a grade of “D” or “F” is automatically suspended from the program.

### Appeals for Readmission

Petitions for readmission to Graduate Studies are accepted after a student has remained out of school for a full semester or two consecutive summer sessions immediately following an academic suspension. Petitions for readmission to Graduate Studies are accepted after a student has remained out of school for two full semesters following a second academic suspension. Other petitions may be considered on a case-by-case basis.

A suspended student who wishes to re-enroll must submit a written appeal to the Office of Graduate Studies who will present it to the Graduate Council. A suspended student who is readmitted to Graduate Studies must also apply to his or her program for readmission to that program. A readmitted student may be subject to other performance criteria as specified by the Graduate Council.

### Grade Appeals and Other Grievances

Appeals related to grades are addressed through the university’s grade appeals process. It is an important part of the teaching responsibility of the faculty to provide careful evaluation and timely assignment of an

appropriate grade to each enrolled student. There is a presumption that grades assigned are correct. It is the responsibility of the student appealing an assigned grade to demonstrate otherwise. In the absence of compelling reasons, such as instructor's error or clerical error, etc., the grade determined by the instructor of record is to be considered final.

A student who believes that an appropriate grade has not been assigned may appeal by using the following procedure:

1. The student should attempt to resolve the problem within 30 days (after the end of the term in which the course was offered) with the instructor who assigned the grade. If the instructor determines that an error has been made in submitting the grade, a Grade Change Form must be initiated by the instructor immediately. Documentation to justify the change must be provided for the approving officials. After the department head and dean sign the form, it is routed to the provost and vice president for academic affairs. Once the form is approved by the provost/vice president the form is submitted to the Registrar's Office electronically to make the change official.
2. If the student is not satisfied with the instructor's decision, he or she should file a written appeal within 120 calendar days after the end of the semester/session to the head of the department in which the course was offered.
3. If the problem is not resolved at the department head's level, the student should file a written appeal within 10 working days to the dean of the college offering the course.
4. If the problem is not resolved at this level, a written appeal must be sent to the provost/vice president for academic affairs within 10 working day via email. The provost/vice president for academic affairs will rule on the matter within 10 working days and will inform the student, faculty member, the registrar, and other appropriate university personnel in writing. The decision of the provost/vice president for academic affairs is final.
5. Candidates for degrees should immediately notify their graduation evaluator if there is some question pending resolution when the final semester ends.

Appeals related to programmatic rules and regulations must be addressed at the individual department and college. The Office of Graduate Studies will review such appeals only **after** they have been addressed by the individual department and college concerned.

### **Dismissal**

A student may be suspended or dismissed from the graduate program in which he or she is enrolled for failure to meet program requirements that may be greater than the Office of Graduate Studies' requirements. Petitions for readmission to a program must be directed to the appropriate program director or department head.

### **English Proficiency**

All graduate students must demonstrate English proficiency by earning at least a "B" grade in the course identified by their program as designated for the demonstration of English proficiency or by earning a score of 3.5 or higher on the Analytical Writing sub-test of the Graduate Record Exam (GRE) General Examination.

**Note:** *The MSN and MSW Programs require all graduate students to take the designated writing course.*

### **Course Changes**

A student may drop and substitute a course without penalty within the limit specified in the university calendar provided approval is given by her or his advisor. After the class adjustment period, the student's official drop/add form must be approved by the advisor and submitted to the Office of the Registrar electronically with a final grade of "W" to be awarded.

### **Graduate Credit Load**

Nine (9) credit hours are considered to be a full load for graduate students during the regular fall and spring semesters. During the summer session, six (6) hours are considered to be a full load. Some degree programs may require a larger credit load each semester. Check with your department head or associate dean for advisement.

## **FINANCIAL AID**

It is the primary responsibility of the student, parent, guardian, and/or spouse to pay the cost of education (e.g. general fees, room, board, books, supplies, personal expenses and transportation). However, the university offers financial aid to assist in the payment of the basic cost of education based upon financial need and the availability of need-based programs.

Grambling State University offers the following types of financial aid for graduate students:

*Loans:* Federal Subsidized and Unsubsidized Stafford Loans, and Private Loans

*Student Employment:* Federal Work-Study and Institutional Wages.

### **Applying for Federal Financial Aid**

Students who are interested in applying for federal aid must follow these steps:

- Complete the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) by March 1<sup>st</sup> of each year.
- Receive the Student Aid Report (SAR) within two to four weeks. The Student Aid Report will list your Expected Family Contribution (EFC). The EFC is used to determine eligibility for federal aid programs. The Office of Student Financial Aid & Scholarships will receive your results electronically, therefore, do not submit the paper copy of the Student Aid Report to the Office of Student Financial Aid.
- Return all documents requested by the school on or before May 1<sup>st</sup> of each year.
- Sign award letter to accept federal aid awards.

### **University Policy**

All students must be accepted for admission to the university before federal aid is awarded and students must make Satisfactory Academic Progress (SAP) yearly based on the University's SAP Policy.

Students are expected to obtain a copy of the SAP Policy from the Office of Student Financial Aid & Scholarships. In the event of changes in hours enrolled, housing status, residential status, etc., the university reserves the right to review, adjust, or cancel an award. Awards in excess of the cost of attendance budget will be reduced; otherwise, the student must repay the over-awarded amount. Default of Title IV aid (federal student loans) and failure to comply with university regulations constitute a reason for canceling awards.

For more information concerning student financial assistance and scholarships, please contact the **Office of Student Financial Aid & Scholarships** at P.O. Box 629, Grambling State University, Grambling, LA 71245, (318) 274-6277 or via the [Financial Aid Representative Booking Form](#).

## **GRADUATE ASSISTANTSHIPS**

### **Qualifications and Eligibility**

A student who has been admitted to Graduate Studies with regular admission status may be considered for and granted an assistantship by the Office of Graduate Studies. The graduate student must be enrolled full-time (9 credit hours each semester; 6 credit hours in the summer) and maintain a GPA of 3.0 in order to be considered for assistantship support during subsequent semesters. A student who fails to maintain a full-time course load in any given semester or term will lose her/his assistantship and may be disqualified from receiving assistantships in subsequent semesters. A graduate student who holds other campus employment that is funded by institutional dollars is not eligible for a graduate assistantship funded by institutional dollars.

An international student must hold and provide evidence of a current and valid Visa in order to be eligible for assistantships, fellowships, or scholarships. International students on assistantship whose native language is not English must meet all current TOEFL requirements. All other requirements to hold an assistantship also must be met.

*Selection Process:* A student must complete the graduate assistantship application and submit it to the Office of Graduate Studies. The application is evaluated to ensure that the graduate student meets all criteria. Deans, department heads, graduate program administrators, and other key faculty and staff may request a graduate assistant to fill a specific job description or recommend a graduate student for an assistantship to fill a specific job description. When the graduate assistantship is funded by institutional dollars, the Office of Graduate Studies will make every effort to balance the student's skills and academic interests with position placement.

A graduate student who is placed as a graduate research assistant must be recommended by the department and/or program in which he/she will have research responsibilities.

### **Assistantship Categories**

#### **Graduate Teaching Assistant (GTA)**

The Graduate Teaching Assistant who is the teacher of record must be assigned to a graduate faculty member in his or her particular area. The assistant is responsible for preparing lesson plans, teaching from specific course outlines, keeping student records, grading, and being available for outside classroom tutoring of students in the particular subject matter. The graduate teaching assistant will be closely supervised and evaluated by the faculty member. The GTA who has primary responsibility for teaching a course for credit and/or for assigning final grades for such courses, and who does not possess a terminal degree in her/his respective discipline, must have earned at least 18 graduate semester hours in her/his teaching discipline and a master's degree; be under the direct supervision of a faculty member experienced in the teaching discipline; receive regular in-service training; and be evaluated regularly.

*Selection Process:* A graduate student who is placed as a graduate teaching assistant must be recommended by the department and/or program in which he/she will have teaching responsibilities.

#### **Graduate Research Assistant (GRA)**

The Graduate Research Assistant usually works under the supervision of a principal investigator on a funded research project. The GRA is responsible for performing laboratory research techniques, sample

collection, data analysis and interpretation, and supervision of undergraduate research students. The stipends are usually paid through a research grant. The GRA must be closely supervised and evaluated by the principal investigator.

### **Graduate Administrative Assistant (GAA)**

The Graduate Administrative Assistant is usually assigned to work in the various offices of colleges and schools and other administrative and academic units. The GAA assistant is responsible for performing clerical duties such as typing, filing, answering the phone, etc. He/she must be monitored closely and evaluated by his/her immediate supervisor.

*Selection Process:* A graduate student who is placed as a graduate administrative assistant may be recommended by the department and/or program in which he/she will have administrative responsibilities or may be placed in the department or program by the Office of Graduate Studies in response to a request from a particular department or program.

### **Work Requirements and Assignments**

A graduate student is permitted to work a maximum of 20 hours per week during the regular university period of classes and the weeks of registration and final examination. All workloads must conform to the minimum wage law. A work schedule from the department chair is to be submitted to the Executive Director for the Office of Graduate Studies. A payroll timesheet must be submitted each month by the graduate assistant and approved by the appropriate supervisor.

### **Supervision and Evaluation**

Employing units are responsible for providing each graduate assistant with an annual written evaluation. The evaluation form is available from the Office of Graduate Studies. Once the supervisor completes the evaluation form, he/she must meet with the graduate assistant to review it. After the review is completed, the graduate assistant must sign the document to indicate that it has been reviewed. The graduate assistant may provide a written response to the evaluation if he or she deems that such a response is needed. One copy of the evaluation and any related documents are to be provided to the Office of Graduate Studies. The completed evaluation consists of a completed evaluation form and any additional response prepared by the graduate assistant.

### **Awards**

Assistantships are available for full-time graduate students in amounts ranging from \$4,500 (masters level) to \$10,500 (doctorate level) for the academic year.

## **TUITION, FEES AND OTHER EXPENSES**

Grambling State University reserves the right to adjust tuition, fees, and board during the year without prior notice to the student should conditions so warrant. The schedule of fees represents college and university charges. It does not include amounts for books, supplies, travel expenses, medical expenses other than clinic services provided by the university and miscellaneous personal items that may be required. Basic tuition, fees, and room and board are to be paid in full by registration day. Money for expenses not classified should be sent directly to the student and not to Grambling.

Payments to the university for student tuition, fees, and room and board can be made via all major credit cards, or certified/cashier s checks, drafts, or money orders made payable to Grambling State University. Grambling disclaims any liability for cash (currency) that is sent through the mail; no cash should be mailed to the university.

For information concerning tuition, fees, and other expenses, please contact the Office of Student Accounts at (318) 274-2206 or via email at [studentaccounts@gram.edu](mailto:studentaccounts@gram.edu).

## **NON-RESIDENT FEE INFORMATION**

### **The Academic Common Market**

The Academic Common Market is an interstate agreement among fifteen Southern states for sharing uncommon college and university programs. Residents of these states who are accepted for admission into selected out-of-state programs may enroll on an in-state tuition basis. To qualify, an applicant must: (1) be accepted into a program to which his or her state has made arrangements to send its students; and, (2) submit proof to the “university of legal residence” in the home state. For information contact the Southern Regional Education Board, 592 Tenth Street N.W., Atlanta, GA 30318-5790 or [www.cep.unt.edu/ACM.html](http://www.cep.unt.edu/ACM.html).

### **Web-based Courses**

Residence status, for fee purposes only, will be granted to non-resident graduate students registered for three semester hours or less in any session, or all non-resident students enrolled in up to six semester hours of graduate courses offered through web-based or other electronic instruction, when domiciled outside of the state of Louisiana and not enrolled in any other courses at the university.

## **DISSERTATION PUBLICATION REQUIREMENT**

All doctoral students admitted to Graduate Studies do so with a condition of enrollment that completed dissertations will be published. This involves submission of the dissertation for publication through ProQuest, using the web-based portal at [www.etsdadmin.com](http://www.etsdadmin.com). We believe it is in the best interest of all if doctoral research is widely and quickly distributed in a manner that is recognized and readily available. Additional information for submitting dissertations are available in the Office of Graduate Studies and in the Department of Developmental and Higher Education Studies.

## **HOUSING**

Limited on-campus housing is available for graduate students.

## **REFUND POLICY**

### **Tuition and Fees**

Continuing students or first-term applicants who pay fees in advance, register and then officially withdraw from the university may be refunded 100% of the general fee in accordance with the federal aid refund policy, if written notification of the official withdrawal is received by the vice president for finance on or before the 14th or 7th class day for the regular academic terms or summer term, respectively. Tuition and fees are not refundable for official withdrawals occurring after those dates.

### **Out of State Fee**

Refunds for this fee will be handled in the same manner as the refunds for the tuition and fees.

### **Waiver of Out of State Fee**

If students pay their out-of-state fee and are subsequently granted an out of state waiver prior to the 14th class day (7th class day for the summer session), the out of state waiver will be honored effective for the current semester.

## **RETURN OF TITLE IV FUNDS POLICY**

Default of Title IV aid (federal student loans) and failure to comply with university regulations constitute a reason for canceling awards.

## **GRADUATE STUDENT ASSOCIATION**

The purpose of the Grambling State University Graduate Student Association (GSUGSA) is to unite the graduate students across all graduate programs so that their interests can be represented to the campus and the university administration. Its goals are to promote academic and career achievement, to provide graduate student representation in the student governance process, and to facilitate graduate student collegiality.

## **ACCIDENT AND HEALTH INSURANCE**

All students enrolled at Grambling State University, who paid health insurance fees at the time of registration, are covered by a limited student insurance plan. Faculty/staff with tuition exemptions are excluded from this plan. If the student's health insurance denies the claim, all payments are the responsibility of the student. Insurance brochures are available at the health center. All full-time graduate students are automatically enrolled in a limited student insurance plan when fees are paid. Students must have a referral and claim form for all off-campus appointments during health center hours.

## **REGISTRATION**

Students are held individually responsible for information contained in this catalog. Failure to read and comply with policies, regulations, and procedures will not exempt students from whatever penalties they may incur.

1. All graduate students at Grambling State University must be properly admitted to the University by the Office of Graduate Studies before they register.
2. Registration is complete only when registration requests have been properly recorded and all fees, deposits and charges are paid. Students are expected to pay all fees at the time of registration.
3. Students are given credit only for those courses in which they are officially registered at the conclusion of the drop/add period.
4. Students will be held responsible for completing all courses for which they initially register, except for changes in registration which are officially filed in the Registrar's Office.
5. Students enrolled in courses who do not attend initial class meetings may be dropped from the class if demand for the course exceeds capacity. Departments following this practice will make reasonable efforts to inform students of this action. No student should assume that non-attendance will result in being automatically dropped.
6. The university does not guarantee the availability of particular courses or sections thereof since admission to classes will be authorized only until the maximum number of students allowable in any section has been reached.
7. Should a student/former student fail to pay a debt owed to the university, GSU may withhold permission to register, use of facilities for which a fee is authorized to be charged to receive services, materials, food or merchandise, or any combination of the above from any person owing a debt until the debt is paid.



## **IMMUNIZATION POLICY**

All first-time students born after 1956 will be required to present proof of measles, mumps, rubella, and tetanus diphtheria immunizations. This is not an admission requirement, but shall be required of students prior to enrollment at Grambling State University.

## **STUDENT RESPONSIBILITY**

A graduate student is expected to assume full responsibility for knowledge of the rules and regulations affecting her/his graduate program. Students must become familiar with the university general catalog and college/school or program handbooks.

## COLLEGE OF ARTS AND SCIENCES

**Dr. Stacey Duhon, Dean**

The College of Arts and Sciences (COAS) is composed of eleven (11) academic departments: [Biological Sciences](#), [Chemistry](#), [Computer Science and Digital Technologies](#), [Engineering Technology](#), [English and Foreign Languages](#), [Family and Consumer Sciences](#), [History](#), [Mathematics and Physics](#), [Music](#), [Public Administration](#), and [Visual and Performing Arts](#). The College of Arts and Sciences strives to (1) provide an environment that fosters and encourages excellence in scholarship by students and faculty; (2) prepare students for graduate and professional schools as well as for careers related to their fields of study; (3) promote faculty research and creativity; and (4) prepare students for living in a dynamic global society.

Department	Program	Degree/ Certificate	CIP	Major Code
Biological Sciences	Biological Sciences	B.S	26.0101	3401
Center of Academic Excellence in Mathematical Achievement for Science and Technology	Data Analytics	U.C.	30.7101	3510
Chemistry	Chemistry	B.S	40.0501	3601
Computer Science and Digital Technologies	Computer Science	B.S.	11.0701	3502
	Cybersecurity	B.S.	11.1003	3508
	Cloud Computing	B.S.	11.0902	3509
Engineering Technology	Engineering Technology	B.S.	15.0000	1519
English and Foreign Languages	English	B.A.	23.0101	3201
Family and Consumer Sciences	Child Dev & Early Literacy	B.S.	19.0799	1312
History	General Studies	B.G.S.	24.0102	1000
	History	B.A.	54.0101	4301
	Social Sciences	M.A.	45.0101	6012
Mathematics and Physics	Mathematics and Physics	B.S.	27.0199	5201
Music	Music	B.A.	50.0901	3322
Public Administration	Public Administration	M.P.A.	44.0401	6018
Visual and Performing Arts	Visual and Performing Arts	B.A.	50.9999	4201

## Biological Sciences Department

### Faculty

**Department Head:** Dr. Dagne Hill

**Professors:** Dr. Waneene Dorsey

**Associate Professors:** Dr. Dagne Hill, Dr. Paul Kim, Dr. Hung-Tat Tony Leung, Dr. Benjamin Martin,

**Assistant Professors:** Dr. Hector Douglas

**Instructor:** Ms. LaQuetta Anderson

**Lecturers:** Dr. Nair Gopalakrishnan, Ms. Katrina C. Harris, Dr. Audrey Kim

### Overview

The mission of the Department of Biological Sciences is to provide an excellent educational preparation in pre-professional areas of study for students interested in medicine, dentistry, and other allied health professions, and for graduate study in biomedical sciences. The department also prepares students for careers as environmental scientists and secondary school biology teachers. By providing a nurturing environment, the Department of Biological Sciences strives to help students reach their full potential and their academic goals.

The Bachelor of Science degree with a major in Biology is awarded to students who complete the outlined program of study and meet the requirements of the Department of Biological Sciences and the College of Arts and Sciences.

The department offers three areas of concentration: General Biology, Environmental Science and the 3 + 3 Doctor of Chiropractic Degree Track 1. The General Biology option provides pre-professional training for students who plan to pursue advanced degrees in medicine, veterinary medicine, pharmacy, allied health professions or in the biomedical sciences. The Environmental Science option prepares students for careers in monitoring, protection and conservation of the environment or graduate studies in environmental biology and environmental science areas. The 3 + 3 Doctor of Chiropractic Degree Track 1 option prepares students to become Doctors of Chiropractic Medicine within 6 years.

Students complete three years at Grambling State University and afterwards transfer to Logan University. Upon the completion of the first year at Logan, the student will return to GSU to receive the Bachelor of Science degree in Biology. At the conclusion of the sixth

year, Logan University will award successful students the Doctor of Chiropractic degree.

For the 3+3 Doctor of Chiropractic Degree Track 1 concentration, Logan will accept students that have completed the Pre- Chiropractic Program with a cumulative GPA of 3.0 or higher and meet all other criteria for admission. Students who earn less than a 3.0, but at least a 2.75 or higher, and satisfy the core competencies may be eligible for admission to Logan. A total of 120 semester hours of course work is required to complete the requirements for each concentration area. Students who minor in biology are required to take a total of 18 credit hours. Courses needed to complete a minor in biology are BIOL 207, 207L, 302, 304, and 6 credit hours of biology electives at the 200-level or above.

### General Biology Concentration Curriculum Plan

#### Freshman Year

Biology 113, 115	4
Biology 114, 116	4
Chemistry 111, 113	4
Chemistry 112, 114	4
English 101 & 102	6
First Year Experience 101 & 102	2
Mathematics 147 & 148	6
<b>Total Hours</b>	<b>30</b>

#### Sophomore Year

Biology 202	4
Biology 206	4
Chemistry 223, 225	4
Chemistry 224, 226	4
Physics 109, 111	4
Physics 110, 112	4
History	3
Biology 207 & 207L	4
General Education Testing 300*	0
<b>Total Hours</b>	<b>31</b>

#### Junior Year

Biology 302	4
Biology 304	4
English 207	3
Chemistry 461	3
Theatre 212	3
Humanities	6
Mathematics 153	3

Social Sciences	6
<b>Total Hours</b>	<b>32</b>

**Senior Year**

Biology 408	1
Biology 459, 461	4
Biology 463, 465	4
Biology 499	3
Fine and Performing Arts+	3
Electives**	12
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>120</b>

\*The Rising Junior Examination (RJE) must be taken during the second semester of the sophomore year.

\*\*Electives must be approved by Advisor and Department Head.

\*\*\*Students are able to have only one (1) grade of “D” in a BIOL course.

\*\*\*\*Transfer grades of “D” are not accepted.

+See curriculum sheet for Fine and Performing Arts, History, Humanities and Social Sciences

**Environmental Science Concentration Curriculum Plan**

**Freshman Year**

Biology 113, 115	4
Biology 114, 116	4
First Year Experience 101 & 102	2
English 101 & 102	6
Chemistry 111, 113	4
Chemistry 112, 114	4
Mathematics 147 & 148	6
<b>Total Hours</b>	<b>30</b>

**Sophomore Year**

History	3
Mathematics 273	3
Physics 109, 111	4
Physics 110, 112	4
Biology 206	4
Chemistry 223, 225	4
Chemistry 224, 226	4
General Education Testing 300*	0
Social Sciences	6
<b>Total Hours</b>	<b>32</b>

**Junior Year**

Biology 302	4
Biology 304	4
Biology 215	3
Biology 312	3
Biology 315	4
Mathematics 153	3
Humanities	6
<b>Total Hours</b>	<b>27</b>

**Senior Year**

Biology 408	1
Biology 409	3
Biology 499	3
Biology 418	3
English 207	3
Theatre 212	3
Fine and Performing Arts+	3
Electives**	12
<b>Total Hours</b>	<b>31</b>
<b>TOTAL</b>	<b>120</b>

\*The Rising Junior Examination (RJE) must be taken during the second semester of the sophomore year.

\*\*Electives must be approved by Advisor and Department Head.

\*\*\*Students are able to have only one (1) grade of “D” in a BIOL course.

\*\*\*\* Transfer grades of “D” are not accepted.

+ See curriculum sheet for Fine and Performing Arts, History, Humanities and Social Sciences.

**3+3 Doctor of Chiropractic Degree Track 1 Concentration (Logan University) Curriculum Plan**

**Freshman Year**

Biology 113, 115	4
Biology 114, 116	4
Chemistry 111, 113	4
Chemistry 112, 114	4
English 101 & 102	6
First Year Experience 101 & 102	2
Mathematics 147 & 148	6
<b>Total Hours</b>	<b>30</b>

**Sophomore Year**

History	6
Biology 202	4

English 207	3
Theatre 212	3
Chemistry 223, 225	4
Chemistry 224, 226	4
Physics 109, 111	4
Physics 110,112	4
General Education Testing*	0
<b>Total Hours</b>	<b>32</b>

### Junior Year

Biology 302	4
Social Sciences	6
Biology 408	1
Biology 459,461	4
Biology 463, 465	4
Humanities+	6
Fine and Performing Arts+	3
<b>Total Hours</b>	<b>28</b>

### Senior Year (Logan University Coursework)

ANAT10101/1L101: Anatomy I w/Lab	5
ANAT10202/1L202: Anatomy II w/Lab	4.5
PYSO10202: Physiology I	4
MICR10201: Microbiology I	3
BCHM10201: Biochemistry I	3
ANAT10303/1L303: Anatomy III w/Lab	4.5
PYSO10303: Physiology II	6
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

**Note:** Students are admitted to Logan only as first-year Doctor of Chiropractic students. Upon completion of the required coursework, 30 credit hours from Logan University may be transferred toward the completion of the baccalaureate degree at Grambling State University. In order to matriculate at GSU, an official transcript must be sent from Logan University to a designated officiant within GSU, and the student must request and complete application materials for graduation.

## Center of Academic Excellence in Mathematical Achievement in Science and Technology

**Interim Director:** Dr. Prasanthi Sreekumari

### Data Analytics Faculty

**Associate Professors:** Dr. James Clawson, Dr. Paul Kim, Dr. Bassidy Dembele

**Assistant Professors:** Dr. Prasanthi Sreekumari, Dr. Edward L. Holt

The Center of Academic Excellence in Mathematical Achievement in Science and Technology (CeMAST) supports six STEM undergraduate degree programs housed in the College of Arts and Sciences, and one program in the College of Business. These programs are Biological Sciences, Chemistry, Computer science, Cybersecurity, Cloud Computing, Engineering Technology, Mathematics and Physics, and Computer Information Systems.

CeMAST seeks to broaden STEM participation through the implementation of special programs through K-12 outreach targeting underserved, rural communities and to bring leaders together to identify strategies for diversifying the STEM workforce. Additionally, the Center promotes innovative teaching and learning strategies and provides opportunities for GSU STEM students to earn an additional workforce credential by offering certificate programs.

### **Undergraduate Certificate (UC) in Data Analytics**

CeMAST provides activities that focus on expanding the data analytic skills of undergraduate students at the University. The Center houses the undergraduate certificate program in Data Analytics. The purpose of the Undergraduate Certificate in Data Analytics Program is to mitigate the talent shortage of job applicants with data analytics skills by producing well-trained data analyst professionals.

### **Program Objectives:**

- Promote the value of data analytics to the efficient operation of businesses and governments.
- Provide a certificate that can be tailored to meet the needs of STEM and non-STEM disciplines.

- Provide comprehensive knowledge of data mining techniques.
- Provide the connection between extracting meaningful information from data and decision making across disciplines.

Upon completion of the Data Analytics Undergraduate Certificate program students will have acquired the following competencies.

- Use data analytics to make business decisions.
- Adhere to ethical guidelines that include privacy rights while executing tasks associated with analysis of data and development of reports.
- Demonstrate the use of different data mining techniques and tools including R, and Tableau.
- Apply theoretical and practical knowledge for solving real world problems.
- Communicate effectively with a range of audiences through story telling using data visualization, project reports and presentations.
- Develop and deploy predictive, prescriptive and descriptive analytics models.

The Undergraduate Certificate in Data Analytics is a unique program that offers a flexible curriculum that can be tailored to meet data analytics needs linked to a specific discipline. It is open to STEM and non-STEM majors.

Students pursuing the UC in Data Analytics take 12 credit hours of core courses. These core courses include Introduction to Data Analytics, Foundations of Statistical Analysis, Data Visualization and Advanced Data Analytics. Students are able to select the additional six credit hours from electives that are aligned with career goals. Elective courses include Digital Methods for Literary Text Mining, Digital Methods for the Spatial Analysis of the Past, Business Analytics, Marketing Analytics, Data Mining in Bioinformatics, and Social Media Analytics.

The Undergraduate Certificate in Data Analytics Program is available 100% online and in a face-to-face format.

### Undergraduate Certificate in Data Analytics Curriculum Plan

Data Analytics 101	3
Data Analytics 201	3
Data Analytics 301	3
Data Analytics 401	3
Electives	6
<b>Total Hours</b>	<b>18</b>

## Chemistry Department

### Faculty

**Interim Department Head:** Dr. Bobby Burkes

**Professors:** Dr. Danny Hubbard, Dr. Frank Ohene, Dr. Connie Walton

**Associate Professors:** Dr. Bobby Burkes

**Assistant Professors:** Dr. Jacqueline Harris, Dr. Michael Price, Dr. Gernerique Stewart

### Overview

The Department of Chemistry offers a wide variety of undergraduate courses and programs in chemistry to prepare students for careers in chemistry and also to provide the chemical understanding required for a variety of other fields. The degree awarded is a Bachelor of Science in Chemistry. The B.S. in Chemistry is achieved by completing one of the programs below. The faculty has established and strives to maintain a program of excellence that provides foundations and support for several different concentrations including:

(1) the General Chemistry Concentration that includes selection of courses tailored towards pre-professional career choices, such as, pre-medicine, or pre-pharmacy;

(2) ACS Certified Professional Concentration in Chemistry that is accredited by the American Chemical Society. The ACS certified concentration fully prepares students for Advanced Studies in Chemistry and Professional degrees. The ACS certified concentration requires additional advanced coursework and hands-on experience in laboratory research.

(3) the Forensic Chemistry Concentration which includes a significant component of the General BS degree in chemistry requirements and a set of an approved core of courses in biology and criminal justice.

A minor in chemistry can be earned after completion of 20 or more credit hours of 200 level and above courses in chemistry, and having Mathematics courses through and including Calculus II.

### Professional Chemistry Concentration Curriculum Plan

#### Freshman Year

Chemistry 111, 113	4
Chemistry 112, 114	4
Biology 113, 115	4
Mathematics 153 & 154	6
Physics 153, 153L	4
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
<b>Total Hours</b>	<b>33</b>

#### Sophomore Year

Chemistry 223, 225	4
Chemistry 224, 226	4
Chemistry 230, 232	5
Chemistry 236	2
Mathematics 201	3
Physics 154, 154L	4
Art 210	3
English 207	3
History 104	3
General Education Testing 300	0
<b>Total Hours</b>	<b>31</b>

#### Junior Year

Chemistry 341, 343	4
Chemistry 342, 344	4
Chemistry 451	1
Chemistry 461	3
Computer Science 110	3
Mathematics 403	3
English 200	3
Foreign Language	6
Social Science 101	3
<b>Total Hours</b>	<b>30</b>

#### Senior Year

Chemistry 430, 432	5
Chemistry 434	3
Chemistry 450	3
Chemistry Electives*	4

Electronics Engineering Tech. 202	3
Electronics Engineering Tech. 222	1
Economics 201	3
Electives*	4
<b>Total Hours</b>	<b>26</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head. Recommended chemistry electives: CHEM 410 with CHEM 420 or CHEM470; or CHEM 462/464.

### General Chemistry Concentration Curriculum Plan

#### Freshman Year

Chemistry 111, 113	4
Chemistry 112, 114	4
Biology 113, 115	4
Mathematics 153 & 154	6
Physics 153, 153L	4
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
<b>Total Hours</b>	<b>33</b>

#### Sophomore Year

Chemistry 223, 225	4
Chemistry 224, 226	4
Chemistry 230, 232	5
Mathematics 201	3
Physics 154, 154L	4
Art 210	3
English 200	3
History 104	3
Social Science 101	3
General Education Testing 300	0
<b>Total Hours</b>	<b>32</b>

#### Junior Year

Chemistry 341, 343	4
Chemistry 342, 344	4
Chemistry 461	3
Computer Science 110	3
Economics 201	3
English 207	3
Foreign Language	6
Electives*	4
<b>Total Hours</b>	<b>30</b>

### Senior Year

Chemistry 430, 432	5
Chemistry 450	3
Chemistry 451	1
Free and Science Electives*	16
<b>Total Hours</b>	<b>25</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head. Recommended science electives: CHEM 410 with CHEM 420, 434, 470; CHEM 462, 464, BIOL 302, 304.

### Forensic Chemistry Concentration Curriculum Plan

#### Freshman Year

Chemistry 111, 113	4
Chemistry 112, 114	4
Biology 113, 115	4
Biology 114, 116	4
Criminal Justice 101	3
Mathematics 153 & 154	6
English 101 & 102	6
First Year Experience 101 & 102	2
<b>Total Hours</b>	<b>33</b>

#### Sophomore Year

Chemistry 223, 225	4
Chemistry 224, 226	4
Chemistry 230, 232	5
Criminal Justice 202	3
Forensic Chemistry 202	1
Mathematics 273	3
Art 210	3
English 200	3
History 103	3
Foreign Language	3
General Education Testing 300	0
<b>Total Hours</b>	<b>32</b>

#### Junior Year

Chemistry 341, 343	4
Chemistry 461	3
Criminal Justice 211	3
Computer Science 206	3
Forensic Chemistry 302	2
Physics 153, 153L & 154, 154L	8
History 104	3
Foreign Language	3

Social Science 101	3
<b>Total Hours</b>	<b>32</b>

### Senior Year

Chemistry 430, 432	5
Chemistry 462, 464	4
Criminal Justice 496	3
Forensic Chemistry 455	4
English 207	3
Economics 201	3
Science and Free Electives	1
<b>Total Hours</b>	<b>23</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head. Recommended science electives: CHEM 342, 344; CHEM 410; CHEM 434; NUR 205; BIOL 207, 207L; BIOL 305.

### Computer Science and Digital Technologies Department

#### Faculty

**Assistant Professors:** Dr. Baker Sami Ahmad Al Smadi, Dr. Babu Baniya, Dr. Vasanth Iyer, Dr. Prasanthi Sreekumari,  
**Lecturer:** Dileon Mr. Saint Jean

#### Overview

The Department of Computer Science and Digital Technologies seeks to meet the computer science, cybersecurity and cloud computing needs of the State of Louisiana and the nation by producing graduates who possess the skills and knowledge necessary to be productive computer science, cybersecurity and cloud computing professionals. The department seeks to prepare students for graduate study in computer science, cybersecurity and cloud computing and to provide the basic education, fundamental knowledge and skills necessary for careers in these fields and closely related disciplines.

The department offers a Cooperative Education Program which involves alternate periods of work and university study. Students participating in the program receive credit for the off-campus work experiences by registering at the university and receive pay for their work. Participation in the Cooperative Education Program is on a voluntary



basis. The program is available to all computer science, cybersecurity, and cloud computing students who have completed two years of academic study with a cumulative grade point average of 3.0 or higher.

### Computer Science

The department offers the B.S. degree in Computer Science. The program is accredited by the [Computing Accreditation Commission of the Accreditation Board for Engineering and Technology](#) (ABET). Faculty members in the department strive to offer, through teaching and research, educational experiences that nurture students intellectually and ethically, and that assist them in reaching their academic goals.

The baccalaureate degree program in computer science requires completion of 49 hours of course work in computer science and 33 hours of supporting courses in the sciences and mathematics. Additionally, students seeking a degree in either discipline must complete the requirements of the general education program. Only grades of “C” or higher are acceptable in major and supporting courses.

### Computer Science Curriculum Plan

#### Freshman Year

Computer Science 110 & 120	6
Biology 113, 115	4
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
History 104	3
Mathematics 153* & 154	6
<b>Total Hours</b>	<b>30</b>

#### Sophomore Year

Computer Science 201	3
Computer Science 210	3
Computer Science 236	3
Computer Science 325	3
Mathematics 201	3
Mathematics 273	3
English 200	3
English 207	3
Physics 153, 153L	4
Theatre 212	3
<b>Total Hours</b>	<b>31</b>

#### Junior Year

Computer Science 310	3
Computer Science 311	3
Computer Science 320	3
Computer Science 336	3
Computer Science 345	3
Mathematics 274	3
Mathematics 309	3
Mathematics 421	3
Physics 154, 154L	4
Social Science 101	3
<b>Total Hours</b>	<b>31</b>

#### Senior Year

Computer Science 400	1
Computer Science 406	3
Computer Science 419	3
Computer Science 450	3
Computer Science Electives* (400 Level)	6
Art 105	3
Economics 201	3
Foreign Language	6
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head. Based on mathematical knowledge, students may be required to take MATH147/148 prior to taking MATH 153 depending on ACT score.

#### Electives

Computer Science 411	3
Computer Science 415	3
Computer Science 424	3
Computer Science 426	3
Computer Science 428	3
Computer Science 430	3
Computer Science 435	3
Computer Science 445	3
Computer Science 451	3
Computer Science 456	3

#### Co-Op Courses

Computer Science 371	3
Computer Science 372	3
Computer Science 471	3
Computer Science 472	3

## Cybersecurity

The cybersecurity degree program provides comprehensive undergraduate-level training. The core course requirements provide the students with the knowledge and skills needed to successfully evaluate information security needs, identify appropriate counter security measure, and implement security technologies. The main focus of this program is to concentrate on specific security areas of interest, such as software, networks, and databases. The program is aligned with ABET accreditation requirements and national guidelines for information security professionals.

The program objectives (ABET Program Objectives) for the Bachelor of Science (B.S.) degree program in Cybersecurity are:

1. To train cybersecurity professionals to meet the needs of business, industry, educational institutions, and government agencies of the state of Louisiana.
2. To increase capability in information security for the benefit of the state and nation.
3. To provide knowledge of the latest techniques in cybersecurity for computer professionals in the state and offer excellent opportunities for professional advancement.

The student learning objectives (ABET Student Learning Outcomes) are shown below. Upon completing the Bachelor of Science degree program in Cybersecurity, students will be able to:

- SO1. Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions
- SO2. Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline
- SO3. Communicate effectively in a variety of professional contexts.
- SO4. Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles.
- SO5. Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.

SO6. Apply computer science theory and software development fundamentals to produce computing-based solutions (Computer Science)

\*\*SO6. Apply security principles and practices to maintain operations in the presence of risks and threats (Cybersecurity).

## Cybersecurity Curriculum Plan

### Freshman Year

Computer Science 110 & 120	6
Biology 113, 115	4
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
Cybersecurity 115	3
Mathematics 147 & 148	6
<b>Total Hours</b>	<b>30</b>

### Sophomore Year

Computer Science 201	3
Computer Science 210	3
Cybersecurity 255	3
Computer Science 236	3
Mathematics 153	3
Mathematics 273	3
English 200	3
English 207	3
Physics 153, 153L	4
Theatre 212	3
General Education Testing 300	0
<b>Total Hours</b>	<b>31</b>

### Junior Year

Cybersecurity 322	3
Computer Science 325	3
Cybersecurity 346	3
Cybersecurity 355	3
Mathematics 154	3
Economics 201	3
Mathematics 274	3
Physics 154, 154L	4
Art 105	3
Sociology 101	3
<b>Total Hours</b>	<b>31</b>

### Senior Year

Cybersecurity 401	1
Cybersecurity 407	3
Cybersecurity 410 or Computer Science 411	3
Cybersecurity 412	3
Cybersecurity 431	3
Cybersecurity 436	3
Cybersecurity 4XX - Elective*	6
Foreign Language	6
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head. Based on mathematical knowledge.

### Electives

Computer Science 435	3
Computer Science 426	3
Cybersecurity 452	3
Cybersecurity 454	3
Cybersecurity 455	3
Cybersecurity 457	3
Cybersecurity 460	3
Cybersecurity 461	3

### Cloud Computing

Graduates of the cloud computing program will be highly sought after by a range of private sector industries in the state of Louisiana, local government agencies, industries, federal government, and defense organizations. The program supports the institutional mission in enabling protection of the quality of life for citizens of the state and the country, and promoting responsible citizenship in a changing world. The cloud computing curriculum was developed to provide a purposeful and creative program that emphasizes both the theory of computing, cloud computing, and its practice. Faculty use current technologies to stimulate learning and promote an enjoyable and worthwhile background experience for lifetime use in the profession.

The B.S. in Cloud Computing offers a high quality educational program for cloud computing professionals. The core course requirements provide the students with the knowledge and skills needed to successfully evaluate cloud database design, understanding of cloud networks, network virtualization, and understanding and working projects related to AWS, google cloud, Microsoft Azure Solutions, and IBM cloud.

The main focus of this program is to concentrate on specific cloud infrastructure areas of interest, such as migrating data and applications in cloud, cloud networking, network virtualization, cloud storage organization, green computing, and mobile cloud computing. The program is designed for future ABET accreditation.

The department has developed the following program educational objectives and student outcomes for all graduates of the cloud computing program.

Program Educational Objectives – Graduates of the cloud computing program will be able to:

- To train cloud computing professional to meet the needs of business, industry, educational institutions and government agencies of the state of Louisiana.
- To increase capability in cloud computing for the benefit of the state and nation.
- To provide knowledge of the latest techniques in cloud computing for computer professionals in the state and offer excellent opportunities for professional advancement.

\*\* Student Outcomes – Upon completing the B.S. in Cloud Computing, students will be able to:

- Analyze, Design, and Implement a cloud based problem, and identify and define the computing requirements appropriate to its solution.
- To learn how to use Cloud Services and Implement Virtualization
- Communicate effectively with a range of audiences about technical information.
- Make informed judgements in computing practice based on legal and ethical principles.
- Function effectively in teams to establish goals, plan tasks, meet deadlines, manage risks and produce deliverables.
- Apply cloud principles and practices to the environment, hardware, software, and human aspects of a system.

- To Apply Map-Reduce concept to applications and build Private Cloud and broadly educate to know the impact of engineering on legal and societal issues involved.

*\*\* Student outcomes will be modified subject to the recommendations of ABET accreditation Committee.*

### Cloud Computing Curriculum Plan

#### Freshman Year

Computer Science 110 & 120	6
Computer Science 210	3
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
Cybersecurity 115	3
Cloud Computing 116	3
Mathematics 147 & 148	6
<b>Total Hours</b>	<b>32</b>

#### Sophomore Year

Computer Science 201	3
Sociology 101	3
Cloud Computing 256	3
Computer Science 236	3
Biology 113, 115	4
Cloud Computing 260	3
English 200	3
English 207	3
Physics 153, 153L	4
General Education Testing 300	0
<b>Total Hours</b>	<b>31</b>

#### Junior Year

Cloud Computing 300	3
Cloud Computing 326	3
Cybersecurity 326	3
Mathematics 153	3
Mathematics 154	3
Cloud Computing 350	3
Theater 212	3
Economics 201	3
Art 105	3
Cybersecurity 346	3
<b>Total Hours</b>	<b>30</b>

#### Senior Year

Physics 154 & 154L	4
Cloud Computing 402	1
Cloud Computing 408	3
Mathematics 273	3
Cloud Computing 415	3
Cloud Computing 4XX - Elective*	9
Foreign Language	6
<b>Total Hours</b>	<b>29</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head. Based on mathematical knowledge.

#### Electives

Computer Science 434	3
Cloud Computing 432	3
Cloud Computing 433	3
Cloud Computing 412	3
Cloud Computing 425	3
Cloud Computing 434	3
Cloud Computing 455	3
Internship/Coop Maximum four Courses	12

**Foreign Languages:** Spanish 101 and Spanish 102 or French 101 or French 102.

**Selective General Education electives:** ACCT 201 and ACCT 202, or GB 150 and GB 202, or MC 303 and MC 304, or GB 150 and MAN 301.

**Transfer Students:** Student must have 30 transfer credit hours to be exempt from FYE 101 and FYE 102.

CHEM 111 and CHEM 113L can be substituted for BIOL 113 and BIOL 115L.

## Engineering Technology Department

### Faculty

**Interim Department Head:** Dr. Edwin Thomas  
**Endowed Chair/Professor:** Dr. Benedict Nwokolo  
**Associate Professors:** Dr. Olusegun Adeyemi,  
 Dr. Mahmoud Hosseini, Dr. Edwin Thomas  
**Assistant Professor:** Dr. Abdul Khaliq  
**Lecturers:** Mr. Lane Elien, Mr. John Frazier

### Overview

The Department of Engineering Technology seeks to meet the engineering technology needs of the State of Louisiana and the nation by producing graduates who possess the skills and knowledge necessary to be productive engineering technologists. The department provides the basic education necessary for careers in engineering technology and related fields.

The department offers concentrations in electronics engineering technology and drafting and design engineering technology leading to the Bachelor of Science degree in Engineering Technology. Both programs are accredited by the Engineering Technology Accreditation Commission (ETAC) of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202-4012. ([www.abet.org](http://www.abet.org)). A construction engineering technology concentration is also offered in the department. Engineering Technology majors must complete seventy-eight hours of General Education and Engineering Technology core courses, and forty-two hours in their major concentration.

Engineering technology students may participate in Cooperative Education Program which involves alternate periods of work and university study. Students participating in the program receive credit for the off-campus work experiences by registering at the university and receive pay for their work from the industrial firms. Participation in the Cooperative Education Program is on a voluntary basis. The program is available to all engineering technology students who have completed two years of academic study with a cumulative grade point average of 3.0 or higher.

**Construction Engineering Technology (CET)** Students receive instruction in science, mathematics, architectural and structural design, estimating, surveying, construction materials and techniques, with emphasis on practical application and management. The curriculum is designed to prepare graduates for management positions such as project/construction managers, estimators, etc., or to act as general contractors in their own firms. Only grades of “C” or higher are acceptable in major and supporting courses at the 100 and 200 levels. Students are allowed one grade of “D” at the departmental major 300 or 400 course levels for Engineering Technology majors.

### Construction Engineering Technology Curriculum Plan

#### Freshman Year

Engineering Technology 101	2
Humanities Elective #1*	3
Engineering Technology 103	3
Engineering Technology 104, 124	3
Biology 113	3
English 101 & 102	6
First Year Experience 101 & 102	2
Mathematics 153 & 154	6
Chemistry 111	3
<b>Total Hours</b>	<b>31</b>

#### Sophomore Year

Accounting 201	3
Construction Engineering Technology 203	3
Engineering Technology 208, 228	3
Physics 153, 153L & 154, 154L	8
Humanities Elective #2	3
Economics 201	3
Humanities Elective #3	3
Mathematics 273	3
Engineering Technology 202	2
General Education Testing 300	0
<b>Total Hours</b>	<b>31</b>

#### Junior Year

Construction Engineering Technology 301	3
Construction Engineering Technology 302	3
Construction Engineering Technology 303	3
Engineering Technology 305	3
Engineering Technology 301	3
Engineering Technology 305	3
Engineering Technology 306	3

Drafting and Design Engineering Tech 309	1
English 305	3
Construction Engineering Tech Elective**	3
Free Elective	3
<b>Total Hours</b>	<b>31</b>

### Senior Year

Engineering Technology 402	2
Engineering Technology 410	2
Engineering Technology 430	2
Construction Engineering Tech 401/421	3
Construction Engineering Tech 402/422	3
Construction Engineering Tech 405/425	3
Construction Engineering Tech 407	3
Construction Engineering Tech Elective**	3
Art Elective	3
Free Elective	3
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>120</b>

*\*Humanities electives must be selected from a list of university-approved courses with the approval of the student's academic advisor.*

*\*\*Electives must be approved by the student's advisor and department head.*

### Drafting and Design Engineering Technology (DDET)

students are trained in science, mathematics, design and engineering principles. Students design, analyze and develop models using the latest computer-aided design software and 3-D equipment. Students in Drafting and Design Engineering Technology concentration must complete thirty-three hours of required technical courses and nine hours of technical electives. Only grades of "C" or higher are acceptable in major and supporting courses at the 100 and 200 levels. Students are allowed one grade of "D" at the departmental major 300 or 400 course levels for Engineering Technology majors.

### Drafting and Design Engineering Technology Curriculum Plan

#### Freshman Year

Engineering Technology 101	2
Humanities Elective #1*	3
Engineering Technology 103	3
Engineering Technology 104, 124	3
Biology 113	3
English 101 & 102	6
First Year Experience 101 & 102	2
Mathematics 153 & 154	6

Chemistry 111	3
<b>Total Hours</b>	<b>31</b>

### Sophomore Year

Drafting and Design Engineering Tech. 201	3
Drafting and Design Engineering Tech. 202	3
Engineering Technology 208, 228	3
Physics 153, 153L & 154, 154L	8
Humanities Elective #2	3
Economics 201	3
Humanities Elective #3	3
Mathematics 273	3
Engineering Technology 202	2
General Education Testing 300	0
<b>Total Hours</b>	<b>31</b>

### Junior Year

Drafting and Design Engineering Tech. 307	3
Engineering Technology 301	3
Engineering Technology 305	3
Engineering Technology 306	3
Drafting Design Technology 308	3
Drafting and Design Engineering Tech. 309	1
Art 210	3
English 305	3
Drafting & Design Eng. Tech Electives **	3
Free Electives	3
Sociology 101	3
<b>Total Hours</b>	<b>31</b>

### Senior Year

Drafting and Design Engineering Tech. 403	3
Engineering Technology 402	2
Engineering Technology 410	2
Engineering Technology 430	2
Engineering Technology 403	3
Manufacturing Engineering Technology 304	3
Manufacturing Engineering Technology 401	3
Drafting & Design Eng. Tech Electives**	6
Free Electives	3
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>120</b>

*\*Humanities electives must be selected from a list of university-approved courses with the approval of the student's academic advisor.*

*\*\*Electives must be approved by the student's advisor and department head.*

The concentration in **Electronics Engineering Technology (EET)** curriculum is designed to provide students with the competencies necessary for either graduate study or professional careers in the electrical/electronics industry. The emphases in this area are placed on theoretical concepts, analysis and design techniques, systems applications and practical hands-on experiences. Required coursework includes electrical circuit fundamentals, electronic materials and devices, instrumentation, microprocessors, automatic control systems, and communication systems. Students in Electronics Engineering Technology concentration must complete thirty-two hours of required technical courses and ten hours of technical electives. Only grades of “C” or higher are acceptable in major and supporting courses. Only grades of “C” or higher are acceptable in major and supporting courses at the 100 and 200 levels. Students are allowed one grade of “D” at the departmental major 300 or 400 course levels for Engineering Technology majors.

### Electronics Engineering Technology Concentration Curriculum Plan

#### Freshman Year

Engineering Technology 101	2
Humanities Elective #1*	3
Engineering Technology 103	3
Engineering Technology 104, 124	3
Biology 113	3
English 101 & 102	6
First Year Experience 101 & 102	2
Mathematics 153 & 154	6
Chemistry 111	3
<b>Total Hours</b>	<b>31</b>

#### Sophomore Year

Electronics Engineering Technology 201, 221	3
Electronics Engineering Technology 202, 222	4
Engineering Technology 208, 228	3
Physics 153, 153L & 154	7
Humanities Elective #2	3
Economics 201	3
Humanities Elective #3	3
Mathematics 273	3
Sociology 101	3
General Education Testing 300	0
<b>Total Hours</b>	<b>32</b>

#### Junior Year

Electronics Engineering Technology 301, 321	4
Electronics Engineering Technology 302, 322	3
Electronics Engineering Technology 303, 323	4
Electronics Engineering Technology 304, 324	4
Electronics Engineering Technology 306, 326	4
English 305	3
Art 210	3
Engineering Technology 305	3
Physics 154L	1
<b>Total Hours</b>	<b>29</b>

#### Senior Year

Electronics Engineering Technology 401, 421	3
Engineering Technology 402	2
Engineering Technology 410	2
Engineering Technology 430	2
Engineering Technology 403	3
Electronics Engineering Tech Electives**	10
Free Electives*	6
Electronics Engineering Technology 401, 421	3
Engineering Technology 402	2
Engineering Technology 410	2
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

*\*Humanities electives must be selected from a list of university-approved courses with the approval of the student's academic advisor.*

*\*\*Electives must be approved by the student's advisor and department head.*

## English and Foreign Languages Department

**Coordinator:** Dr. Beatrice McKinsey

### English Faculty

**Professors:** Dr. Ruby Lewis, Dr. Hugh Wilson,  
Dr. Doris Williams-Smith

**Associate Professors:** Dr. James Clawson,  
Dr. Mica Gould, Dr. Beatrice McKinsey, Dr. Jennifer  
McMullen, Dr. Thomas Tracy

**Assistant Professors:** Dr. Charles Snodgrass,  
Dr. Evelyn Wynn

**Lecturers:** Ms. Catherine Bonner, Dr. Bernie Evans,  
Mr. Darren Matthews

### Foreign Languages Faculty

**Professor:** Dr. Chimegsaikhan Banzar

**Assistant Professor:** Dr. Miguel De Feo

**Lecturers:** Mr. Wilson Duroseau, Ms. Rosa Ponton

### Overview

The Department of English and Foreign Languages seeks to promote the literary heritage of language and to provide instruction in written and oral communication skills that underlie all disciplines. As such, the department is dedicated to helping students develop their reading, writing, critical thinking, and information technology skills to facilitate success in all their studies. In so doing, the department seeks to help students expand their horizons, clarify their thoughts, develop their imaginations and their abilities while enhancing their ethical sensitivity and promoting an appreciation of diverse cultures through literature. The department also aims to have students better understand other cultures and civilizations. In order to further these goals, exposure to literary masterpieces that reflect the hopes and aspirations, anxieties, frustrations, successes, and failures of humanity is an integral part of the curriculum. The Department of English and Foreign Languages promotes diverse modalities of instruction, scholarly research, and community service.

The department offers a Bachelor of Arts in English with concentrations in General English and African American Literature, and a minor in English. Students seeking a degree in General English may focus in either English Literature or American Literature by taking six hours of

English or American Literature courses. A minor in English requires 21 hours in English major courses.

The department also seeks to increase student preparation for the Praxis examination on topics in American Literature, English Literature, Composition, Research and Linguistics. Through workshops, varied reading, and recurrent writing, the development of the literary imagination, the sharpening of intellectual reasoning, and the encouragement of ethical reflection, the department aspires to prepare students for careers and post-graduate studies.

The **Writing Enhancement Lab** is under the direction of the Department of English and Foreign Languages and is available to all students enrolled at the University. The laboratory assists GSU students in the improvement of writing skills and offers assistance to students with any writing assignment. The lab is staffed by a director and student tutors. The Writing Enhancement Lab sponsors workshops on how to conduct research. Some of the topics include avoiding plagiarism; selecting a research topic; developing a thesis statement; evaluating sources; introducing sources; and developing a formal outline. The Writing Enhancement Lab's regular hours are Monday through Friday from 10:00 a.m. to 4:00 p.m.

The **Foreign Languages Lab** is under the direction of the Department of English and Foreign Languages. The lab provides students with the latest technologies to enhance their language learning. The lab is equipped with state-of-the-art computers, a smartboard, a variety of foreign language and cultural DVDs, CDs, videos and tapes designed to aid students in building their language skills. Students are encouraged to access foreign language websites, listen to dialogues and songs in the target language, employ Internet-based exercises, watch news and view films pertaining to current events and cultures of the countries whose language they are studying.

### English (General) Concentration

To earn the Bachelor of Arts (B.A.) degree in English with a concentration in General English, English majors are required to complete 18 semester hours of English core courses and 36 semester hours of courses in General English Concentration. English majors must complete the requirements of the General Education Program, and they must earn grades of "C" or higher in English and supporting course.



**English (General) Concentration  
Curriculum Plan**

**Freshman Year**

English 101 & 102	6
Biology 103	4
Biology 104	4
First Year Experience 101 & 102	2
History 101	3
History 104, 201, or 202	3
Mathematics 131 & 132 or 147 & 148	6
Social Science 101 or Sociology 201	3
<b>Total Hours</b>	<b>31</b>

**Sophomore Year**

English 200	3
Eng 202, 203, 204, 205, 206, 207, 213, or 219	6
Art 210	3
Economics 201 or Psychology 200	3
Foreign Language	6
Humanities 200, 201, 202, or 301	6
Physical Science 105	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

English 301 and/or 302*	3-6
English 310, 407 or 450	3
English 311, 305, or 400	3
English Electives**	6
Electives***	12
Philosophy 201	3
<b>Total Hours</b>	<b>30-33</b>

**Senior Year**

English 401 and/or 402*	3-6
English 404	3
English 407	3
English 408	3
English 420	3
English 451	3
English Electives**	1-3
Electives***	5
<b>Total Hours</b>	<b>26-29</b>
<b>TOTAL</b>	<b>120</b>

*\*\*English Electives can be chosen from any of the 300-400 level English courses. Students must complete 9 hours of English electives courses.*

*\*\*\* Electives must be approved by advisor and department head.*

**African American Literature Concentration**

To earn the Bachelor of Arts (B.A.) degree in English with a concentration in African American Literature, English majors are required to complete 18 hours of core courses, English majors must complete the 36 semester hours of the General English Program, and they must earn grades of "C" or higher in English and supporting courses.

**African American Literature Concentration  
Curriculum Plan**

**Freshman Year**

English 101 & 102	6
Biology 103	4
Biology 104	4
First Year Experience 101 & 102	2
History 101	3
History 104, 201, or 202	3
Mathematics 131 & 132 or 147 & 148	6
Social Science 101 or Sociology 201	3
<b>Total Hours</b>	<b>31</b>

**Sophomore Year**

English 200	3
Eng 202, 203, 204, 205, 206, 207, 213, or 219	6
Art 210	3
Economics 201 or Psychology 200	3
Foreign Language	6
Humanities 200, 201, 202, or 301	6
Physical Science 105	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

English 301 and/or 302*	3
English 303	3
Humanities 301	3
English 310, 407 or 450	3
English 311, 305, or 400	3
English Electives**	6
Electives***	12
Philosophy 201	3
<b>Total Hours</b>	<b>30-33</b>

## Senior Year

English 401 and/or 402*	3
English 375, 408, or 414	
English 415	3
English 420	3
English 421 or 454	3
English 420	3
English 451	3
English Electives**	1-3
Electives***	5
<b>Total Hours</b>	<b>26-29</b>
<b>TOTAL</b>	<b>120</b>

\*\*English Electives can be chosen from any of the 300-400 level English courses. Students must complete 6 hours of English electives courses.

\*\*\*Electives must be approved by advisor and department head.

## Family & Consumer Sciences Department

### Faculty

**Interim Coordinator:** Mr. Terry Matthews

**Professor:** Dr. Frankie Rabon

**Lecturer:** Mr. Terry Matthews, Dr. Suzanne M. Theus

### **Overview**

The Department of Family and Consumer Sciences offers the Bachelor of Science Degree in Child Development and Early Literacy (Prenatal-PreK-3) with two concentration options: 1) Teacher Certification Concentration, and 2) and General Concentration.

Graduates of the Department of Family and Consumer Sciences are professionals in teaching the emergent child and promoting family awareness. The Department of Family and Consumer Sciences is dedicated to improving the quality and standards of individual and family life.

The Child Development program is designed to further the education of childcare professionals and paraprofessionals and to prepare students for employment in child development and early childhood education. The major emphasis in the child development program is family and child development over the life span. Students gain an understanding of the development of children and adults and their interaction in the family and society. Students majoring in child development enroll for credit

in observation, practicum and internship field experiences as a critical part of their program of study. The program offers opportunities for students who aspire to: work with children and their families; teach young children; own or operate a day care center; work with children in camps and special programs; ensure the health, safety, and well-being of children; and want to help parents improve the quality of life for children.

Graduates in child development work with children from prenatal through age eight as teachers, administrators, or specialists in the following career settings: Head Start Centers, Child Care Centers, Day Home Centers, Family Child Care Homes, Morning Preschool Programs, After-School Programs, Home Visitation Programs, Parenting Programs, Early Intervention Programs, Community Agencies, Child Health Services, Summer Camp Programs, Children and Youth Organizations, Programs for Children with Differing Abilities, Early Childhood Education Programs in Private and Public Schools, Private or Government Funded Child Development Programs.

The Bachelor of Science Degree in Child Development and Early Literacy (Prenatal- PreK-3) is awarded to students who complete 120 or 124-hour program of study. Students are required to meet with an advisor in the Department of Family and Consumer Sciences for approval of course selections.

### **Student Requirements:**

- Admission to FCS Degree Program
- Maintain 2.0 GPA in major
- Grades lower than "C" are not accepted
- Attend Student Meetings, workshops, seminars, scheduled by the FCS Department
- Attend Praxis workshops, labs, and activities scheduled by the FCS Department
- Complete career and professional development projects/assignments scheduled by the FCS Department
- Earn 160 Service Learning Hours to meet requirements for graduation
- Earn 120 (minimum 15 hours per semester) FCS Professional Development Hours to meet requirements for graduation
- Meet with advisor 2 times per semester for advisement and career planning
- Maintain Career Plan/Professional Portfolio

- Submit background checks, fingerprint records and other requirements before participating in observation, practicum, or internship classes or activities.
- Maintain professional decorum at all times

**Child Development & Early Literacy  
General Concentration Curriculum Plan**

**Freshman Year**

First Yr. Experience 101 and 102	2
Family and Consumer Sciences 140	3
History 103	3
English 101 & 102	6
Chemistry 101	3
Child Dev/Family Relations 100	3
Family and Consumer Sciences 100	3
Mathematics 131 & 132	6
Biology 103	3
<b>Total Hours</b>	<b>32</b>

**Sophomore Year**

Biology 104	3
Child Dev/Family Relations 105	3
Art 105	3
Child Dev/Family Relations 201	3
English 200	3
Theatre 212	3
Child Dev/Family Relations 103	3
Child Dev/Family Relations 200	3
Foreign Language: Spanish 101	3
Sociology 101	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

Child Dev/Family Relations 259	3
Child Dev/Family Relations 301	3
Child Dev/Family Relations 306	3
Child Dev/Family Relations 330	3
Family Nutrition for Children 205	3
Child Dev/Family Relations 208	3
Child Dev/Family Relations 204	3
Psychology 200	3
Child Dev/Family Relations 304	3
Child Dev/Family Relations 209	3
<b>Total Hours</b>	<b>30</b>

**Senior Year**

Child Dev/Family Relations 360	3
Child Dev/Family Relations 361	3
Child Dev/Family Relations 400	3
Child Dev/Family Relations 450	3
Child Dev/Family Relations 460	3
Family and Consumer Sciences 310	3
Family and Consumer Sciences 470	3
Electives*	7
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

*\*Recommended Electives: CDFR 300, CDFR404, FCS200, HM 212.*

**Child Development & Early Literacy  
Teacher Certification Concentration  
Curriculum Plan**

**Freshman Year**

Education 111	1
Education 112	1
Child Dev/Family Relations 100 OR FCS 140	3
Biology 103	3
Biology 104	1
English 101 & 102	6
History 103	3
Art 105, 210, THEA 100, 212 or MUS 219	3
Math 131 & 132 OR Math 147 & 148	6
Science 105	3
Chemistry 101 OR Chemistry 111	3
<b>Total Hours</b>	<b>33</b>

**Sophomore Year**

Food and Nutrition 205	3
Education 215	3
Education 216	3
Education 217	3
History 201, 202 or 322	3
Sociology 101	3
English 200, 202, 203 or 205	3
English 207 OR English 213	3
Child Dev/Family Relations 259	3
Math 273	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year

Art 402	3
Child Dev/Family Relations 330	3
Child Dev/Family Relations 360*	3
Child Dev/Family Relations 304	3
Education 300	3
Education 302	3
Child Dev/Family Relations 400	3
Education 317	3
Education 325	3
<b>Total Hours</b>	<b>30</b>

### Senior Year

Family and Consumer Sciences 400	4
Child Dev/Family Relations 450	3
Education 402*	3
Education 427	3
Family and Consumer Sciences 420	3
Education 452	6
Education 455	9
<b>Total Hours</b>	<b>31</b>
<b>TOTAL</b>	<b>124</b>

*\*Note: The Teacher Certification Concentration meets requirements and total credit hours as approved by the Louisiana Department of Education.*

### History Department

**Interim Department Head:** Dr. Edward Holt

#### Undergraduate Faculty

**Professor:** Dr. Roshunda Belton-Cardoza

**Assistant Professors:** Dr. Emeka Anaedozie, Dr. Gaidi Faraj, Dr. Edward Holt, Dr. Brian McGowan

**Instructor:** Ms. Yanise Days

#### Graduate Faculty

**Coordinator:** Dr. Edward Holt

**Professor:** Dr. Roshunda Belton-Cardoza

**Associate Professors:** Dr. Rory Bedford, Dr. Matthew Sheptoski, Dr. Kevin Washington

**Assistant Professors:** Dr. Emeka Anaedozie, Dr. Edward Holt, Dr. Brian McGowan

### Overview

The Department of History serves a threefold purpose: 1) to provide service courses in the University's General Education Program; 2) to offer a major program of study to prepare students for graduate study and/or professional pursuits in other fields; and 3) to offer minor programs of study in History and in the area of Africana Studies.

The department offers the Bachelor of Arts degree with concentrations in General History, Social Studies Education, and Law and Society. Also, the department houses the Bachelor of General Studies (BGS) degree program, and the Accelerated Master's Program (4+1) where students earn both the BA and MA in five years.

A minor in Africana Studies requires the completion of eighteen credit hours: twelve in specified courses and six from a set of elective courses. An Africana Studies minor provides the foundation for additional study in several disciplines. A minor in general history requires the completion of at least eighteen credit hours excluding HIST 101, HIST102, HIST 103 and 104.

### B.A. in History Curriculum Requirements

#### Core Courses

Theatre 100, Art 105, or Music 219	3
Biology 103	3
Biology 104	3
Chemistry 101, Science 105, or Science 106	3
English 101 & 102	6
First Year Experience 101 & 102 or Education 111 & 112	2
History 103	3
History 104	3
History 201	3
History 202	3
Mathematics 131 & 132	6
Social Science 101, 201 or Psychology 200	3
History 304 or History 375 or History 407	3
History 490	3
<b>Total Hours</b>	<b>47</b>

#### General History Concentration

Philosophy 201 or English 200	3
Foreign Language	6
Humanities 200, 201, 202, or 301	3
Sociology 200 or Economics 201 or	6

Political Science 201	
History 319 or 320	3
History 339 or 340	3
U.S. History	6
Non - U.S. History	6
Cognate Hours	18
Electives*	19
<b>Total Hours</b>	<b>73</b>
<b>TOTAL</b>	<b>120</b>

### Social Studies Education Concentration

Education 200 or 204	3
Education 300	3
Education 312	3
Education 317	3
Education 427	3
Education 322	3
Education 453	3
Social Science 406	3
Education 455	9
<b>Total Hours</b>	<b>33</b>

### Flexible Hours

Political Science 300	3
Economics 201	3
Sociology 200	3
Psychology 200	3
Sociology 200	3
Education 162	3
Education 328	3
Education 402	3
History 322	3
History 310	3
History 319	3
History 320	3
History 341	3
History 342	3
<b>TOTAL</b>	<b>122</b>

### Law and Society Concentration

Humanities 200 or 201 or 202 or 301 or English 200	3
Philosophy 201	3
Sociology 200	3
Political Science 201	3
Free Electives*	7
Criminal Justice 201	3

Criminal Justice 202	3
General Business 201	3
General Business 303	3
Paralegal Studies 200+ level	6
Sociology 203	3
Sociology 312	3
Criminal Justice 204	3
Paralegal Studies 221 or English 207	3
Paralegal Studies 222 or English 414	3
Theatre 212	3
US History	9
Non-US History	9
<b>Total Hours</b>	<b>73</b>
<b>TOTAL</b>	<b>120</b>

### Bachelor of General Studies

Bachelor of General Studies (BGS) degree program offers concentrations in Humanities and Culture; Gender, Race, and Intersectionality; Juvenile Behavioral Studies; and Gerontology. The BGS program is structured as follows:

- 41 hours of General Education coursework
- 27 hours in concentration area
- 21 hours of enrichment courses
- 31 hours of electives (may include 2nd concentration area or minor)

### General Studies

Fine Art	3
Science	9
English 101 & 102	6
First Year Experience 101 & 102 or Education 111 & 112	2
Humanities	9
Mathematics 131 & 132	6
Social Science	6
General Education Testing	0
<b>Total Hours</b>	<b>41</b>

### Humanities and Culture Concentration

Philosophy 201	3
Sociology 201	3
Literature	3
American History	3
HUM 200, 201, 202, or 301	6
Art 412, English 415/421, History 319/320, Music 410 or Theatre 312	6
Art 409, English 301/302/401/402, History	3

304, Music 415/416, or Theatre 311/313	
Enrichment Courses/General Knowledge*	21
Free Electives	13
Minor	18
<b>Total Hours</b>	<b>79</b>
<b>TOTAL</b>	<b>120</b>

\*300 level courses/higher must be approved by advisor.

### Gender, Race, and Intersectionality Concentration

Sociology 200 or 203	3
Political Science 201 or Economics 201	3
American History	3
English 200	3
History 303, Health Promotion 304, Political Science 330 or English 454	6
History 319/320, Psychology 210, Political Science 320 or English 415	6
History 449, Sociology 306, 304, 305, 306, or Psychology 302, 305	3
Enrichment Courses/General Knowledge*	21
Free Electives	13
Minor	18
<b>Total Hours</b>	<b>79</b>
<b>TOTAL</b>	<b>120</b>

\*300 level courses/higher must be approved by advisor.

### Juvenile Behavioral Studies

Sociology 327, 407, Psychology 327, Child Development and Family Relations 210, or Criminal Justice 406	3
Sociology 200 or 203	3
Political Science 201, Economics 201, Theatre 212, General Business 204 or English 207	3
American History	3
Criminal Justice 251, 252, Psychology 210, 300, Sociology 405, Child Development and Family Relations 209, 259 or 402	6
Education 200, 204, 312*, 314*, Criminal Justice 412, Sociology/Psychology 305, Sociology 312, Psychology 202, 302, 304, Child Development and Family Relations 300	6
Social Work 307, 312 or 313	3
Enrichment Courses/General Knowledge**	6
Free Electives	13
Minor	18
<b>Total Hours</b>	<b>79</b>
<b>TOTAL</b>	<b>120</b>

\*Advisor must approve.

\*\*300 level courses/higher must be approved by advisor.

### Gerontology Concentration

Sociology 303	3
Health Promotion 302	3
Social Work 311 or 416	3
Theatre 212, Psychology 210 or General Business 204	3
Sociology 327, 407, Social Work 304, 406, Health Promotion 406 or 410	3
Psychology 302, Health Promotion 201, 203, 205, 280, 400, Social Work 310, Nursing 225* or 204*	6
Sociology 301, 405, Psychology/Sociology 305, SOC 405, Social Work 404, Health Promotion 405, 400 or 403	6
Enrichment Courses/General Knowledge**	21
Free Electives	13
Minor	18
<b>Total Hours</b>	<b>79</b>
<b>TOTAL</b>	<b>120</b>

\*Advisor must approve.

\*\*300 level courses/higher must be approved by advisor.

### Master of Arts in the Social Sciences

#### Overview

The major objective of the Master of Arts in Social Sciences degree program is to prepare students for teaching careers at the community college level and advance study. It also prepares students to pursue the terminal degree and promotes scholarship and research.

The Master of Arts in the Social Sciences program is an interdisciplinary program involving history, psychology, and sociology. To complete the program, a student must take 30 semester credit hours consisting of 6 hours of core courses, 18 hours in a concentration area and 6 hours of thesis credit. If opting for non-thesis, 6 hours of electives substitute for thesis credit.

The requirements for admission to the MA in Social Sciences program are as follows:

- Regular admission to Graduate Studies.
- A bachelor's degree from an accredited college or

university in the United States or proof of an equivalent education at a foreign university.

- 3.0 or higher undergraduate grade point average.
- GRE scores (verbal and quantitative)

The requirements for graduation from the MA in Social Sciences program are as follows:

- Completion of 30 hours of course work with a minimum grade point average of 3.0.
- A grade of “B” or higher in the writing seminar course.
- Pass the comprehensive exam (and oral exam, if necessary).

**Core Courses**

Social Science 506 or 507	3
Social Science 500	3
Emphasis Area	18
Thesis (History 598/599, Sociology 598/599, or Psychology 598/599)	6
OR	
Non-Thesis (electives)	6
Comprehensive Exams (Social Science 598 and Social Science 599)	0
<b>Total Hours</b>	<b>30</b>

**Areas of Concentration:  
History, Psychology, Sociology**

Student should see their advisor for other requirements and specifics for each concentration.

**History Concentration**

History 501	3
History 502	3
History 503	3
History 507	3
History 510	3
History 514	3
History 519	3
History 530	3
History 538	3
History 540	3
History 541	3
History 542	3
History 543	3
History 544	3
History 545	3

History 546	3
History 547	3
History 548	3
History 554	3
<b>Total Hours Required</b>	<b>18</b>

**Psychology Concentration**

Psychology 500	3
Psychology 501	3
Psychology 510	3
Psychology 521	3
Psychology 522	3
Psychology 526	3
<b>Total Hours Required</b>	<b>18</b>
<b>TOTAL</b>	<b>120</b>

**Sociology Concentration**

Sociology 500	3
Sociology 505	3
Sociology 510	3
Sociology 511	3
Sociology 512	3
Sociology 515	3
Sociology 516	3
Sociology 520	3
Sociology 521	3
Sociology 525	3
Sociology 530	3
Sociology 535	3
Sociology 537	3
Sociology 545	3
<b>Total Hours Required</b>	<b>18</b>

**4+1 Program  
BA and MA (150 hours)  
Undergraduate Level (120 hours)  
Graduate Level (12 hours)**

**Freshman Year**

First Year Experience 101 & 102	2
English 101	3
English 102	3
Mathematics 147	3
Mathematics 148	3
Biology 103	3
Biology 104	3
History 101	3
History 104	3
Chemistry 101	3

Sociology 101	3
<b>Total Hours</b>	<b>32</b>

### Sophomore Year

History 201	3
History 202	3
English 200	3
Economics 201	3
Art 210	6
Geography 201	3
History 304	3
Humanities 200, 201, 202, or 301	3
Foreign Languages	6
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year

Philosophy 201	3
Political Science 201	3
Political Science 320, 330, 405, 430	3
History 300-400 level	18
Foreign Language	3
<b>Total Hours</b>	<b>30</b>

### Senior Year

History 300-400 level	3
History 500 level	9
Social Science 507 (must earn 'B' or better)	3
Geography 308 or 405	3
Art 215, 216, 412, or Theatre 312	3
Electives	7
<b>Total Hours</b>	<b>28</b>

### Graduate Year

Hist. 310 Seminar in Social Science	3
History 500 level	9
Thesis hours or electives (non-thesis)	6
<b>Total Hours</b>	<b>18</b>
<b>TOTAL</b>	<b>150</b>

## Mathematics and Physics Department

**Department Head:** Dr. Naidu Seetala

### Mathematics Faculty

**Endowed Chair/Associate Professor:** Dr. Anjan Biswas

**Associate Professors:** Dr. Bassidy Dembele, Dr. Frederick Semwogerere

**Assistant Professors:** Dr. Milisha Y. Hart-Simmons, Dr. Ajanta Roy, Mr. Eugene Taylor, Dr. Leummim Yao

### Physics Faculty

**Professors:** Dr. Naidu Seetala

**Associate Professors:** Dr. Matthew Ware

**Assistant Professors:** Mr. Lee Britt, Dr. Haeyeon Yang

**Engineer/Instructor:** Dr. Zhiyong Jia

### Overview

The primary focus of the Department of Mathematics and Physics is to provide excellent instruction at the undergraduate level. The department strives to provide students with the knowledge and skills necessary for lifelong learning, an understanding of the physical aspects of the universe, and the ability to comprehend advancements in the physical and mathematical sciences. The mathematics and physics program offers a firm, undergraduate foundation for careers in materials, pure and applied mathematics, physics, and biomedical science. It also provides excellent preparation for an actuarial science career to carry out statistical analysis for insurance and financial institutions.

The Mathematics and Physics Department also seeks to prepare students for graduate study and to provide the fundamental knowledge and skills in mathematics and physics that will allow them to successfully complete Ph.D. programs in mathematics, physics, applied mathematics, and closely related fields. The department also offers mathematics and physical science courses to fulfill the requirements of the University's general education program.

The department offers the Bachelor of Science (B.S.) degree with a major in Mathematics and Physics. This baccalaureate degree program allows students who seek a sound preparation in mathematics and physics to



extensively explore the productive interaction between mathematics and physics and to find extraordinary opportunities (e.g., manufacturing, materials, engineering, aviation, nanoscience, insurance industry, financial institutions, government, advanced technologies, and education in critical areas of mathematics & physics). Through classroom work and lab projects, students learn physics and gain skills in mathematical computation, modeling, reasoning and analysis. Academically rigorous courses are taught by professors with terminal degrees from premier universities who strive to offer, through teaching and research, educational experiences that nurture students intellectually and ethically, and that assist them in reaching their academic goals.

In addition to offering a core in mathematics and physics, the department also offers three (3) career-oriented concentrations: biomedical science, material science, and actuarial science.

- The *biomedical science* concentration affords students an opportunity for study of biomedical sciences using a core of courses in biology and chemistry along with mathematics and physics courses. This concentration is a new national trend. It helps in meeting a nation-wide need of students pursuing MS, Ph.D., or MD/Ph.D. degrees in biomedical sciences. It fulfills the recommendation of the National Institutes of Health that Biology students should have as many courses in quantitative sciences as possible and increase the health related workforce.
- The *material science* concentration affords the student the opportunity for the study of materials using a core of courses in physics, mathematics, and a select set of courses in chemistry and engineering technology. The material science concentration prepares students to be a productive member of the workforce or pursue graduate programs in traditional physics or material science, or more innovative programs like nanotechnology. In addition, it gives Engineering Technology double majors the foundation to be directly admitted to engineering graduate programs.
- The *actuarial science* concentration affords the student the opportunity to become actuaries by incorporating additional courses in statistics, mathematics of finance, economics, and finance along with elective courses in accounting, business, mathematics, and computer science. The actuaries are in higher demand from

financial institutions such as Insurance companies, banks, Hedge funds, and other financial institutions. In general, this program prepares students for rewarding careers anywhere where risk is inherent.

The BS degree in mathematics and physics is awarded to students who successfully complete the outlined program of study, the requirements of the general education program, and meet all other university requirements.

### Mathematics and Physics Curriculum Plan

#### Freshman Year

Mathematics 153 & 154	6
Physics 153 & 153L	4
Physics 154, 154L	4
Biology 113, 115	4
Chemistry 111, 113	4
English 101 & 102	6
First Year Experience 101 & 102	2
<b>Total Hours</b>	<b>30</b>

#### Sophomore Year

Mathematics 201	3
Mathematics 221	3
Mathematics 273	3
Physics 219	3
Elective*	3
History 101	3
Humanities	6
Social Sciences	6
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

#### Junior Year

Mathematics 301	3
Major Electives*	3
Mathematics 309	3
Physics 219L	1
Physics 304	3
Physics 305 & 306	6
Physics 350	3
Computer Science 110	3
Computer Science 120	3
Computer Science 236	3
<b>Total Hours</b>	<b>31</b>

**Senior Year**

Mathematics 202	3
Mathematics 403	3
Mathematics 420	2
Mathematics 421	3
Physics 401	2
Physics 403 & 404	6
Physics 410	3
Fine and Performing Arts	3
Major Elective*	3
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

\*Electives can be chosen from PHYS 222, MATH 306, PHYS 313, MATH 401, BIOL 407, and PHYS 423. In addition, 200 or higher level computer science courses can be taken as electives with the permission of the department.

**Biomedical Science Concentration  
Curriculum Plan**

**Freshman Year**

Mathematics 153 & 154	6
Physics 153 & 153L	4
Physics 154 & 154L	4
Biology 113, 115	4
Chemistry 111, 113	4
English 101 & 102	6
First Year Experience 101 & 102	2
<b>Total Hours</b>	<b>30</b>

**Sophomore Year**

Mathematics 201	3
Mathematics 273	3
Physics 219	3
Major Elective*	3
Chemistry 112	3
History 101	3
Humanities	6
Social Sciences	6
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

Mathematics 309	3
Physics 219L	1
Chemistry 114L	1
Physics 304	3

Physics 305	3
Biology 207 and 207L	4
Biology 304	4
Chemistry 223, 225	4
Chemistry 224	3
Computer Science 110	3
<b>Total Hours</b>	<b>29</b>

**Senior Year**

Mathematics 403	3
Major Elective*	3
Physics 403	3
Biology 459, 461	4
Biology 463	3
Chemistry 461	3
Fine and Performing Arts	3
Computer Science 120	3
Computer Science 236	3
Major Elective*	3
<b>Total Hours</b>	<b>31</b>
<b>TOTAL</b>	<b>120</b>

\*Elective can be chosen from MATH 202, PHYS 222, BIOL 312, BIOL 407, MATH 421, and PHYS 423. In addition, 300 or higher level biology, chemistry, and computer science courses can be taken as electives with the permission of the department.

**Material Science Concentration  
Curriculum Plan**

**Freshman Year**

Mathematics 153 & 154	6
Physics 153, 153L	4
Physics 154, 154L	4
Biology 113, 115	4
Chemistry 111, 113	4
English 101 & 102	6
First Year Experience 101 & 102	2
<b>Total Hours</b>	<b>30</b>

**Sophomore Year**

Mathematics 201	3
Mathematics 273	3
Physics 219, 219L	4
Physics 222	3
Chemistry 112, 114	4
Engineering Technology 202, 222	4
History 101	3

Humanities	6
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year

Mathematics 309	3
Physics 401	2
Physics 304	3
Physics 305 & 306	6
Physics 350	3
Chemistry 223 & 225	4
Computer Science 110	3
Social Sciences	6
<b>Total Hours</b>	<b>30</b>

### Senior Year

Mathematics 403	3
Physics 400	3
Physics 403	3
Physics 410	3
Physics 423	3
Fine and Performing Arts	3
Computer Science 120	3
Computer Science 236	3
Major Elective*	6
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

*\*Elective can be chosen from MATH 202, ETC 306 (Lecture) & ETC 326 (Lab), PHYS 306, BIOL 407, MATH 421, and PHYS 404. In addition, 300 or higher level engineering technology, and computer science courses can be taken as electives with the permission of the department.*

## Actuarial Science Concentration Curriculum Plan

### Freshman Year

Mathematics 153 & 154	6
Physics 153, 153L	4
Physics 154, 154L	4
Biology 113, 115	4
Chemistry 111, 113	4
English 101 & 102	6
First Year Experience 101 & 102	2
<b>Total Hours</b>	<b>30</b>

### Sophomore Year

Mathematics 201	3
Mathematics 273	3
Physics 219	3
Major Elective *	3
Economics 201	3
History 101	3
Humanities	6
Social Sciences	3
Fine and Performing Arts	3
Computer Science 110	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year

Mathematics 309	3
Mathematics 274	3
Physics 304	3
Physics 305	3
Mathematics 403	3
Mathematics 374	3
Computer Science 120	3
Computer Science 236	3
Physics 403	3
Economics 202	3
<b>Total Hours</b>	<b>30</b>

### Senior Year

Mathematics 376	3
Mathematics 476	3
Finance 301	3
Economics 307	3
Economics 351	3
Economics 352	3
Finance 302	3
Major Elective *	6
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>120</b>

*\*Elective can be chosen from MATH 202, PHYS 222, MATH 421, and PHYS 423. In addition, 300 or higher level courses from accounting, business, economics, probability & statistics, mathematics, and computer science courses can be taken as electives with the permission of the Department.*

## Music Department

### Faculty

**Department Head:** Dr. Nikole Roebuck

**Assistant Professors:** Mr. Michael Hendrix,  
Dr. Daniel Huey, Dr. Nikoke Roebuck, Mr. Ye Tao, Dr.  
Meng-Jung Tsai

**Instructors:** Mr. Kendall Damond, Mr. Jonathon Neal,  
Mr. Chandler Teague

### Overview

Music has been an integral part of Grambling's history and development since the founding of the institution. The first music classes were offered in 1905. The department is accredited by the National Association of Schools of Music (NASM). The Department of Music views its role at the University as both an academic and a service unit whose mission is to provide programs of study for both music majors and non-music majors; and to educate future music professionals through appropriate curricular offerings leading to the Bachelor of Arts in Music degree with four concentrations, Liberal Arts, Music Education - Vocal, Music Education - Instrumental, and Commercial Music (Sound Recording Technology).

The liberal arts concentration is designed for those students who are seeking a solid foundation of various non-teaching music careers. In addition, students have the option to continue their studies at the graduate level. Special requirements in this curriculum include 1) grades of "C" or higher in all music courses, and 2) a public senior recital on the major instrument/ voice for successful completion of this course of study. Grades lower than "C" in music courses will not count toward the degree. The senior recital must be approved by the applied music teacher and the recital committee.

The student will select a major from the following areas of applied music: Baritone Horn, Guitar, Trumpet, Bassoon, Oboe, Trombone, Cello, Organ, Tuba, Clarinet, Percussions, Viola, Cornet, Piano, Violin, Flute, Saxophone, Voice, French Horn, String Bass.

Students pursuing the Music Education-Instrumental or the Music Education-Vocal concentration must complete the required program outlined in general, specialized academic, and professional education areas. The program leads to teacher certification at the K-12 level.

In instrumental music, candidates may choose band or orchestra. The academic advisor will provide specific course selections that apply to the respective option. Students must check with their academic advisor for updated curriculum changes required by state and national accreditation bodies that may affect existing requirements.

*Additional Requirements for Music Majors:* Each student must declare a primary applied area of focus as indicated in each degree plan. Students must present a recital as noted in the specific degree program. The recital must be approved by the applied music teacher and the recital committee.

A piano skills diagnostic test will be administered upon admission and the student will be advised as to the best manner of meeting the required piano proficiency (MUS 105, MUS 106 and MUS 205). There will also be a Basic Music diagnostic test given, students who pass this test will be allowed into Harmony I. Students who are not successful in passing this test will be advised to take MUS 101.

### Teacher Certification for Music Education Majors

Music Education majors who seek teacher certification in Music must make official application for admission to the Teacher Education Program, located in the College of Education. Formal admission to the Teacher Education Program is a prerequisite to enrolling in all upper-level certification courses. A year-long practicum of Residency I and Residency II is required of all candidates for certification. For a complete list of requirements for admission to and retention in the Teacher Education Program, see the College of Education section of this catalog. Students are required to seek advisement regarding their licensure programs during their Freshman year at Grambling State University to ensure that all prerequisite courses and teacher licensure exams are completed as required. The program leads to teacher certification at the K-12 level.

It is mandatory that students confer with departmental advisors prior to registering each semester. Students must check with their academic advisor for updated curriculum changes required by state and national accreditation bodies that may affect existing requirements.

**Liberal Arts Concentration  
Curriculum Plan**

**Music Education – Instrumental Concentration  
Curriculum Plan**

**Freshman Year**

Music 105 & 106	4
Music 111 & 112	2
Music 115 & 116	6
Music 125 & 126	2
Music VAR-Band, Choir, or Orchestra	2
Biology 103 & 104	6
English 101 & 102	6
First Year Experience 101 & 102	2
<b>Total Hours</b>	<b>30</b>

**Freshman Year**

Music 111 & 112	2
Education 111 & 112	2
Music 115 & 116	6
Music 125 & 126	2
English 101 & 102	6
Music 117	3
Biology 103 & 104	6
Music VAR	2
Music 102	0
Education 201	0
Math 131 & 132	6
<b>Total Hours</b>	<b>35</b>

**Sophomore Year**

Music 211 & 212	2
Music 215 & 216	6
Music 225 & 226	2
Music VAR-Band, Choir, or Orchestra	2
English 200	3
History 103 & 104	6
Mathematics 131 & 148	6
Physical Science 105 or Chemistry 101	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Sophomore Year**

Music 215 & 216	6
Music 225 & 226	2
Music 211 & 212	2
Sociology 101	3
Music 319	3
Education 162	3
Education 200	3
Economics 201	3
History 103 & 104	6
Music VAR	2
Music 102	0
Music 109	1
Music 107	1
GET 300 - Rising Junior Exam	0
<b>Total Hours</b>	<b>35</b>

**Junior Year**

Music 311 & 312	2
Music 319	3
Music VAR-Band, Choir, or Orchestra	2
Economics 201	3
Foreign Language	6
Sociology 101	3
Electives*	12
<b>Total Hours</b>	<b>31</b>

**Junior Year**

Music 311 & 312	2
Music 401	2
Education 300	3
Music 416	3
Physical Science 105 OR Chemistry 101	3
Music 417	3
Foreign Language I	3
Music 421	2
Music 415	3
Music VAR	2
Music 102	0
Music 119 & 120	2
Education 201	0
English 200	3

**Senior Year**

Music 411 & 412	2
Music 415 & 416	6
Music VAR-Band, Choir, or Orchestra	2
Philosophy 201	3
Psychology 200 or Sociology 201	3
Electives*	14
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>121</b>

\*Electives must be approved by advisor and department head.

<b>Total Hours</b>	<b>31</b>
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**Senior Year**

Music 411 & 412	2
Education 322	3
Education 427	3
Education 328	3
Education 455	9
Education 402	3
Music 425	1
Education 453	3
Music 102	0
Education 201	0
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>127</b>

**Music Education – Vocal Concentration  
Curriculum Plan**

**Freshman Year**

Music 111 & 112	2
Education 111 & 112	2
Music 115 & 116	6
Music 125 & 126	2
Music VAR	2
Biology 103 & 104	6
English 101	3
Math 131 & 132	6
Music 102	0
Education 201	0
English 102	3
Music 102	0
<b>Total Hours</b>	<b>34</b>

**Sophomore Year**

Music 211	1
Music 212	1
Music 215 & 216	6
Music 225 & 226	2
Music VAR-Band, Choir, or Orchestra	2
Education 162	3
Education 200	3
English 200	3
Foreign Language I	3
History 103	3
History 104	3
Economics 201	3
Music 319	3
Music 102	0

GET 300 - Rising Junior Exam	0
<b>Total Hours</b>	<b>36</b>

**Junior Year**

Music 311	1
Music 312	1
Music 415 & 416	6
Music VAR-Band, Choir, or Orchestra	2
SCI 105	3
SOC 101	3
Education 300	3
Music 401	2
Foreign Language II	3
Music 417	3
Music 424	2
Music 102	0
Education 201	0
<b>Total Hours</b>	<b>29</b>

**Senior Year**

Music 411 & 412	2
Education 328	3
Education 427	3
Education 402	3
Music 425	1
Education 322	3
Education 455	9
Education 453	3
Music VAR	1
Music 102	0
Education 201	0
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>127</b>

**Minor in Music**

**Core Courses**

MUS 115	3
MUS 125	1
MUS 319	3
MUS 415	2
MUS 111	1
MUS 112	1
Major Ensemble Participation **	2
<b>Total Hours</b>	<b>14</b>

**\*\* Major Ensemble Participation Electives**

MUS 121	1
MUS 141	1

MUS 151	1
MUS 152	1
MUS 181	1
MUS 191	1

**Electives (4 hours)**

MUS 107	2
MUS 109	2
MUS 116	3
MUS 117	2
MUS 119	2
MUS 126	2
MUS 127	2
MUS 401	2
MUS 412	2
MUS 416	3
MUS 424	2
Applied Music at or above 200 level	1
Major Ensemble Participation (see above)	1

**Public Administration Department**

**Interim Department Head:** Dr. Lemmy Akoma

**Undergraduate Faculty**

**Associate Professor:** Dr. Rose Harris

**Lecturer:** Mr. David Whitehead

**Graduate Faculty**

**Professors:** Dr. Nasir Ahmed, Dr. Lemmy Akoma, Dr. Charles Mitchell

**Associate Professor:** Dr. Sarah Dennis

**Assistant Professor:** Dr. Quentin Holmes

**Visiting Assistant Professor:** Dr. Eva Johnson

**Overview**

The Department of Public Administration offers the Master of Public Administration (MPA) with a concentration in one of four areas:

- Public Management
- State and Local Government
- Human Resource Management
- Health Services Administration

**Mission of the MPA Program**

The mission of the Master of Public Administration Program (MPA) is to prepare individuals from diverse and multicultural backgrounds for administrative careers in federal, state, and local government services and other public and non-profit organizations. The MPA Program prepares its student's to be critical thinkers who are capable of applying the knowledge of public administration specifically in the areas of policymaking, policy evaluation and execution with a focus on ethical conduct in public management. The Master of Public Administration Program at Grambling State University is the only accredited MPA program in north Louisiana and one of only two accredited MPA programs in the state of Louisiana.

**MPA Program Requirements**

A minimum of 45 credit hours is required for the MPA degree including 30 hours in core courses, 12 hours in one area of concentration, and 3 elective hours. In addition to the course work, a student must pass a written Comprehensive Examination in the Core Area and in the chosen Area of Concentration. Eligibility requirements for the exam are set forth in the "Policies and Procedures for the Administration and Evaluation of the Comprehensive Examination" guidelines. In lieu of the Comprehensive Examination, a student may complete the Master's Thesis option.

**Admission Requirements**

Requirements for admission to the MPA Program include the following criteria:

- Regular admission to Graduate Studies
- Bachelor's degree from an accredited college or university in the United States or proof of equivalent education at a foreign university
- 3.00 or higher GPA on the undergraduate level
- Minimum GRE or GMAT scores (Contact department for minimum score)
- Conditional admission into the MPA Program (See admission policies and procedures)

## Graduation Requirements

Requirements for graduation from the MPA Program include the following criteria:

- Completion of 45 semester hours of course work with a minimum GPA of 3.00, which must include 30 hours of core MPA courses.
- Passing grade on a written comprehensive examination. Eligibility requirements to take the comprehensive examination are set forth in the “Policies and Procedures for the Administration and Evaluation of the Comprehensive Examination” which is available from the Department of Public Administration. A Master’s Thesis Option may be used in place of the Comprehensive Examination.

### Master of Public Administration (MPA) Curriculum Plan

#### Core Courses

Public Administration 523	3
Public Administration 500	3
Public Administration 519	3
Public Administration 556	3
Public Administration 502	3
Public Administration 512	3
Public Administration 504	3
Public Administration 506	3
Public Administration 560	3
Public Administration 553	3
Concentration Area	12
Elective	3
<b>Total Hours</b>	<b>45</b>

#### Areas of Concentration

A minimum of 45 credit hours is required for the MPA including at least 12 credit hours for an area of concentration. Students must choose at least one area of concentration. Students should see departmental advisor for other requirements and specifics for each concentration area.

#### Public Management

Public Administration 513	3
Public Administration 514	3
Public Administration 515	3
Public Administration 516	3
Public Administration 517	3

Public Administration 518	3
Public Administration 520 (Required)	3
Public Administration 521	3

#### State and Local Government Administration

Public Administration 510	3
Public Administration 513	3
Public Administration 514	3
Public Administration 515	3
Public Administration 516	3
Public Administration 517	3
Public Administration 518	3
Public Administration 520 (Required)	3
Public Administration 531	3

#### Human Resource Management

Public Administration 522	3
Public Administration 524	3
Public Administration 525 (Required)	3
Public Administration 527	3

#### Health Services Administration

Public Administration 540 (Required)	3
Public Administration 541	3
Public Administration 542	3
Public Administration 543	3
Public Administration 544	3
Public Administration 546	3
Public Administration 547	3

#### Electives\*

Public Administration 505†	3
Public Administration 507**	3
Public Administration 550	3
Public Administration 552	3
Public Administration 565	3

\*Not an exhaustive list. See departmental advisor for other elective courses.

\*\*This course cannot be used as a substitute for a core course.

†Required for students whose undergraduate degree is not in Political Science or Public Administration. May also be required for students with an overall GPA below 3.0.



## Visual and Performing Arts Department

**Department Head:** Mr. Rodrecas Davis

### Visual Arts Faculty

**Professor:** Mr. Rodrecas Davis

**Assistant Professor:** Mr. Larry Holston

### Performing Arts Faculty

**Theatre Coordinator:** Mr. David Kaul

**Assistant Professors:** Jaime' Griffith, Ms. Kimberly Jones, Mr. Karl Norman, Ms. Laura Oliver, Mr. Kyle Zimmerman

**Instructor:** Mr. David Kaul

### Overview

The Department of Visual and Performing Arts promotes expertise in undergraduate training in the performance arts of theatre, theatre production, dance, visual art, and digital art. The department prepares students to become well-rounded scholars, artists, leaders, and service providers in all aspects of the diverse disciplines of the department. It strives to create an environment that nurtures creative vision and allows exploration of individual artistic expression. The program stresses education in the arts for the student whose goal is post-graduate professional study and/or a career in the visual and performing arts disciplines.

Departmental faculty members pride themselves on fulfilling tenets of creativity and exploration as they endeavor to prepare students for professions in the visual and performing arts. The Visual and Performing Arts Department echoes the sentiment of Dr. Floyd L. Sandle, "We create artists, not entertainers!" It is upon this foundation that faculty members help students use their talents for the good of all humankind and society. The department believes that an appreciation of the arts is an integral part of a creative, enlightened, productive, and responsive citizen. While promoting an appreciation for the formal aspects of the arts, the department contributes to the cultural environment of the university and the surrounding community by offering courses, exhibitions, performances, lectures, theatrical productions, and other experiences that enhance the quality of life for all persons. The department is dedicated to the support and promotion of the arts within the university, as well as the community, region, and nation.

The Bachelor of Arts (BA) degree with a major in Visual and Performing Arts is awarded to those students who successfully complete 41 hours of general education course requirements, 37 hours of core courses, and 40 hours in a concentration area. Students must meet the requirements of the Department of Visual and Performing Arts and the College of Arts and Sciences, and all other University requirements. Only grades of "C" or higher are acceptable in major courses.

The Department of Visual and Performing Arts offers the following concentrations:

- The *Dance concentration* provides a curriculum developing a strong foundation in dance composition, choreography and movement. A diverse selection of dance techniques and basics are explored inclusive of modern, ballet, jazz and tap.
- The *Theatre concentration* provides a curriculum developing a strong foundation for any theatre specialization and encompassing areas including acting, directing, playwriting, and arts management. In addition, students must satisfactorily complete the comprehensive exam and successfully direct a one-act play as part of their capstone requirements for graduation.
- The *Visual Arts-Digital concentration* provides a curriculum stressing a strong foundation in drawing and design with experience in using computer assisted illustration and digital art applications. Students must present a senior exhibition as a cumulative experience during their final semester.
- The *Visual Arts-Studio concentration* provides a curriculum stressing a strong foundation in drawing and design with experience in painting, ceramics, and printmaking. Students must present a senior exhibition as a cumulative experience during their final semester.

### Minor Programs

The following minor programs are offered in the Department of Visual and Performing Arts:

- A minor in *Dance* requires a minimum of 24 hours. Students participating in the Dance Minor program must perform with the Orchesis Dance Company to gain experience in public performance.

- A minor in *Visual Arts* requires a minimum of 18 hours. Student must take all six core classes AND select two additional courses from the course from the Theatre curriculum.
- A minor in *Visual Arts* require a minimum of 24 hours. Student must take all four core classes AND select two additional courses from the Visual Arts curriculum.

Additionally, the department offers an interdisciplinary course in the University's General Education Program.

### Visual and Performing Arts Curriculum Plan

#### General Education Courses

Biology 103	3
Biology 104	3
Theatre 100	3
Humanities Courses	9
English 101 & 102	6
Science 105 OR Chemistry 101	3
First Year Experience 101 & 102	2
Mathematics 131	3
Mathematics 132 OR 137	3
Social Science Courses	6
General Education Testing	0

#### Digital Art Concentration

Theatre 100	3
Theatre 201	1
Theatre 203	3
Theatre 211	3
Theatre 212	3
Theatre 307	3
Theatre 309	3
Theatre 318	3
Art 101	3
Art 102	3
Art 103	3
Art 104	3
Art 207	3
Art 215	3
Art 216	3
Art 217	3
Art 319	3
Art 322	3
Art 323	3
Art 327	3
Art 407	3

Art 409	3
Art 412	3
Art 422	3
Art 423	3
Art Elective	3

#### Studio Art Concentration

Theatre 100	3
Theatre 201	1
Theatre 203	3
Theatre 211	3
Theatre 212	3
Theatre 307	3
Theatre 309	3
Theatre 318	3
Art 101	3
Art 102	3
Art 103	3
Art 104	3
Art 207	3
Art 215	3
Art 216	3
Art 217	3
Art 309	3
Art 310	3
Art 319 or Art 407	3
Art 322	3
Art 324 or 325	3
Art 326	3
Art 409	3
Art 412	3
Art 422	3
Art 424 or 425	3

#### Minor in Art

Art 101	3
Art 102	3
Art 103	3
Art 104	3
Art 207	3
Art 326	3
Art History Elective	3
Art 300+ level	3

#### Dance Concentration

Art 104	3
Art 322	3
Art 412	3
Theatre 100	3

Theatre 103	3
Theatre 105	2
Theatre 106	3
Theatre 107	3
Theatre 108	2
Theatre 110	2
Theatre 201	1
Theatre 203	3
Theatre 205	3
Theatre 206	3
Theatre 211	3
Theatre 212	3
Theatre 307	3
Theatre 308	3
Theatre 309	3
Theatre 312	3
Theatre 313	3
Theatre 314	3
Theatre 315	3
Theatre 316	3
Theatre 318	3
Theatre 430*	3
Theatre 435	3

*\*Independent Study I, II, III (May be taken up to 3 times at 3 hrs.)*

**Minor in Dance**

Theatre 103	3
Theatre 105	2
Theatre 106	3
Theatre 107	3
Theatre 108	2
Theatre 110	2
Theatre 205	3
Theatre 206	3
Theatre 313	3
Theatre 315	3

**Theatre Concentration**

Art 104	3
Art 322	3
Art 412	3
Theatre 100	3
Theatre 201	1
Theatre 203	3
Theatre 204	3
Theatre 205	3
Theatre 211	3

Theatre 212	3
Theatre 307	3
Theatre 308	3
Theatre 309	3
Theatre 311	3
Theatre 312	3
Theatre 314	3
Theatre 316	3
Theatre 318	3
Theatre 319	3
Theatre 402	3
Theatre 404	3
Theatre 406	3
Theatre 408	3
Theatre 422	3
Theatre 434	3
Theatre 435	3
Theatre 436	3
Electives	6

**Theatre Minor**

A minor in Theatre Arts requires 18 credit hours. The following core courses are required and 2 courses from the listing below.

**Core Courses**

Theatre 100	3
Theatre 203	3
Theatre 312	3
Theatre 318	3

**Students should select two courses from the following:**

Theatre 211	3
Theatre 308	3
Theatre 311	3
Theatre 307	3
Theatre 406	3
Theatre 430	3
Theatre 434	3

**COLLEGE OF BUSINESS**  
**Dr. Donald White, Dean**

The College of Business (COB) is composed of the Department of Accounting and Information Systems and the Department of Management and Marketing. The college seeks to educate and nurture students to become technically competent, socially conscious, and culturally sensitive leaders for a dynamic and global business environment. The College of Business offers a variety of academic programs and activities to assist students in developing ethical, intellectual, and professional values and skills. The COB seeks to uphold the tradition of the University by being faithful to its historical commitment of educational opportunity.

The College of Business quality management education program exposes students not only to high academic rigor but also to business experiences and is accredited by the Association to Advance Collegiate Schools of Business (AACSB) International. As such, students who study in the College of Business are well-prepared for graduate school and for careers in business, government, and other selected fields of endeavor. The COB emphasizes close student-professor relationships in which students are helped to identify their area(s) of interest and to acquire the knowledge and skills to achieve in their chosen fields.

The degree programs offered in the college are listed below.

<b>Department</b>	<b>Program</b>	<b>Degree</b>	<b>CIP</b>	<b>Major Code</b>
Accounting & Information Systems	Accounting	B.S.	52.0301	1801
	Computer Information Systems	B.S.	11.0401	1901
Management & Marketing	Management	B.S.	52.0201	1208
	Marketing	B.S.	52.1401	1101

## Accounting & Information Systems Department

### Faculty

**Department Head:** Dr. Ghebre Keleta

**Professors:** Dr. Ghebre Keleta, Dr. Olu Omolayole,  
Dr. Matthew Uwakonye

**Associate Professors:** Dr. Mahmoud Haj, Dr. Morsheda Hassan, Dr. Gary Poe

**Assistant Professor:** Mr. Terence Bradford

**Instructor:** Mr. Kevin Sly

### Overview

The Department of Accounting and Information Systems provides students with the foundation for graduate study and/or career pursuits in accounting or computer information systems. The department assists students in the development of problem-solving, effective communication, and the use-of- technology skills. Critical and logical thinking are emphasized throughout the curricula in the disciplines offered. The department awards the Bachelor of Science degree in the fields of Accounting and Computer Information Systems.

Students may receive a minor in accounting or computer information systems by completing 18 hours of approved courses.

### Accounting Curriculum Plan

#### Freshman Year

Computer Information Systems 115	3
General Business 150	3
Biology 103	3
Biology 104	3
English 101 & 102	6
First Year Experience 101 & 102	2
Mathematics 131 & 132 OR 147 & 148	6
Soc 101, 201, Psych 200, or Theatre 100	3
Free Elective *	1
<b>Total Hours</b>	<b>30</b>

#### Sophomore Year

Accounting 201	3
Accounting 202	3
Computer Information Systems 215	3
Economics 201	3
Economics 202	3

General Business 202	3
Physical Science 105	3
Art 210, 105, 215, 216, Mus 219, or Thea 100	3
Humanities***	3
English 200	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

#### Junior Year

Accounting 311 & 312	6
Accounting 303	3
Accounting 305	3
Finance 301	3
General Business 201	3
General Business 251	3
Management 301	3
Marketing 301	3
Theatre 212	3
<b>Total Hours</b>	<b>30</b>

#### Senior Year

Accounting 313	3
Accounting 400	3
Accounting 405	3
Accounting Electives*	6
General Business 204	3
Management 420	3
History 103	3
Free Electives*	6
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

### Computer Information Systems Curriculum Plan

#### Freshman Year

First Year Experience 101 & 102	2
Computer Information Systems 115	3
English 101 & 102	6
Natural Sciences ***	6
Mathematics ***	6
General Business 150	3
Computer Information Systems 215	3
Social/Behavioral Sciences ***	3
<b>Total Hours</b>	<b>32</b>

#### Sophomore Year

Computer Information Systems 120	3
Computer Information Systems 371	3

Economics 201	3
Humanities ***	3
Natural Sciences ***	3
Computer Information Systems 203 or 209	3
Computer Information Systems 381	3
Accounting 201	3
General Business 202	3
Economics 202	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

and one other course from the General Education Requirements listings.

## Management and Marketing Department

### Faculty

**Department Head:** Dr. Semere Haile

**Professors:** Dr. Semere Haile, Dr. Augustine Dzathor, Dr. Rickey Warner

**Associate/Professor:** Dr. Annette Jackson, Dr. Sharon D. White Johnson

**Assistant Professors:** Dr. Donald S. White

**Lecturer:** Mrs. Susan Wiley

### **Mission**

The mission of the Department of Management and Marketing is to assist students in the development of knowledge and skills that are essential for a successful entry into business-related professions and other organizations.

Specifically, the department seeks to:

1. acquaint students with the common body of knowledge needed for an entry-level position in their field of study;
2. improve the skills of students in the areas of problem solving, communication, and knowledge of related technology;
3. offer students an opportunity to enrich their knowledge through scholarly programs, including global issues, and
4. provide social service programs and activities to members of the community.

### **Management**

The undergraduate program in Management prepares students adequately for entry level positions in management and for graduate school. The program aims to equip students with knowledge, skills, and abilities to be resource, and be able to adapt and function efficiently and effectively in a modern, competitive business and organizational environment. Students are groomed to think critically, be ethically conscious, and to fit into a global and a diversified work environment.

The Management program requires 34 semester hours of specialty courses, plus 45 hours of College of Business requirements, and 41 hours of General Education

### **Junior Year**

Computer Information Systems 204 or 210	3
Computer Information Systems 375	3
Accounting 202	3
Humanities ***	3
General Business 201	3
Computer Information Systems 388	3
Computer Information Systems *	3
Management 301	3
General Business 204	3
Finance 301	3
<b>Total Hours</b>	<b>30</b>

### **Senior Year**

Computer Information Systems 385	3
General Business 251	3
Fine Arts ***	3
Marketing 301	3
Management 420	3
Computer Information Systems 479	3
Business Elective *	3
Foreign Language	3
Free Electives *	4
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

\*Computer information systems electives must be approved by advisor and/or department head.

\*Business electives must be approved by advisor and/or department head

\*Free electives must be approved by advisor and/or department head.

\*\*\*Social/Behavioral Sciences - select two from the General Education Requirements listings.

\*\*\*Mathematics - select two from the General Education Requirements listings.

\*\*\*Fine arts - select one class from the General Education Requirements listings.

\*\*\*Natural Sciences - must take two sequential courses

requirements to be completed. Overall, a student requires 120 credit hours to graduate. A student may double- major in Management and Marketing or obtain a minor in Management upon completing 21 credit hours of approved management courses.

### Management Curriculum Plan

#### Freshman Year

First Year Experience 101 & 102	2
General Business 150	3
Biology 103 & 104	6
Math 131 & 132, 147 & 148 or 153 & 154	6
Computer Information Systems 115	3
Social Science 101	3
English 101 & 102	6
Art 210, 105, 215, 216, Music 219 or Theatre 100	3
<b>Total Hours</b>	<b>32</b>

#### Sophomore Year

General Business 202	3
Computer Information Systems 215	3
Accounting 201	3
Economics 201 & 202	6
English 200	3
Theatre 212	3
Physical Science 105	3
History 103	3
General Business 204	3
General Business 201	3
General Education Testing 300	0
<b>Total Hours</b>	<b>33</b>

#### Junior Year

Accounting 202	3
Humanities Course (Foreign Language, English, History, Philosophy, or Humanities)	3
Management 310	3
Marketing 301	3
Management 301	3
General Business 303	3
Finance 301	3
General Business 351 & 352	6
Management Elective *	3
<b>Total Hours</b>	<b>30</b>

#### Senior Year

English 207	3
Management Electives*	9
Free Elective*	1
Management 312	3
Management 385	3
Management 420	3
Free Business Elective*	3
<b>Total Hours</b>	<b>25</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and/or department head.

### Marketing

The Bachelor of Science Degree with a major in Marketing is awarded to those students who complete the 120 semester hours' program in Marketing and meet the University and College of Business graduation requirements. Students are encouraged to see their advisor for specific elective courses that will be helpful in their career goals.

### Marketing Curriculum Plan

#### Freshman Year

First Year Experience 101 and 102	2
General Business 150	3
Biology 103 & 104	6
Math 131 & 132, 147 & 148, or 153 & 154	6
Computer Information Systems 115	3
Social Science 101	3
English 101 & 102	6
Art 210, 105, 215, 216, Mus 210, or Thea 100	3
<b>Total Hours</b>	<b>32</b>

#### Sophomore Year

General Business 202	3
Computer Information Systems 215	3
Accounting 201	3
Economics 201 & 202	6
English 200	3
Theatre 212	3
Physical Science 105	3
History 101	3
General Business 204	3
General Business 201	3
General Education Testing 300	0
<b>Total Hours</b>	<b>33</b>

**Junior Year**

Accounting 202	3
English 207	3
Marketing 312	3
Marketing 301	3
Management 301	3
General Business 303	3
Finance 301	3
General Business 251 & 353	6
Marketing 309	3
<b>Total Hours</b>	<b>30</b>

**Senior Year**

Humanities Course (Foreign Language, English, History, Philosophy, or Humanities)	3
Marketing Electives*	6
Free Elective*	1
Marketing 420	3
Marketing 380	3
Marketing 410	3
Free Business Elective *	3
Management 420	3
<b>Total Hours</b>	<b>25</b>
<b>TOTAL</b>	<b>120</b>

*\*Electives must be approved by advisor and/or department head.*



## COLLEGE OF EDUCATION

**Dr. Debbie Thomas, Dean**

The College of Education (COE), the oldest college in the University, has been nationally accredited since 1969. The COE seeks to produce graduates who are knowledgeable, skilled, and compassionate educators and other professionals. In preparing candidates to serve in PK-12 and higher education settings, the faculty and staff in the College of Education strive to produce graduates who demonstrate proficiency in the following student learning outcomes: 1) masters of subject matter content, 2) facilitators of learning and 3) enhancers and nurturers of affective behavior.

The degree programs offered by the college are listed below.

Department	Program	Degree	CIP	Major Code
Curriculum and Instruction	Curriculum and Instruction	M.Ed.	13.0301	6015
	Elementary Education (Grades 1-5)	B.S.	13.1202	2116
	Elementary Ed. & Spec. Ed., Mild/Mod, Grades 1-5	B.S.	13.1202	2316
	Elementary Ed.& Spec. Ed., Mild/Mod, Grades 1-5	M.A.T.	13.1202	6084
	Secondary Education & Teaching	B.S.	13.1205	2142
	Secondary Ed & Spec. Ed., Mild/Mod, Grades 6-12	M.A.T.	13.1205	6083
	Special Education	M.Ed.	13.1001	6005
Developmental and Higher Education Studies	Developmental Education	M.Ed.	13.9999	6007
		P.M.C.	13.9999	6100
		Ed.D.	13.9999	6046
Kinesiology, Sport, and Leisure Studies	Kinesiology	B.S.	13.1314	2304
	Leisure Studies	B.S.	31.0101	2305
	Sport Administration	M.S.	31.0504	6006

## Curriculum and Instruction Department

### Faculty

**Interim Department Head:** Dr. Cheyrl Ensley

**Professor:** Dr. Kathryn Newman

**Associate Professors:** Dr. Cheyrl Ensley, Dr. Mary Ghongkedze,

Dr. Patricia Johnson, Dr. George Noflin

**Assistant Professors:** Dr. Harrison Jones, Dr. Danielle Williams

**Instructors:** Mrs. Tiffany Jackson, Mrs. Tiffany Winzer

**Residency Coordinator:** Ms. Rosiland Russell

The major purpose of the Department of Curriculum and Instruction is to produce teachers, including masters-level teachers and other school personnel, who demonstrate competency in their respective teaching areas; exhibit characteristics of thoughtful practitioners; use best practices in all aspects of their work; advocate for children; and who are accountable to themselves, their students and the teaching profession. Each of the programs offered at the baccalaureate level leads to initial licensure (certification) as a teacher in the respective field.

### **Year-Long Residency Information**

Teacher preparation candidates who were admitted to a university for a degree with a major in teacher education or formally admitted to a program of study in teacher education and remain continuously enrolled under a catalog description program/degree plan for a university or non- university provider prior to July 1, 2018 policy will be eligible to become certified to teach in Louisiana upon completing all program of study requirements and meeting all BESE certification requirements. If a provider has a catalog or other document that indicates that they have the right to change the curriculum for a degree or program after admission, teacher candidates will be required to complete any changes to a curriculum identified by a university or non-university provider.

### **Instructional Time**

Per Bulletin 996, for certification in B-K, PK-3, 1- 5, or integrated to merged, candidates must spend a minimum of 80 percent of the residency school site’s instructional time each week engaged in residency activities. For certification in K-12, 4-8, 6-12, 4-8 integrated to merged, or 6-12 integrated to merged, candidates must spend a minimum of 60 percent of the residency school site’s

instructional time each week in the first semester and 80 percent of the residency school site’s instructional time each week in the second semester engaged in residency activities. Extenuating circumstances, such as a student illness or school closures due to a weather event, may sometimes prevent a candidate from spending this amount of time every week. The university should follow their policy regarding time and attendance. By design, however, the residency should include weekly time at the percentages listed above.

The term “instructional time” for the purpose of the residency is based on the start and dismissal times for PK-12 students at the school in which the residency is occurring. For example, if the school start and dismissal time for students is 8:00 AM and 3:00 PM, the students would be at the school for 7 hours a day and 35 hours a week. 60 percent of 35 hours is 21 hours per week and 80 percent of 35 hours is 28 hours per week. Per Bulletin 996, residencies shall include a combination of the following experiences:

- 1) instructional goal-setting and planning, including individual education plan (IEP) and individual accommodations plan (IAP) review and implementation;
- 2) classroom teaching;
- 3) analysis of student assessment results, including formative and summative assessment data, student work samples, and observations of student class discussions; parent-teacher conferences and communication; and
- 4) interactions and collaboration with other teachers.

Some of these experiences may occur outside of school hours, such as a parent-teacher conference. That time may be included in the residency “instructional time” calculation even though the experience occurs outside of the school day.

### **Substitute Teaching**

Per Bulletin 996, Section 328, G: “Holders of the resident teacher certificate may serve as a substitute teacher in their residency school system for up to ten days each semester. Such service shall not impede a teacher candidate's residency performance or ability to successfully complete the preparation program.”

## Residency Requirements

Bulletin 996 requires post-baccalaureate candidates to engage in 80 hours of “actual practice experience in classrooms” prior to the residency. This experience must take place in person, in a classroom, with students. This practice could include:

- Leading small or large group lessons as a student teacher
- Practice teaching during summer school
- Serving as a substitute teacher for the first two to three weeks of school and then transitioning to a Practitioner’s License certificate
- Prior experience as a paraprofessional or a teacher, provided the experience directly aligns with the competencies

Experience prior to enrollment in the teacher preparation program can be used for the 80 hours of actual practice, so long as the provider can demonstrate that the experiences “directly align with and sequentially develop the teacher preparation competencies identified in Bulletin 746”. If the 80 hours occurs prior to enrollment, providers should maintain documentation of what the experience was and how it developed teacher preparation competencies. This documentation may be used as part of on-site reviews or other reviews of program quality.

## Teaching Experience (Post-baccalaureate)

Post-baccalaureate candidates who have experienced difficulty completing program requirements, through no fault of their own, may request for the Department to use three years of successful experience in an approved Louisiana school in lieu of the internship component of their program. This experience must be in their area of certification. The provider should submit this request, including documentation of the extenuating circumstances, along with the application for the Level 1 certificate.

## Yearlong Residency After Graduation

While candidates are not required to participate in the yearlong residency following their graduation, school systems and teacher preparation programs should collaborate to provide opportunities for candidates to complete residency experiences through the end of the academic calendar of the residency site.

## Break in Residency Program

In most cases, if a candidate completes one semester of the residency but then has a break in their program of one or more semesters, the candidate must restart the residency. The yearlong residency is meant to be completed within two consecutive semesters under the tutelage of one primary mentor. Providers may request an exception for candidates with extenuating circumstances, such as for candidates with serious medical conditions, experience natural disasters, or other such circumstances. This information should be included in the request for the renewal of the Resident Teacher Certificate.

## PRAXIS Requirements

Candidates must pass the required core academic skills exams for initial issuance of the resident teacher certificate. Candidates must also pass the required content knowledge exams in order to renew the resident teacher certificate.

**NOTE:** An ACT composite score of 22 or a SAT combined verbal and math score of 1100 or higher (New SAT) or 1030 or higher (Pre-March 2016 SAT) may be used in lieu of Praxis 1 PPST Exams or Core Academic Skills for Educators in reading, writing and math by prospective teachers in Louisiana.

The teacher preparation provider recommends the candidate for certification upon successful completion of the program. The decision to recommend the candidate must be made collaboratively with personnel from the residency site, including the residency school site principal or designee, and mentor teacher.

## Teacher Education Programs

Admission to a teacher education program is a multi-step process. Candidates should review all requirements for admission to the College and to a degree program. The requirement checklists are located on the GSU website under the Department of Curriculum and Instruction in forms and documents. The requirement checklists are available below.

- [Pre-Program Admission Requirements](#)
- [Undergraduate Teacher Preparation Program Degree Program Admission Requirements](#)

In order to complete all programs of study within a four-year period in the Department of Curriculum and Instruction, teacher candidates must meet all PRAXIS requirements and may be required to attend summer school.

The Department offers the following undergraduate teacher education programs: Elementary Education, Grades 1-5; Elementary Education and Special Education Mild/Moderate, Grades 1-5; and Secondary Education and Teaching with concentrations in Biology, Chemistry, Mathematics, and Physics. In addition, the Department also offers two Master of Arts in Teaching (MAT) degrees: 1) Elementary Education and Special Education Mild/Moderate, Grades 1-5, and 2) Secondary Education and Special Education Mild/Moderate, Grades 6-12 with concentrations in the following areas: English, Math, Biology, Physics and Chemistry; and Master of Education Curriculum and Instruction in the following areas Reading Specialist; Mild Moderate; Early Intervention and Autism.

### Elementary Education, Grades 1-5

The Bachelor of Science degree in Elementary Education, Grades 1-5 is awarded to teacher candidates who complete the 122-hour program outlined below in general, specialized and professional education. The programs lead to initial teacher licensure (certification) for grades 1-5.

#### Elementary Education, Grades 1-5 Curriculum Plan

##### Freshman Year

Education 111 & 112	2
Education 162	3
Biology 103	3
English 101 & 102	6
History 103 or 104	3
Mathematics 131 & 132 or 147 & 148	6
Physical Science 105 & 106	6
Social Science 101	3
<b>Total Hours</b>	<b>32</b>

##### Sophomore Year

Education 200 or 202	3
English 207 or 213	3
Art 105 or Art 210 or Thea 100 or Mus 219	3
Biology 104	3

Chemistry 101 or Physics 109	3
Econ 201, Political Science 201, Sociology 201, Psychology 200, or Geography 201	3
English 200 or 201	3
History 201 or 202	3
Mathematics 137	3
Mathematics 273	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year – Block I and II (Must meet Praxis requirements)

Education 300	3
Education 302	6
Education 303	3
Education 304	3
Education 201	0
Education 312	3
Education 317	3
Education 325	3
Education 360	3
Mathematics 313	3
<b>Total Hours</b>	<b>30</b>

### Senior Year – Residency I and II

Education 328	3
Education 402	3
Education 427	3
Education 431	3
Education 452	6
Education 455	9
Art 402	3
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>122</b>

### Secondary Education and Teaching

The Bachelor of Science degree with a major in Secondary Education and Teaching with concentrations in Biology Education, Chemistry Education, Mathematics Education, and Physics Education Grades 6-12 is awarded to candidates who complete the 120-hour program (chemistry or mathematics education) and the 123-hour program (biology or physics education) outlined in general, specialized academic and professional education areas. The program leads to initial teacher licensure (certification) at the secondary level.

**Biology Grades 6-12 Concentration  
Curriculum Plan**

**Freshman Year**

Education 111 & 112	2
Education 162	3
Biology 113 & 115	4
Biology 114 & 116	4
English 101 & 102	6
Chemistry 111 and 113	4
History 103 or History 104	3
Mathematics 147 & 148 or Math 153 & 154	6
Social Science 101	3
<b>Total Hours</b>	<b>35</b>

**Sophomore Year**

Education 200 or 204	3
Biology 202	4
Biology 206	3
Chemistry 223 & 225	4
Chemistry 224 & 226	4
Econ 201, Sociology 201, Psychology 200, Political Science 201, or Geography 201	3
Physics 109 & 111	4
Education 201	0
Art 105, 210, Theatre 100 or Music 219	3
General Education Testing 300	0
<b>Total Hours</b>	<b>28</b>

**Junior Year – Block I and II  
(Must meet Praxis requirements)**

Education 300	3
Education 312	3
Education 317	3
Biology 302	4
Biology 304	4
Biology 207 & 207L	4
Physical Science 320	3
Chemistry 112 & 114	4
History 201, 202, English 200, 201, Spanish 101, 102, French 101, 102	6
<b>Total Hours</b>	<b>34</b>

**Senior Year – Residency I and II**

Education 322	3
Education 328	3
Education 402	3
Education 427	3
Education 453	6

Education 455	9
Biology 499	3
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>127</b>

**Mathematics Grades 6-12 Concentration  
Curriculum Plan**

**Freshman Year**

Education 111 & 112	2
Education 162	3
Mathematics 153 & 154	6
Biology 113 & 115	4
English 101 & 102	6
History 103 or 104	3
Social Science 101	3
Education 200 or 204	3
Art 105, 210, Music 219 or Theatre 100	3
<b>Total Hours</b>	<b>33</b>

**Sophomore Year**

Education 201	0
Mathematics 201	3
Mathematics 202	3
Mathematics 221	3
Mathematics 273 & 274	6
Econ 201, Sociology 201, Psychology 200, Political Science 201, or Geography 201	3
Mathematics 301	3
Mathematics 306	3
Mathematics 309	3
PHYS 153 & 153L	4
PHYS 154 & 154L	4
General Education Testing 300	0
<b>Total Hours</b>	<b>35</b>

**Junior Year – Block I and II  
(Must meet Praxis requirements)**

History 201, 202, English 200, 201, Spanish 101, 102, or French 101, 102	6
Education 300	3
Education 312	3
Education 317	3
Mathematics 307	3
Mathematics 323	3
Mathematics 350	3
Mathematics 403	3
Mathematics 421	3
<b>Total Hours</b>	<b>30</b>

**Senior Year – Residency I and II**

Education 402	3
Education 427	3
Education 322	3
Education 328	3
Education 453	6
Education 455	9
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>125</b>

**Physics Grades 6-12 Concentration Curriculum Plan****Freshman Year**

Education 111 & 112	2
Education 162	3
Physics 120	3
Physics 153 & 153L	4
English 101 & 102	6
Chemistry 111 & 113	4
Mathematics 153 & 154	6
Social Science 101	3
<b>Total Hours</b>	<b>31</b>

**Sophomore Year**

Education 201	0
Education 200 or 204	3
Physics 154 & 154L	4
Physics 219 & 219L	4
Physics 222	3
Art 210, 105, Theatre 100, or Music 219	3
Chemistry 112 and 114	4
Econ 201, Sociology 201, Psychology 200, Political Science 201, or Geography 201	3
History 103 or 104	3
General Education Testing 300	0
<b>Total Hours</b>	<b>27</b>

**Junior Year – Block I and II (Must meet Praxis requirements)**

Education 300	3
Education 312	3
Education 317	3
Education 322	3
Education 328	3
Physics 304	3
History 201, 202, English 200, 201, Spanish 101, 102, or French 101, 102	6
Physics 305	3

Physics 423	3
Physical Science 320	3
Mathematics 403	3
<b>Total Hours</b>	<b>36</b>

**Senior Year – Residency I and II**

Education 402	3
Education 427	3
Education 453	6
Education 455	9
Physics 350 & 401	5
Physics 400	3
Physics 410	3
Physics 403	3
<b>Total Hours</b>	<b>35</b>
<b>TOTAL</b>	<b>129</b>

**Chemistry Grades 6-12 Concentration Curriculum Plan****Freshman Year**

Education 111 & 112	2
Education 162	3
Biology 113 & 115	4
English 101 & 102	6
Chemistry 111 & 113	4
History 103 or 104	3
Mathematics 153 & 154	6
Physics 109 & 111	4
Education 201	0
<b>Total Hours</b>	<b>32</b>

**Sophomore Year**

Education 200 or 204	3
Chemistry 112 & 114	4
Chemistry 223 & 225	4
Chemistry 224 & 226	4
Chemistry 230 & 232	5
Art 210, 105, Theatre 100, or Music 219	3
Econ 201, Sociology 201, Psychology 200, Political Science 201, or Geography 201	3
Sociology 101, History 201, 202, English 200, 201, Spanish 101, 102, or French 101, 102	6
Science 320	3
General Education Testing 300	0
<b>Total Hours</b>	<b>35</b>

**Junior Year – Block I and II  
(Must meet Praxis requirements)**

Education 300	3
Education 312	3
Education 317	3
Chemistry 341 & 343	4
Chemistry 342 & 344	4
Chemistry 451	1
Science 320	3
Chemistry 430 & 432	5
Chemistry 461	3
<b>Total Hours</b>	<b>29</b>

**Senior Year – Residency I and II**

Education 328	3
Education 322	3
Education 402	3
Education 427	3
Education 453	6
Education 455	9
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>123</b>

**Elementary Education and Special Education  
Mild/Mod, Gr. 1-5**

The BS with a major in Elementary Education and Special Education Mild/Moderate, Grades 1-5 is awarded to candidates who complete the program as outlined below. The program leads to initial teacher licensure (certification) in Elementary Education and Special Education Mild/Moderate, Grades 1-5.

**Elementary Education and Special Education  
Mild/Mod, Gr. 1-5 Curriculum Plan**

**Freshman Year**

Education 111 & 112	2
Education 162	3
Education 200 or 202	3
Biology 103 & 104	6
English 101 & 102	6
History 103	3
Mathematics 147 & 148 or 131 & 132	6
Social Science 101	3
<b>Total Hours</b>	<b>32</b>

**Sophomore Year**

Mathematics 273	3
Art 210, 105, Music 219, or Theatre 100	3
Chemistry 101, 111 or Physics 109	3
Econ 201, Sociology 201, Psychology 200, Political Science 201, or Geography 201	3
English 200, 201, 203 or 205	3
English 207 or 213	3
History 201, 202, 103, or 104	3
Mathematics 137	3
Physical Science 105 & 106	6
General Education Testing	0
<b>Total Hours</b>	<b>30</b>

**Junior Year – Block I and II  
(Must meet Praxis requirements)**

Education 300	3
Education 302	3
Education 303	3
Education 304	3
Education 312	3
Education 317	3
Education 325	3
Education 328	3
Education 333	3
Education 370	3
Education 402	3
Mathematics 273	3
<b>Total Hours</b>	<b>36</b>

**Senior Year – Residency I and II**

Education 328	3
Education 402	3
Education 427	3
Education 431	3
Education 442	3
Education 452	6
Education 455	9
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>128</b>

**Master of Arts in Teaching (MAT)**

The Master of Arts in Teaching (MAT) Program is an alternative certification program. An alternate certification program provides opportunities for individuals with bachelor's degrees to become certified public school teachers. The MAT Program is a streamlined alternate certification system that allows

individuals to become certified through a combination of course work and full-time teaching across the following strands.

### **Integrated to Merged Elementary Education, Gr. 1-5**

Practitioner teacher interns who enter the program will attend seminars and cover content related to child/adolescent developmental/psychology, the diverse learner, classroom management/organization, assessment, instructional design, and instructional strategies.

### **Integrated to Merged Special Education Mild/Moderate Secondary, Gr. 6-12**

Practitioner teacher interns will take courses that focus on the special needs of the mild/moderate exceptional children, and vocational and transition services for students with disabilities to become certified in general special education mild/moderate and one of the following: Biology Education, General Science, English Education, Mathematics Education, or Physics Education.

### **Admission Requirements**

- Minimum of bachelor's degree from a regionally accredited university.
- Minimum of 2.50 GPA or higher on a 4.00 scale.
- Pass Praxis® Core Academic Skills for Educators (Core) tests. Individuals with an earned graduate degree from a regionally accredited institution may be exempt from this requirement. (An ACT composite score of 22 or a SAT combined verbal and math score of 1030 may also be used in lieu of Praxis® Core Academic Skills for Educators (Core) tests.
- Pass PRAXIS content specific examination (PRAXIS II): **Elementary Grades (1-5)** - 5018 - Elementary Education: Content Knowledge (computer-based); **General/Special Education-Mild/Moderate Gr. 1-5** - 5018 - Elementary Education: Content Knowledge (computer based); **General/Special Education-Mild/Moderate Secondary Education: Gr. 6-12; English** - 5041 - English Language, Literature & Composition: Content Knowledge, 5043 - English Language, Literature & Composition: Pedagogy; **Biology** - 5235 – Biology Content Knowledge Exam; **Chemistry** - 5245 - Chemistry Content Knowledge Exam; **General Science** - 5435 – General Science Content Knowledge Exam; **Physics** - 5265 – Physics

Content Knowledge Exam; **Mathematics** - 5061 - Mathematics Content Knowledge Exam.

*Note: Family & Consumer Sciences, Physical Education or Business Education exams will not be accepted.*

### **Admissions Process**

To apply for the MAT Program, please submit the following documents to the address on the MAT application:

- Completed MAT application.
- Current resume - including work experience, leadership roles, community involvement, and past education/training.
- Official transcripts (2) from each college attended.
- Typed 500-1000-word personal statement addressing the following two questions: 1) Why do you want to become teacher? 2) How will you use your previous experiences to ensure high academic achievement for your students?

After reviewing written materials, eligible applicants will be invited to a group interview day. Selected candidates will be notified with more information concerning the interview process.

### **Program Exit Requirements**

- Successfully complete coursework with minimum grades of "B".
- Pass appropriate PRAXIS pedagogy examination(s): **Elementary Grades (K-6)** - 5622 - Principles of Learning & Teaching (PLT K-6) AND/OR **General Special Education - M/M Gr. 1-5** – 5543 - Special Education: Core Knowledge and Mild to Moderate Applications; **Secondary Education** - 5623 - Principles of Learning & Teaching (PLT Grades 5-9), 5624- Principles of Learning & Teaching (PLT Grades 7-12)

Participants in the MAT program must maintain enrollment in academic coursework (minimum of 39 credit hours) while teaching full-time.



**Alternative Teacher Certification Program/MAT  
Integrated to Merged Elementary Education  
(Grades 1-5)**

**REDESIGNED CURRICULUM**

**Summer I Session/First Year**

**Block I Program Core Courses**

Education Practitioner Teacher 516	3
Education Practitioner Teacher 551	3

**Summer II Session/First Year**

**Block I Program Core Courses**

Education Practitioner Teacher 525	3
Education Practitioner Teacher 515	3
Education Practitioner Teacher 599	0

**Fall Semester Only/First Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 552 Educational Practicum and Residency I	3
Option A (MAT Residency Internship) or Option B (MAT Residency Teacher of Record Internship)	
Education Practitioner Teacher 528	3
Education Practitioner Teacher 541	3

**Spring Semester Only /First Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 553 Educational Practicum and Residency II	3
Option A (MAT Residency Internship) or Option B (MAT Residency Teacher of Record Internship)	
Education Practitioner Teacher 542	3
Education Practitioner Teacher 514	3

**Summer I Session/Second Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 512	3
Sports Administration 511, Public Administration 523, or Developmental Education 634	3

**Summer II Session/Second Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 531	3
Education Practitioner Teacher 504	3
Education Practitioner Teacher 599	0
<b>Total Number of Hours Required</b>	<b>42</b>

**Master of Arts in Teaching Secondary Education  
Integrated to Merged (Grades 6-12) Program**

**REDESIGNED CURRICULUM**

**Summer I Session/First Year**

**Block I Program Core Courses**

Education Practitioner Teacher 512	3
Education Practitioner Teacher 513 or 520	3

**Summer II Session/First Year**

**Block I Program Core Courses**

Education Practitioner 515	3
Education Practitioner Teacher 522	3
Education Practitioner Teacher 599	0

**Fall Semester Only/First Year**

**Block II Program Specialization Courses**

EDPT 552: Educational Practicum and Residency I	3
Option A (MAT Residency Internship) or Option B (MAT Residency Teacher of Record Internship)	
Education Practitioner Teacher 528	3
Education Practitioner Teacher 541	3

**Spring Semester Only/First Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 553 Educational Practicum and Residency II	3
Option A (MAT Residency Internship) or Option B (MAT Residency Teacher of Record Internship)	
Education Practitioner Teacher 542	3
Education Practitioner Teacher 514	3

**Summer I Session/Second Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 512	3
Sports Administration 511, Public Administration 523, or Developmental Education 634	3

**Summer II Session/Second Year**

**Block II Program Specialization Courses**

Education Practitioner Teacher 531	3
Education Practitioner Teacher 599	0
<b>Total Number of Hours Required</b>	<b>39</b>

## **Master of Education Degree Programs**

The Department of Curriculum and Instruction offers the Master of Education degree in Curriculum and Instruction (Reading Concentration) and the Master of Education degree in Special Education. The Master of Education degree program in Special Education is designed to develop teachers and teacher leaders with skills, knowledge, and attitudes to effect positive changes in the educational careers of young children with special needs. The Master of Education in Curriculum and Instruction (Reading Concentration), allows candidates to enhance their knowledge, skills, and dispositions to effectively serve as “highly qualified” Reading/ Literacy professionals.

### **M.Ed. in Curriculum and Instruction**

The M.Ed. in Curriculum and Instruction (Reading Concentration) is designed to enable certified teachers to meet the requirements to be “highly qualified” as defined by the No Child Left Behind (NCLB) federal legislation and specifically obtain a Master’s Degree in a content area. Specifically, the objectives of the Reading Concentration program are designed to focus on pedagogical and professional knowledge that the candidate should know and be able to use as an effective Reading Specialist/Literacy Coach. Additionally, emphasis is also placed on the appropriate knowledge, skills and the professional dispositions needed for M.Ed. candidates to become effective Reading Specialist/ Literacy Coaches as they meet diverse learner needs. The program objectives, curricula, instruction, and field and clinical experiences are guided by the Common Core State Standards, IRA/ILA most recent Standards for Reading Professionals, National Reading Research Panel, Reading First, NCATE/CAEP Standards, the Louisiana Blue Ribbon Commission, and the Louisiana Board of Elementary and Secondary Education (BESE). The institution totally supports our program’s seeking of National Recognition from IRA/CAEP.

Additionally, there is a definite relationship between the Unit’s Conceptual Framework and the application of the IRA/ILA Standards. The Department recognizes three pivotal components that are outlined in the Unit’s Conceptual Framework: Subject Matter Scholars; Facilitators of Learning; and Enhancers and Nurturers of Affective Behaviors. The goal is for candidates in the program to become “catalysts for change”. Therefore, the program outcomes that are articulated in the Conceptual

Framework are included in all of the course objectives in the Reading Specialist/Literacy Coaching Program.

The candidates are also immersed in Action Research for practical problem solving through examination of the research, and the design of their own research projects to address diverse learner needs. The course activities also involve in-depth fieldwork experiences that include literacy coaching, mentoring, and opportunities to utilize the assessment-intervention connection with diverse learners in P-12 schools. They must be able to demonstrate that they can apply and transfer their content knowledge and skills to classroom application. Additionally, “successful” candidates must be able to become effective enhancers and nurturers of positive affective behaviors as they work with their students, their colleagues, and the home/community.

To qualify for admission to the program, candidates must be admitted to the School of Graduate Studies at Grambling State University. Additionally, they must be certified or licensed to teach with the equivalent of at least a Level I certificate in the state of Louisiana. They must also successfully complete an interview for admission to the program.

Emphasis is placed on inquiry-based approaches to learning. All candidates are given opportunities to analyze research, as well as conduct action research projects in areas of interest. All candidates complete 18 hours of core courses, 15 hours in a concentration, a professional writing course, and the comprehensive examination. Both a non-thesis option and a thesis option are available. Those choosing a thesis option must complete a 3-hour thesis course instead of a 3-hour course from a given set of selective courses. For the non-thesis option, candidates must complete a 3-hour graduate course in an area of interest. The concentration is the same for both the thesis and the non-thesis options.

All candidates will be expected to maintain a 3.0 graduate GPA to remain in good standing. Those who do not will be subject to the sanctions of the School of Graduate Studies. All candidates seeking the endorsement must maintain a grade point average > 2.5 and have no grade lower than a “C” in the endorsement sequence courses to receive the endorsement to the teaching certificate. Because the specialization sequence leads to the endorsement, any changes in state requirements may result in necessary changes to the plan of study before completion in order to meet state mandates.

All candidates must register for and pass ED 599, the Comprehensive Examination, before the degree will be awarded. All candidates must take and pass the Comprehensive Exam which consists of five (5) essay questions from the candidate's area of concentration. Passage is determined by successfully completing 4 of the 5 questions.

If a licensure test or tests is/are required to complete the endorsement, candidates must take and pass it/them prior to receiving the M.Ed. degree.

**Master of Education in Curriculum and Instruction  
Curriculum Plan**

**NON-THESIS OR THESIS OPTION**

Developmental Education 634*	3
Education 520	3
Education 530	3
Education 581	3
Education 549	3
Education 545	3
Education 576	3
Education 599	0
Concentration Area	9-15
Education 561 (Thesis) or Elective	3
<b>Total</b>	<b>33-40</b>

*\*Grade of "B" or higher.*

**AREA OF CONCENTRATION**

**Reading Specialist/Literacy Coaching**

Education 504	3
Education 505	3
Education 507	3
Education 506	3
Education 581	3
Education 599	3

**M.Ed. in Special Education**

The Master of Education degree program in Special Education is designed to develop teachers and teacher leaders with skills, knowledge, and attitudes to effect positive changes in the educational careers of young children with special needs. The program activities and objectives within the courses are developed to focus on the standards of the Council for the Accreditation of

Educator Preparation (CAEP), the Council for Exceptional Children, the Blue Ribbon Commission and the Louisiana Components of Effective Teaching.

The program provides candidates with regular education certification and the preparation to become dynamic teacher leaders through a course of study which requires application and analysis of research principles. Candidates will select a course sequence which leads to endorsement in one of two areas of special education: Mild/Moderate (Grades 1-5, where most students are identified as having special education needs), or Early Intervention (Birth to 8 Years, to remediate or lessen the effects of early problems). The program participants enter as a cohort group and proceed through the core classes as a group before selecting their concentrations. In an effort to develop effective teacher leaders, program candidates will be involved in activities that involve the design and implementation of staff development and mentoring workshops. These include on-line experiences, sessions at partnership schools, community sites, or the candidates' schools, leading to proposals and presentations at professional conferences. Candidates have the opportunity to select either the thesis option or the non-thesis option.

The sequence is designed to create graduates who can: 1. prepare for student learning through knowledge of subject matter, knowledge of student development, effective communication, and respect for diversity; 2. advance and support student learning through the use of supportive academic and social environments, multiple pathways for learning and assessment, use of multiple instructional resources, and development and maintenance of family, educational and community partnerships; and 3. engage in professional development and outreach through school-based research, contributions to the professional and engaging in reflective practice.

To qualify for admission to the program, candidates must be admitted to the School of Graduate Studies at Grambling State University. Additionally, they must be certified or licensed to teach with the equivalent of a Level I certificate in the state of Louisiana. They must also successfully complete an interview for admission to the program.

Additionally, those candidates in the M.Ed. program in Early Intervention, or Mild/Moderate 1- 5 who cannot show that they have taken 9 hours in reading must add these courses at the graduate or undergraduate level

before completing the degree and endorsement. Emphasis is placed on inquiry- based approaches to learning. All candidates are given opportunities to analyze research, as well as conduct action research projects in areas of interest. All candidates complete 15 hours of core courses, 18 hours in a concentration, a professional writing course, and the comprehensive examination. Both a non-thesis option and a thesis option are available. Those choosing a thesis option complete a 3-hour thesis course and one (1) selective course. For the non-thesis option, candidates complete 6-hours of graduate courses in an area of interest. The concentration is the same for both thesis and non- thesis options All candidates will be expected to maintain a 3.0 graduate grade point average to remain in good standing. Those who do not will be subject to the sanctions of the School of Graduate Studies. All candidates seeking the endorsement must maintain a grade point average >2.5 and have no grade lower than a C in the endorsement sequence courses to receive the endorsement to the teaching certificate. Because the specialization sequence leads to the endorsement, any changes in state requirements may result in necessary changes to the plan of study before completion in order to meet state mandates.

All candidates must register for and pass ED 599, the Comprehensive Examination, before the degree will be awarded. All candidates must take and pass the Comprehensive Exam which consists of essay questions from the candidate’s area of concentration. Passage is determined by successfully completing 80% questions. Depending upon the area, candidates are to take and pass the appropriate Praxis II Special Education test(s) to complete the degree.

If candidates are adding a special education endorsement to existing teaching certificates, they must enroll in the course sequence required by the state for endorsement certification and take and pass any licensure examination(s) required for the endorsement prior to graduation.

**Master of Education in Special Education  
Curriculum Plan**

**NON-THESIS OR THESIS OPTION**

Developmental Education 634*	3
Education 520	3
Education 530	3
Education 549	3

Education 545	3
Education 576	3
Education 599	0
Concentration Area	15-18
Education 561 (Thesis) or Elective	3
<b>Total</b>	<b>36-39</b>

*\*Grade of “B” or higher.*

**AREAS OF CONCENTRATION**

Concentration areas lead to the endorsement in Mild/Moderate (Grades 1-5 or Grades 6-12) or Early Intervention.

**Mild/Moderate (Grades 1-5 or 6-12)**

Special Education 527	3
Special Education 542	3
Special Education 543 or 568	3
Special Education 576	3
Education 505*	3
Special Education 527	3

*\*Required for Mild/Moderate 1-5 and 6-12*

**Early Intervention<sup>#</sup>**

Special Education 530	3
Special Education 532	3
Special Education 534	3
Special Education 536	3
Special Education 524	3
Special Education 523	3

*<sup>#</sup>This program is 39 hours to meet state requirements for the endorsement.*

**Autism Spectrum Disorder**

Special Education 511	3
Special Education 512	3
Special Education 513	3
Special Education 514	3
Special Education 515	3

Education Practitioner Teacher 512	3
Education Practitioner Teacher 531	3
Sports Administration 511 or Public Administration 523	3

## **Developmental & Higher Education Studies Dept.**

**Interim Department Head:** Dr. Cheyrl Ensley

### **Graduate Faculty**

**Professors:** Dr. Olatunde Ogunyemi, Dr. Ellen Smiley, Dr. Reubenson Wanjohi

**Associate Professors:** Dr. Cheyrl Ensley, Dr. Carolyn Jackson, Dr. Liangyue Lu, Dr. Daphne Williams

### **Overview**

The Department of Developmental and Higher Education Studies has as its mission the preparation of personnel for positions ranging from teaching to administrative and supervisory positions in education-related and other human service settings.

The Department of Developmental and Higher Education Studies offers three 100% online graduate programs: The Master of Science (M.S.) in Developmental Education, the Post Masters Certificate (P.M.C) in Developmental Education, and the Doctor of Education (Ed.D.) in Developmental Education.

### **Master of Science (M.S.) in Developmental Education**

#### **Purpose**

The Master of Science (M.S.) program in developmental education prepares individuals as master teachers, administrators, and student development specialists in learning assistance programs in postsecondary education. Developmental educators work both in the traditional classroom and in the workplace, using counseling, administration, management, and instructional design skills to help the nontraditional learner. Students may choose either a THESIS or a NON-THESIS OPTION.

#### **Vision**

The vision of the Master of Science in Developmental Education program is to be the premier provider of developmental education teachers, specialists, and practitioners in the nation.

#### **Mission**

The mission of the M.S. in Developmental Education is to prepare candidates for employment as developmental education teachers, specialists, and practitioners within

postsecondary education, business, industry, government and human service agencies.

### **Program Goals**

The M.S. in Developmental Education is aligned in that the overall goal of the program is to provide a plan of study along with collective experiences that produce graduates who have the requisite skills and knowledge to be effective leaders in postsecondary education, business, industry, government and human service agencies.

### **Admission Requirements**

Following admission to the Graduate School, the individual must submit to the Department of Developmental and Higher Education Studies an application for admission to the M.S. program. Applicants should secure three letters of recommendation that must be submitted to the department. When an individual's application materials are complete, they are evaluated by the department's graduate admissions committee, and the student is notified of the committee's decision regarding admission to the M.S. program.

The Department admits students twice a year during the fall and spring semesters. To be considered for admission for the fall semester, the Department must receive the student's complete application package by April 1. To be considered for admission for the spring semester, the Department must receive the student's complete application package by October 1.

Requirements for admission to the master's program in Developmental Education include the following criteria:

- A baccalaureate degree from an accredited college or university in the United States or proof of equivalent training at a foreign university.
- At least a 2.5 grade point average on the last degree earned.
- A writing sample.
- Interview with Admissions Committee.
- Acceptable GRE scores as determined by the graduate admissions committee.

**Master of Science (M.S.) in Developmental Education  
Curriculum Plan (Thesis & Non-Thesis Options)**

Developmental Education 543	3
Developmental Education 544	3
Developmental Education 545	3
Developmental Education 556	3
Developmental Education 599	0
Developmental Education 634	3
Educational Leadership 549	3
Educational Leadership 555	3
Educational Leadership 573	3
Concentration Area	9
Elective*	3
<b>Total Hours</b>	<b>36</b>

\*Elective must be approved by advisor.

**Concentration Areas**

**THESIS OPTION**

*Students may take Educational Leadership (EDLD) 511 and EDLD 512 plus two additional courses from the concentration area.*

**Reading**

Developmental Education 547	3
Developmental Education 605	3
Developmental Education 606	3
Educational Leadership 511	1
Educational Leadership 512	2
Developmental Education 618	3

**Post-Secondary Guidance & Counseling**

\*Non-K-12 Settings

Developmental Education 578	3
Developmental Education 580	3
Developmental Education 583	3
Educational Leadership 511	1
Educational Leadership 512	2

**Learning Center Management**

Developmental Education 601	3
Developmental Education 605	3
Developmental Education 607	3
Educational Leadership 511	1
Educational Leadership 512	2
Developmental Education 548	3

**Program Completion**

To complete the program, a student must take 36 semester credit hours consisting of 15 hours of core courses, 6 hours of evaluation and research courses, a 3-hour English proficiency course, 3 hours of elective courses, 6 hours in a concentration, 3 hours of thesis project preparation, and prepare and defend a thesis project.

**NON-THESIS OPTION**

*Students in the non-thesis option must complete a practicum experience (DEED 548) plus two additional courses from the concentration area.*

**Reading**

Developmental Education 547	3
Developmental Education 605	3
Developmental Education 606	3
Developmental Education 618	3
Developmental Education 548	3

**Post-Secondary Guidance & Counseling**

\*Non-K-12 Settings

Developmental Education 578	3
Developmental Education 580	3
Developmental Education 583	3
Developmental Education 548	3

**Learning Center Management**

Developmental Education 601	3
Developmental Education 605	3
Developmental Education 607	3
Developmental Education 548	3

**Program Completion**

To complete the program, a student must take 36 semester credit hours consisting of 15 hours of core courses, 6 hours of evaluation and research courses, a 3-hour English proficiency course, 3 hours of elective courses, a 3-hour practicum, 6 hours in a concentration, pass the comprehensive examination the semester prior to the anticipated graduation date.

**Note:** *A student who fails the exam would be allowed to retake it one time. A student who fails the exam after the second attempt shall be dismissed from the program.*

## **Graduation Requirements**

- Have at least a 3.0 cumulative GPA having earned no grade lower than a “C”. (No more than 2 grades of “C” are acceptable.)
- If conditionally admitted, have achieved full admission status.
- Complete application for graduation.
- Complete Certification of Completion of Degree Requirements.
- Complete Exit Form.

## **Post Master’s Certificate (PMC) in Developmental Education**

### **Purpose**

The purpose of the program is to prepare faculty and administrators who have master’s or doctorates in various academic disciplines to work more effectively in developmental and remedial education and learning support programs serving academically underprepared, at-risk and nontraditional learners in community and technical colleges and four-year colleges and universities. The program is designed particularly to appeal to faculty and administrators in community and technical colleges where many personnel are not expected to have terminal degrees but do need some graduate preparation to work with developmental learners who comprise a large part of their clientele.

### **Vision**

The vision of the Post Master’s Certificate in Developmental Education is to become the premier provider of graduate-level coursework in the field of developmental education to practicing developmental educators and learning assistance professionals who do not wish to seek a terminal degree in the field.

### **Mission**

The mission of the Post Master’s Certificate in Developmental Education is to provide practicing developmental educators and learning assistance professionals with the knowledge, skills, and competencies identified in research and best practices literature as being critical for effective developmental instructors, learning assistance specialists, and program leaders. Candidates will have strong theoretical

foundations in the developmental nature of learning and the needs of nontraditional learners.

## **Program Goals**

The Post Master’s Certificate program has the overall goal of preparing candidates who possess the professional competencies necessary to expand research-based best practices in the design and implementation of developmental education policies, administration, programs, services, curricula and pedagogy.

## **Admission Requirements**

Following admission to the Graduate School, the individual must submit to the Department of Developmental and Higher Education Studies, an application for admission to the PMC program. Applicants must have three recommendations sent by appropriate individuals to the department. When an individual’s application materials are complete, they are evaluated by the department’s graduate admissions committee, and the student is notified of the committee’s decision regarding admission to the program.

The Department admits students twice year during the fall and spring semesters. To be considered for admission for the fall semester, the Department must receive the student’s complete application package by April 1. To be considered for admission for the spring semester, the Department must receive the student’s complete application package by October 1.

Students entering the proposed PMC program must have at least a master’s degree from an accredited institution, and must meet the same criteria required by the Department of Developmental and Higher Education Studies for admission to the master’s degree program in developmental education.

Requirements for admission to the Post Master’s Certificate program in Developmental Education include the following criteria:

- A master’s degree from an accredited college or university in the United States or proof of equivalent training at a foreign university.
- At least a 3.0 grade point average on the last degree earned.
- A writing sample.

- An Interview with Admissions Committee.
- Acceptable Graduate Record Examination (GRE) scores as determined by the graduate admissions committee

### Required Courses

Developmental Education 543	3
Developmental Education 544	3
Developmental Education 545	3
Developmental Education 549	3
Developmental Education 607	3
Educational Leadership 555	3
Elective	3
<b>Total Hours</b>	<b>21</b>

### Elective Courses *(Select one of the following courses.)*

Developmental Education 605	3
Developmental Education 618	3
Developmental Education 622	3
Developmental Education 631	3

### Program Completion

To complete the program, a student must take 21 semester credit hours consisting of 18 hours of core courses and 3 hours of elective courses.

## Doctor of Education in Developmental Education

### Purpose

The program is designed to prepare researchers, practitioners, and leaders for postsecondary education, business, industry, government, and human services. Developmental educators work both in the traditional classroom and in the workplace, using counseling, administration, management, and instructional design skills to help the nontraditional learner.

### Vision

The vision of the Doctor of Education in Developmental Education is to be the nation's premier producer of faculty, executive-level leaders, researchers, learning assistance professionals, and practitioners in the field of developmental education.

### Mission

The mission of the Doctor of Education in Developmental Education is to prepare executive-level leaders, researchers, and practitioners for work in public and private post-secondary educational systems or education-related positions in industry, business, government, human and social service agencies.

### Program Goals

The Doctor of Education in Developmental Education has the overall goal of preparing candidates who possess the professional competencies necessary to expand research, knowledge and best practices in the design and implementation of developmental education policies, administration, programs, services, curricula and pedagogy.

### Admission Requirements

Following admission to the Graduate School, the individual must submit to the Department of Developmental and Higher Education Studies an application for admission to the Ed.D. program. Applicants must have three recommendations sent by appropriate individuals to the department.

When an individual's application materials are complete, they are evaluated by the department's graduate admissions committee, and the student is notified of the committee's decision regarding admission to the Ed.D. program.

The Department admits students twice a year during the fall and spring semesters. To be considered for admission for the fall semester, the Department must receive the student's complete application package by April 1. To be considered for admission for the spring semester, the Department must receive the student's complete application package by October 1.

Requirements for **regular admission** to the program include the following criteria:

- A master's degree from an accredited college or university.
- At least a 3.25 grade point average on the last degree earned.
- At least a score of 290 (verbal and quantitative and 3.0 analytical on the new GRE).



- A writing sample.
- An interview with Admissions Committee.

Requirements for **conditional admission** to the program include the following criteria:

- A master's degree from an accredited college or university.
- At least a 3.0 grade point average on the last degree earned.
- At least a score of 280 (verbal and quantitative) and 2.5 analytical on the new GRE.
- A writing sample.
- An interview with Admissions Committee.
- Evidence of compensating strengths as defined by the department and evaluated by the admissions committee.

The status of a student admitted conditionally is reevaluated after 12 hours of work has been completed. If the GPA is 3.0 or higher, without a grade of C or lower and all other requirements of admission are met, the conditional status is removed and the student is granted regular standing. If the GPA is less than 3.0, the student is dismissed from the program.

### Doctor of Education in Developmental Education Curriculum Plan

#### Major/Core Courses

Developmental Education 549	3
Developmental Education 607	3
Developmental Education 631	3
Developmental Education 634	3
Developmental Education 649	3
Developmental Education 705	3
Developmental Education 719	3
Developmental Education 792	3
Developmental Education 793	3

#### Options/Concentration Areas

##### Curriculum and Instructional Design

Developmental Education 605	3
Developmental Education 621	3
Developmental Education 704	3
Developmental Education 720	3

#### Higher Education Administration and Management

Developmental Education 622	3
Developmental Education 712	3
Developmental Education 713	3
Developmental Education 714	3

#### Student Development and Personnel Services

Developmental Education 617	3
Developmental Education 701	3
Developmental Education 708	3
Developmental Education 715	3

#### Research and Statistics

Developmental Education 643	3
Developmental Education 736 or 737	3
Developmental Education 735	3

#### Dissertation Preparation

Developmental Education 726	3
Developmental Education 728	3
Dissertation Preparation 796	6

#### Doctoral Examination

Developmental Education 750	0
Developmental Education 799	0

#### Internship and Dissertation

Developmental Education 734*	3
Developmental Education 800	0

\*Can be waived with documented experience of work in the field of Developmental Education or by attending the Kellogg Institute.

#### Steps for Completing Residency Requirement

At the doctoral level, residency is defined as the completion of specific required activities and continuous enrollment for specified periods of time during which a student earns a minimum of 18 semester credit hours.

Required activities are presented below.

- 1) **Virtual Student Orientation** - The department will organize a one-day, virtual orientation for new students. Students must attend the orientation.
- 2) **Qualifying Exam** - Students must arrange for one day on campus to take the qualifying exam.
- 3) **Comprehensive Exam** - Students must arrange for one day on campus to take the comprehensive exam.
- 4) **Commencement** - Students are required to come to

campus for the commencement. A departmental celebration will be arranged on the day of or before the commencement.

Additionally, students must complete one of the following choices to meet the residency credit-hour requirement.

- 1) Complete 2 consecutive semesters or 2 consecutive summers earning a minimum of 9 credit hours each semester or summer session.
- 2) Complete 3 academic terms (semester or summer) during a 24-month period earning a minimum of 6 credit hours per term.

### Requirements for Doctoral Qualifying Examination

- Successfully complete required coursework. (Students should register for the Qualifying Exam before completion of no more than 27 hours of coursework. Students who have completed 27 hours and have not taken or passed the Qualifying Examination will not be allowed to take additional courses until after successful completion of the examination).
- Complete the following courses DEED 549, DEED 705, DEED 631, EDL 549, or equivalent, and EDL 573 or equivalent.
- If conditionally admitted, have achieved Full Admission Status
- Complete Application for Graduate Examination in Developmental Education.
- Obtain Advisor approval and Register for DEED 750 – Qualifying Examination

**Note:** *A student who fails the exam would be allowed to retake it one time. A student who fails the examination after the second attempt shall be dismissed from the program.*

### Doctoral Comprehensive Examination Requirements

- Successfully complete all courses in the program except DEED 796 and DEED 800.
- Be admitted to Candidacy.
- Successfully complete Residency Requirement.

**Note:** *A student who fails the exam would be allowed to retake it one time. A student who fails the examination after the second attempt shall be dismissed from the program.*

### Requirements for Oral Dissertation Defense

- Complete and defend dissertation proposal.
- After proposal is signed by Committee Members, Department Head, and Graduate School Dean, complete Application for Human Subjects Review and submit along with the research protocol and other required documents to the Grambling State University Institutional Review Board (GSU-IRB). Students must not collect data until GSU-IRB review and approves research study.
- Conduct approved study and complete final dissertation.

### Program Completion

To complete the program, a student must take a minimum 60 required semester credit hours consisting of:

- 27 hours of core courses
- 6 hours of research courses
- 3-hour internship
- 12 hours in an option
- 12 hours of dissertation preparation courses
- Pass qualifying and comprehensive examinations
- Complete a minimum of 6 hours of DEED 796
- Successfully prepare and defend the dissertation proposal and the final dissertation.
- Abide by timelines published by department every semester

### Graduation Requirements

- Have a least a 3.0 cumulative Graduate GPA having earned no grade lower than C. (No more than 2 grades of C are acceptable.)
- If conditionally admitted, have achieved full admission status.
- Complete application for graduation.
- Complete Certification of Completion of Degree Requirements.
- Complete Exit Form.
- Complete Survey of Earned Doctorates Form.
- Submit final dissertation to ProQuest electronic document/publication service for faculty review.

## Kinesiology, Sport & Leisure Studies Department

### Faculty

**Department Head:** Dr. Obadiah Simmons, Jr.

**Professor:** Dr. Martin Ayim

**Associate Professor:** Dr. Obadiah Simmons, Jr.

**Assistant Professors:** Dr. Rodney Blackman, Ms. Breleisha Gilbert, Ms. Barbara Lewis, Dr. Aaron Livingston, Dr. Catalina Palacios, Dr. Larry Proctor

### Overview

The Department of Kinesiology, Sport and Leisure Studies offers the Bachelor of Science Degrees in Kinesiology (KNES) and Leisure Studies (LS). The department also offers the Master of Science Degree in Sport Administration (SPA). The master's degree was the first degree offered at a historically black college or university. The department's general objectives are to: 1) graduate majors capable of assuming leadership roles in public/private/parochial schools; sport/athletic organizations; recreation/leisure service agencies; and, allied health agencies; 2) render services to the citizenry of Lincoln and surrounding parishes; and, 3) create and achieve excellence in academic programs through faculty and student research activities along with other scholarly endeavors.

Baccalaureate degrees in KNES and LS allow students different career paths through established concentrations. KNES has concentrations in Health Promotion, Pedagogy (formerly Health and Physical Education), and Sport Management. LS has concentrations in: General Recreation; and, Therapeutic Recreation.

### Kinesiology (KNES) Program

KNES (Pedagogy) is a teacher education program, requiring state certification to teach students in grades K-12. Teacher candidates complete 35 hours in the discipline, 41 hours in specialized academic and professional education areas and 46 hours in general education courses. KNES (Health Promotion) is an allied health profession requiring 39 hours in the discipline, 34 hours in specialized support courses and 47 hours in general education courses. KNES (Sport Management) is the discipline-of-study requiring 50 hours in the discipline, 29 hours in specialized support courses and 41 hours in general education courses. The KNES program with Health Promotion and Sport Management requires

120 hours (with the exception of the Pedagogy concentration which requires 122 hours) of coursework to graduate with a minimum cumulative grade point average of 2.5 on a 4.0 grading scale.

Students majoring in KNES or LS Programs may also earn a minor in health education, coaching and substance abuse counseling. Completion of 27 hours is required for the minor in coaching, 25 hours for the minor in health education and 18 hours for the minor in substance abuse counseling. (Certification in substance abuse counseling requires completion of the master's degree in Substance Abuse Counseling). KNES, Pedagogy teacher candidates are encouraged to pursue a second teaching field (e.g., health education, mathematics, social studies, biology, other), completing 18 additional hours.

### Kinesiology, Pedagogy (formerly Health and Physical Education) Curriculum Plan

#### Freshman Year

Education 162	3
Biology 103 & 104	6
Education 201	0
English 101 & 102	6
Education 111 & 112	2
History 103 & 104	6
Mathematics 131 & 132	6
Sociology 101 or 201	3
<b>Total Hours</b>	<b>32</b>

#### Sophomore Year

Education 200	3
Education 201	0
Education 204	3
Health Promotion 201	3
Kinesiology 201	3
Kinesiology 214	3
Kinesiology 215	3
Kinesiology 221	3
Physics 109, 110 or 153	3
Art 105, Music 219, or Theatre 100	3
Economics 201	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

Education 201	0
Education 300	3
Education 303 or 322	3
Education 317	3
Kinesiology 301	2
Kinesiology 306	3
Kinesiology 310	3
Kinesiology 313	3
Kinesiology 316	3
Kinesiology 317	3
Biology 303	4
<b>Total Hours</b>	<b>30</b>

**Senior Year**

Education 201	0
Education 402	3
Education 427	3
Education 453	3
Education 455*	9
Kinesiology 401	3
Kinesiology 404	3
Kinesiology 411	0
Kinesiology 499	0
Foreign Language	6
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>122</b>

*\*Must be First Aid/CPR Certified*

**Kinesiology, Health Promotion  
Curriculum Plan**

**Freshman Year**

Biology 103, 105 or 104, 106	4
Chemistry 101	3
Education 201	0
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
History 104	3
Mathematics 131 & 132	6
Social Science	3
<b>Total Hours</b>	<b>30</b>

**Sophomore Year**

Health Promotion 201	3
Health Promotion 203	3
Health Promotion 205	3

Art 105, Music 219, or Theatre 100	3
Economics 201	3
Education 201	0
Education 220	3
English 200	3
Political Science 201	3
Psychology 200	3
Sociology 200	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

Health Promotion 304	3
Health Promotion 305	3
Health Promotion 306	3
Health Promotion 320	3
Physical Education Elective	1
Recreation 225*	3
Biology 207, 208 or 303	4
Education 201	0
Foreign Language	6
Physics 109, 111	4
<b>Total Hours</b>	<b>30</b>

**Senior Year**

Health Promotion 400	3
Health Promotion 403	3
Health Promotion 405	3
Health Promotion 406	3
Health Promotion 410	3
Kinesiology 411	0
Kinesiology 499	0
Recreation 408	3
Recreation 416*	12
Education 201	0
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

*\*Must be First Aid/CPR Certified*

**Kinesiology, Sport Management  
Curriculum Plan**

**Freshman Year**

Biology 103 or 104	3
Education 201	0
English 101 & 102	6
First Year Experience 101 & 102	2
History 103 & 104	6

Mass Communication 100	3
Art 105, Music 219 or Theatre 100	3
Mathematics 131 & 132	6
Sociology 101 or 201	3
<b>Total Hours</b>	<b>32</b>

### Sophomore Year

Kinesiology 201	3
Physics 109	3
Kinesiology 221	3
Accounting 201	3
Economics 201	3
Education 201	0
English 200	3
Mass Communication 225*	3
Political Science 201	3
Foreign Language	6
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year

Kinesiology 319	3
Kinesiology 306	3
Kinesiology 307	3
Kinesiology 316	3
Kinesiology 401	3
Recreation 225*	3
Recreation 327	3
Recreation 350	3
Theatre 212	3
Education 201	0
Biology 207, 208 or 303	4
<b>Total Hours</b>	<b>31</b>

### Senior Year

Sport Management 405	3
Sport Management 409	3
Sport Management 417	3
Kinesiology 411	0
Kinesiology 499	0
Recreation 408	3
Recreation 410	3
Recreation 416*	12
Education 201	0
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>120</b>

\*Must be First Aid/CPR Certified

### Leisure Studies (LS) Program

Leisure Studies, General Recreation is an undergraduate program, requiring completion of 54 hours in the discipline, 18 hours in specialized support courses and 48 hours in general education courses. LS, Therapeutic Recreation is an undergraduate program, requiring completion of 57 hours in the discipline, 20 hours in support courses and 43 hours in general education courses. The Leisure Studies program requires 120 hours of coursework to graduate, with a minimum cumulative grade point average of 2.5 on a 4.0 grading scale.

#### Leisure Studies, General Recreation Curriculum Plan

### Freshman Year

Biology 103, 105	4
Education 201	0
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
History 104	3
Mathematics 131 & 132	6
Foreign Language	3
Sociology 101	3
<b>Total Hours</b>	<b>30</b>

### Sophomore Year

Kinesiology 215	3
Kinesiology 222	3
Health Promotion 201	3
Foreign Language	3
Physics 109	3
Art 210, Music 219, or Theatre 100	3
Economics 201	3
Education 201	0
English 200	3
General Business 150	3
Psychology 202 or 302	3
Sociology 201 or 203 or 305	3
General Education Testing 300	0
<b>Total Hours</b>	<b>33</b>

### Junior Year

Recreation 204	3
Recreation 225*	3
Recreation 301	3
Recreation 201	3

Recreation 310	3
Therapeutic Recreation 302	3
Recreation 350	3
Art 301 or 309	3
Biology 207, 208 or 303	4
Education 201	0
Physical Education 101 or 102	2
<b>Total Hours</b>	<b>30</b>

*\*Must be First Aid/CPR Certified*

**Senior Year**

Recreation 327	3
Recreation 380	3
Recreation 408	3
Recreation 300	3
Recreation 406	3
Recreation 416	12
Recreation 417	0
Recreation 498	0
Education 201	0
<b>Total Hours</b>	<b>27</b>
<b>TOTAL</b>	<b>120</b>

**Leisure Studies, Therapeutic Recreation Curriculum Plan**

**Freshman Year**

Biology 103	3
Education 201	0
English 101 & 102	6
First Year Experience 101 & 102	2
History 103	3
History 104	3
Mathematics 131 & 132	6
Foreign Language	3
Sociology 101	3
<b>Total Hours</b>	<b>29</b>

**Sophomore Year**

Therapeutic Recreation 205	3
Health Promotion 201	3
Art 210, Music 219, or Theatre 100	3
Economics 201	3
Education 201	0
Education 220	3
Recreation 201	3
English 200	3

Foreign Language	3
Psychology 200	3
Psychology 202 or 302	3
Recreation 225*	3
General Education Testing 300	0
<b>Total Hours</b>	<b>33</b>

**Junior Year**

Therapeutic Recreation 304	3
Recreation 301	3
Recreation 201	3
Recreation 327	3
Recreation 350	3
Recreation 380	3
Biology 207 & 207L or 208 & 208L or 303	4
Education 201	0
Kinesiology 306	3
Psychology 304	3
<b>Total Hours</b>	<b>28</b>

*\*Must be First Aid/CPR Certified*

**Senior Year**

Therapeutic Recreation 302	3
Therapeutic Recreation 412	3
Therapeutic Recreation 414	3
Therapeutic Recreation 406	3
Recreation 408	3
Recreation 410	3
Recreation 416	12
Recreation 417	0
Recreation 498	0
Education 201	0
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

**Sports Administration (SPA) Program**

The Master of Science in Sports Administration degree program was approved in fall 1974 by university administrators and the Louisiana Board of Regents to begin offering courses in spring 1975. SPA program developers included legends Dr. Charles D. Henry, Dr. William Sanders and (Dr.) Eddie G. Robinson, Sr. The SPA Plan of Study consists of 39 hours which consists of 30 hours of classroom experiences and 9 hours involving an internship/capstone experience performed in sport/athletic agencies and organizations. SPA graduates are prepared for middle-management leadership roles.

They may secure employment in the discipline-of-practice as athletic directors, coaches, compliance and academic enhancement coordinators, curriculum specialists or sport consultants. They may become administrators of amateur, high school, college, semi-professional, professional, recreation/leisure programs or administrators of other public/private sport, athletic or education-related programs.

### SPA Admission Requirements

Admission to the SPA degree program includes the following criteria:

- Regular admission to Graduate Studies.
- A baccalaureate degree from an accredited college or university in the United States, or proof of an equivalent education from a foreign university.
- A 3.00 or higher cumulative grade point average for unconditional admission and 2.50 for conditional admission.
- Record of having taken the Graduate Record Examination (GRE) prior to enrollment.
- Three letters of recommendation.

### Master of Science in Sports Administration Curriculum Plan

Sport Administration 499	0
Sport Administration 500	3
Sport Administration 504	3
Sport Administration 506	3
Sport Administration 508	3
Sport Administration 510	3
Sport Administration 512	3
Sport Administration 515	3
Sport Administration 516	3
Sport Administration 519	3
Sport Administration 520	3
Sport Administration 525	3
Sport Administration 521	3
Sport Administration 522	3
Sport Administration 526	3
Sport Administration 560	3
Sport Administration 599	0
Sport Administration 511*	3
Sport Administration 499	0

Sport Administration 501	3
Sport Administration 502	3
Sport Administration 505	3
Sport Administration 509	3
Sport Administration 513*	9
Sport Administration 514	3
Sport Administration 517	3
Sport Administration 518	3
Sport Administration 599	0
Electives	6
<b>TOTAL</b>	<b>39</b>

*\*Grade of "B" or higher must be earned.*

## COLLEGE OF PROFESSIONAL STUDIES

**Dr. Carolyn Hester, Dean**

The College of Professional Studies is composed of the Department of Criminal Justice, the Department of Mass Communication, the Department of Sociology and Psychology, the School of Nursing, and the School of Social Work. The College of Professional Studies provides students, faculty and the community with challenging academic and real-world experiences through the traditional classroom setting, clinical/laboratory work and distance-learning technology. Through a program of rigorous teaching and extensive community outreach and service, the College prepares students to pursue professional advanced studies. Graduates of departments/schools in the College of Professional Studies are competitive in their fields, in addition to being socially conscious, and committed to lifelong learning.

The degree programs offered in the college are listed below.

Department	Program	Degree Level	CIP	Major Code
Criminal Justice	Criminal Justice	B.S.	43.0104	4101
		M.S.	43.0104	6015
Mass Communication	Mass Communication	B.A.	09.0102	3001
		M.A.	09.0102	6049
Sociology and Psychology	Psychology, General	B.A.	42.0101	4503
	Sociology	B.A.	45.1101	4501
School of Nursing	Nursing	B.S.N.	51.3801	3712
		M.S.N.	51.3801	6102
	Family Nurse Practitioner	P.M.C.	51.3805	6077
School of Social Work	Social Work	B.S.W.	44.0701	5001
	Advanced Supervision	P.B.C.	44.0799	5002
	Social Work	M.S.W.	44.0701	6051



## Criminal Justice Department

### Faculty

**Department Head:** Dr. Tazinski P. Lee,  
**Professors:** Dr. Tazinski P. Lee, Dr. Daniel L. Dotter,  
Dr. Joyce Montgomery-Scott, Dr. Mahendra Singh  
**Associate Professor:** Dr. Herbert Simmons,  
Dr. Lurie Thomason, Dr. Karletta White  
**Assistant Professors:** Dr. Kashley Brown,  
Ms. Mae Conley, Dr. Sharonda Hatter,  
Dr. Louis C. Minifield

### Overview

The Department of Criminal Justice is dedicated to providing students with a sound educational foundation in Criminal Justice within the liberal arts tradition. Its mission is to provide students with the academic, research, and practical skills required to pursue professional careers or advanced studies within the criminal justice field. Faculty members in the department strive to promote excellence and social responsibility for students in a creative and culturally sensitive academic environment.

Graduates of the Criminal Justice programs will be positioned to succeed as career professionals, to make meaningful contributions to the communities they serve, and uphold and foster the principles and ideals set forth in the Constitution of the United States of America.

The Department of Criminal Justice offers a Minor in Criminal Justice, a Bachelor of Science (BS) in Criminal Justice, a Bachelor of Science in Criminal Justice with a concentration in Paralegal Studies, and the Master of Science in Criminal Justice. The Minor in Criminal Justice enables none criminal justice majors to gain a broad appreciation of the criminal justice system and requires 18 hours in specific criminal justice course work. Students seeking a BS in Criminal Justice are required to complete 33 hours of Criminal Justice core courses, and other liberal arts and general education courses; a total of 120 credit hours is required to graduate. Students seeking a BS in Criminal Justice with a concentration in Paralegal Studies are required to complete 21 hours of core courses in paralegal studies and 21 hours of course work in criminal justice, other requirements include courses in general education and the cognate electives; a total of 120 credit hours is required to graduate.

Only grades of “C” or higher are acceptable as transfer credits to be applied toward the major and supporting courses. The student should maintain a grade of “C” or higher in their major courses. The primary objective of the program is to provide students with a strong academic foundation as well as practical field experience in the Criminal Justice System. The aim is to prepare professionally educated, trained and qualified graduates who will be able to meet the growing demand throughout the nation. The program will also prepare students for the rigor of advanced studies.

### Minor in Criminal Justice Curriculum Plan

#### Courses

Criminal Justice 101	3
Criminal Justice 201	3
Criminal Justice 202	3
Criminal Justice 204	3
Criminal Justice 241	3
Criminal Justice 251	3
<b>Total Hours</b>	<b>18</b>

### Bachelor of Science in Criminal Justice Curriculum Plan

#### Freshman Year

First Year Experience 101	1
English 101	3
Spanish 101, French 101, or Humanities 201	3
Mathematics 131	3
History 103 or History 201	3
Social Science 101	3
First Year Experience 102	1
English 102	3
Spanish 101, French 102, or Humanities 202	3
Mathematics 132	3
History 104 or History 202	3
Biology 103	3
<b>Total Hours</b>	<b>32</b>

#### Sophomore Year

English 200, 207 or 213	3
Sociology 201	3
Economic 201	3
Biology 104	3
Political Science 201	3
Psychology 200	3
Science 105 or Chemistry 101	3

Art 105, 215, 216, Theater 100, or Music 219	3
Criminal Justice 101	3
Criminal Justice 201	3
<b>Total Hours</b>	<b>30</b>

Social Science 101	3
Electives*	6
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

### Junior Year

Criminal Justice 202	3
Criminal Justice 204	3
Criminal Justice 241	3
Criminal Justice 251	3
Criminal Justice 321	3
Criminal Justice 351	3
General Electives*	10
<b>Total Hours</b>	<b>28</b>

\*Electives must be approved by advisor and department head.

### Junior Year

Paralegal Studies 222	3
Paralegal Studies 241	3
Paralegal Studies 321 & 322	6
Sociology 201	3
Psychology 200	3
Physical Science 105 or Chemistry 101	3
Electives*	6
<b>Total Hours</b>	<b>27</b>

\*Electives must be approved by advisor and department head.

### Senior Year

Criminal Justice 400	3
Criminal Justice 406 & 407	6
CJ and Cognate Electives*	21
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head.

### Senior Year

Accounting 201	3
Paralegal Studies 398	3
Paralegal Studies/Criminal Justice Electives*	21
Electives*	7
<b>Total Hours</b>	<b>34</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head.

## Bachelor of Science in Criminal Justice with Paralegal Studies Concentration Curriculum Plan

### Freshman Year

Biology 103	3
Biology 104	3
English 101 & 102	6
First Year Experience 101 & 102	2
Spanish 101, French 101 or Humanities 201	3
History 103	3
History 104	3
Mathematics 131 & 132	6
<b>Total Hours</b>	<b>29</b>

### Sophomore Year

Paralegal Studies 201	3
Paralegal Studies 221	3
Political Science 201	3
Art 105, 215, 216, Theatre 100 or Music 219	3
Economics 201	3
English 200 or English 207 or English 213	3
Spanish 102 or French 102 or Humanities 202	3

## Master of Science in Criminal Justice

The Master of Science in Criminal Justice degree program is designed for students interested in careers in the law, law enforcement, justice, and in institutions associated with these concepts. The program seeks to provide students with the latest theories and methods that will be of benefit to both practitioners and researchers as they pursue career and educational objectives.

The program strives to promote excellence and social responsibility for students and faculty in a creative, enlightened, and culturally sensitive academic environment. The program aims to produce graduates who are prepared to uphold and foster the principles and ideals outlined in the Constitution of the United States of America. The program offers a non-thesis option of 42 semester hours of course work and must pass a comprehensive examination. The program also offers a thesis option which consist of 36 semester hours of course work. Thesis students are also required to perform satisfactorily during an oral defense of the thesis.

**Requirements for Admission to the Master of Science in Criminal Justice Program**

- Admission to Graduate Studies.
- A baccalaureate degree from an accredited institution and a 2.5 (on a 4.0 scale) or better grade point average.
- Official transcripts from all colleges and universities in which previously enrolled must be on file in the Office of Graduate Studies.
- Submission of scores from the Graduate Record Examination (GRE) taken within the last five years.

**Requirements for Graduation from the Criminal Justice Program**

- Non-Thesis Option, completion of 42 hours of course works with a minimum GPA of 3.00 if not completing a thesis.
- Thesis Option, Completion of 36 hours of course works with a minimum GPA of 3.00.
- Grades of “B” or higher in the designated core courses
- Non-Thesis Option Students, Passing grades on three written comprehensive examinations.
- Thesis Option Students, completion of a thesis which is acceptable to the Department of Criminal Justice Graduate Faculty and a successful oral defense.

**Master of Science (MS) in Criminal Justice (NON-THESIS OPTION) Curriculum Plan**

**Core Courses\***

Criminal Justice 502	3
Criminal Justice 505	3
Criminal Justice 581	3
Criminal Justice 582	3

*\*All students are required to complete the core courses with grades of “B” or better.*

A minimum of 42 credit hours is required of students pursuing the non-thesis master’s degree. Students are also required to perform satisfactorily on three Written Comprehensive Examinations: (1) a three- hour exam in Research Methods, (2) a three-hour exam in Theories of Crime and Delinquency, and (3) a three-hour exam in Criminology and Law. The general Plan of Study for students pursuing the 42-hour program involves the following courses:

Criminal Justice 502	3
Criminal Justice 505	3
Criminal Justice 581	3
Criminal Justice 582	3
Criminal Justice Electives*	21
Approved Electives	9
<b>TOTAL HOURS</b>	<b>42</b>

*\*Cannot include CJ 596, CJ 598, or CJ 599.*

**Master of Science (MS) in Criminal Justice (THESIS OPTION) Curriculum Plan**

**Core Courses**

Criminal Justice 502	3
Criminal Justice 505	3
Criminal Justice 581	3
Criminal Justice 582	3

The thesis option requires students to complete an oral defense of the thesis. The Plan of Study for students pursuing the 36-hour program involves completion of 12 hours of core courses as well as the courses shown below:

Criminal Justice 596	3
Criminal Justice 598	3
Criminal Justice 599	3
Criminal Justice Electives*	9
Approved Electives	6
<b>TOTAL HOURS</b>	<b>36</b>

*\*Cannot include CJ 596, CJ 598, or CJ 599.*

## Mass Communication Department

### Faculty

**Department Head:** Dr. Ceeon Smith

**Professors:** Dr. Martin Edu, Dr. Parvin Lalehparvaran

**Associate Professors:** Dr. Edrene Frazier,

Dr. Sandra Lee

**Assistant Professors:** Dr. Ceeon Smith

**Lecturers:** Ms. Jesseica Carr, Mr. Charlston Talbert,

Mr. Brandon Richardson

### Overview

The main objectives of the Department of Mass Communication are to 1) provide a broad understanding of the role of communication and mass media in society; 2) provide an understanding of the role and responsibilities of a journalist in society; 3) prepare students for careers in broadcasting, integrated communications, public relations, sports journalism; 4) provide an intellectual climate for students to think critically about issues related to mass media, 5) provide students with the academic foundation to pursue graduate education, and 6) offer services to the community through workshops and seminars.

The Bachelor of Arts degree in Mass Communication is offered for students who complete the specified course requirements of the Department of Mass Communication and the College of Professional Studies. The Bachelor of Arts degree in Mass Communication is offered for students who complete the specified course requirements of the Department of Mass Communication and the College of Professional Studies. Students must complete 44 required general education credit hours and a total of 28 credit hours outside of mass communication. The student will have a choice to find a minor (21 credit hours in subject area plus 7 credit hours in free electives) or double major (28 credit hours in subject area) outside of mass communication. Students must also complete 48 credit hours in mass communication (21 credit hours of core courses, 18 hours from an area of concentration and 9 hours in free electives in/outside mass communication. MC 308 Internship is strongly recommended as a free elective. Overall, the student will have at least a total of 120 credit hours for graduation requirements. Only grades of "C" or above in major courses and C or better grade in English 101, English 102 are acceptable for graduation.

## Minor in Mass Communication

Students must complete a minimum of 9 semester hours in mass communication from the Core – MC 100, MC 225, and MC 295, and 12 hours from any one area of concentration for a total of 21 hours.

### B.A. in Mass Communication Curriculum Plan

#### Freshman Year

Biology 103	3
Biology 104	3
English 101 & 102	6
First Year Experience 101 & 102	2
Humanities Elective (History)*	3
Social Science Elective*	3
Mathematics 131 & 132	6
Mass Communication 100	6
Mass Communication 203	3
<b>Total Hours</b>	<b>35</b>

#### Sophomore Year

Mass Communication 225	3
Mass Communication 245	3
Mass Communication Concentration	6
Fine and Performing Arts Elective	3
English 213	3
Theatre 212	3
Physical Science 105	3
Social Science Elective*	3
Minor/Double Major Elective	3
<b>Total Hours</b>	<b>30</b>

#### Junior Year

Mass Communication Concentration	3
Mass Communication Concentration	3
Mass Communication Concentration	3
Mass Communication Practicum	2
Humanities Elective*	3
General Education Testing 300	0
Minor/Double Major Concentration Electives	9
Free Electives for Minor/Double Major	7
<b>Total Hours</b>	<b>30</b>

#### Senior Year

Mass Communication 409	3
Mass Communication 444	3
Mass Communication 471	3

Mass Communication Concentration	1
Minor/Double Major in MC Electives	9
Free Electives	9
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

**\*Science Elective Options**

BIOL 103/104 (Prin. of Bio. Non-majors); PHYS 109/110 (Fundamentals of Physics I/ Fundamentals of Physics II); SCI 105/106 (Physical Science Survey I/ Physical Science Survey II) (lab is available but not required); CHEM 101 (Environmental Chemistry); CHEM 111/112 (General Chem. I/ General Chem. II).

**\*Humanities Elective Options**

HIST 101 (Western Civilization I); HIST 102 (Western Civilization II); HIST 103 (World History I); HIST 104 (World History II); HIST 201 (American National Multicultural History to 1877); HIST 202 (Recent American History from 1877); ENG 200 (World Literature I); ENG 201 (Introduction to Literature); ENG 203 (Introduction to American Lit. I); ENG 204 (Introduction to American Lit. II); ENG 205 (Introduction to British Lit. I); ENG 206 (Introduction to British Lit. II); HUM 200 (African Culture); HUM 201 (Western Culture); PHIL 201 (Introduction to Philosophy); HUM 202 (Non-Western Culture); any 100 or 200 level courses in any foreign language.

**\*Social Sciences Elective Options**

CIS 115 (Intro to Computers and Software Applications); ECON 201 (Macroeconomics); SOC 101 (Introduction to Social Sciences); SOC 201 (Introduction to Sociology); PSY 200 (General Psychology); PS 201 (American National Government); GEOG 201 (Cultural Geography).

**\*Fine and Performing Arts Elective Options**

ART 105 (Art Appreciation); ART 210 (Fine and Performing Arts); ART 215 (Art History I); ART 216 (Art History II); MUS 219 (Music Appreciation for Non-Majors); THEA 100 (Introduction to the Theatre).

**\*Mass Communication Free Electives**

MC 101 Introduction to Sports Journalism; MC 226 News Writing and Editing; MC 240 Broadcast News Writing; MC 250 Basic Photography; MC 260 Audio Production; MC 295 Copy Editing; MC 303 Communication Graphics; MC 304 Desktop Design; MC 308 Internship; MC 310 Specialized Reporting; MC 320 Sports Writing; MC 330 Single Camera Video; MC 331 Digital Video

Editing; MC 333 Principles of Public Relations; MC 335 Web Writing and Development; MC 340 Advanced Public Relations; MC 350 Photojournalism; MC 355 Feature Writing; MC 365 Broadcast Programming; MC 370 Broadcast News and Performance; MC 404 Publications Design; MC 445 Television Production; MC 446 Public Relations Writing; MC 448 Public Relations Management; MC 450 Commercial Photography; MC 460 Public Relations Campaigns; MC 470 Broadcast Management

**Note:** *An English Language and AP Style Skills Examination must be taken and passed to advance further into the Mass Communication curriculum beyond MC 101 and MC 225.*

Students must complete a minimum of 39 credit hours in mass communication (48 credit hours are allowable), depending on the interest and aspiration of the student, in order to earn a degree in one of the four concentrations: Broadcasting, Business, Integrated Communication, Public Relations and Sports Journalism.

**Mass Communication Core Courses**

Mass Communication 100	3
Mass Communication 203	3
Mass Communication 225	3
Mass Communication 245	3
Mass Communication 409	3
Mass Communication 444	3
Mass Communication 471	1
MC Concentration Practicum	2
English Language and AP Style Skills Examination (70% score or higher required)	0
GET 300 Rising Junior Exam	0
<b>Total Hours</b>	<b>21</b>

**Free Elective Courses in or outside of Mass Communication (9 Credit Hours)**

Free Electives	9
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**Broadcast Journalism Concentration**

The objectives of the broadcasting sequence include teaching students the philosophy and how to use audio and video techniques to record/shoot, edit, direct and produce programs that inform the public via radio, TV and the Web. Students will also learn writing skills to use digital media to tell their stories. They may focus on

production (behind the scenes) work or on-camera work, like news reporting. We have a course specifically designed to prepare students for that purpose, MC 370. This sequence has a 21-hour core and 18 concentration hours, plus a potential 9 hours of additional electives within mass communication.

**Broadcast Journalism Cognate Courses and Electives**

Mass Communication 226	3
Mass Communication 303	3
Mass Communication 335	3
Mass Communication 240	3
Mass Communication 260	3
Mass Communication 330	3
Mass Communication 331	3
Mass Communication 365 or 370	3
Mass Communication 445 or 470	3

*Four courses are required; students can choose any of the two additional courses; MC 365 or MC 370 and MC 470 or MC 445 for a total of 18 credit hours.*

**Integrated Communication Concentration**

The objectives of the Integrated Communication concentration are to teach students the philosophy and how to use various types of media to inform the public. As its name implies integrated communication involves the use of multiple platforms, namely print, photos, video, audio, graphics, text, animation, interactivity and social media to communicate digitally and in traditional formats. The media used for a particular story will vary according to the type of story. Students will learn writing skills to help them tell their stories. This sequence has a 21-hour core and 18 hours of cognate courses depending upon student interest, plus a potential 9 hours of additional electives within mass communication.

**Integrated Communication Cognate Courses**

Mass Communication 250	3
Mass Communication 260	3
Mass Communication 295	3
Mass Communication 304	3
Mass Communication 310	3
Mass Communication 330	3
Mass Communication 331	3
Mass Communication 350	3
Mass Communication 355	3
Mass Communication 404	3

*Three courses are required; students can choose any three additional courses; MC 250, MC 260, MC 295, MC*

*304, MC 310, MC 330, MC 331, MC 350, MC 355, MC 404 and/or MC 450 for a total of 18 credit hours*

**Public Relations Concentration**

Students who choose a career in public relations have many options. For example, they can work for nonprofit organizations, corporations or public relations agencies. They can become publicists, event planners, fund raisers, or public affairs counselors. Some graduates work for sport teams. During off-campus internship, students can gain valuable experience that can boost their careers. This sequence has a 21-hour core and 18 hours of concentration hours, plus a potential 9 hours of additional electives within mass communication concentration hours.

**Public Relations Cognate Courses**

Mass Communication 303	3
Mass Communication 333	3
Mass Communication 340	3
Mass Communication 446	3
Mass Communication 460	3

*Five courses are required; students can choose any additional course; MC 250, MC 304, MC 404 or MC 448 for a total of 18 credit hours.*

**Public Relations Cognate Electives**

Mass Communication 250	3
Mass Communication 304	3
Mass Communication 404	3
Mass Communication 448	3

*\*Choose any one course for 3 credit hours.*

**Sports Journalism Concentration**

Students who choose the sport journalism concentration can become professional sport writers for newspapers, magazines, and broadcast channels such as ESPN or work as Sports Information Officers for universities or professional sports organizations. Sports journalism concentration majors can gain practical experience through off-campus internships and on campus with The Gramblinite student newspaper, the Sports Information Director, or the Media Bureau. This sequence has a 21-hour core, an 18 hours of concentration hours, plus a potential 9 hours of additional electives within mass communication.

## Sports Journalism Concentration Curriculum Plan

Mass Communication 101	3
Mass Communication 320	3
Mass Communication 330	3
Mass Communication 370	3

### Sports Journalism Cognate Courses

Mass Communication 250	3
Kinesiology 201	3
Kinesiology 221	3
Kinesiology 222	3
Sport Management 409	3
Sport Management 417	3

*Four courses are required; students can choose any two additional courses; MC 250, KNES 201, KNES 221, KNES 222, KNES 401, SPM 409, SPM 417 for a total of 18 credit hours.*

## Master of Arts (MA) in Mass Communication

### Overview

The Master of Arts degree program in Mass Communication offers a unique opportunity for students to prepare for career fields in the corporate arena and the media industry. The program is structured to equip students with time-tested journalistic, public relations, and online problem-solving communication skills and strategies.

This program prepares students to meet the demand for communication specialists in corporate, non-profit, and educational work environments that continue to face the challenge of cultural diversity. It also provides them with the academic foundation to pursue doctoral studies in the field.

### Admission Requirements

The student must:

- Hold a baccalaureate degree in journalism/mass communication from an accredited college or university in the United States or have proof of an equivalent degree from a foreign university. Admission is also open to students with baccalaureate degrees from disciplines other than journalism/mass communication, but they will be required to complete MC 500:

Orientation to Mass Communication and earn a grade of “B” or better in the first semester of enrollment. However, students who successfully complete nine credit hours in the program with a grade of “B” or higher in each course may be exempt from taking this course.

- Satisfy all admission requirements of Graduate Studies.
- Admission to the program will be based on the following criteria:
  - Students who have a Grade Point Average (GPA) of 3.0 on a 4.0 scale will be offered regular admission. Also, students who have a GPA of 2.65 on a 4.0 scale and evidence of professional work experience in the field will be eligible for regular admission.
  - Conditional admission is offered to students who have a GPA of 2.75 in the last 60 hours of their undergraduate work, and those with a cumulative GPA of 2.5 on a 4.0- point scale will be considered for conditional admission at the discretion of the admissions committee.
- The Graduate Record Examination (GRE) is required. The test score will be considered along with other criteria for determining a student’s eligibility for admission.

### Graduation Requirements

Students must satisfy all the graduation requirements of Master of Arts degree program in Mass Communication and Graduate Studies.

## Master of Arts (MA) in Mass Communication Curriculum Plan

### Core Courses

Mass Communication 505	3
Mass Communication 507	3
Mass Communication 510	3
Mass Communication 525	3
Mass Communication 555	3
<b>Total Hours</b>	<b>15</b>

## Thesis Option

Students must also select one statistics course from the following:

Social Science 506	3
Public Administration 503	3
Social Work 560	3
Educational Leadership 573	3
<b>Total Hours</b>	<b>3</b>

## Electives

Mass Communication 515	3
Mass Communication 520	3
Mass Communication 535	3
Mass Communication 540	3
Mass Communication 544	3
Mass Communication 548	3
Mass Communication 550	3
Mass Communication 552	3
Mass Communication 557	3
Mass Communication 558	3
Mass Communication 562	3
Mass Communication 565	3
Mass Communication 582	3
Mass Communication 585	3
Mass Communication 590	3
Mass Communication 594	3
<b>Total Hours</b>	<b>21</b>
<b>Total Hours (Thesis Option)</b>	<b>12</b>

Students have the option to select up to nine hours from any discipline outside mass communication with the approval of their advisor.

## Mastery Component (Thesis Option)

Mass Communication 512	3
Mass Communication 595	3
Mass Communication 599	0
<b>Total Hours</b>	<b>6</b>

## Sociology and Psychology Department

### Faculty

**Department Head:** Dr. Kevin Washington

**Professor:** Dr. Frances Staten

**Associate Professors:** Dr. Stacey Duhon, Dr. Matthew Sheptoski, Dr. Kevin Washington, Dr. Derek Wilson

**Assistant Professors:** Dr. Junior Hopwood, Dr. Jonathan Tall

### Overview

The Department of Sociology and Psychology serves a threefold purpose: 1) to offer courses that support the General Education Program and other academic majors; 2) to prepare students for graduate study and careers in the disciplines and closely related fields; and 3) to promote the development of students as responsible global citizens. With an emphasis on remaining relevant, the department faculty exposes students enrolled in departmental courses to the current counseling, testing, mental/behavioral practices and research methods common to the behavioral/social sciences. Sociology and Psychology faculty engage in relevant research and community-based activities that impact change within society. This in turn produces graduates who do the same. All academic endeavors have multicultural thought at their foundation with an emphasis placed on African American issues within the behavioral and social sciences.

The Sociology and Psychology Department offers the Bachelor of Arts (BA) degree in the fields of Sociology and Psychology. Students who complete the major requisite program of study and meet the academic requirements set forth by the Department of Sociology and Psychology, the College of Professional Studies, and Grambling State University will be awarded the Bachelor of Arts degree in Sociology and/or Psychology. Sociology majors are required to complete a minimum of thirty-six (36) semester hours in the discipline of Sociology in addition to eighty-four (84) semester hours of general specified coursework. Psychology majors are required to complete a minimum of thirty-nine (39) semester hours in the discipline of Psychology and eighty-one (81) semester hours of specified general coursework. Students must earn a minimum grade of "C" in their major and minor courses within Sociology and/or Psychology in order to obtain credit for courses. The Department does not offer a graduate degree program; however, students who seek a



Master of Arts (MA) in Social Science Degree may select a concentration in Psychology or Sociology.

**Sociology  
Curriculum Plan**

**Freshman Year**

Sociology 200	3
Biology 103 and 104	6
English 101 and 102	6
First Year Experience 101 and 102	2
History 101 & 102, 103 & 104, or 201 or 202	6
Chemistry 101 or Physical Science 105	3
Mathematics 131 and 132	6
<b>Total Hours</b>	<b>32</b>

**Sophomore Year**

Sociology 201	3
Sociology 203	3
Psychology 202	3
Art 105, 215, 216, Music 219 or Theatre 100	3
Sociology 101, Economics 201, Political Science 201, or Geography 201	6
English 200	3
Foreign Language	6
General Education Testing 300	0
<b>Total Hours</b>	<b>27</b>

**Junior Year**

Sociology 301	3
Sociology 304	3
Sociology 305	3
Sociology 306	3
Sociology 312	3
Sociology 327	3
Humanities 200, 201, or 202	6
Free Electives* (300 Level Courses)	8
<b>Total Hours</b>	<b>32</b>

**Senior Year**

Sociology 405	3
Sociology 407	3
Sociology 413	3
Sociology 415	3
Free Electives*	17
<b>Total Hours</b>	<b>29</b>
<b>TOTAL</b>	<b>120</b>

\*300-400 level courses; must be approved by advisor and department head. Suggested electives: SOC 301, 303, 308, 310, 318, 401, 419, or 420.

**Psychology, General  
Curriculum Plan**

**Freshman Year**

Psychology 200	3
English 101 & 102	6
First Year Experience 101 & 102	2
History 101	3
Biology 103, 105	3
Mathematics 131 & 132	6
Science Courses	9
<b>Total Hours</b>	<b>32</b>

**Sophomore Year**

Psychology 202	3
Sociology 200	3
Sociology 203	3
Art 210	3
Chemistry 101 OR Science 105	3
Sociology 101	3
English 200	3
Foreign Language	6
History 104	3
General Education Testing 300	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

Psychology 300	3
Psychology 302	3
Psychology 304	3
Psychology 305	3
Psychology 320	3
Psychology 327	3
Sociology 300	3
Humanities 200, 201, 202	6
Free Elective*	3
<b>Total Hours</b>	<b>30</b>

\*Psychology course.

**Senior Year**

Psychology 400	3
Psychology 401	3
Psychology 404	3
Psychology 407	3
Psychology 413	3

Free Electives*	16
<b>Total Hours</b>	<b>31</b>
<b>TOTAL</b>	<b>120</b>

\*Electives must be approved by advisor and department head; suggested electives: PSY 201, 210, 303, 306, 406, 408, or 420.

## School of Nursing

### Faculty

**Associate Dean:** Dr. Meg Brown

**BSN Program Director:** Dr. Rikki Murff

**MSN Program Director:** Dr. Tammy Dixon

**Professor:** Dr. Meg Brown

**Associate Professors:** Dr. Sharon Murff,  
Dr. Tammy Dixon, Dr. Geraldine Young

**Assistant Professors:** Dr. Samantha Lilley,  
Ms. Kendra McMurry, Mrs. Ashley Pierre,  
Mrs. Daphne White, Dr. Georgia Jones

**Instructors:** Mrs. Cheryl Wilson, Dr. Cassandra Land,  
Ms. Miesha Mims

**Lecturer I:** Mrs. W. Sherita Williams

**Adjunct Instructor:** Mrs. Juawanda Butler, Mrs. Karla  
Jones-Gipson

**Family Nurse Practitioner:** Dr. LaLisa Wade

## Bachelor of Science in Nursing (BSN)

### Overview

The mission of the baccalaureate program in Grambling State University's School of Nursing is to prepare graduates to assume the roles of beginning clinicians of professional nursing.

Professional nurses who receive their foundation knowledge at Grambling State University may pursue traditional or non-traditional roles in nursing. Graduates prepared at a generalist level for professional nursing may pursue a variety of careers in settings such as hospitals, medical centers, rehabilitation centers, long-term care facilities, public health agencies, community health centers, health promotion programs, and home health agencies. Non-traditional roles include careers in specialty nursing, patient education, nursing consultation, and legal nursing.

The Bachelor of Science in Nursing degree program involves pre-nursing and professional nursing components. Students who meet the requirements for admission to the University are eligible to enter the pre-nursing component. There is a selective admission process for the professional component. Students are eligible to apply for the professional component during the last semester they are completing the course work in the pre-nursing component. There is no option for a minor in Nursing.

The pre-nursing component includes 60 hours of specified courses. The professional component contains 60 semester hours. The General Education requirements of the University are met in the pre-nursing component. Students should consult their faculty advisors prior to each semester's registration.

### Criteria (Pre-Licensure)

- Submission of completed applications by deadline dates.
- Official academic transcripts from all colleges and universities attended/attending must be received by the School of Nursing by the deadline dates.
- Pass the Pre-Nursing Admissions Test
- Score of 21 on ACT (Exempt with BS degree)
- Complete all pre-nursing courses with a grade of "C" or higher
- 2.8 adjusted grade point average on 4.0 scale in all pre-nursing curriculum courses and science courses
- Science course taken within the last five years of admission will be considered.

**All applicants are reminded that completion of pre-nursing requirements does not automatically assure admission to the professional component in nursing.**

The School of Nursing does not recognize academic renewal, amnesty, or bankruptcy. All courses on the official transcript are used to determine requirements and eligibility.

## Bachelor of Science in Nursing (BSN) Curriculum Plan

### Freshman Year

Nursing 125	0
Biology 207, 207L & 208, 208L	8
Chemistry 105 & 107L	4

English 101 & 102	6
First Year Experience 101 & 102	2
History 103 or 104	3
Mathematics 131	3
Psychology 200	3
<b>Total Hours</b>	<b>29</b>

- 2.8 adjusted grade point average on 4.0 scale in all pre-nursing curriculum courses and science courses
- Unencumbered license as a registered nurse
- Awarded an Associate of Science in Nursing degree

### RN to BSN Curriculum Plan

#### Sophomore Year

Nursing 225	3
English 200 & 207	6
Psychology 202	3
Biology 304	4
Sociology 201	3
Mathematics 273	3
Food and Nutrition	3
General Education Testing 300	0
Theatre 212	3
Art/Music Elective	3
<b>Total Hours</b>	<b>31</b>

#### Pre-requisites

Nursing 125	0
Biology 207, 207L & 208, 208L	8
Chemistry 105 & 107L	4
English 101 & 102	6
First Year Experience 101 & 102	2
History 103 or 104	3
Mathematics 131	3
Psychology 200	3
Nursing 125	0
Biology 207, 207L & 208, 208L	8
Chemistry 105 & 107L	4
English 101 & 102	6
First Year Experience 101 & 102	2
History 103 or 104	3
Mathematics 131	3
Psychology 200	3
Nursing 125	0
Biology 207, 207L & 208, 208L	8
<b>Total Hours</b>	<b>60</b>

#### Junior Year

Nursing 306 & 306K	5
Nursing 307 & 307K	5
Nursing 315	3
Nursing 316 & 316K	5
Nursing 317 & 317K	5
Nursing 318	2
<b>Total Hours</b>	<b>25</b>

#### Credit by Examination

Nursing 307 & 307K	5
Nursing 315	3
Nursing 316 & 316K	5
Nursing 317 & 317K	5
Nursing 318	2
Nursing 400 & 400K	5
Nursing 405 & 405K	5
<b>Total Hours</b>	<b>30</b>

#### Senior Year

Nursing 400 & 400K (Summer)	5
Nursing 405 & 405K (Summer)	5
Nursing 415	3
Nursing 416 & 416K	4
Nursing 417 & 417K	6
Nursing 418	2
Nursing 419 & 419K	5
Nursing 420 & 420K	5
<b>Total Hours</b>	<b>35</b>
<b>TOTAL</b>	<b>120</b>

#### Senior Year

Nursing 306 & 306K (Summer)	5
Nursing 415 (Fall)	3
Nursing 416 & 416K (Fall)	4
Nursing 417 & 417K (Fall)	6
Nursing 418 (Spring)	2
Nursing 419 & 419K (Spring)	5
Nursing 420 & 420K (Spring)	5
<b>Total Hours</b>	<b>30</b>
<b>TOTAL</b>	<b>120</b>

#### Criteria (RN-BSN)

- Submission of completed applications by deadline dates
- Official academic transcripts from all colleges and universities attended/attending must be received by the School of Nursing by the deadline dates
- Complete all pre-nursing courses with a grade of "C" or higher

## Master of Science in Nursing (MSN)

### Overview

The MSN program prepares nurses with advanced skills and knowledge for advanced roles in nursing including advanced practice clinical specialties in Family Nurse Practitioner (FNP) and Pediatric Nurse Practitioner (PNP) and in Nurse Educator roles. The Graduate Nurse Practitioner Program encourages students to think critically, nurture healthy mental and physical habits, understand social institutions and their influences on society, and integrate knowledge acquired in advanced practice nursing roles. Post graduate programs are available as well.

The mission of the FNP and PNP programs is to prepare graduates to deliver primary health care to individuals, families, and aggregates with a particular focus on the promotion of wellness and disease prevention for clients in underserved rural and community areas. Specifically, for PNPs, the mission includes providing quality health interventions for infants, toddlers, school aged children and adolescents.

The mission of the Nurse Educator Program is to prepare nurse educators for the nurse educator role in in university, college, or health care agency settings.

### Criteria (MSN)

- A cumulative GPA of 3.0 or higher on a 4.0 scale; or 3.0 or higher on last sixty (60) hours taken
- Receipt of official transcripts of all college and universities attended
- Official report of GRE scores; must have taken within five years of admission date
- Completion of health assessment course taught in an accredited program with a grade “C” or higher
- Completion of statistics course with a grade of “C” or higher
- Minimum work experience as an RN of two (2) years
- Three (3) letters of recommendation
- Acceptable interview with graduate nursing faculty
- Writing sample essay

## Curriculum Processes

Prior to beginning clinical rotations in all of the MSN options, the graduate student must provide written documentation of the following:

- Current unencumbered RN licensure
- Current malpractice insurance coverage
- CPR Certification
- TB skin test or chest x-ray report
- Hepatitis B series or declination letter
- Current immunization status
- Physical examination within past 12 months

### Requirements for Graduation from the FNP & PNP Programs

- A 3.0 or higher cumulative GPA in all work pursued as a graduate student and grades of “A” or “B” in each of the clinical courses (NUR 540, 542, 544, 546, and 548 & NUR 572, 574, 576, and 578 for PNP students)
- Admission to candidacy
- Successful completion of written comprehensive examinations
- Successful completion of thesis or research project
- Completion of required clinical hours

### Family Nurse Practitioner Curriculum Plan

#### Summer Semester

Nursing 500	3
<b>Total Hours</b>	<b>3</b>

#### Fall Semester

Nursing 501	3
Nursing 505	3
Nursing 540	3
Nursing 541	1
<b>Total Hours</b>	<b>10</b>

#### Spring Semester

Nursing 503	3
Nursing 542	4
NUR 552	3
<b>Total Hours</b>	<b>10</b>

**Summer Semester**

Nursing 553	3
Nursing 544	4
<b>Total Hours</b>	<b>7</b>

**Fall Semester**

Nursing 546	4
Nursing 547	1
Nursing 580 or 590	3
<b>Total Hours</b>	<b>8</b>

**Spring Semester**

Nursing 548	5
Nursing 580 or 590	3
Nursing 599	0
<b>Total Hours</b>	<b>8</b>
<b>TOTAL</b>	<b>46</b>

**Pediatric Nurse Practitioner Curriculum Plan****Summer Semester**

Nursing 500	3
<b>Total Hours</b>	<b>3</b>

**Fall Semester**

Nursing 501	3
Nursing 505	3
Nursing 540	3
Nursing 541	1
<b>Total Hours</b>	<b>10</b>

**Spring Semester**

Nursing 503	3
Nursing 552	3
Nursing 572	4
<b>Total Hours</b>	<b>10</b>

**Summer Semester**

Nursing 553	3
Nursing 574	4
<b>Total Hours</b>	<b>7</b>

**Fall Semester**

Nursing 547	1
Nursing 576	4
Nursing 580 or 590	3
<b>Total Hours</b>	<b>8</b>

**Spring Semester**

Nursing 548	5
Nursing 580 or 590	3
Nursing 599	0
<b>Total Hours</b>	<b>8</b>
<b>TOTAL</b>	<b>46</b>

**Post-Master's Family Nurse Practitioner Focus Curriculum Plan****Fall Semester**

Nursing 505	3
Nursing 540	3
Nursing 541	1
<b>Total Hours</b>	<b>7</b>

**Spring Semester**

Nursing 542	4
Nursing 552	3
<b>Total Hours</b>	<b>7</b>

**Summer Semester**

Nursing 553	3
Nursing 544	4
<b>Total Hours</b>	<b>7</b>

**Fall Semester**

Nursing 546	4
Nursing 547	1
<b>Total Hours</b>	<b>5</b>

**Spring Semester**

Nursing 548	5
Nursing 599	0
<b>Total Hours</b>	<b>5</b>
<b>TOTAL</b>	<b>31</b>

**Pediatric Nurse Practitioner (PNP) to Family Nurse Practitioner (FNP) Focus Curriculum Plan****Spring Semester**

Nursing 542	4
<b>Total Hours</b>	<b>4</b>

**Summer Semester**

Nursing 544	4
Nursing 553	3
<b>Total Hours</b>	<b>7</b>

**Spring Semester**

Nursing 548	5
Nursing 599	0
<b>Total Hours</b>	<b>5</b>
<b>TOTAL</b>	<b>16</b>

**Adult Nurse Practitioner (ANP) to  
Family Nurse Practitioner (FNP) Focus  
Curriculum Plan**

**Summer Semester**

Nursing 544	4
Nursing 553	3
<b>Total Hours</b>	<b>7</b>

**Fall Semester**

Nursing 546	4
<b>Total Hours</b>	<b>4</b>

**Spring Semester**

Nursing 548	5
Nursing 599	0
<b>Total Hours</b>	<b>5</b>
<b>TOTAL</b>	<b>16</b>

**Women's Health Nurse Practitioner (WHNP) to  
Family Nurse Practitioner (FNP) Focus  
Curriculum Plan**

**Spring Semester**

Nursing 542	4
<b>Total Hours</b>	<b>4</b>

**Summer Semester**

Nursing 544	4
Nursing 553	3
<b>Total Hours</b>	<b>7</b>

**Spring Semester**

Nursing 548	5
Nursing 599	0
<b>Total Hours</b>	<b>5</b>
<b>TOTAL</b>	<b>16</b>

**Nurse Educator: Adult/Geriatric Focus  
Curriculum Plan**

**Summer Semester**

Nursing 500	3
<b>Total Hours</b>	<b>3</b>

**Fall Semester**

Nursing 501	3
Nursing 505	3
Nursing 540	3
<b>Total Hours</b>	<b>9</b>

**Spring Semester**

Nursing 503	3
Nursing 530	1
Nursing 535	3
Nursing 552	3
<b>Total Hours</b>	<b>10</b>

**Summer Semester**

Nursing 507	2
Nursing 532	3
<b>Total Hours</b>	<b>5</b>

**Fall Semester**

Nursing 514	4
Nursing 534	3
Nursing 580 or 590	3
<b>Total Hours</b>	<b>10</b>

**Spring Semester**

Nursing 516	4
Nursing 536	3
Nursing 580 or 590	3
Nursing 599	0
<b>Total Hours</b>	<b>10</b>
<b>TOTAL</b>	<b>47</b>

**Nurse Educator: Maternal Child Focus  
Curriculum Plan**

**Summer Semester**

Nursing 500	3
<b>Total Hours</b>	<b>3</b>

**Fall Semester**

Nursing 501	3
Nursing 505	3

Nursing 540	3
<b>Total Hours</b>	<b>9</b>

**Spring Semester**

Nursing 503	3
Nursing 530	1
Nursing 535	3
Nursing 552	3
<b>Total Hours</b>	<b>10</b>

**Summer Semester**

Nursing 507	2
Nursing 532	3
<b>Total Hours</b>	<b>5</b>

**Fall Semester**

Nursing 510	4
Nursing 534	3
Nursing 580 or 590	3
<b>Total Hours</b>	<b>10</b>

**Spring Semester**

Nursing 512	4
Nursing 536	3
Nursing 580 or 590	3
Nursing 599	0
<b>Total Hours</b>	<b>10</b>
<b>TOTAL</b>	<b>47</b>

**School of Social Work**

**Bachelor of Social Work (B.S.W.)**

**Associate Dean:** Dr. Jacqueline Garrison  
**BSW Program Director:** Mr. Xavier Henson  
**Interim Director of Field Education:** Dr. Natalie Yates  
**Title IV- E Child Welfare Coordinator:** Vacant

**Undergraduate Faculty**

**Assistant Professors:** Dr. Jacqueline Garrison,  
Dr. Carolyn Hester, Dr. Cheri Holbrook, Dr. Elise Reed,  
Dr. Gayberyl Wesley, Dr. Natalie Yates  
**Lecturers:** Mr. Xavier Henson, Dr. Ora Rice, Mrs.  
Precious Wilkerson-Carr

**Overview**

The Bachelor of Social Work program prepares students for beginning generalist practice. The purpose of the BSW Program is to provide the knowledge, values, and skills needed to be a competent and effective social worker at the beginning generalist level. It is the mission of the Baccalaureate Social Work Program to prepare students for entry level practice as beginning generalist, to foster an environment which is fertile with opportunities for student learning and leadership, to cultivate a learning environment that affirms diversity and respect for differences, and to offer a program of study that is aligned with the purposes and values of the profession of social work.

The goals of the Bachelor of Social Work program are:

- To prepare students for generalist practice with rural populations, particularly in North Central Louisiana;
- To prepare students for entry level generalist social work practice to engage, assess, intervene, and evaluate individuals, families, groups, organizations and communities as client systems;
- To expose students to the realities of human behavior and how it is impacted by human diversity and the environmental context, particularly for racial and ethnic minorities;
- To engage students in critical thinking and its utilization as a tool for effective practice, problem formulation and resolution;
- To graduate students who engage in policy as practice and who will promote and support policy and causes that advance social and economic justice for all, including populations at risk;
- To graduate students who will apply the ethics and values of the profession to practice;
- To provide the foundation knowledge, values and skills needed to pursue advanced studies in the field of social work

## Core Competencies of the BSW Program

The ten core competencies espoused by the Council on Social Work Education 2008 provide a framework for programs to develop a curriculum and related program activities. The competencies are utilized for measuring student performance and learning outcomes. The competencies of Bachelor of Social Work are to:

- Demonstrate Ethical and Professional Behavior
- Engage Diversity and Difference in Practice
- Advance Human Rights and Social, Economic, and Environmental Justice
- Engage in Practice-informed Research and Research-informed Practice
- Engage in Policy Practice
- Engage with Individuals, Families, Groups, Organizations, and Communities
- Assess Individuals, Families, Groups, Organizations, and Communities
- Intervene with Individuals, Families, Groups, Organizations, and Communities
- Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

Graduates of the undergraduate program are prepared to work in agencies dealing with various populations and social issues such as child abuse, aging, mental health, probation and parole, adoptions, foster care, older adults and other diversity-related issues. Graduates are prepared for work in community service organizations, correction facilities, hospices, hospitals, schools, and other public and private human service agencies. The program focuses on services to rural communities and African Americans in particular. Social Work faculty members cross teach undergraduate and graduate courses to give students the full benefit of their expertise.

The social work programs seek to develop culturally sensitive students who appreciate human diversity and the global perspective. The students are grounded in social work knowledge, values, skills, and philosophy in

preparation for competent generalist social work practice and admission to graduate school.

## Requirements for Admission to the BSW Program

Application for formal admission to the professional undergraduate program in the School of Social Work can begin after the completion of 60 semester hours (end of sophomore year) of course work. Students with less than 60 hours are considered pre-social work students and must complete a pre-social work application. Admission requirements include:

- Completion of a School of Social Work Undergraduate Admission Application to the BSW Program office;
- At least a 2.3 cumulative grade point average viewed as a minimum requirement. If the grade point average is below 2.3, an interview will be required;
- A 500-word, type-written narrative on “Why I Want to Become a Social Worker”;
- Personal characteristics suitable to the Social Work profession as determined by an evaluation;
- The student’s signature showing a commitment to a code of ethical conduct;
- The student’s application and transcript are reviewed by the Bachelor of Social Work Admission Committee.

The above stated criteria are the basis for formal admission to the major. Once admitted, any student falling below a 2.3 cumulative Grade Point Average (GPA) could be dismissed from the Social Work major. This dismissal would be subject to a corrective plan. Students have the right to appeal an adverse decision to the Associate Dean of the School of Social Work.

## Admission Appeal Process

In situations where a student is denied admission, the student has the right to appeal. The student is informed of his or her right for a hearing before the Admissions Committee if the student feels the denial was not justified. The BSW Director and Chair of the Admissions Committee arrange and set dates for these hearings. The outcome of the hearing is submitted to the Associate Dean for review. At the conclusion of the hearing, the student



is informed by the Associate Dean of their right to appeal to the Dean of the College of Professional & Graduate Studies if the outcome of the hearing is unsatisfactory for the student.

**Matriculation**

The baccalaureate degree program in Social Work requires the completion of 120 hours of course work, 60 in general education, and 60 in social work major. Other requirements include general education courses, graduation with a 2.3 cumulative average GPA and retake any courses receiving a “D” grade.

**Field Education**

One component of the undergraduate social work program is an intensive field practicum. The School uses over 109 social services agencies in the northern region of Louisiana to allow students to integrate theory and practice, under supervision, in a social service setting. Students must complete a minimum of 400 hours in the practicum and must remain in field, actively participating for the duration of the semester. Under most circumstances, students will complete in excess of 400 hours. Field education is conducted at pre-approved sites, and students must arrange their own transportation. A Field Education Fee of \$50.00 is required for each field education course.

**Graduation Criteria**

- Successful completion of required course work;
- 3.0 cumulative GPA;
- Successful completion of service learning projects;
- Completion of Rising Junior Examination;
- Completion of a comprehensive examination.

**Bachelor of Social Work (B.S.W.)  
Curriculum Plan**

**Freshman Year**

English 101 & 102	6
First Year Experience 101 & 102	2
Foreign Language	6
History 103 or 201	3
History 104 or 202	3

Mathematics 131 & 132 or 147 & 148	6
Biology 103 & 104	6
<b>Total Hours</b>	<b>32</b>

**Sophomore Year**

Social Work 200	3
Political Science 201	3
Sociology 201	3
Psychology 200	3
English 200, 201, 203 or 205	3
Theatre 212	3
Science 105	3
Sociology 200 or 203	3
Economics 201	3
Art 105, 219 or Theatre 100	3
General Education Testing	0
<b>Total Hours</b>	<b>30</b>

**Junior Year**

Social Work 301	3
Psychology 210, 302, or 304	3
Social Work 420	3
Social Work 305 & 306	6
Social Work 400 & 401	6
Social Work 402	3
Social Work 304	3
General Elective	3
<b>Total Hours</b>	<b>30</b>

**Senior Year**

Social Work 403	3
Social Work 405	3
Social Work 414	3
Social Work 417	8
Social Work 418	2
Social Work Electives	9
<b>Total Hours</b>	<b>28</b>
<b>TOTAL</b>	<b>120</b>

**Advanced Supervision Post-Baccalaureate Certificate Program**

The School of Social Work offers a Post-Baccalaureate Certificate (PBC) Program in Advanced Supervision. The program provides a theoretical understanding of supervision and leadership and provides the knowledge and skills required to develop a supportive organizational structure and an environment that values diversity and inclusion to enrich service provision.

This certificate program is offered as a partnership with the Louisiana Child Welfare Training Academy (LCWTA), the Department of Children and Family Services (DCFS) and is supported by the Title IV-E University Alliance which is composed of seven public universities offering a social work degree. These universities include ULM, LSU, SUNO, Southern University, SLU and NSU, and Grambling State University.

The purpose of the certificate program in Advanced Supervision is to support DCFS with workforce retention and offer an opportunity for employees in other human service organizations interested in supervision to gain the knowledge and skills needed to be successful. This program enhances the skills of supervisors and others who work in the child welfare field, as well as other human services careers.

**PBC Program Objectives**

- Create an advanced program of study that focus on supervision in the child welfare field of social work, and in any fast-paced organization that has a human services emphasis.
- Establish a program of study that provides a theoretical understanding of supervision and leadership.
- Promote critical thinking and self-reflection in child welfare decision-making and practice methods.
- Further promote university-agency partnerships.

**Admission to the PBC Program**

Criteria for formal admission to the professional Post Bachelor Advanced Supervision Certificate Program in the School of Social Work require:

- Completion of a School of Social Work Post Bachelor Advanced Supervision Certificate program application.
- Official transcript of having obtained an undergraduate degree from an accredited college or university.
- A letter of support from current professional supervisor or administrator.
- An autobiographical statement.

The program offers hybrid courses, both 100% online and some in-person sessions. Students in the field will also interact with Social Work faculty. In-person consultations that provide dialogue between the student and the student’s supervisor are provided, when applicable, regarding application and opportunities for the student to practice skills on the job.

Participation in the program is of value to current supervisors and managers as well as persons aspiring to move into these and other leadership positions. Although the target population is DCFS employees, the certificate is available to any student with a baccalaureate degree.

The Post-Baccalaureate Certificate program requires eighteen (18) hours of core courses and is intended to be completed within one academic year.

**Advanced Supervision Curriculum Plan**

Social Work 421	3
Social Work 422	3
Social Work 423	3
Social Work 424	3
Social Work 425	3
Social Work 426	3
<b>Total Hours</b>	<b>18</b>

**Master of Social Work (M.S.W.)**

**Associate Dean:** Dr. Jacqueline Garrison  
**MSW Program Director:** Dr. Elise Reed  
**Interim Director of Field Education:** Dr. Natalie Yates

**Graduate Faculty**

*Social Work graduate faculty members are certified by Office of Graduate Studies.*

**Assistant Professors:** Dr. Jacqueline Garrison, Dr. Carolyn Hester, Dr. Cheri Holbrook, Dr. Elise Reed, Dr. Gayberyl Wesley, Dr. Natalie Yates  
**Lecturers:** Mr. Xavier Henson

**Overview**

The mission of the MSW program is to prepare students for advanced direct practice by building on foundation generalist knowledge, values, and skills, with emphasis

on high academic standards, affirmation and respect for differences and diversity, and aligned with the purposes, values and ethics of the profession of social work. Further, the program seeks to prepare students for advanced direct practice with individuals, families and groups in rural communities.

### **Goals of M.S.W. for Foundation Practice**

- To provide the knowledge, values, and skills needed for foundation practice and advanced direct practice;
- To prepare students for advanced direct practice across client systems and across practice settings;
- To cultivate a learning model that embraces respect and an appreciation for diversity and differences among people;
- To graduate students who advocate for, and support people and causes that are important to social workers and the clients they serve;
- To prepare students for social work services in a global social network; and
- To create leadership and learning opportunities for faculty and students through reciprocal mentoring.

### **Goals of M.S.W. for Direct Practice Concentration**

- To provide the knowledge of theory and relevant research to social work practice;
- To provide the knowledge and skills of social service delivery across settings including child welfare, health care and mental health, rural settings, substance abuse, gerontology, and people of color;
- To provide the knowledge and skills associated with culturally competent practice;
- To guide students' development of self-reflection and professional values; and
- To provide the knowledge and skills associated with evidenced-based practice, practice-oriented research, and practice evaluation.

The program is characterized by a strong commitment to Social Work Values and Ethical Standards, as found in the Code of Ethics of the National Association of Social Workers, combined with the professional knowledge and skills needed to serve clients in many settings. The MSW Program sensitizes students to issues of human rights and social and economic justice, and emphasizes human diversity, cultural competence, and global awareness, a particular attention is given to rural and African American communities.

### **Requirements for Admission to the M.S.W. Program**

- Admission to the School of Graduate Studies & Research;
- A baccalaureate degree from an accredited college or university, including specific liberal arts courses;
- Submission of an application to the School of Social Work;
- Submission of an application for Social Work Field Education;
- Official transcripts from all colleges or universities attended;
- Three letters of reference, including a letter from a professional;
- A cumulative GPA of a 3.3 for regular admissions and a 2.5 overall for conditional admissions or a 2.75 for the last 60 hours;
- An autobiographical statement;
- Satisfy the English proficiency requirement;
- GRE Scores (within the past five years-analytical score of 3 or above);
- Personal interview with faculty of Social Work;
- Completion of SWK 500, Professional Writing Seminar offered each summer, with a grade of at least a B (Required by Graduate Studies as a prerequisite); and
- Successfully complete social work examination.

**Requirements for Admission to the Advanced Standing Program**

- A baccalaureate degree in Social Work from an institution accredited by CSWE within the past six years;
- A 3.3 or better cumulative GPA;
- Successfully complete the GRE;
- Enrollment for Summer Sessions and two full-time semesters;
- After admission, completion of SWK 500 with a grade of at least a B; and
- GRE Scores (within the past five years- analytical score of 3 or above).

**Admissions Appeal Process**

In situations where a student is denied admission, the student has the right to appeal. The student is informed of his or her right for a hearing before the Admissions Committee if the student feels the denial was not justified. The MSW Director and Chair of the Admissions Committee arrange and set dates for these hearings. The outcome of the hearing is submitted to the Associate Dean for review. At the conclusion of the hearing, a student is informed by the Associate Dean of his/her right to appeal to the Office of the Dean of the College of Professional Studies if the outcome of the hearing is unsatisfactory for the student.

**Graduation Criteria**

- Complete all School of Social Work requirements;
- Meet all requirements to advance to candidacy;
- Complete the minimum semester hours required for the particular program in which the student is enrolled;
- Have no more than two courses with “C” grades on the plan of study and under such circumstances in which a student is suspended, he or she must retake the said courses and pass with “B”;
- Have a grade point average of 3.0 or better;

- Successful completion of a written comprehensive examination;
- Completion of all Field Practicum hours with a grade of “B” or better.

**Matriculation**

MSW degree may be completed across the two-year, full-time program for 63 semester hours or in a four semester period. The full-time, two-year program may be taken on a systematic part-time basis. The first thirty hours must be completed within two years of initial enrollment and all requirements for the MSW degree must be completed within six (6) years of initial enrollment.

The Advanced Standing Program is completed over the course of one summer (two sessions) and two full semesters (fall and spring). After completing the Writing Seminar in Summer I, advanced standing students take two transitional classes in Summer II. They then take the normal 15 hours per semester of the second year of the regular program.

**Field Education**

Students are required to complete not less than 900 clock hours of field instruction, a minimum of two (2) days per week, eight (8) hours per day for four (4) semesters. Field education is conducted at pre-approved sites and students must arrange their own transportation. A Field Education Fee of \$ 50.00 is required for each field education course.

**Program’s Total Hours**

- 2 Year, Full-time program: 63
- 4 Year, Part-time program: 63
- 1 Year, Advanced Standing program: 39

**Master of Social Work (M.S.W.) Curriculum Plan**

**Foundation Courses**

Social Work 501	3
Social Work 502	3
Social Work 503	3
Social Work 512	3

Social Work 520	3
Social Work 521	3
Social Work 522	3
Social Work 530	3
Social Work 532	3
Social Work 560	3
<b>Total Hours</b>	<b>30</b>

**Second Year Advanced Curriculum Direct Practice**

Social Work 629	3
Social Work 631	3
Social Work 633	3
Social Work 637	3
Social Work 638	3
Social Work 655	3
Electives	12
<b>Total Hours</b>	<b>30</b>

**Advanced Standing Summer Transitional Courses  
(B.S.W. Holders: 3.0+)**

Social Work 602	3
Social Work 606	3

**Social Work Elective Courses**

Social Work 646	3
Social Work 651	3
Social Work 652	3
Social Work 653	3
Social Work 670	3
Social Work 671	3
Social Work 672	3
Social Work 673	3
Social Work 674	3
Social Work 675	3
Social Work 676	3
Social Work 695	1-3



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