2025-2026 Bulletin

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President's Message

Florida State University is recognized around the world for the quality of its faculty, academic programs and strong focus on student success, producing graduates who are critical thinkers, innovators, and leaders.

Designated as a pre-eminent university by the Florida Legislature for meeting rigorous standards of achievement, FSU is ranked among the nation's Top 25 public universities. FSU also ranks among the Top 8 Best Value Colleges in the country among public colleges and universities.

From its excellence in the sciences, arts and humanities, to its entrepreneurial culture, championship athletics and a prime location in the heart of the state capital, Florida State is widely known for offering an outstanding academic environment.

Located on Florida's oldest continuous site of higher education, FSU is proud of its rich heritage and core values that champion excellence at every level. Building on its unique strengths, it is a recognized model for student success, distinctively providing academic rigor and an amazing array of research, creative efforts, and engagement opportunities to students in a personal and caring atmosphere.

FSU students are among the nation's best and brightest. They graduate at the highest rate found at any university in Florida, 75 percent in four years, a rate that ranks among the Top 10 nationally. An outstanding student-faculty ratio combined with a student-centered approach ensures every student receives a world-class education. FSU has eliminated disparities in its diverse student population and is now the largest and most diverse university in the country with an experiential learning requirement before graduation. Undergraduate students who excel in multiple areas of engagement outside the classroom are inducted into the University's Garnet and Gold Scholar Society.

Our Student Veterans Center and programs designed to aid student-veterans' transition to academic life and our Honors Scholars and Fellows House, Office of National Fellowships and Center for Undergraduate Research and Academic Engagement are all examples of our strong commitment to help our more than 43,000 students reach their highest academic goals.

With its impressive breadth of leading graduate, professional, and undergraduate programs, Florida State University provides a demanding, intellectually stimulating, yet warm and caring environment for students and faculty. Florida State has been named by the Institute for Higher Education Policy as one of the top 10 "Access Improver" institutions in the country for its outstanding efforts to improve access and support and educate traditionally underrepresented students. In addition, Florida State is annually named a Diversity Champion by INSIGHT into Diversity and has received the magazine's Higher Education Excellence in Diversity (HEED) Award for seven consecutive years. FSU has also been recognized as a Top 5 College for Free Expression.

Led by a world-renowned faculty that has included six Nobel laureates; numerous eminent scholars in the arts and sciences; Tony, Oscar, Emmy, Pulitzer award winners, Guggenheim Fellows, members of the National Academy of Sciences and American Academy of Arts and Sciences, our academic programs continue to receive major recognition for their quality and overall strength.

The University is creating a culture across all academic disciplines that embraces entrepreneurship, interdisciplinary learning and creativity. Through the largest private gift to a public university in Florida—$100 million—Florida State has established the Jim Moran College of Entrepreneurship, the first degree-granting college of its kind in the nation. Unique in the country, the College offers a truly interdisciplinary curriculum allowing undergraduates an entrepreneurial degree in the arts, the sciences, commercial management, health, engineering, and computer science.

Florida State University now has 17 colleges in addition to The Graduate School, which offer more than 275 undergraduate, graduate, doctoral, professional, and specialist degree programs, including medicine and law, covering a broad array of disciplines critical to society today. The diverse and highly talented student body is selected from all 50 states and more than 120 countries. Each year the University awards approximately 3,000 graduate and professional degrees.

Florida State's programs in fine arts—dance, film, interior design, music, and theatre—are among the best in the world, offering an arts education comparable to leading conservatories. Our creative writing program is ranked among the nation's best and is home to the most consistently honored and published student body in the country. Florida State is responsible for governance of the John and Mable Ringling Museum of Art and associated arts programs, one of the largest museum/university complexes in the nation.

Other nationally recognized top programs include physics, chemistry, psychology, criminology, public administration, statistics, political science, risk management and insurance, real estate, library science, information, education, sport management, business, and law. The Florida State University College of medicine is among the Top 3 medical schools in the nation for instruction in community health and consistently ranks as one of the nation's most selective medical schools for admissions.

At the doctoral level, interdisciplinary programs draw on notable research faculty strengths that transcend the traditional disciplines, including neuroscience, molecular biophysics, computational science, materials science and research at the National High Magnetic Field Laboratory—home to the world's most powerful magnets.

Our excellence shines beyond traditional academic settings. Located in countries around the globe, our international programs are unparalleled. In the area of athletics, our scholar-athletes continue to perform at championship levels on and off the field, and their hard work and dedication add to this University's outstanding reputation. Our students supplement their academic pursuits each year with hundreds of thousands of hours of community service outside of the classroom. In immeasurable ways, the University reaches out to our community, region, state, and nation. This level of service has been recognized by the Carnegie Foundation, which has selected Florida State for inclusion in its prestigious Community Engagement classification.

With a dedicated faculty and staff committed to excellence in teaching, research, creative endeavors, service, and a powerful research agenda that contributes to the nation's economic well-being and quality of life, Florida State University is an exciting leader in higher education. I hope you will join us in our continuing pursuit of excellence.

University Administration

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https://www.flbog.edu/board/members

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https://trustees.fsu.edu

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https://president.fsu.edu

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https://president.fsu.edu

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Heather Mayo, Deputy Chief of Staff

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University Relations

https://unirel.fsu.edu/

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L. Shuntel Fuller, Director of Presidential Events

Kevin Olsen, University and Presidential Events Manager

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https://provost.fsu.edu

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Gale Etschmaier, Dean of University Libraries

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Hege Ferguson, Director of Admissions

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Jill Flees, Director of the Graduation Planning and Strategies Office

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Leslie Richardson, Director of the Center for Advancement of Teaching

Mark Riley, Dean of The Graduate School

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Sue Vickers, Director of Financial Aid

Latika Young, Director for the Center for Undergraduate Research and Academic Engagement

Vice President for Finance and Administration

https://vpfa.fsu.edu

Laterriya Anderson Senior Administrative Specialist for Finance and Administration

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Kyle C. Clark, Senior Vice President for Finance and Administration

John Carrigan, Assistant Vice President and Chief Financial Officer of the FSU Foundation

Steven Conner, Assistant Vice President, Administrative Services

Judd Enfinger, University Controller

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Mitchell Kilcrease, Assistant Vice President of Business Services

Beth Lewis, Executive Assistant to the Senior Vice President

Sandy Lyall, Director of the Employee Assistance Program

David Mullins, General Manager of the WFSU Broadcast Center

Rosey Murton, Chief Procurement Officer

Gilman Page, Director of Student Business Services

Katie Perkins, Chief Budget Officer

Ron Rideout, General Manager of the Donald L. Tucker Civic Center

Richard Rind, Director of Transportation and Parking Services

Curtis Sommerhoff, Director of Emergency Management

Michael Williams, Associate Vice President for Finance and Administration

Vice President for University Advancement

https://advancement.fsu.edu

Marla Vickers, Vice President for University Advancement and President of FSU Foundation

John Carrigan, Assistant Vice President and Chief Financial Officer

Julie Decker, President and CEO of the FSU Alumni Association, Inc.

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Kelly Razzano, Special Assistant to Vice President for University Advancement and President of FSU Foundation

Vice President for Student Affairs

https://studentaffairs.fsu.edu

Amy Hecht, Vice President for Student Affairs

Vacant, Student Body Vice President, 2023-2024

Vacant, Director of Staff Experience

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Cynthia "Cindy" Green, Director of the Center for Global Engagement
Jackson "Jack" Hitchcock, President, Student Government Association
Alison Hughes, Associate Dean of Students and Director of New Student and Family Programs
Freddy Juarez, Director of Fraternity and Sorority Life
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Katie Gilman, Executive Assistant to the Vice President
Sarah Lull Castillo, Assistant Dean and Director, Victim Advocate Program
Amy Magnuson, Director of University Health Services
Leslie Mille, Interim Director of the Career Center
Chad Morgan, Associate Dean of Students and Director of Student Conduct and Community Standards
Christopher Morris, Director of Campus Recreation
Alice Maxwell, Director of Marketing and Communications
Tiffany Karnisky, Director of the FSU Child Care and Early Learning Program
David Peters, Senior Associate Director for Campus Recreation
Joi Phillips, Director of the Center for Leadership and Service
Amber Wagner, Assistant Dean and Director of the Office of Accessibility Services
Shannon Staten, Director of University Housing and Childcare
Felicia Williams, Director of Student Engagement
Angela Arend, Senior Administrative Specialist
Darrien Simmons, Director of Student Union
Alanna Kibiloski-Brady, Senior Director of Development
Timothy Kessler-Cleary, Director of Student Affairs, Panama City Campus
Kari Roberts, Director of Strategic Planning and Assessment
Cassandra Brown, Chief Financial Officer

Vice President for Research

https://www.research.fsu.edu
Stacey Patterson, Vice President for Research
Norman Anderson, Assistant Vice President for Research and Academic Affairs
Gregory S. Boebinger, Director of the National High Magnetic Field Laboratory
Sonja Carter, Director of Strategy & Recognition
Heather Cave, Director of the FSU Research Foundation
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Jenn Garye, Director of Business Operations
Kathleen Haughney, Assistant Director for Research Communications
William A. Hill, Director of Laboratory Animal Resources
Beth Hodges, Director of the Office of Research Development
Eric Holmes, Assistant Vice President for Research
Diana Key, Director of Research Compliance
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Roger D. McGinnis, Sr., Director of the Center for Advanced Power Systems (CAPS)
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Kerry Peluso, Associate Vice President for Research Administration and Finance

Pamela Ray, Senior Director of Sponsored Research Administration

Mike Repchak, Director of Research Technical Operation

Michael Shatruk, Faculty Representative

Kelly Starke, Special Assistant to the Vice President

T. Howard Stone, Director of Human Subjects Protection

Joel Trexler, Director of the FSU Coastal and Marine Laboratory

Vice President for Faculty Development and Advancement

https://fda.fsu.edu

Janet Kistner, Vice President for Faculty Development and Advancement

Kay Bartlett, Senior Administrative Specialist to the Vice President

Bridgett Birmingham, Faculty Senate President and Professor, University Libraries

Jennifer N. Buchanan, Associate Vice President for Faculty Development and Advancement

Margaret "Peggy" Wright-Cleveland, Director of Faculty Development

Amy Guerette, Associate Vice President for Faculty Development and Advancement

Craig Stanley III, Director, Office of Faculty Development and Advancement

College Deans

Randy Hanna, College of Applied Studies, Panama City Campus, FL:

https://pc.fsu.edu/

Sam Huckaba, College of Arts and Sciences:

https://artsandsciences.fsu.edu/

Michael Hartline, College of Business:

https://business.fsu.edu/

Michelle Kazmer, Dean, College of Communication and Information:

https://cci.fsu.edu/

Thomas Blomberg, College of Criminology and Criminal Justice:

https://criminology.fsu.edu/

Damon Andrew, College of Education, Health & Human Sciences

https://cehhs.fsu.edu/

Suvranu De, FAMU–FSU College of Engineering:

https://eng.famu.fsu.edu/

James Frazier, College of Fine Arts:

https://cfa.fsu.edu/

Mark Riley, The Graduate School:

https://gradschool.fsu.edu/

Donald G. Farr, Dedman College of Hospitality:

https://dedman.fsu.edu/

Susan S. Fiorito, Jim Moran College of Entrepreneurship:

https://jimmorancollege.fsu.edu/

Erin O'Hara O'Connor, College of Law:

https://law.fsu.edu/

Alma B. Littles, Interim Dean, College of Medicine:

https://med.fsu.edu/

Reb Braddock, College of Motion Picture Arts:

https://film.fsu.edu/

Todd Queen, College of Music:

https://www.music.fsu.edu/

Jing Wang, College of Nursing:

https://nursing.fsu.edu/

Timothy Chapin, College of Social Sciences and Public Policy:

https://coss.fsu.edu/

David Springer, Dean, College of Social Work:

https://csw.fsu.edu/

Faculty Distinction

It is the official policy of Florida State University to recruit the most talented faculty from leading centers of learning throughout the world. The University faculty has consistently included Nobel laureates, members of National and Foreign Academies, Pulitzer Prize winners, Guggenheim Fellows, and Fulbright Scholars. Many of its members have received national and international recognition, and the University enjoys national ranking in a number of disciplines. The Provost rewards faculty members who receive awards recognized by the National Research Council as "Highly Prestigious" and "Prestigious" with permanent salary increases. The diversity and quality of the educational backgrounds of the faculty are reflected in the institutions that have granted their graduate degrees.

Distinguished Faculty

Distinguished Research Professors

Harper, William C., MS, Distinguished Research Professor, 1990–1991, Professor of Studio Art (Retired)

O'Brien, James J., PhD, Texas A&M; Distinguished Research Professor, 1990–1991, Robert O. Lawton Distinguished Professor, 1999–2000, Professor of Meteorology and Oceanography, and Russian Academy of Natural Science (Retired)

Tam, Christopher K. W., PhD, California Institute of Technology; Distinguished Research Professor, 1990–1991, Robert O. Lawton Distinguished Professor, 2000–2001, Professor of Mathematics and Mechanical Engineering

Eisenberg, Daniel, PhD, Brown; Distinguished Research Professor, 1991–1992, Professor of Modern Languages (Resigned)

Loper, David E., PhD, Case Western Reserve; Distinguished Research Professor, 1991–1992, George W. DeVore Professor of Geological Sciences, 1999, and Director, Geophysical Fluid Dynamics Institute (Retired)

Parker, Glenn R., PhD, California; Distinguished Research Professor, 1991–1992, Professor of Political Science

Benson, Bruce L., PhD, Texas A&M; Distinguished Research Professor, 1992–1993, Professor of Economics

Graziadei, Pasquale P., MD, Pavia, Italy; Distinguished Research Professor, 1992–1993, Professor of Biological Science (Retired)

Sumners, Dewitt L., PhD, Cambridge; Distinguished Research Professor, 1992–1993, Robert O. Lawton Distinguished Professor, 1997–1998, and Professor of Mathematics (Retired)

Kemper, Kirby W., PhD, Indiana; Distinguished Research Professor, 1993–1994, John David Fox Professor of Physics, 2000, and Robert O. Lawton Distinguished Professor, 2002–2003 (Retired)

Nam, Charles B., PhD, North Carolina; Distinguished Research Professor, 1993–1994, Professor of Sociology (Retired)

Turner, Ralph V., PhD, Johns Hopkins; Distinguished Research Professor, 1993–1994, Service Professor of History (Retired)

Bryant, John L., PhD, Georgia; Distinguished Research Professor, 1994–1995, Professor of Mathematics (Retired)

Freeman, Marc E., PhD, West Virginia; Distinguished Research Professor, 1994–1995, Lloyd M. Beidler Professor of Biological Science, 2000 (Retired)

Owens, Joseph F., III, PhD, Tufts; Distinguished Research Professor, 1994–1995, Chair and Guenter Schwarz Professor of Physics, 2000

Hollander, Myles, PhD, Stanford; Distinguished Research Professor, 1995–1996, Robert O. Lawton Distinguished Professor, 1998–1999, and Professor of Statistics

James, Frances C., PhD, Arkansas; Distinguished Research Professor, 1995–1996, Pasquale Grazidei Professor of Biological Science, 1999 (Retired)

Stern, Melvin E., PhD, Massachusetts Institute of Technology; Distinguished Research Professor, 1995–1996, V. W. Ekman Professor of Oceanography, and National Academy of Sciences (Deceased)

Pfeffer, Richard, PhD, Massachusetts Institute of Technology; Distinguished Research Professor, 1996–1997, Carl-Gustaf Rossby Professor of Meteorology (Retired)

Torgesen, Joseph, PhD, Michigan; Distinguished Research Professor, 1996–1997, Robert M. Gagne Professor of Psychology and Education, 2000, and Professor of Psychology (Retired)

Van Sciver, Steven W., PhD, Washington; Distinguished Research Professor, 1996–1997, Professor of Mechanical Engineering

Hagopian, Vasken, PhD, Pennsylvania; Distinguished Research Professor, 1997–1998, Joseph E. Lannutti Professor of Physics, 1999 (Retired)

Myles, John F., PhD, Wisconsin; Distinguished Research Professor, 1997–1998, Professor of Sociology

Nicholson, Sharon E., PhD, Wisconsin; Distinguished Research Professor, 1997–1998, Heinz and Katharina Lettau Professor of Climatology, 2002, and Professor of Meteorology

Balkwill, David L., PhD, Pennsylvania State; Distinguished Research Professor, 1998–1999, Professor of Biological Science

Hirsh, Barry T., PhD, Virginia; Distinguished Research Professor, 1998–1999, Professor of Economics

Marshall, Alan George, PhD, Stanford; Distinguished Research Professor, 1998–1999, Kasha Professor of Chemistry, 1999

Gontarski, Stanley E., PhD, Ohio State; Distinguished Research Professor, 1999–2000, Sarah Herndon Professor of English, 1999

Holton, Robert A., PhD, Florida State; Distinguished Research Professor, 1999–2000, Matthew Suffness Professor of Chemistry, 2002

Clarke, Allan J., PhD, Cambridge; Distinguished Research Professor, 2000–2001, Adrian E. Gill Professor of Oceanography, 2001

Cross, Timothy A., PhD, Pennsylvania; Distinguished Research Professor, 2000–2001, Earl Frieden Professor of Chemistry and Biochemistry, 2002

Olsen, Dale A., PhD, California at Los Angeles; Distinguished Research Professor, 2000–2001, Professor of Music (Retired)

Fenstermaker, John J., PhD, Ohio State; Distinguished Research Professor, 2001–2002, Distinguished Teaching Professor, 2000–2001, Fred L. Standley Professor of English, 2002 (Retired)

Tabor, Samuel, PhD, Stanford; Distinguished Research Professor, 2001–2002, Professor of Physics

Taylor, Kenneth A., PhD, California at Berkeley; Distinguished Research Professor 2001–2002, Professor of Biological Science

Dalal, Nar S., PhD, British Columbia; Dirac Professor of Chemistry, 2001, Distinguished Research Professor, 2002–2003, and Chair of Chemistry

Nof, Doron, PhD, Wisconsin; Distinguished Research Professor, 2002–2003, and Fridtjof Nansen Professor of Oceanography, 2001

Tschinkel, Walter R., PhD, California at Berkeley; Distinguished Research Professor, 2002–2003, and Margaret Y. Menzel Professor of Biological Science, 1999

Berkley, Karen J., PhD, Washington; Distinguished Research Professor, 2003–2004, McKenzie Professor and Professor of Psychology (Retired)

Perrewe, Pamela L., PhD, Nebraska; Distinguished Research Professor, 2003–2004, and Professor of Management

Standley, Jayne M., PhD, Florida State; Distinguished Research Professor, 2003–2004, and Ella Scoble Opperman Professor of Music, 2000

Brooks, James S., PhD, Oregon; Distinguished Research Professor, 2004–2005, Grace C. and William G. Moulton Professor of Physics, 2002

Chandra, Namas, PhD, Texas A&M; Distinguished Research Professor, 2004–2005, Krishnamurty Karamcheti Professor of Engineering, 2000, and of Mechanical Engineering

Roux, Kenneth H., PhD, Tulane; Distinguished Research Professor, 2004–2005, Professor of Biological Science

Chanton, Jeffrey Paul, PhD, North Carolina at Chapel Hill; Distinguished Research Professor, 2005–2006, John Widmer Winchester Professor of Oceanography, 2002, and Professor of Oceanography and Geological Sciences

Kelsay, John E., PhD, Virginia; Distinguished Research Professor, 2005–2006, Richard L. Rubenstein Professor of Religion, 2000, and Chair of Religion

Von Molnar, Stephan, PhD, California at Riverside; Distinguished Research Professor, 2005–2006, Robert A. Kromhout Professor of Physics, 2001, and Director, Center for Materials Research and Technology

Wagner, Richard K., PhD, Yale; Distinguished Research Professor, 2005–2006, Alfred Binet Professor of Psychology, 1999

Joiner, Thomas E., Jr., PhD, Texas at Austin; Distinguished Research Professor, 2006–2007, Bright-Burton Professor of Psychology

Riley, Mark A., PhD, Liverpool; Distinguished Research Professor, 2006–2007, Raymond K. Sheline Professor of Physics, 2001

Sathe, Shridhar K., PhD, Utah State; Distinguished Research Professor, 2006–2007, Distinguished Teaching Professor, 2002–2003, D.K. Salunkhe Professor of Food Science, 2001, Professor of Nutrition, Food and Exercise Sciences

Winegardner, Mark, MFA; Distinguished Research Professor, 2006–2007, Janet M. Burroway Professor of English, 2001

de Grummond, Nancy T., PhD, North Carolina; Distinguished Research Professor, 2007-2008, M. Lynette Thompson Professor of Classics, 1999

Manousakis, Efstratios, PhD, Illinois at Urbana-Champaign; Distinguished Research Professor, 2007-2008, Donald Robson Professor of Physics, 2003, Professor of Physics, and Scholar/Scientist, Computational Science and Information Technology

Schlenoff, Joseph, PhD, Massachusetts, Amherst; Distinguished Research Professor, 2007-2008, Leo Mandelkern Professor of Polymer Science, 2003, Professor of Chemistry and Biochemistry

Johnson, Suzanne B., PhD, State University of New York at Stony Brook; Distinguished Research Professor, 2008–2009, Professor and Chair of Medical Humanities and Social Sciences (Retired)

Prosper, Harrison B., PhD, Manchester, Britain; Distinguished Research Professor, 2008–2009, Kirby Kemper Professor of Physics

Turner, Robert J., PhD, Syracuse; Distinguished Research Professor, 2008–2009, Marie E. Cowart Professor of Epidemiology and Sociology

Burnett, William C., PhD, Hawaii; Distinguished Research Professor, 2009-2010, Carl Henry Oppenheimer Professor of Oceanography, 2002

Locke, Bruce R., PhD, North Carolina State; Distinguished Research Professor, 2009-2010, Professor of Engineering

Rikvold, Per Arne, PhD, Temple; Distinguished Research Professor, 2009-2010, James Gust Skofronick Professor of Physics, 2003, Professor of Physics and Scholar/Scientist, School of Computational and Information Technology

Wetherby, Amy, PhD, California at Santa Barbara; Distinguished Research Professor, 2009-2010, Laurel L. Schendel Professor of Communication Disorders, 2000

Lonigan, Chris, PhD, State University of New York at Stony Brook; Distinguished Research Professor, 2010-2011, Professor of Psychology

Wang, Ben, PhD, Pennsylvania State; Distinguished Research Professor, 2010-2011, Simon Ostrach Professor of Engineering

Yancey, Kathleen Blake, PhD, Purdue; Distinguished Research Professor, 2010-2011, Kellogg W. Hunt Professor of English

Zhou, Huan-Xiang, PhD, Drexel; Distinguished Research Professor, 2010-2011, Professor of Physics

Berg, Bernd, PhD, Free University of Berlin; Distinguished Research Professor, 2011-2012, Paul A. Dirac Professor of Physics

Chassignet, Eric, PhD, Miami; Distinguished Research Professor, 2011-2012, Director, Center for Ocean-Atmospheric Prediction Studies (COAPS), Professor of Physical Oceanography

Taylor, Gary, PhD, Cambridge; Distinguished Research Professor, 2011-2012; George Matthew Edgar Professor of English

Wang, Zuoxin, PhD, Massachusetts, Amherst; Distinguished Research Professor, 2011-2012; Professor of Psychology

Alamo, Rufino, PhD, Complutense University of Madrid; Distinguished Research Professor, 2012-2013; Professor of Chemistry and Biomedical Engineering

Schmidt, Norman "Brad", PhD, University of Texas at Austin; Distinguished Research Professor, 2012-2013; Professor of Psychology

Whalley, David, PhD, University of Virginia; Distinguished Research Professor, 2012-2013; Professor of Computer Science

Falk, Dean, PhD, University of Michigan-Ann Arbor; Distinguished Research Professor, 2013-2014; Professor of Anthropology

McMahon, Darrin, PhD, Yale University; Distinguished Research Professor, 2013-2014; Ben Welder Professor of History

Srivastava, Anuj, D.Sc., Washington University, St. Louis; Distinguished Research Professor, 2013-2014; Professor of Statistics

Spector, Alan, PhD, Florida State University; Distinguished Research Professor, 2014-2015; Professor of Psychology

Gilbert, David, PhD, Stanford University; Distinguished Research Professor, 2014-2015; Professor of Biological Science

Becker, Betsy A., PhD, University of Chicago; Distinguished Research Professor, 2016; Professor of Education

Piekarewicz, Jorge, PhD, University of Pennsylvania; Distinguished Research Professor, 2016; Professor of Physics

Corrigan, John A., PhD, University of Chicago; Distinguished Research Professor, 2017; Lucius Moody Bristol Distinguished Professor, Edwin Scott Gaustad Professor of Religion and Professor of History

Reina, Laura, PhD, University of Rome "La Sapienza"; Distinguished Research Professor, 2017; Professor of Physics

Thyer, Bruce A., PhD, University of Michigan-Ann Arbor; Distinguished Research Professor, 2017; Professor of Social Work

Bertram, Richard, PhD, Florida State University; Distinguished Research Professor, 2019; Professor of Mathematics and Director of Biomathematics Program

Yang, Kun, PhD, Indiana University; Distinguished Research Professor, 2019; Professor of Physics

Slate, Elizabeth, PhD, Carnegie-Mellon University; Distinguished Research Professor, 2019; Duncan McLean and Pearl Levine Fairweather Professor of Statistics and Director of Statistical Data Science Program

Keel, Pamela, PhD, University of Minnesota; Distinguished Research Professor, 2018; Professor of Psychology

Mattoussi, Hedi, PhD, Pierre and Marie Curie University; Distinguished Research Professor, 2018; Professor of Chemistry and Biochemistry

Fadool, Debra A., PhD, University of Florida; Distinguished Research Professor, 2020; Professor of Neuroscience/Biological Science

Patrick, Christopher J., PhD, University of British Columbia; Distinguished Research Professor, 2020; Professor of Psychology

Mears, Daniel, PhD, University of Texas at Austin; Distinguished Research Professor, 2021; Mark C. Stafford Professor of Criminology

Xiong, Peng, PhD, Brown University; Distinguished Research Professor, 2021; Professor of Physics

Charness, Neil, PhD, Carnegie-Mellon University; Distinguished Research Professor, 2021; William G. Chase Professor of Psychology and Director of the Institute for Successful Longevity

Ai, Amy, PhD, University of Michigan, Distinguished Research Professor, 2022; Professor of Social Work

Dewar, William, PhD, Massachusetts Institute of Technology, Distinguished Research Professor, 2022; Professor of Oceanography

Hill, Stephen, PhD, University of Oxford, Distinguished Research Professor, 2022; Professor of Physics, Director of Electron Magnetic Resonance Program, National High Magnetic Field Laboratory

Alabugin, Igor, PhD, Moscow State University, Distinguished Research Professor, 2022; Professor of Chemistry and Biochemistry

Ai, Amy, PhD, University of Michigan, Distinguished Research Professor, 2022; Professor of Social Work

Dewar, William, PhD, Massachusetts Institute of Technology, Distinguished Research Professor, 2022; Professor of Oceanography

Hill, Stephen, PhD, University of Oxford, Distinguished Research Professor, 2022; Professor of Physics, Director of Electron Magnetic Resonance Program, National High Magnetic Field Laboratory

Alabugin, Igor, PhD, Moscow State University, Distinguished Research Professor, 2022; Professor of Chemistry and Biochemistry

Huettel, Markus, PhD, University of Kiel, Germany, Distinguished Research Professor, 2023; Professor of Earth, Ocean, and Atmospheric Science

Hughes, Kimberly, PhD, University of Chicago, Distinguished Research Professor, 2023; Professor of Biological Science

Kimbrell, James, PhD, University of Missouri-Columbia, Distinguished Research Professor, 2023; Professor of English (Creative Writing)

Mio, Washington, PhD, Courant Institute of Mathematical Sciences, Distinguished Research Professor, 2023; Chair and Roger W. Roberts Professor of Mathematics

Distinguished Teaching Professors

Clark, Ronald J., PhD, Kansas; Distinguished Teaching Professor, 1989–1990, Professor of Chemistry (Retired)

Hofer, Kurt G., PhD, Vienna; Distinguished Teaching Professor, 1989–1990, Robert O. Lawton Distinguished Professor, 1994–1995, Professor of Biological Science (Retired)

Horward, Donald D., PhD, Minnesota; Distinguished Teaching Professor, 1989–1990, Eminent Scholar and Professor of History (Retired)

Madsen, Clifford K., PhD, Florida State; Distinguished Teaching Professor, 1989–1990, Alumni Professor, 1985-1988, Robert O. Lawton Distinguished Professor, 1988–1989, Professor of Music (Retired)

Mellon, Edward K., PhD, Texas; Distinguished Teaching Professor, 1989–1990, Chair and Professor of Chemistry (Retired)

Jones, James P., PhD, Florida; Distinguished Teaching Professor, 1990–1991, Professor of History

Lhamon, W. T., Jr., PhD, Indiana; Distinguished Teaching Professor, 1990–1991, George M. Harper Professor of English, 2000 (Retired)

Rashotte, Michael E., PhD, Toronto; Distinguished Teaching Professor, 1990–1991, Professor of Psychology

Rogers, William W., PhD, North Carolina; Distinguished Teaching Professor, 1990–1991, Professor of History (Retired)

Sandon, Leo, PhD, Boston; Distinguished Teaching Professor, 1990–1991, Chair and Professor of Religion, and Director, Program in American Studies (Retired)

Burroway, Janet G., MA, Distinguished Teaching Professor, 1991–1992, Service Professor of English, Robert O. Lawton Distinguished Professor, 1995–1996, and McKenzie Professor, 1986 (Retired)

Levenson, David B., PhD, Harvard; Distinguished Teaching Professor, 1992–1993, Associate Professor of Religion

Smith, James C., PhD, Florida State; Distinguished Teaching Professor, 1993–1994, Professor of Psychology, Robert O. Lawton Distinguished Professor, 1992–1993 (Retired)

Leach, Stephen P., PhD, Florida State; Distinguished Teaching Professor, 1994–1995, Assistant Scholar/Scientist of Computer Science

Walker, Eric C., PhD, North Carolina at Chapel Hill; Distinguished Teaching Professor, 1995–1996, Professor of English

Darling, Carol A., PhD, Michigan State; Distinguished Teaching Professor, 1996–1997, Professor of Family and Child Sciences, and Margaret Rector Sandels Professor of Human Sciences, 1999

Goldsby, Kenneth A., PhD, North Carolina; Distinguished Teaching Professor, 1997–1998, Associate Professor of Chemistry

Moore, Dennis D., PhD, North Carolina; Distinguished Teaching Professor, 1998–1999, Associate Professor of English

Reiser, Robert A., PhD, Arizona State; Distinguished Teaching Professor, 1999–2000, Professor of Educational Research

Fenstermaker, John J., PhD, Ohio State; Distinguished Teaching Professor, 2000–2001, Distinguished Research Professor, 2001–2002, Fred L. Standley Professor of English, 2002 (Retired)

Sathe, Shridhar, PhD, Utah State; Distinguished Teaching Professor, 2002–2003, D.K. Salunkhe Professor of Food Science, 2001, and Professor of Nutrition, Food and Exercise Sciences

Everage, Karen Burgess, MS, Florida State; Distinguished Teaching Professor, 2003–2004, and Associate in Mathematics

Ouimet, Charles C., PhD, Brown; Distinguished Teaching Professor, 2004–2005, Professor and Faculty Scholar in Neuroscience

Carroll, Pamela S., EdD, Auburn; Distinguished Teaching Professor, 2005–2006, Dwight L. Burton Professor of English Education, 2006, and Professor of Middle and Secondary Education

Kirby, David K., PhD, Johns Hopkins; Distinguished Teaching Professor, 2006–2007, Robert O. Lawton Distinguished Professor, 2003–2004, McKenzie Professor, 1989, Professor of English

Christiansen, William A., PhD, Utah; Distinguished Teaching Professor, 2007–2008, Chair and Associate Professor of Finance

Ziegler, Mark, MA; Distinguished Teaching Professor, 2008–2009, Associate In Communications

Coats, Pamela K., PhD, Nebraska-Lincoln; Distinguished Teaching Professor, 2009–2010, Robert C. Earnest Professor of Finance, 2002

Quandagno, Jill, PhD, Kansas; Distinguished Teaching Professor, 2010-2011, Mildred and Claude Pepper Eminent Scholar in Social Gerontology, 1987, and Professor of Sociology

Mcwey, Lenore M., PhD, Florida State; Distinguished Teaching Professor, 2011-2012, Associate Professor of Family and Child Sciences

Shaftel, Matthew R., PhD, Yale; Distinguished Teaching Professor, 2012-2013, Associate Professor of Music

Schwabe, Annette M., PhD, Kent State University; Distinguished Teaching Professor, 2013-2014, Senior Teaching Faculty in Sociology

Terebelski, Patricia Spears, PhD, Florida State University; Distinguished Teaching Professor, 2014-2015, Teaching Faculty III in Biological Science

Scott, Lisa A., PhD, University of Nebraska; Distinguished Teaching Professor 2015-2016; Director of Clinical Education, L.L. Schendel Speech and Hearing Clinic

Raney, Arthur A., PhD, University of Alabama; Distinguished Teaching Professor 2016-2017; James E. Kirk Professor of Communication

Erickson, Gregory M., PhD, University of California-Berkeley; Distinguished Teaching Professor, 2017-2018; Professor of Biological Science

Parks, IV, John W., DMA, Eastman School of Music; Distinguished Teaching Professor, 2018-2019; Professor of Music (Percussion)

Ormsbee, Michael J., PhD, East Carolina University, Greenville, NC; Distinguished Teaching Professor, 2019-2020; Professor of Nutrition, Food, and Exercise Sciences

Kampmann, Raphael, PhD, Florida State University, Tallahassee, FL; Distinguished Teaching Professor, 2020-2021; Professor of Civil and Environmental Engineering

Underwood, Nora, PhD, Duke University, Durham, NC; Distinguished Teaching Professor, 2021-2022; Professor of Biological Science

Clayton, Russell, PhD, University of Missouri; Distinguished Teaching Professor, 2022-2023; Associate Professor and Director of the Cognition and Emotion Lab (CEL), School of Communication, College of Communication & Information

McKenzie Professors

Berkley, Karen J., PhD, Washington; Distinguished Research Professor, 2003–2004, McKenzie Professor 1989, Professor of Psychology (Retired)

Burroway, Janet G., MA, McKenzie Professor 1987, Service Professor of English (Retired)

Dye, Thomas R., PhD, Pennsylvania; McKenzie Professor 1987, Service Professor of Political Science

Hintikka, Jaako, PhD, Helsinki, Finland; McKenzie Professor 1987, Professor of Philosophy (Retired)

Howard, Louis N., PhD, Princeton; McKenzie Professor 1987, Professor of Mathematics (Retired)

Hunter, Christopher, PhD, Cambridge; McKenzie Professor 1991, Chair and Professor of Mathematics (Retired)

Kirby, David K., PhD, Johns Hopkins; McKenzie Professor, 1989, Robert O. Lawton Distinguished Professor, 2003–2004, Professor of English,

Winstead, William O., MM, McKenzie Professor 1987, Professor of Music (Resigned)

Daisy Parker Flory Alumni Professors

Madsen, Clifford K., PhD, Florida State; Alumni Professor 1985–1988, Distinguished Professor 1988–1989, Distinguished Teaching Professor, 1989–1990, Professor of Music (Retired)

Martin, Patricia Y., PhD, Florida State; Alumni Professor 1989, Professor of Sociology (Retired)

Standley, Fred L., PhD, Northwestern; Alumni Professor 1985, Professor of English (Retired)

Marie Krafft Professorships

Baumeister, Roy F., PhD, Princeton; Krafft Professor, 2002, Professor of Psychology

Butler, Robert O., MA, Krafft Professor 2000, Professor of English

Coldiron, Anne, PhD, University of Virginia, Krafft Professor, 2019, Professor of English

Farrell, Suzanne, Krafft Professor, 2000, Professor of Dance

Ferris, Gerald R., PhD, Illinois at Urbana-Champaign; Krafft Professor, 2000, Professor of Management and Psychology

Foorman, Barbara R., PhD, California at Berkeley; Krafft Professor, 2006, Professor of Education

Froelich, Phillip, PhD, Rhode Island; Krafft Professor, 2003, Professor of Oceanography (Retired)

Greene, Laura, PhD, Cornell University; Krafft Professor, 2015, Professor of Physics, National High Magnetic Field Laboratory

Gunzburger, Max D., PhD, New York; Krafft Professor, 2002, Professor of Scientific Computing

Kroto, Harold W., PhD, University of Sheffield; Krafft Professor of Chemistry, 2004, and Nobel Laureate in Chemistry, 1996 (Deceased)

LaPointe, Leonard L., PhD, Colorado at Boulder; Krafft Professor, 2000, Professor of Communication Disorders

Larbalestier, David C., PhD, Imperial College London; Krafft Professor, 2006, Professor of Superconducting Materials

McClure, Charles R., PhD, Rutgers; Krafft Professor, 1999, Professor of Information Studies

Scholz, John T., PhD, California at Berkeley; Krafft Professor, 2001, Professor of Law

Swofford, David L., PhD, University of Illinois Central Campustown; Krafft Professor, 2001, Professor of Biology

Taylor, Gary, PhD, Cambridge, Krafft Professor, 2020, Professor of English

Zwilich, Ellen T., MM, Krafft Professor 1999, Professor of Music

Edgar Professors

Taylor, Gary I., PhD, University of Cambridge; George Matthew Edgar Professor, 2005, Professor of English

The President and the Provost's Named Professorship Program

Anderson, Thomas L., PhD, Georgia; Jessie Lovano-Kerr Professor of Art Education, 2003

Baer, Howard A., PhD, Wisconsin; J. Daniel Kimel Professor of Physics, 2002

Baumer, Eric, PhD, State University of New York at Albany, Allen E. Liska Professor of Criminology, 2008

Beckham, Joseph C., JD, PhD, Florida; Allan Tucker Professor of Educational Policy Studies and Leadership, 2000, Professor of Educational Leadership

Berg, Bernd A., PhD, Free University of Berlin; Paul A. Dirac Professor of Physics, 2005

Berry, Frances, PhD, Minnesota; Frank Sherwood Professor of Public Administration, 2004

Berry, William D., PhD, Minnesota; Marian D. Irish Professor of Political Science, 1999

Bickley, R. Bruce, Jr., PhD, Duke; Griffith T. Pugh Professor of English, 2002 (Retired)

Bishop, Wendy, PhD, Indiana of Pennsylvania; Kellogg W. Hunt Professor of English, 2000 (Deceased)

Blomberg, Thomas G., D.Crim., Berkeley; Sheldon L. Messinger Professor of Criminology, 2001

Boehrer, Bruce T., PhD, Pennsylvania; Bertram H. Davis Professor of English, 2001

Bowers, Philip L., PhD, Tennessee; Dwight B. Goodner Professor of Mathematics, 2002 and Associate Chair of Mathematics

Bridger, Carolyn A., D.MA, Iowa; John Boder Professor of Music, 2002 (Retired)

Brooks, James S., PhD, Oregon; Grace C. and Willian G. Moulton Professor of Physics, 2002

Bryant, John L., PhD, Georgia; Orville G. Harrold Professor of Mathematics, 2000, Distinguished Research Professor, 1994–1995 (Retired)

Burnett, William C., PhD, Hawaii; Carl Henry Oppenheimer Professor of Oceanography, 2002

Carroll, Pamela S., EdD, Auburn; Dwight L. Burton Professor of English Education, 2005, Distinguished Teaching Professor, 2005–2006, and Professor of Middle and Secondary Education

Case, Bettye Anne, PhD, Alabama; Olga Larson Professor of Mathematics, 2003

Chandra, Namas, PhD, Texas A&M; Krishnamurty Karamcheti Professor of Engineering, 2000, and Professor of Mechanical Engineering

Chanton, Jeffrey P., PhD, North Carolina; John Widmer Winchester Professor of Oceanography, 2002, and Professor of Oceanography and Geological Sciences

Charness, Neil H., PhD, Carnegie Mellon; William G. Chase Professor of Psychology, 2005

Chiricos, Theodore G., PhD, Massachusetts, Amherst; William J. Wilson Professor of Criminology and Criminal Justice, 2005

Clarke, Allan J., PhD, Cambridge; Adrian E. Gill Professor of Oceanography, 2001, Distinguished Research Professor, 2000–2001

Cloonan, William J., PhD, North Carolina at Chapel Hill; Richard L. Chapple Professor of Modern Languages and Linguistics, 1999

Coats, Pamela K., PhD, Nebraska at Lincoln; Robert C. Earnest Professor of Finance, 2002

Collins, Emmanuel, PhD, Purdue; Associate Chair and John H. Seely Professor of Mechanical Engineering, 2003

Connerly, Charles E., PhD, Michigan; William G. and Budd Bell Professor of Urban and Regional Planning, 2002, and Chair of Urban and Regional Planning (Retired)

Contreras, Robert J., PhD, Michigan State; James C. Smith Professor of Psychology, 2002, and Director of Neuroscience

Corrigan, John A., PhD, Chicago; Edwin S. Gaustad Professor of Religion, 2000

Cottle, Paul, PhD, Yale; Steve Edwards Professor of Physics 2004

Cross, Timothy A., PhD, Pennsylvania; Earl Frieden Professor of Chemistry and Biochemistry, 2002, Distinguished Research Professor, 2000–2001

Crow, Jack E., PhD, Rochester; John and Geraldine P. Schuler Professor of Physics, 2003 (Deceased 9/3/04)

Dagotto, Elbio R., PhD, Instituto Balseiro; Edward A. Desloge Professor of Physics, 2001, and Scholar/Scientist, School of Computational Science and Information Technology

Dalal, Nar S., PhD, British Columbia; Dirac Professor of Chemistry, 2001, Distinguished Research Professor, 2002–2003, and Chair of Chemistry

Darling, Carol A., PhD, Michigan State; Margaret Rector Sandels Professor of Human Sciences, 1999, Distinguished Teaching Professor, 1996–1997, and Professor of Family and Child Sciences

Darrow, Alice-Ann, PhD, Florida State; Irvin Cooper Professor of Music, 2003

Davis, Lynda J., MFA, Nellie-Bond Dickinson Professor of Dance, 2003

de Grummond, Nancy T., PhD, North Carolina; M. Lynette Thompson Professor of Classics, 1999

Delp, Roy E., MM; Walter S. James Professor of Voice, 2001, Professor of Music (Retired)

Dewar, William K., PhD, Massachusetts Institute of Technology; Pierre Welander Professor of Oceanography, 2001, and Faculty Associate, School of Computational Science and Information Technology

Dorsey, John, PhD, Cincinnati; Katherine Blood Hoffman Professor of Chemistry, 2000

Dresang, Eliza T., PhD, Wisconsin-Madison; Eliza Atkins Gleason Professor of Information Studies, 2003 (Retired)

Driscoll, Marcy P., PhD, Massachusetts; Leslie J. Briggs Professor of Educational Research, 2002, and Chair of Educational Psychology and Learning Systems

Eberstein, Isaac Warren, PhD, Texas at Austin; Charles Meade Grigg Professor of Sociology, 2001, Chair of Sociology, and Research Associate, Center for the Study of Population

Ellington, W. Ross, PhD, Rhode Island; Michael J. Greenberg Professor of Biological Sciences, 2001, and Director, Institute of Molecular Biophysics

Falk, Dean, PhD, Michigan; Hale G. Smith Professor of Anthropology, 2003, Chair and Professor of Anthropology

Feiock, Richard C., PhD, Kansas; Augustus B. Turnbull Professor of Public Administration, 2004

Fenstermaker, John J., PhD, Ohio State; Fred L. Standley Professor of English, 2002, Distinguished Teaching Professor, 2000–2001, Distinguished Research Professor, 2001–2002 (Retired)

Fernandez, Roberto G., PhD, Florida State; Dorothy Lois Breen Hoffman Professor of Modern Languages and Linguistics, 2001

Fiorito, Jack T., PhD, Illinois; J. Frank Dame Professor of Management, 1999

Fisk, Zachary, PhD, California at San Diego; Paul A.M. Dirac Professor of Physics, 1999, National Academy of Sciences

Fleming, Raymond R., PhD, Harvard; John Francis Dugan Professor of Modern Languages and Linguistics, 2005 (Retired)

Freeman, Marc, PhD, West Virginia; Lloyd M. Beidler Professor of Biological Science, 2000, Distinguished Research Professor, 1994–1995 (Retired)

Fuelberg, Henry, PhD, Texas A&M; David W. Stuart Professor of Meteorology 2004

Gellately, Robert J., PhD, London; Earl Ray Beck Professor of History

Geringer, John M., PhD, Florida State; Lewis V. Pankaskie Professor of Music, 2001, and Director, Center for Music Research

Goff, Bryan, MM; Robert T. Braunagel Professor of Music, 2004 (Retired)

Goldsmith, Ronald E., PhD, Alabama; Richard M. Baker Professor of Marketing, 2001

Goldstein, Howard, PhD, Vanderbilt; Donald M. Baer Professor of Communication Sciences and Disorders, 2003, Professor of Communication Disorders

Gontarski, Stanley E., PhD, Ohio State; Sarah Herndon Professor of English, 1999, Distinguished Research Professor, 1999–2000

Hagopian, Vasken, PhD, Pennsylvania; Joseph E. Lannutti Professor of Physics, 1999, Distinguished Research Professor, 1997–1998 (Retired)

Hahn, Cynthia, PhD, Johns Hopkins; Gulnar K. Bosch Professor of Art History, 2000

Hardy, Melissa, PhD, Indiana; Raymond F. Bellamy Professor of Sociology, 2000, and Program Director, Pepper Institute on Aging

Hawkins, Hunt, PhD, Stanford; James M. McCrimmon Professor of English, 2003, Professor and Chair of English (Resigned)

Haymes, Emily M., PhD, Pennsylvania State; C. Etta Walters Professor of Exercise Science, 2000, and Professor of Nutrition, Food, and Exercise Sciences (Retired)

Heald, Gary R., PhD, Michigan State; Theodore Clevenger, Jr. Professor of Communication, 2001, and Associate Dean of Communication

Herrnkind, William F., PhD, Miami; Robert K. Godfrey Professor of Biological Science, 2000

Hirsch, Adam J., PhD, JD, Yale; David M. Hoffman Professor of Law, 2002

Holton, Robert A., PhD, Florida State; Matthew Suffness Professor of Chemistry, 2000, Distinguished Research Professor, 1999–2000

James, Frances C., PhD, Arkansas; Pasquale Graziadei Professor of Biological Science, 1999, Distinguished Research Professor, 1995–1996 (Retired)

Joiner, Thomas, PhD, Texas at Austin; Bright-Burton Professor of Psychology, 2000

Jumonville, Neil T., PhD, Harvard; William Warren Rogers Professor of History, 1999

Kacmar, K. Michele, PhD, Texas A&M; Charles A. Rovetta Professor of Management, 2000

Kelsay, John, PhD, Virginia; Richard L. Rubenstein Professor of Religion, 2000, and Chair of Religion

Kemper, Kirby, PhD, Indiana; John David Fox Professor of Physics, 2000, Distinguished Research Professor, 1993–1994, Robert O. Lawton Distinguished Professor, 2002–2003, and Chair of Physics

Kiefer, Douglas W., Donald Brittain Professor of Cinematography, 2000, and Associate in Film, School of Motion Picture, Television, and Recording Arts

Kowalsky, Frank, D.MA, Catholic; Joseph A. White Professor of Music, 2000

Krafft, Marie E., PhD, Virginia Polytechnic Institute; Martin A. Schwartz Professor of Chemistry and Biochemistry, 2002

Krishnamurti, Ruby E., PhD, California at Los Angeles; J. Stewart Turner Professor of Oceanography, 2003, Professor of Oceanography, and Research Associate, Geophysical Fluid Dynamics Institute (Retired)

Kroto, Harold W., PhD, University of Sheffield; Krafft Professor of Chemistry, 2004, and Nobel Laureate in Chemistry, 1996 (Deceased)

Lang, Alan R., PhD, Wisconsin; R. Robert Browning Professor of Psychology, 2001

Lhamon, William T., PhD, Indiana; George M. Harper Professor of English, 2000, Distinguished Teaching Professor, 1990–1991 (Retired)

Loper, David E., PhD, Case Western Reserve; George W. DeVore Professor of Geological Sciences, 1999, Distinguished Research Professor, 1991–1992, and Director, Geophysical Fluid Dynamics Institute (Retired)

MacPherson, David A., PhD, Pennsylvania; Abba Lerner Professor of Economics, 1999

Manousakis, Efstratios, PhD, Illinois at Urbana-Champaign; Donald Robson Professor of Physics, 2003, Professor of Physics, and Scholar/Scientist, Computational Science and Information Technology

Marcus, Nancy H., PhD, Yale; Mary Sears Professor of Oceanography 2000, Robert O. Lawton Distinguished Professor, 2001–2002

Marshall, Alan G., PhD, Stanford; Kasha Professor of Chemistry, 1999, Distinguished Research Professor, 1998–1999

Mazza, Nicholas F., PhD, Florida State; Patricia V. Vance Professor of Social Work, 2005

McElrath, Joseph R., PhD, South Carolina; William Hudson Rogers Professor of English, 1999 (Retired)

McKeague, Ian, PhD, North Carolina; Ralph A. Bradley Professor of Statistics, 2000

McNeece, C. Aaron, PhD, Michigan; Walter W. Hudson Professor of Social Work, 2000 (Retired)

Meighan, Patrick, MM; Alfred N. Tipton Professor of Music, 2004

Moffatt, Robert J., PhD, Michigan; Georgia Alice Stamford Professor of Exercise Science, 2000, and Chair of Nutrition, Food, and Exercise Sciences

Muscha, Colleen L., MFA, Don Stowell, Jr. Professor of Theatre, 2003

Nicholson, Sharon E., PhD, University of Wisconsin; Distinguished Research Professor, 2020–2021, and Professor of Meteorology

Nof, Doron, PhD, Wisconsin; Fridtjof Nansen Professor of Oceanography, 2001, Distinguished Research Professor, 2002–2003

Nowakowski, Richard, PhD, Harvard; Randolph L. Rill Professor of Biomedical Sciences, 2009

Ohlsson, Eric P., B.M.Ed., Ohio State; Charles O. DeLaney Professor of Music, 2003

Ortiz-Taylor, Sheila, PhD, California at Los Angeles; Francis G. Townsend Professor of English, 2000 (Retired)

Outlaw, William H., Jr., PhD, Georgia; Peter H. Homann Professor of Biological Science, 2001 (Retired)

Owens, Joseph, PhD, Tufts; Guenter Schwarz Professor of Physics, 2000, Distinguished Research Professor, 1994–1995

Peters, Michael, PhD, Ohio State; Elvin J. Dantin Professor of Engineering, 2000, and Chair of Chemical Engineering

Pfeffer, Richard L., PhD, Massachusetts Institute of Technology; Carl-Gustaf Rossby Professor of Meteorology, 1999, Distinguished Research Professor, 1996–1997 (Retired)

Pietralunga, Mark F., PhD, California at Berkeley; Victor Oelschläger Professor of Modern Languages, 2000, and Chair of Modern Languages and Linguistics

Pohl, Mary E., PhD, Harvard; Laura Jepsen Professor of Anthropology, 2003 (Retired)

Porterfield, Amanda, PhD, Stanford; Robert A. Spivey Professor of Religion, 2003, Visiting Professor of Religion, College of Arts and Sciences

Portman, Richard R., Gordon Sawyer Professor of Recording Arts, 1999, and Assistant in Film, School of Motion Picture, Television, and Recording Arts

Prosper, Harrison B., PhD, Manchester, Britain; Kirby Kemper Professor of Physics, 2005, Distinguished Research Professor, 2009–2010

Quine, John R., PhD, Michigan; Charles W. McArthur Professor of Mathematics, 2002

Rasmussen, David, PhD, Washington; James H. Gapinski Professor of Economics, 2000, Director, DeVoe L. Moore Center for Critical Issues

Reiser, Robert A., PhD, Arizona State; Robert M. Morgan Professor of Instructional Systems, 2003, Professor of Educational Research, Distinguished Teaching Professor, 1999-2000

Reynolds, John, PhD, Ohio State; Fraternal Order of Eagles Professor in the Pepper Institute of Aging, College of Social Sciences, 2010

Rikvold, Per Arne, PhD, Temple; James Gust Skofronick Professor of Physics, 2003, Professor of Physics and Scholar/Scientist, School of Computational and Information Technology

Riley, Mark, PhD, Liverpool; Raymond K. Sheline Professor of Physics, 2000

Roberts, Thomas M., PhD, Notre Dame; Robert B. Short Professor of Biological Science, 2002, and Chair of Biological Science

Roux, Kenneth H., PhD, Tulane; Kurt G. Hofer Professor of Biological Science, 2004, Distinguished Research Professor, 2004–2005, Professor of Biological Science

Ruhl, John B., LL.M., George Washington; J.D., Virginia; Joseph Story Professor of Law, 2001

Sathe, Shridhar, PhD, Utah State; D.K. Salunkhe Professor of Food Science, 2001, Distinguished Teaching Professor, 2002–2003, and Professor of Nutrition, Food and Exercise Sciences

Schlenoff, Joseph, PhD, Massachusetts, Amherst; Leo Mandelkern Professor of Polymer Science, 2003, Professor of Chemistry and Biochemistry

Schwartz, Justin, PhD, Massachusetts Institute of Technology; Jack E. Crow Professor of Engineering, 2004

Seaton, S. Douglass, PhD, Columbia; Warren D. Allen Professor of Music, 2002

Standley, Jayne, PhD, Florida State; Ella Scoble Opperman Professor of Music, 2000, Distinguished Research Professor, 2003–2004

Stephan, Friedrich, PhD, California at Berkeley; Curt P. Richter Professor of Psychology and Neuroscience, 2000

Stern, Melvin E., PhD, Massachusetts Institute of Technology; V.W. Ekman Professor of Oceanography, 1999, Distinguished Research Professor, 1995–1996, National Academy of Sciences (Deceased)

Tabor, Samuel L., PhD, Stanford; Norman P. Heydenburg Professor of Physics, 2003, Distinguished Research Professor, 2001–2002; Professor of Physics

Tatum, W. Jeffrey, PhD, Texas; Olivia Nelson Dorman Professor of Classics, 2000, Chair of Classics

Taylor, Kenneth A., PhD, California at Berkeley; Donald L. D. Caspar Professor of Biological Sciences, 2005, Distinguished Research Professor 2001–2002, Professor of Biological Science

Tenenbaum, Gershon, PhD, Chicago; Benjamin S. Bloom Professor of Education, 2004

Thomas, Andre, D.MA, Illinois; Owen F. Sellers Professor of Music, 1999

Torgesen, Joseph, PhD, Michigan; 1996–1997, Robert M. Gagne Professor of Psychology and Education, 2000 Distinguished Research Professor (Retired)

Tschinkel, Walter R., PhD, California at Berkeley; Margaret Y. Menzel Professor of Biological Science, 1999, Distinguished Research Professor, 2002–2003

Turner, Robert J., PhD, Syracuse; Marie E. Cowart Professor of Epidemiology and Sociology, 2004, Professor of Sociology (Resigned)

Van Sciver, Steven W., PhD, Washington; John H. Gorrie Professor of Mechanical Engineering, 2005, Distinguished Research Professor, 1996–1997, and Professor of Mechanical Engineering

Von Molnar, Stephan, PhD, California at Riverside; Robert A. Kromhout Professor of Physics, 2001, and Director, Center for Materials Research and Technology

Wagner, Richard K., PhD, Yale; Alfred Binet Professor of Psychology, 1999

Walters, Lori J., PhD, Princeton; Harry F. Williams Professor of French, 2005, Distinguished Research Professor 2001–2002, Professor of Modern Languages and Linguistics

Wang, Hsu-Pin (Ben), PhD, Pennsylvania State; Simon Ostrach Professor of Engineering, 2000, and Chair of Industrial Engineering

Wetherby, Amy, PhD, California at Santa Barbara; Laurel L. Schendel Professor of Communication Disorders, 2000

Whalley, David, PhD, Virginia; E.P. Miles Professor of Computer Science, 2003

Winegardner, Mark D., MFA, Janet G. Burroway Professor of English, 2001

Wise, Sherwood W., PhD, Illinois; Lyman D. Toulmin Professor of Geological Sciences, 2001

Yancey, Kathleen, PhD, Purdue; Kellogg W. Hunt Professor of English, 2005

Young, Marilyn, PhD, Pittsburgh; Wayne C. Minnick Professor of Communication, 2000

Zollar, Jawole Willa Jo, MFA, Florida State; Nancy Smith Fichter Professor of Dance, 1999

Zou, Xiaolei, PhD, Institute of Atmospheric Physics; Jule Charney Professor of Meteorology, 2003

Zwaan, Rolf A., PhD Utrecht, Netherlands; F.C. Donders Professor of Psychology, 2006 (Resigned)

Robert O. Lawton Distinguished Professors

Beidler, Lloyd Mumbauer, PhD, Johns Hopkins; Distinguished Professor 1971–1972, Professor of Biological Science (Retired)

Bradley, Ralph Allan, PhD, North Carolina; Distinguished Professor 1970–1971, Professor and Head of Statistics (Deceased 10/30/01)

Burroway, Janet G., MA, Distinguished Professor 1995–1996, McKenzie Professor, Service Professor of English (Retired)

Chanton, Jeffrey P., PhD, University of North Carolina at Chapel Hill, Distinguished Professor 2017-2018, Professor of Earth, Ocean & Atmospheric Science (Marine Science)

Choppin, Gregory R, PhD, Texas; Sc.D., Loyola; Distinguished Professor 1967–1968, Professor of Chemistry (Retired)

Cross, Timothy A., PhD, Pennsylvania; Distinguished Professor 2019–2020, Distinguished Research Professor, 2000–2001, Earl Frieden Professor of Chemistry and Biochemistry, 2002

Dalal, Naresh S., PhD, British Columbia; Distinguished Professor 2012-2013, Distinguished Research Professor 2002–2003, Dirac Professor of Chemistry

Fallon, Richard Gordon, MA, Distinguished Professor 1975–1976, Professor and Dean Emeritus, School of Theatre (Retired)

Fichter, Nancy Smith, PhD, Texas Woman's University; Distinguished Professor 1991–1992, Chair and Professor of Dance (Retired)

Floyd, Carlisle, Jr., MM, Distinguished Professor 1964–1965, Professor of Music (Resigned)

Frieden, Earl, PhD, Southern California; Distinguished Professor 1969–1970, Professor of Chemistry (Retired)

Friedmann, E. Imre, PhD, Vienna; Distinguished Professor 1991–1992, Professor of Biological Science (Retired)

Gagne, Robert M., PhD, Brown; Distinguished Professor 1982–1983, Professor of Research, Development, and Foundations (Retired)

Garcia-Roig, Lilian, MFA, University of Pennsylvania; Distinguished Professor 2023-2024, Professor of Art

Gilmer, Robert, PhD, Louisiana State; Distinguished Professor 1981–1982, Professor of Mathematics (Retired)

Gontarski, Stanley E., PhD, Ohio State; Distinguished Professor 2008–2009, Sarah Herndon Professor of English 1999, Distinguished Research Professor 1999-2000

Greaves, Richard L., PhD, London; Distinguished Professor 1989–1990, Professor of History (Deceased)

Grunwald, Ernest Max, PhD, California; Distinguished Professor 1960–1961, Professor of Chemistry (Resigned)

Gunzburger, Max D., PhD, New York; Distinguished Professor 2015-2016, Processor of Scientific Computing

Harper, George M., PhD, North Carolina; Distinguished Professor 1979–1980, Professor of English (Deceased)

Herz, Werner, PhD, Colorado; Distinguished Professor 1987–1988, Robert O. Lawton Professor of Chemistry (Retired)

Hess, Seymour L., PhD, Chicago; Distinguished Professor 1978–1979, Professor of Meteorology (Deceased)

Hofer, Kurt G., PhD, Vienna; Distinguished Professor 1994–1995, Distinguished Teaching Professor 1989–1990, Professor of Biological Science (Retired)

Hoffman, Dorothy Lois Breen, PhD, Illinois; Distinguished Professor 1963–1964, Professor of Modern Languages and Linguistics (Deceased)

Hollander, Myles, PhD, Stanford; Distinguished Professor 1998–1999, Distinguished Research Professor, 1995–1996, Professor of Statistics

Housewright, Wiley Lee, EdD, New York; Distinguished Professor 1961–1962, Professor and Dean, School of Music (Retired)

Hunt, Kellogg Wesley, PhD, Iowa; Distinguished Professor 1972–1973, Professor of English (Deceased)

Irish, Marian Doris, PhD, Yale; Distinguished Professor 1958–1959, Professor and Chair of Political Science (Deceased)

Joiner, Thomas E., PhD, Texas at Austin; Distinguished Professor 2010-2011, Distinguished Research Professor 2006-2007, Bright-Burton Professor of Psychology

Kasha, Michael, PhD, California; Distinguished Professor 1962–1963, Professor of Chemistry and Director, Institute of Molecular Biophysics (Deceased)

Kemper, Kirby W., PhD, Indiana; Distinguished Professor 2002–2003, Chair and Professor of Physics, and John David Fox Professor of Physics, Distinguished Research Professor, 1993–1994 (Retired)

Kenshalo, Daniel Ralph, PhD, Washington; Distinguished Professor 1974–1975, Professor of Psychology (Retired)

Kirby, David K., PhD, Johns Hopkins; Distinguished Professor 2003–2004, Professor of English, McKenzie Professor, 1989

Krishnamurti, Tiruvalam N., PhD, Chicago; Distinguished Professor 1985–1986, Professor of Meteorology (Retired)

Liddell, Anna Forbes, PhD, North Carolina; Distinguished Professor 1959–1960, Professor of Philosophy (Deceased)

Madsen, Clifford K., PhD, Florida State; Distinguished Professor 1988–1989, Alumni Professor 1985–1988, Distinguished Teaching Professor 1989–1990, Professor of Music (Retired)

Mandelkern, Leo, PhD, Cornell; Distinguished Professor 1984–1985, Professor of Chemistry (Retired)

Marcus, Nancy H., PhD, Yale; Distinguished Professor 2001–2002, Mary Sears Professor of Oceanography, 2000, and Dean of Graduate Studies

Marshall, Alan George, PhD, Stanford; Distinguished Professor 2006–2007, Distinguished Research Professor, 1998-1999, Kasha Professor of Chemistry 2000

Montgomery, Maxine L., PhD, University of Illinois at Urbana-Champaign, Distinguished Professor 2022-2023, Professor of English

Nichols, Eugene D., PhD, Illinois; Distinguished Professor 1968–1969, Professor and Head of Mathematics Education (Retired)

Nicholson, Sharon E., PhD, University of Wisconsin, Distinguished Professor 2020-2021, Professor of Meteorology

Nikolaidi, Elena, Distinguished Professor 1976–1977, Professor of Music (Deceased)

O'Brien, James J., PhD, Texas A&M; Distinguished Professor 1999–2000, Distinguished Research Professor, 1990–1991, Professor of Meteorology and Oceanography, and Russian Academy of Natural Science (Retired)

Perrewe, Pamela, PhD, University of Nebraska; Distinguished Professor 2018–2019, Haywood and Betty Taylor Eminent Scholar of Business Administration

Piekarewicz, Jorge, PhD, University of Pennsylvania; Distinguished Professor, 2021-2022, Professor of Physics

Proschan, Frank, PhD, Stanford; Distinguished Professor 1984–1985, Professor of Statistics (Retired)

Riley, Mark Anthony, PhD, Liverpool; Distinguished Professor 2014–2015, Raymond K. Sheline Professor of Physics

Robson, Donald, PhD, Melbourne, Australia; Distinguished Professor 1990–1991, Professor of Physics, and Scientist/Scholar, School of Computational Science and Information Technology (Retired)

Rogers, William Hudson, PhD, Virginia; Distinguished Professor 1957–1958, Professor of English, (Deceased)

Rubenstein, Richard Lowell, PhD, Harvard; Distinguished Professor 1977–1978, Professor of Religion (Retired)

Sathe, Shridhar, PhD, Utah State; Distinguished Professor 2013-2014, D.K. Salunkhe Professor of Food Science, 2001, Distinguished Teaching Professor, 2002–2003, and Professor of Nutrition, Food and Exercise Sciences

Savage, I. Richard, PhD, Columbia; Distinguished Professor 1973–1974, Professor of Statistics (Resigned)

Schlenoff, Joseph B., PhD, University of Massachusetts, Amherst, Distinguished Professor 2016-2017, Professor of Chemistry

Sethuraman, Jayaram, PhD, Indian Statistical Institute; Distinguished Professor 1993–1994, Professor of Statistics

Sheline, Raymond K., PhD, California at Berkeley; Distinguished Professor 1966–1967, Professor of Chemistry and Physics, and Royal Danish Academy of Science and Letters (Retired)

Simberloff, Daniel, PhD, Harvard; Distinguished Professor 1986–1987, Professor of Biological Science (Resigned)

Smith, James C., PhD, Florida State; Distinguished Professor 1992–1993, Distinguished Teaching Professor 1993–1994, Professor of Psychology (Retired)

Standley, Jayne M., PhD, Florida State; Distinguished Professor 2005–2006, Distinguished Research Professor, 2003–2004, and Ella Scoble Opperman Professor of Music, 2000

Sumners, Dewitt L., PhD, Cambridge; Distinguished Professor 1997–1998, Distinguished Research Professor, 1992–1993, and Professor of Mathematics (Retired)

Tam, Christopher K. W., PhD, California Institute of Technology; Distinguished Professor 2000–2001, Professor of Mathematics and Mechanical Engineering, and Research Associate, Geophysical Fluid Dynamics Institute, Distinguished Research Professor 1990–1991

Taylor, Gary, PhD, University of Cambridge; Distinguished Professor 2021-2022, and Department Chair and Professor of English

Taylor, J. Herbert, PhD, Virginia; Distinguished Professor 1983–1984, Professor of Biological Sciences, and Program Director, Institute of Molecular Biophysics (Deceased)

Travis, Joseph, PhD, Duke; Distinguished Professor 1996–1997; Professor of Biological Science

Tschinkel, Walter R., PhD, California at Berkeley; Distinguished Professor 2007–2008, Distinguished Research Professor 2002-2003 and Margaret Y. Menzel Professor of Biological Science 1999

Wagner, Richard K., PhD, Yale; Distinguished Professor 2009–2010, Alfred Binet Professor of Psychology 1999

Walborsky, Harry M., PhD, Ohio State; Distinguished Professor 1980–1981, Professor of Chemistry (Deceased)

Watts, Betty Monaghan, PhD, Washington, St. Louis; Distinguished Professor 1965–1966, Professor of Food and Nutrition (Retired)

Zollar, Jawole Willa Jo, MFA, Florida State; Distinguished Professor 2011-2012, Professor of Dance

National Academy of Sciences, Florida State University Members

Beidler, Lloyd, PhD, Johns Hopkins; Distinguished Professor 1971–1972, Professor of Biological Science (Deceased)

Boebinger, Gregory S., PhD, Massachusetts Institute of Technology, Professor of Physics, Director of the National High Magnetic Field Laboratory

Caspar, Donald L., PhD, Yale; Professor of Biological Science (Retired)

Dirac, Paul, PhD. St Johns College, Cambridge, Professor of Physics (Deceased)

Fisk, Zachary, PhD, California at San Diego, Paul A.M. Dirac Professor of Physics, 1999 (Resigned)

Gor'Kov, Lev P., Dr.Sc., Ioffe Physical Technical Institute; Leningrad; Professor of Physics, and Program Director, National High Magnetic Field Laboratory

Greene, Laura, PhD, Cornell University; Professor of Physics, National High Magnetic Field Laboratory

Howard, Louis, PhD, Princeton; McKenzie Professor 1986, Professor of Mathematics (Resigned)

Kasha, Michael, PhD, California at Berkeley; Distinguished Professor 1962–1963, Professor of Chemistry/Institute of Molecular Biophysics (Retired)

Schrieffer, John R., PhD, Illinois; Nobel Laureate in Physics, 1972; Professor of Physics, National High Magnetic Field Laboratory (Retired)

Stern, Melvin E., PhD, Massachusetts Institute of Technology; Distinguished Research Professor, 1995–1996, V.W. Ekman Professor of Oceanography, 1999 (Deceased)

Taylor, J. Herbert, PhD, Robert O. Lawton Distinguished Professor 1983–1984, Service Professor of Biological Science (Deceased)

Lerner, Abba Ptachya, PhD, London School of Economics; Professor of Economics (Deceased)

Kroto, Harold W PhD, University of Sheffield; Krafft Professor of Chemistry, Nobel Laureate in Chemistry, 1996 (Deceased)

National Academy of Engineering, Florida State University Members

Larbalestier, David C., PhD, Imperial College London; Krafft Professor of Superconducting Materials

Lipo, Thomas, PhD, University of Wisconsin-Madison

Ostrach, Simon, PhD, Brown; Distinguished Professor of Engineering (Resigned)

National Academy of Medicine, Florida State University Members

Quandagno, Jill, PhD, Kansas; Distinguished Teaching Professor, 2010-2011, Mildred and Claude Pepper Eminent Scholar in Social Gerontology, 1987, and Professor of Sociology

Anderson, Norman, PhD, University of North Carolina, Greensboro, Research Professor of Social Work and Nursing

Institute of Medicine, Florida State University Members

Anderson, Norman, PhD, University of North Carolina, Greensboro, Research Professor of Social Work and Nursing

Quandagno, Jill, PhD, Kansas; Distinguished Teaching Professor, 2010-2011, Mildred and Claude Pepper Eminent Scholar in Social Gerontology, 1987, and Professor of Sociology

National Academy of Public Administration

Berry, Frances, PhD, University of Minnesota; Frank Sherwood Professor of Public Administration, 2006

Feiock, Richard, PhD, University of Kansas; Augustus B. Turnbull Professor of Public Administration; Jerry Collins Eminent Scholar Endowed Chair, 2014

Weissert, Carol, PhD, University of North Carolina at Chapel Hill; LeRoy Collins Eminent Scholar of Political Science, 2012

Bowman, James, PhD, University of Nebraska, Lincoln, Professor of Public Administration, 2017

Yang, Kaifeng, PhD, Rutgers University, Professor of Public Administration, 2012

Foreign Academies, Florida State University Members

Boyd, Monica, PhD, Duke; Mildred and Claude Pepper Distinguished Professor of Sociology, and Royal Society of Canada

O'Brien, James J., PhD, Texas A&M; Professor of Meteorology and Oceanography, Robert O. Lawton Distinguished Professor, 1999–2000, Distinguished Research Professor, 1990–1991, and Russian Academy of Natural Science

Rikvold, Per Arne, PhD, Temple; James Gust Skofronick Professor of Physics, 2003, Professor of Physics and Scholar/Scientist, School of Computational and Information Technology, and Norwegian Academy of Science and Letters, 2004

Sheline, Raymond K., PhD, California at Berkeley; Service Professor of Chemistry and Physics, Robert O. Lawton Distinguished Professor 1966–1967, and Royal Danish Academy of Science and Letters (Retired)

Nobel Laureates

Bloch, Konrad E., PhD, Columbia, Eminent Scholar in Human Sciences, Nobel Laureate in Medicine, 1964 (Deceased)

Buchanan, James, PhD, Chicago, Professor of Economics, Nobel Laureate in Economic Science, 1986 (Deceased)

Dirac, Paul A.M., PhD, St. Johns College, Cambridge, Professor of Physics, Nobel Laureate in Physics, 1933 (Deceased)

Kroto, Harold W., PhD, University of Sheffield; Krafft Professor of Chemistry, Nobel Laureate in Chemistry, 1996 (Deceased)

Mulliken, Robert S., PhD, Chicago, Professor of Chemistry, Nobel Laureate in Chemistry, 1966 (Deceased)

Schrieffer, J. Robert, PhD, Illinois, Professor of Physics, Nobel Laureate in Physics, 1972 (Retired)

Florida State University Mission Statement

Mission

Florida State University preserves, expands, and disseminates knowledge in the sciences, technology, arts, humanities, and professions, while embracing a philosophy of learning strongly rooted in the traditions of the liberal arts. The University is dedicated to excellence in teaching, research, creative endeavors, and service. The University strives to instill the strength, skill, and character essential for lifelong learning, personal responsibility, and sustained achievement within a community that fosters free inquiry and embraces diversity.

Vision

Florida State University will be among the nation's most entrepreneurial and innovative universities, transforming the lives of our students and shaping the future of our state and society through exceptional teaching, research, creative activity, and service. We will amplify these efforts through our distinctive climate—one that places a premium on interdisciplinary inquiry and draws from the rich intellectual and personal diversity of our students, faculty, staff, and alumni. These three forces—entrepreneurship, interdisciplinarity, and diversity—deepen FSU's impact and result in a powerful return to our students and the people of Florida for their continued support and trust.

Affiliations

The University participates in the Traveling Scholar Program (for graduate students), Academic Common Market, and Cooperative Programs within the

State of Florida, Board of Governors. Florida State University is a member of the University Research Association; the Oak Ridge Associated Universities, Inc.; the University Corporation for Atmospheric Research; the Southeastern Universities Research Association; EDUCOM: the Interuniversity Communications Council; the American Association for Laboratory Animal Science; ALA: the American Library Association; the State University System's Institute for Oceanography; the University Space Research Association; CAUSE: the Association for the Management of Information Technology in Higher Education; and is a founding member of the iSchools movement.

Accreditation

Florida State University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate, baccalaureate, masters, educational specialist, and doctoral degrees. Florida State University also may offer credentials such as certificates and diplomas at approved degree levels.

Questions about the accreditation of Florida State University may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at *1866 Southern Lane*, *Decatur*, *GA 30033-4097*, by calling *404-679-4500*, or by using information available on SACSCOC's website (**www.sacscoc.org**).

For departmental/field accreditation, refer to the respective college or school's chapter in this *General Bulletin*.

Carnegie Foundation Classification

In its 2021 update, The Carnegie Foundation classified Florida State University in the "Doctoral Universities: Very High Research Activity" category, its highest category for a graduate-research university. Florida State University is one of 146 American universities (107 public) to have earned this designation. In addition, a 2020 report selected Florida State University for the Community Engagement Classification. This competitive designation recognizes Florida State's commitment to exemplary institutional practices of engagement within its local, state, and global community.

Undergraduate Education

Associate Provost and Dean: Joseph O'Shea

Florida State University has established a strong liberal arts baccalaureate experience in the form of the *CoreFSU* Program. The CoreFSU curriculum provides students with numerous opportunities to hone essential life skills in the areas of critical thinking, creative problem-solving, and information literacy.

FSU's innovative curriculum allows students to work with faculty to explore and participate in cutting-edge scholarly and creative work across a wide range of disciplines. The close cooperation between FSU's students and faculty fosters an ecology of learning that rewards intellectual curiosity while helping students to become ethical, responsible, productive, cultured, and successful citizens of the world.

The University is a concentrated resource of classroom-directed learning, research facilities, and diverse talent that encourages students to develop the ability to view problems from many different perspectives. Ultimately, the general education curriculum teaches students to find creative, flexible, and humane solutions to a rapidly changing social world and labor market. By teaching students the skills they need to thrive in and beyond the classroom, the CoreFSU Program forges a foundation for students' futures.

Graduate Education

Dean of The Graduate School: Mark Riley

Graduate studies at Florida State University emphasize advanced degree programs that entail extensive research activities and preparation for careers in science, the arts, the humanities, as well as professions and technological fields. The University's diverse curriculum leads to graduate degrees with flexible options allowing students to form the program most suited to their academic and career goals. Talented faculty ensure a steady exchange of ideas, information, and technical skills. Research and teaching assistantships and fellowships are available to allow graduate students the opportunity to work with these leaders in their fields while furthering their education. The exceptional research facilities available, together with the Robert Manning Strozier Library, its eight branch libraries including the Paul A.M. Dirac Science Center Library, and the Law Library, keep the University on the leading edge of graduate education.

University History

Florida State University, one of the largest and oldest of the twelve institutions of higher learning in the State University System of Florida, had its beginning as early as 1823 when the Territorial Legislature began to plan a higher education system. In 1825 the Federal Government reserved two townships for the purpose of maintaining two such institutions in the territory, and in 1845 the United States Congress, supplemental to the act admitting Florida as a state in the Union, added two more townships. This led to an 1851 act of the Florida Legislature establishing two seminaries, one to be located east and the other west of the Suwannee River.

By 1854 the city of Tallahassee had established a school for boys called the Florida Institute with the hope that the state could be induced to take it over as one of the seminaries. In 1856 the Legislature of Florida chose to accept the offer of the Institute's land and building and designated Tallahassee as the site of one of the state seminaries because of its railway connections, its "salubrious climate," and its "intelligent, refined, and moral community."

Francis Eppes, who spent his formative years on the estate of his grandfather, President Thomas Jefferson, at Monticello, in Virginia, and who shared his grandfather's views of the importance to a democracy of a liberally educated citizenry, was the Mayor of Tallahassee who made the offer. Eppes served as President of the Seminary's Board of Education for eight years and instilled in the institution the Jeffersonian ideals that characterize it today.

In February 1857, the institution began offering postsecondary instruction to male students as the Seminary West of the Suwannee River. The school first became coeducational the following year when it absorbed the Tallahassee Female Academy, begun in 1843 as the Misses Bates School. Thus, the West Florida Seminary, founded in 1851, began operating in 1857, only twelve years after Florida achieved statehood. It was located on the hill where the Westcott Building now stands, which has been the site of an institution of higher education longer than any other site in Florida.

Classes were held at the West Florida Seminary from 1857 until 1863, when the state legislature changed the name to The Florida Military and Collegiate Institute to reflect the addition of a military section that trained cadets. During the Civil War, cadets from the school, ranging in age from 12 to 18, fought in the Battle of Natural Bridge and helped make Tallahassee the only Confederate capital east of the Mississippi not captured during the war. As a result of the brave action of the West Florida cadets in this battle, Florida State University's Army ROTC cadet corps is today one of only three in the nation authorized to display a battle streamer with its flag, a streamer which bears the words “Natural Bridge 1865.” After the end of the war in 1865, however, Union troops under General McCook descended upon Tallahassee and occupied the city (including campus buildings), remaining for more than a month.

Following the war, the institution entered a period of growth and development. In 1884 the first diplomas, Licentiates of Instruction, were awarded, and by 1891 the Institute had begun to focus clearly on what we would today call postsecondary education; seven Bachelor of Arts degrees were awarded that year. By 1897 the institution had evolved into the first liberal arts college in the state, and in 1901 it became Florida State College, a four-year institution, with the first master's degree offered in 1902. That year the student body numbered 252 men and women, and degrees were available in classical, literary, and scientific studies. In 1903 the first university library was begun. The following quote from the 1903 Florida State College Catalogue adds an interesting footnote to this period:

In 1883 the institution, now long officially known as the West Florida Seminary, was organized by the Board of Education as The Literary College of the University of Florida. Owing to lack of means for the support of this more ambitious project, and also owing to the fact that soon thereafter schools for technical training were established, this association soon dissolved. It remains to be remarked, however, that the legislative act passed in 1885, bestowing upon the institution the title of the University of Florida, has never been repealed. The more pretentious name is not assumed by the college owing to the fact that it does not wish to misrepresent its resources and purposes.

In a 1905 reorganization of Florida's educational system by the legislature, the University of Florida in Gainesville was established and designated a men's school, and the Florida State College became a women's school called the Florida Female College. The male student body moved from Tallahassee to Gainesville, taking with it the fraternity system and the College football team, which had been state champions in 1902, 1903, and 1905. In 1909 the name of the college was changed to Florida State College for Women, an institution that grew to become the third largest women's college in the nation during the 1930s. The College became fully accredited in 1915, and a chapter of the national honor society of Phi Kappa Phi was installed in 1925, the year after the College was placed on the list of standard colleges and universities approved by the Association of American Universities and became a member of the Association of American Colleges. In 1935 the first chapter of Phi Beta Kappa in the state, Alpha Chapter of Florida, was installed at the College, a mark of its status as a true liberal arts college.

The year 1947 saw many changes. Demand by returning World War II veterans had brought men back to the campus in 1946 with the establishment of the Tallahassee Branch of the University of Florida and in 1947 caused the Legislature to return Florida State College for Women to coeducational status and name it Florida State University. A permanent president's residence was acquired. The student body, numbering 4,056, chose a new alma mater and selected the Seminole as its mascot. The Flying High Circus was born, and football was started again when the first home game since 1905 was played in October. Three years later, Campbell Stadium was built. The first Student Union was established and housed in the “O Club” on West Campus, a former Army Air Base which mainly housed male students and provided some classroom space three miles west of the main campus.

The 1950s brought significant development and expansion to the University. To the colleges and schools that had existed since the Florida State College days—Arts and Sciences, Education, Home Economics, and Music—were added Library Science (in 1948), Social Welfare (later split into Social Work and Criminology), Business, and Nursing. A student in the Department of Chemistry was awarded the University's first Doctor of Philosophy (PhD) degree in 1952. A new building was completed for the Developmental Research School, which in 1905 had evolved from the High School and the College Academy of earlier days as the Observation and Practice School created to provide on-site opportunities for experience and research to students in education. Tully Gymnasium, Strozier Library, and the Business Building were completed to enhance the education of the ever-increasing student population. In 1957 the Panama Canal Branch was opened.

In the 1960s the University acquired the Shaw Poetry Collection, established the Institutes of Molecular Biophysics and Space Biosciences, and constructed nine new buildings, including the Oglesby Union and the Fine Arts Building. During this period the Program in Medical Sciences was established. The first black student enrolled in 1962, and the first black PhD candidates graduated in 1970. Programs in African American Studies and Women's Studies were established. Continuing the liberal arts tradition begun in the 1890s, the CoreFSU curriculum required of all undergraduates was expanded and strengthened.

In each succeeding decade, Florida State University has added to its academic organization, and is presently composed of seventeen independent colleges. It has expanded from the original few acres and buildings to 403 buildings on 1,716 acres, including the downtown Tallahassee main campus of 486 acres; a farm, which for many decades supplied the Florida State College for Women with food; the Seminole Reservation—a recreational facility; the Marine Laboratory on the Gulf Coast; the FAMU–FSU College of Engineering facility; the National High Magnetic Field Laboratory and Division of Research at Innovation Park; and the branch campus in Panama City, Florida. One hundred and seventy-two years after its founding, Florida State University started the 2023-2024 academic year with a student population of over 43,000 and recognition as a major graduate research institution with an established international reputation.

In Fall 2023, Florida State University enrolled students from all fifty states, the District of Columbia, and 135 foreign countries. The enrollment breakdown by class included 456 law (JD) students, 476 medical (MD) students, a total of 31,933 undergraduate students, a total of 10,582 graduate students, and a total of 1,186 non-degree-seeking students. Out of 43,701 students enrolled at the University that semester, 42.1 percent were men and 57.9 percent were

women. The University employed a total of 2,727 faculty members in Fall 2023, 52.4 percent men and 47.6 percent women.

The Panama City Campus is located on beautiful North Bay, one hundred miles west of Tallahassee, near the Gulf of Mexico. The campus, with its modern classrooms and offices, has been designed to utilize the natural landscape of the site, creating an aesthetic and effective educational setting.

University Organization

Florida State University is one of twelve units of the State University System (SUS) of Florida. The State Board of Education (SBOE), established pursuant to Section 1001.01, Florida Statutes, on January 7, 2003, oversees education governance in the state through the Commissioner of Education, who serves as Secretary of the SBOE. The Florida Board of Governors (FBOG), established pursuant to Section 7(d), Article IX of the state constitution, coordinates the State University System. The FBOG oversees the thirteen-member Boards of Trustees for each of Florida's public universities through the Chancellor of the State University System of Florida. Florida State University's Board of Trustees sets the University's policies and goals and serves as its legal owner and final authority responsible for efficient and effective use of its resources.

The main campus of the University is located in Tallahassee, the state's capital. FSU International Programs has over sixty years of experience and ranks 12th in the nation in providing students with extraordinary study abroad experiences. Through our more than sixty academic programs, students can choose to study in over twenty locations throughout the world. Program opportunities include spring, summer, and fall semesters at our four study centers, summer terms in additional locations, Spring Break programs, First Year Abroad and First Semester Abroad for incoming freshmen, and international internships. The year-round study centers are located in Florence, Italy; London, England; Panama City, The Republic of Panama; and Valencia, Spain. Summer programs are currently being offered in locations including China, Costa Rica, Croatia, Czech Republic, France, Germany, Ireland, Peru, Russia, Switzerland, Tanzania, and Thailand. FSU credits are earned for all courses and are transferable within the US university system in accordance with each student's home university regulations.

The chief executive officer of Florida State University is the President. The President is assisted by the Provost (who is also the Executive Vice President for Academic Affairs), the Vice President for Finance and Administration, the Vice President for Faculty Development and Advancement, the Vice President for Student Affairs, the Vice President for Research, the Vice President for University Advancement, and the President of the Faculty Senate.

The President's Office also coordinates alumni affairs and the solicitation of external funds to support scholarships and loans for students, capital construction, excellence in academic programs, and intercollegiate athletics, along with coordinating programs to improve understanding and support of University academic programs and activities through its units, including governmental relations.

Additionally, University Communications reports to the Office of the President and coordinates efforts to improve the public's understanding of the University's academic programs and activities through internal and external media, both print and electronic. It includes the Public Broadcast Center (public radio, public television, and public access channel), Publications, and Media Relations.

The Division of Academic Affairs is responsible for the operation of the academic program of the University. It includes the Office of the Vice President for Faculty Development and Advancement, which interprets all faculty personnel policy, including faculty development and welfare, monitors all academic rules and regulations, including those related to academic integrity and grade appeals, and facilitates the operation of the Faculty Governance System of the University; The Graduate School, which is responsible for the graduate enrollment, general advisement, university fellowships, and special programs; and the Division of Undergraduate Studies, which is responsible for undergraduate advisement, retention, and special programs. Further support is given by associate vice presidents and directors, who are responsible for such academic matters as continuing education, international programs, computing and information resources, learning systems, libraries, the Office of the University Registrar, the Office of Financial Aid, and the Office of Admissions.

The Division of Finance and Administration maintains the physical plant, administers the personnel program, and receives and disburses nearly all University funds.

The Division of Student Affairs offers and coordinates programs that provide housing, career guidance, health care, recreation, child care, self-governance, and enhancement of academic skills to students. It is also responsible for programs and services for international students, disabled students, and student activities and organizations.

The Division of Research coordinates all research programs and mediates between extramural sponsors and faculty conducting research, development, and training under such sponsorship.

The Division of University Advancement works to increase Florida State University's capacity for generating private philanthropy and volunteer support. It oversees the FSU Alumni Association, FSU Foundation, and Seminole Boosters.

The Faculty Senate is an elected representative body of faculty that establishes academic policy regarding admission and graduation of students, curricula, and academic standards, and advises and recommends about all matters affecting the academic program of the University.

Panama City Campus

In 1982 the Florida Legislature established a campus of Florida State University at Panama City. Located one hundred miles west of Tallahassee on beautiful North Bay, the Panama City campus provides opportunities for undergraduate and graduate study in eighteen programs leading to the bachelor's degree, seven programs leading to the master's degree, and one program leading to a doctoral degree. Undergraduates may complete their entire bachelor's degree at the Panama City campus in the programs offered or may transfer to the main campus with an Associate of Arts degree. The Panama City campus houses the College of Applied Studies and offers three baccalaureate degrees, three master's degrees, and one doctoral degree in Nurse Anesthesia independent of the main campus.

The Panama City campus strives to offer a personalized university experience. Classes are relatively small, thereby permitting an individualized approach to instruction and facilitating interaction between students and faculty.

Colleges

The academic organization of the University comprises eighteen colleges. One of these, the FAMU-FSU College of Engineering, is a joint program of the Florida Agricultural and Mechanical University (FAMU) and Florida State University. In addition to the Associate of Arts (AA) degree, the University offers 105 authorized baccalaureate degree programs, 123 authorized master's degree programs, 25 authorized advanced master's and specialist degree programs, 3 authorized professional degree programs, and 78 authorized doctoral degree programs. The following outlines the academic divisions:

College of Applied Studies

- **Programs:** Corporate and Public Communication; Financial Planning; Nurse Anesthesia; Professional Communication; Public Safety and Security

College of Arts and Sciences

- **Departments:** Aerospace Studies; Anthropology; Biological Science; Chemistry and Biochemistry; Classics; Computer Science; Earth, Ocean and Atmospheric Science; English; History; Mathematics; Military Science; Modern Languages and Linguistics; Philosophy; Physics; Psychology; Religion; Scientific Computing; Statistics
- **Interdisciplinary Programs:** FSU-Teach; Interdisciplinary Data Science; Interdisciplinary Humanities; Middle Eastern Studies; Molecular Biophysics; Neuroscience; Women's Studies

College of Business

- **Departments:** Accounting; Business Analytics; Finance; Information Systems and Supply Chain; Management; Marketing; Risk Management/Insurance, Real Estate and Legal Studies
- **Interdisciplinary Programs:** Business Administration and Law; Business Administration and Social Work

College of Communication and Information

- **Schools:** School of Communication; School of Communication Science and Disorders; School of Information

College of Criminology and Criminal Justice

- **Interdisciplinary Programs:** Criminology and Public Administration; Criminology and Social Work; Cyber Criminology

Dedman College of Hospitality

- **Departments:** Hospitality and Tourism Management; Global Club Management and Leadership; Recreation and Tourism Management

College of Education, Health, and Human Sciences

- **School:** School of Teacher Education
- **Departments:** Educational Leadership and Policy Studies; Educational Psychology and Learning Systems; Human Development and Family Sciences; Health, Nutrition, and Food Sciences; Sport Management
- **Interdisciplinary Programs:** FSU-Teach

FAMU–FSU College of Engineering

- **Departments:** Chemical and Biomedical Engineering; Civil and Environmental Engineering; Electrical and Computer Engineering; Industrial and Manufacturing Engineering; Mechanical Engineering

College of Fine Arts

- **Schools:** School of Dance; School of Theatre
- **Departments:** Art; Art Education; Art History; Interior Architecture & Design
- **Interdisciplinary Program:** Arts Administration

Jim Moran College of Entrepreneurship

- **Programs:** Retail Entrepreneurship; Commercial Entrepreneurship; STEM Entrepreneurship

College of Law

- **Interdisciplinary Programs:** Law and Aquatic Environmental Science, Law and Business Administration; Law and Information Studies; Law and Information Technology; Law and International Affairs; Law and Public Administration; Law and Social Work; Law and Sport Management; Law and Urban and Regional Planning

College of Medicine

- **School:** School of Physician Assistant Practice
- **Departments:** Biomedical Sciences; Clinical Sciences; Family Medicine and Rural Health; Geriatrics; Behavioral Sciences and Social Medicine
- **Interdisciplinary Programs:** Neuroscience and Interdisciplinary Medical Sciences

College of Motion Picture Arts

College of Music

College of Nursing

College of Social Sciences and Public Policy

- **School:** Reubin O'D. Askew School of Public Administration and Policy
- **Departments:** Economics; Geography; Political Science; Sociology; Urban and Regional Planning
- **Interdisciplinary Programs:** African American Studies; Demography and Population Health; Environment and Society; International Affairs; International Affairs and Law; Public Administration and Criminology; Public Administration and Law; Public Administration and Social Work; Public Health; Social Science; Urban and Regional Planning and Demography; Urban and Regional Planning and International Affairs; Urban and Regional Planning and Law; Urban and Regional Planning and Public Administration

College of Social Work

- **Interdisciplinary Programs:** Law and Social Work; Social Work and Business Administration; Social Work and Criminology; Social Work and Public Administration

Research and Research Facilities

Since its designation as a university in 1947, Florida State University has established itself as a strong center for research and creativity in the sciences, the humanities, and the arts. During the 2022 fiscal year, FSU invested over $414 million in research, and our faculty generated over $287 million in external funding for research and creative activities. These funds, derived through contracts and grants from various private foundations, industries, and government agencies, support many of the University's research and creative activities, provide stipends for graduate students, improve research facilities, and provide opportunities for students to engage in research.

Many of our faculty members are renowned scholars in their fields. Florida State University is perhaps best known in the natural sciences for its basic research programs in physics; chemistry and biochemistry; biology; psychology; meteorology; and oceanography. Its programs in materials science, high-field magnet research, superconductivity, geology, mathematics, computer science, and statistics also have strong research components, both basic and applied. Since 1982, Florida State has operated a College of Engineering as a joint program with Florida A&M University, an enterprise combining strengths in mechanical; electrical and computer; civil; environmental; chemical and biomedical; and industrial and manufacturing engineering. The Florida State University College of Medicine, founded by statute in 2000, has major research components in the biomedical and clinical sciences, family medicine and rural health, geriatrics, and medical humanities and social sciences. Finally, Florida State has traditional and ongoing strengths in the performing and creative arts and humanities.

Special Programs

The **National High Magnetic Field Laboratory (NHMFL)** is the only user-facility of its kind in the United States and the highest-powered magnet laboratory in the world. Headquartered at Florida State since 1994, the lab hosts roughly two thousand visiting scientists each year from dozens of countries who come to use our unique magnets to explore promising new materials, solve global energy problems, and advance our understanding of the biochemistry that underlies living things. Coupled with brilliant in-house researchers in physics, biology, chemistry, engineering, geochemistry, materials science, and medicine, their findings result in more than 400 scientific publications per year in peer-reviewed journals such as *Nature*, *Science*, *and Physical Review Letters*.

The MagLab is home to more than a dozen world-record magnet systems that were designed and built in-house by experts in magnet and science technology, including the world's strongest continuous field magnet at 45 tesla, the most powerful MRI at 900 MHz, a 21 tesla ion cyclotron resonance mass spectrometer, 36 tesla NMR magnet, and a 32 tesla all-superconducting magnet These tools open new frontiers of science and have enormous potential for commercial and industrial applications. The MagLab has many exciting research opportunities for undergraduates, graduate students, and postdoctoral researchers from across scientific disciplines who are interested in hands-on research experiences in an environment filled with world-class resources and instruments. The **Applied Superconductivity Center (ASC)** is associated with the NHMFL and the College of Engineering. Researchers at the ASC study high temperate superconducting materials that can be used in magnet construction, motors, and energy storage or transmission devices. Other materials efforts of note take place in the departments of Chemistry and Biochemistry, Physics, and Scientific Computing, as well as in units of the College of Engineering.

Florida State University has made major investments in faculty and infrastructure in the area of materials science and engineering. The **High-Performance Materials Institute (HPMI)**, located in the Materials Research Building, specializes in the synthesis, fabrication, and characterization of advanced composite materials, nanomaterials and additive manufacturing. These lightweight but strong and multifunctional composites materials have broad applications in aerospace, transportation, energy, and medical applications.

The **Center for Advanced Power Systems (CAPS)** performs basic and applied research to improve power systems technology focusing on electric power systems modeling and simulation; power electronics and machines; control systems; thermal management; high temperature superconductor characterization; and electrical insulation research. The development of cutting-edge technologies and a technology-savvy workforce in a broad range of aerospace and propulsion disciplines is the focus of the **Florida Center for Advanced Aero-Propulsion (FCAAP)**. FCAAP is a Center of Excellence led by Florida State University with the University of Central Florida, the University of Florida, and Embry-Riddle Aeronautical University as partners. FCAAP is housed in the **Aero-Propulsion, Mechatronics and Energy (AME) Building**. The AME building contains a variety of unique instruments and facilities including advanced polysonic wind tunnels, renewable energy, and robotics research labs. **Center for Resilient Infrastructure and Disaster Response (RIDER)** hosted in the FAMU-FSU College of Engineering is the leading many major national and state-wide research efforts of modeling and simulation of complex interconnected networks for resilience: planning, monitoring, response and rehabilitation of nature disaster, emergency, and major environmental events.

The **Program in Nuclear Research** is highly ranked nationally, with emphasis on nuclear structure physics, nuclear astrophysics, radioactive beam studies, hadronic nuclear physics, and relativistic heavy ion reactions. A large part of the program in experimental nuclear physics uses Florida State University's Superconducting Linear Accelerator Facility. The facility consists of a Super-FN tandem Van de Graaff electrostatic accelerator that injects into a heavy-ion superconducting linear accelerator, which are used to drive the RESOLUT radioactive-beam facility, the SE-SPS high-resolution magnetic spectrograph and the Clarion-2 gamma-detector array. A new research area in medical physics is being pursued at the laboratory in collaboration with the Mayo Clinic Jacksonville.

Florida State University's Coastal and Marine Laboratory (FSUCML) is located forty-five miles south of Tallahassee on the Gulf of Mexico. This research facility gives scientists and students access to one of the least impacted coastal environments of the southeastern U.S. Facilities include a diverse fleet of small research vessels, a fully equipped dive locker, analytical laboratories supplied with seawater from multiple systems, classrooms, and dormitory space for students and visiting research scientists. The analytical lab building includes two recently renovated 60-square-foot temperature-controlled environmental chambers and a suite of general-use scientific instruments. The 352 m2 Shellfish Research Hatchery includes an algal culture system, a brood-stock conditioning room, and larval culture and settlement tanks. The hatchery provides larvae and juveniles of multiple shellfish species for research and restoration. The FSUCML is home port for the 63' aluminum research vessel, R/V Apalachee, which can be equipped with a full ocean depth Seabird CTD-water sampling system and a small Seamor Remotely Operated Vehicle. The FSUCML also operates FSU's scientific diving program, which provides support for and oversight of all scientific and educational compressed-gas diving for FSU and other AAUS institutions.

The **Center for Ocean-Atmospheric Prediction Studies (COAPS)** trains oceanographers, meteorologists, and scientists in related disciplines. Research at COAPS focuses on ocean and atmospheric dynamics and their applications to interdisciplinary studies. COAPS scientists specialize in the modeling of ocean and atmospheric dynamics, climate prediction on scales of months to decades, air-sea interaction and modeling, and predictions of socio-economic consequences of ocean-atmospheric variations. COAPS is host to the Florida Climate Center (FCC), home of the State Climatologist. COAPS is also part of the **Florida Climate Institute**, a network of universities across Florida working to improve society's understanding of climate variability and change by fostering inter-disciplinary research, developing new technologies for a resilient Florida, and strengthening education in climate science and applications.

Structural Biology, a collaboration of faculty from the Departments of Biological Science, Chemistry and Biochemistry, Mathematics, Medical Science, and Physics, is the research emphasis of the **Institute of Molecular Biophysics**. Research conducted by Structural Biology faculty focuses on the three-dimensional structure of biologically important macromolecules and the structural correlates of their functional properties. A variety of state-of-the-art research tools are available in the Institute and allied units including X-ray crystallography, cryoelectron microscopy, mass spectrometry, computer-based molecular modeling, electron paramagnetic resonance, fluorescence, laser and NMR spectroscopies.

A number of Florida State University programs have won statewide, national, or international distinction for their research. These include the following:

The **Institute for Justice Research and Development (IJRD)** advances science, policy, and practice to improve the well-being of individuals, families, and communities impacted by criminal justice system involvement. IJRD conducts rigorous, real-world intervention research; rapidly disseminates findings to enact data-driven reforms; trains professionals at the intersection of social work and criminal justice; and harnesses technology to maximize impact.

The **Learning Systems Institute (LSI)** is a diverse, multidisciplinary program designed to bridge the gap between research and practice in education and training. Researchers at LSI combine strengths in educational leadership, instructional design, and human performance to design, build, and implement effective learning strategies for a wide range of clients around the world. Founded in the 1960s to help the South Korean government in its efforts to overhaul the country's school system, LSI has grown to become an international resource for learning. In the 1990s, the institute's pioneering work in distance learning led to it becoming the home for the University's online educational outreach.

The **Florida Center for Reading Research (FCRR)** was established by Gov. Jeb Bush in 2002 as the central source of research and training for Florida's initiatives in improving the reading and literacy levels of K–12 students throughout the state. Over 20 years, FCRR has grown into an internationally renowned, interdisciplinary research center with faculty in psychology, education, communication sciences and disorders, and social work contributing to investigations of all aspects of reading and reading-related skills across the lifespan. The center focuses FSU's strengths in translational science. Discoveries from basic and applied research are translated into evidence-based approaches to instruction, intervention, and assessment that are disseminated to partners like the Florida Department of Education and directly to students, teachers, families, and communities.

Florida State University's **Autism Institute**, housed in the College of Medicine, coordinates and promotes research, education, and service related to autism spectrum disorders. The institute promotes Interdisciplinary research that advances scientific knowledge and bridges the gap between this knowledge and clinical/educational practice.

The **Florida Institute for Child Welfare (FICW)** at the College of Social Work was established by the Florida Legislature in 2014. In collaboration with a statewide affiliate network, FICW maintains a program of research and evaluation to support improvements within the child welfare system. In 2020, the legislature tasked the Institute with several new mandates, including the design and implementation of an interactive, interdisciplinary social work curriculum, a development of a career-long professional development curriculum, and specialized, capacity-building technical assistance for organizations.

The **John and Mable Ringling Museum of Art** located in Sarasota, Florida, is the designated State Museum of Florida. In 2000, the Legislature shifted the museum's administration to Florida State University in recognition, in part, of the growing trend to maximize the educational value and potential of museums and, in part, to take advantage of the University's commitment to the arts. That potential is especially evident through this association with the Sarasota community due to mutual strengths in the areas of the fine and performing arts and corollary interests, such as the American circus. The Ringling Museum, the home of an internationally renowned art collection, occupies sixty acres of beautiful bay-front property, including the museum of art, the historic Asolo Theatre (restored in 2006), Ca'd'Zan, the Ringling Mansion, and the Circus Museum, now featuring the Tibbals Learning Center, dedicated to preserving the world's largest and most complete collection of circus art and history. Together with the Florida State University Performing Arts Center, which lies adjacent to the art museum, it holds center stage for Florida State University's Ringling Center for the Cultural Arts, created by the Florida Legislature in the year 2000.

Florida State University's **Institute of Science and Public Affairs** is a multifaceted institute of public service and applied research that helps governmental and private agencies solve problems ranging from hazardous waste disposal to conflict resolution. Research centers within the institute respond to public and private sector needs. Specialists in the fields of biology, chemistry, geography, education, planning, public administration, physics, economics, law, and other areas carry out the University's public service responsibility through programs in education, training, and applied research. The overriding objective is to successfully apply resources, human and technical, to policy problems within the state of Florida. The Institute provides University students the opportunity to work on specific projects in institute centers under the supervision of experienced faculty and staff. These projects provide training for students in problem-solving environments. Government agencies and private sector organizations benefit from this dynamic source of trained and skilled personnel.

Since 1951, students and faculty of Florida State University have benefited from its membership in **Oak Ridge Associated Universities (ORAU)**. ORAU is a consortium of more than one hundred PhD granting universities and a management and operating contractor for the U.S. Department of Energy, located in Oak Ridge, Tennessee. ORAU works with its member institutions to help their students and faculty gain access to federal research facilities throughout the country; to keep its members informed about opportunities for fellowship, scholarship, and research appointments; and to organize research alliances among its members, including programs designed to increase the numbers of underrepresented minority students pursuing degrees in science- and engineering-related disciplines.

In addition to membership in ORAU, Florida State University is one of the core university partners with **Oak Ridge National Laboratory (ORNL)**. Partnership with ORNL facilitates research collaborations and affords access for faculty, postdoctoral fellows and graduate students to unique capabilities in neuron scattering, high performance computing, and materials science. Furthermore, graduate students have the potential to participate in ORNL's Graduate Opportunities (GO!) Program involving dual mentorship between FSU faculty and national lab staff members.

Research Support

Many offices support researchers, including, within OVPR, the **Office of Research Development (ORD)**, which helps faculty to meet collaborators and aids in proposal development, the **Office of Commercialization**, which handles technology transfer, **Sponsored Research Administration (SRA)**, which facilitates and monitors federal and state grants, the **Office for Human Subjects Protection (HSP)**, which aids those who research involves human participants, and **Laboratory Animal Resources (LAR)**, which aids those who work with animals. The **Office for Clinical Research Advancement (OCRA)** is a central coordinating and support office for interdisciplinary biomedical and behavioral researchers across campus that engages, connects, and supports FSU research faculty, clinicians, and FSU communities in advancing medical discoveries to improve health outcomes.

Outside of the OVPR, the College of Medicine's **Translational Science Laboratory** houses a broad array of biomedical instruments including mass spectrometers, a high through-put DNA sequencer and biophysical macromolecular characterization devices. The **FSU Magnetic Resonance Imaging Facility** is also housed in Medicine. This facility contains a state-of-the-art Siemens Prisma MRI system being used primarily for brain imaging research.

Computing and information technology are widely used at Florida State University for both research and instruction. The University's **Information Technology Services (ITS)** manages a high-speed network that connects computers throughout the University to each other and to the world. ITS also provides wireless connectivity to the network from most locations on the FSU campus. In addition to the global Internet, Florida State University participates in the Florida LambdaRail and the National LambdaRail project, a special high capacity state and national network for academic and research purposes. The University maintains a shared high-performance computing system, the **Research Computing Center**. The current setup has 748 compute nodes and 14,092 CPU cores. The theoretical peak performance of the complete system is 393 TeraFlops. The RCC has recently added 1.5 PetaByte low-cost archival storage capabilities to the facility.

Other Research & Instructional Units

Center for Academic & Professional Development

Director: William H. Lindner; **Associate Director**: Kerry McElroy

The Florida State University Center for Academic and Professional Development (CAPD) is the continuing education and academic program outreach entity for the campus, the community, and students of all ages everywhere. Housed in the Augustus B. Turnbull III Florida State Conference Center, the experienced staff of CAPD support a variety of learning opportunities as they provide services to colleges, departments, and students on campus and online. CAPD can be reached online at https://learningforlife.fsu.edu.

CAPD promotes lifelong learning and personal productivity enhancement. For example:

Professional Development/Personal Enrichment. CAPD offers self-paced Professional Certification in Trauma and Resilience, Professional Certification in Human Trafficking Prevention and Intervention, College Student Wellbeing, Trauma and Resilience, and the Certificate in Financial Planning. These courses are instructor-led and offer an online interactive experience.

Test Prep Classes. CAPD also offers online and face-to-face courses in Test Prep for the GMAT, GRE, LSAT, and SAT.

Academic Credit. CAPD provides academic credit courses, including part-time degree and certificate programs for the non-traditional student. Courses are offered on campus and at a distance. Special courses and teacher institutes are held each summer. CAPD also coordinates returning student scholarships for students twenty-three years of age or older.

CAPD continues to identify and develop new course offerings to support lifelong learners in their quest for personal enrichment and sustain successful careers.

CAPD's team can assist you with your training needs, web-capturing your lessons, creating a custom web page with a unique URL to link to your training and/or convert your web-captured materials to short videos with specific learning objectives.

The Center's professional staff of meeting planners is readily available to put their expertise to work helping you organize events. For more information, please visit https://learningforlife.fsu.edu/fsu-conference-center-2.

The Florida State Conference Center

The Augustus B. Turnbull III Florida State Conference Center, located at 555 West Pensacola St., is adjacent to FSU's five-story St. Augustine parking garage. The Conference Center is approximately 47,000 square feet, featuring a gothic brick exterior and three floors to house a large auditorium, a 336-seat dining room, eight breakout rooms, an executive boardroom, food preparation facilities, and administrative offices. It employs the latest technology, including three video walls, LCD screens and live Webcasting in its conferencing rooms, and is capable of hosting anything from small meetings to large regional conferences. The Conference Center also has a full service studio outfitted with industry standard equipment and capability, including teleprompting and Webcasting.

Campus Reimagined Initiative

Director: William H. Lindner

The Florida State University Campus Reimagined Initiative (CRI), established in 2018, is committed to facilitating the future success and exceptional student experiences on our destination campus. Housed in the Augustus Turnbull III Florida State Conference Center, the experienced team of CRI supports a variety of cross-functional, future-oriented, technologically enhanced initiatives. The CRI mission is to create a living and learning environment, built on a data-informed, technology-centric platform, where students can seek and acquire the knowledge they need to discover, develop, and fulfill their personal aspirations.

The initiative's goals are:

- Create a campus ecosystem that supports each individual student's unique living and learning experience.
- Give students real-time access to the specific campus information they need, exactly when they need it.
- Deliver information in a mode and format that best fits the individual student's communication and learning preference.
- Whenever possible, design the components to be self-populating, self-regulating, and self-funding.

Center For Global Engagement

See the “International Education” chapter in this General Bulletin.

Center For Intensive English Studies

See the “International Education” chapter in this General Bulletin.

FSU International Programs

See the “International Education” chapter in this General Bulletin.

Florida Center For Reading Research

Director: Nicole Patton Terry

The Florida Center for Reading Research (FCRR) is a multidisciplinary research center at Florida State University that was established in 2002 by the Governor's office and the Florida Legislature. FCRR explores all aspects of reading research—basic research into literacy-related skills for typically developing readers and those who struggle, studies of effective prevention and intervention, and psychometric work on formative and summative assessments. For more information on the Florida Center for Reading research visit http://fcrr.org.

The Florida Center for Public Management

Director: Linda Jimenez-Lopez

The Florida Center for Public Management (FCPM) was established in 1978 to provide assistance to elected leaders and public managers in state and local governments in Florida. Its staff of full-time, experienced management consultants is available to help these officials improve their operations through a variety of services, including executive development seminars, organizational improvement diagnoses, leadership and staff team-building workshops, and various problem-solving techniques. FCPM efforts include the Florida Certified Public Manager Program, a nationally recognized comprehensive training and development program for public sector managers. FCPM is a part of the Askew School of Public Administration and Policy.

To obtain further information about FCPM and its services, visit **https://www.fcpm.fsu.edu** or call (850) 644-6460.

Florida State University – Republic of Panama

Rector: Carlos R. Langoni

Florida State University's Office of International Programs administers a permanent campus of approximately 450 full-time students in the Republic of Panama. FSU-Panama offers a full program of courses at the lower-division level leading to the associate degree, undergraduate courses leading to the baccalaureate degree in selected majors, and graduate courses leading to the master's degree in International Affairs. The campus serves U.S. citizens and residents in Panama, Panamanian citizens, and visiting scholars from through-out the world. Courses are taught by regular and adjunct faculty as well as rotating faculty from the Tallahassee campus; students from the Tallahassee campus also study at FSU-Panama, taking advantage of the resources of Panama and the ease of receiving full academic credit from the University. Internships are arranged for Tallahassee students majoring in fields ranging from

biology to international business. A full range of facilities is offered at the FSU-Panama campus, including housing, an athletic complex, a library, technology-enhanced classrooms, laboratories, administrative offices, and student center. The campus is located in Clayton – the City of Knowledge – across from the Miraflores Locks of the Panama Canal and a few miles from the center of Panama City, the nation's capital.

FSU-Panama also offers additional courses and cultural activities of special interest to U.S. students who seek study-abroad opportunities, either for one semester or for a full year. It also offers continuing education opportunities as well as English as a Second Language instruction through the Professional Development Program and the FSU Panama English Program, respectively. For further information, please consult the campus' website, https://panama.fsu.edu, write to the International Programs office at A5500 University Center, call *(850) 644-3272*, or visit https://www.international.fsu.edu.

Institute for Cognitive Sciences

Director: Michael Kaschak

The institute was founded in 1984 for the encouragement of interdisciplinary research, communication, and graduate study in the cognitive sciences. Its members include faculty and graduate students from the fields of computer science, psychology, philosophy, linguistics, education, business, and physics. Research has involved computer modeling of memory and problem solving, artificial and computational intelligence, knowledge-based computer systems, fuzzy logic and soft computing (e.g., genetic algorithms and neural networks), computer diagnosis of novice difficulties in problem solving, similarities and differences between human and lower-animal cognition, cultural aspects of cognition and language, linguistics and cognition, formal and natural languages, philosophy of knowledge and cognition, philosophy of artificial intelligence, study of the brain, robotics, education, and vision. Recently, research into cognitive aspects of the management of technology and of the perception of its affordability/cost has been included. A specialized studies program is offered for graduate study in cognitive sciences.

Learning Systems Institute

Director: Rabieh Razzouk **Associate Director for Research**: Stephanie Zuilkowski

The Learning Systems Institute (LSI) is at the forefront of developing innovative education and human performance solutions that bridge theory and practice. For 54 years, LSI has provided innovative work in 47 countries while delivering systems that measurably im-prove the learning and performance of organizations and individuals. A leader in multidimensional education projects and capacity building for reforming and strengthening educational systems, LSI faculty and staff have extensive experience successfully implementing educational programs in Florida, the United States, and worldwide. LSI has also built a strong record of managing multi-million-dollar research and service projects, generating more than $760 million in externally funded research over its five-decade history.

Internationally, LSI has overseen more than 50 projects. Many of these international projects aim to improve primary, secondary, and tertiary education and support educational reforms that call for pre- and in-service teacher education, curriculum, and materials development for all these levels, including technical and vocational training for workforce development. Organizations such as the U.S. Agency for International Development, the U.S. Department of State, UNICEF, CARE International, and various non-governmental organizations have entrusted LSI with research and development work, as have government agencies in Indonesia, Ethiopia, the Philippines, India, Ukraine, South Africa, Nigeria, Egypt, Lebanon, Pakistan, Tuvalu, nations in Latin America, and elsewhere.

Another focus at LSI is the Florida Center for Research in Science, Technology, Engineering, and Mathematics (FCR–STEM), awarded to Florida State University in 2007. It is operated by LSI faculty and staff. The mission of FCR-STEM is to help the State of Florida im-prove STEM teaching and learning in grades K-12 and prepare students for higher education and STEM careers in the 21st century. Among FCR-STEM's significant accomplishments are the impacts of professional development on teacher and student outcomes, the de-sign and delivery of intensive professional development for over 40,000 K-12 math and science teachers in Florida and serving instructional resources to millions of educators and students.

LSI's expertise in STEM education, teacher training, policy and standards, literacy, instructional design and curriculum development, education technology, higher education capacity building, inclusive education, and research, monitoring, and evaluation is driven by top researchers from multiple departments at FSU and leading institutions globally.

To obtain further information about LSI, contact the Learning Systems Institute, 4600 UCC, Tallahassee, FL 32306-2540, or call (850) 644-2570. LSI's website may be accessed at https://lsi.fsu.edu.

FSU Early Childhood Autism Program – Panama City Campus

Program Director: Emily (Nikki) Dickens

Unique to the Panama City Campus, the FSU Early Childhood Autism Program (ECAP) is a non-profit, community outreach program that provides home, school, and clinic-based Applied Behavior Analysis (ABA) therapy for clients diagnosed with developmental disabilities, including autism spectrum disorder. The primary mission of ECAP is to provide effective, evidence-based behavioral treatment for clients and the secondary mission is to provide supervised clinical training to Florida State University graduate students as part of their practicum with the ABA Master's Program at FSU Panama City. Service provided by ECAP include but are not limited to:

- Individualized skill and behavioral assessments
- Development and implementation of behavior treatment plans focusing on increasing important behaviors (e.g. language, social, and communicative skills) and decreasing problematic behaviors
- Parent consultation and training
- Direct 1:1 therapy and teaching with clients

ECAP graduate students conduct services under the supervision of doctorate and master's level board certified behavior analysts who hold national certification with the behavior analyst certification board. For more information about ECAP visit **https://pc.fsu.edu/ecap** or call *(850) 770-2241*.

L.L. Schendel Speech & Hearing Clinic

Director of Clinical Education: Tricia Montgomery

The dual mission of the speech and hearing clinic is to provide effective community service to improve the communication abilities of clients, and to provide a teaching and clinical research laboratory to develop exemplary assessment and treatment procedures for use by Florida State University students in speech-language pathology. Specific services include but are not limited to:

- Comprehensive speech-language assessment and intervention
- Hearing assessment, hearing aid dispensing, and other clinical services related to hearing impairment
- Assistive communication lab
- Dialect/Accent evaluation and reduction

Services are provided by graduate students under the direct supervision of faculty members. All professional staff members are licensed by the Florida Board of Speech Language Pathology and Audiology and certified by the American Speech Language Hearing Association.

Fees vary according to the nature of services. Students, faculty, and staff receive a reduced rate. Further information is available by calling: *(850) 644-2238* (Voice and TDD).

Museum of Fine Arts

Curator: Meredith Lynn

Located in Tallahassee, MoFA has a history of exciting projects – from lush painting to dynamic sculpture exhibitions, from challenging installations to provocative photography shows. Every season begins with an international competitive exhibition that embraces all media and every semester closes with the youth and exuberance of the graduating artist exhibitions.

The Florida State University Museum of Fine Arts is a member of Florida Association of Museums, Florida Art Museum Directors' Association, Florida Cultural Action Alliance, Southeastern Museums' Conference and is accredited by the American Alliance of Museums.

Naval Science

The Naval Reserve Officers Training Corps (NROTC) program at Florida Agricultural and Mechanical University (FAMU) is open to both men and women of Florida State University through the FAMU–FSU Cooperative Program. The NROTC Program at FAMU is administered by the NROTC staff. This program affords the opportunity for selected men and women to receive instruction in naval science courses, which, in conjunction with a baccalaureate degree, will qualify them for a commission in the United States Navy or the United States Marine Corps. Students enrolled in the University who are physically qualified, and who are United States citizens, are eligible to apply for the NROTC program.

The FAMU NROTC Unit offers five programs: (1) the Navy–Marine Corps College Program (non-scholarship); (2) the four-year Navy–Marine Corps Scholarship Program; (3) the two-year NROTC College Program; and (4) the two-year Scholarship Program. Navy-Marine Corps College Program students are eligible to compete for available Naval Education and Training Command (NETC) scholarships any time after one semester of participation in the program. Selection is based on academic achievement, physical fitness, and military aptitude. Scholarships include full tuition, lab fees, and a textbook allowance of $375.00 per semester. Additionally, a stipend of $250.00 (freshmen), $300.00 (sophomores), $350.00 (juniors), or $400.00 (seniors) is paid per month to help defray the cost of living expenses. Navy–Marine Corps College Program students, if selected for advanced standing in their junior or senior year, receive a $350.00 and $400.00 per month stipend, respectively.

The NROTC Unit is located in the Perry-Paige Building on the FAMU campus. For additional information, visit **http://www.famu.edu/index.cfm?navyrotc**.

Written requests for information should be addressed to: *Recruiting Officer, NROTC Unit, Florida Agricultural and Mechanical University, P.O. Box 6508, Tallahassee, FL 32314-6508*; or call either *(850) 599-8412* or *(850) 599-3980*; or e-mail **nrotc@famu.edu**.

Reserve Officers Training Corps

The University includes among its offerings both an Air Force and an Army Reserve Officer Training Corps (ROTC) program; students of Florida State University may apply for admission to the Navy ROTC Program offered through Florida Agricultural and Mechanical University (FAMU). Interested male or female freshmen and sophomores are encouraged to enroll and apply for a Navy or Marine Corps scholarship. Naval Science classes are listed in the *FAMU General Catalog* under "Division of Naval Sciences." The Air Force ROTC program is offered to students at FSU, FAMU, TCC, and the Embry-Riddle Aeronautical University extension campus at TCC. The classes are listed in this *General Bulletin* under "Aerospace Studies." For additional information, visit **https://airforcerotc.fsu.edu/**, call *(850) 644-3461*, or stop by *212 Harpe-Johnson Hall*. The Army ROTC Program is offered to FSU and TCC students. The classes are listed in this *General Bulletin* under "Military Science." For additional information, visit **https://armyrotc.fsu.edu/**, call *(850) 644-8806*, or visit in person at *201 Harpe-Johnson Hall*.

Seminole Productions

FSU's professional video production unit, Seminole Productions, housed in the College of Communication and Information, provides a variety of services to University departments. One major partner is the Florida State Athletics department. Seminole Productions produces over 120 live events and over seventy-five television shows every year for Athletics alone. In addition, Seminole Productions has partnered with ESPN and Fox Sports to produce numerous live events and special television programming for their networks. Seminole Productions is also a leader in Stereoscopic (3D) production and programming. Mark Rodin and his team of professionals have been working in stereoscopic technology for over ten years, outpacing universities across the nation in this medium. FSU students have the opportunity to learn from industry professionals, working with state-of-the-art equipment on real world

projects, as part of their coursework. Everything Seminole Productions staff does is on a professional level for real paying clients. This ensures students are ready to meet the challenges of real world production after graduation. So whether it is working on live events, television shows, in pre- or post-production, graphics and animation, or even 3D stereoscopic production, students have numerous opportunities to become involved in Seminole Productions.

Institutes and Research Centers

The work of the colleges is facilitated by institutes and centers in which faculty and students from throughout the University work as interdisciplinary teams on research and service projects. The centers and institutes are heavily supported by external funds. They serve as actual and potential sites for cooperative projects staffed by faculty and students, and personnel from business and industry, and are significantly involved in supporting state agencies through research, development, and training.

The following are the Florida Board of Governors approved institutes and research centers:

Professional Development and Public Service

- Center for Academic and Professional Development
- The Frederick L. Jenks Center for Intensive English Studies

Learning Systems Institute

Florida Center for Research in STEM

Institute of Science and Public Affairs

- Center for Economic Forecasting and Analysis
- Center for Information Management and Educational Services (CIMES)
- Center for Prevention and Early Intervention Policy
- Center for the Advancement of Human Rights
- Florida Conflict Resolution Consortium and FCRC Consensus Center
- Florida Resources and Environmental Analysis Center (FREAC)
- Florida State Climate Center
- Institute for Academic Leadership
- Institute of Science and Public Affairs (ISPA)
- John Scott Dailey Florida Institute of Government
- The Florida Center for Prevention Research

College of Applied Studies

- Science, Technology, Engineering and Mathematics (STEM) Institute

College of Arts and Sciences

- Center for Anchored Phylogenomics
- Center for Genomics and Personalized Medicine (joint with the College of Medicine)
- Center for Ocean-Atmospheric Prediction Studies (COAPS)
- Geophysical Fluid Dynamics Institute (GFDI)
- Institute for Cognitive Sciences
- Institute of Molecular Biophysics (IMB)
- Institute on Napoleon and the French Revolution
- Institute on World War II and the Human Experience
- Karst Environmental Center (KEC)
- Middle East Center
- Statistical Consulting Center
- Winthrop-King Institute for Contemporary French and Francophone Studies

College of Business

- Carl DeSantis Center for Executive Management Education
- Center for Risk Management Education and Research
- Human Resource Management Center
- Institute for Applied Business Research
- Jim Moran Institute for Global Entrepreneurship
- Real Estate Research Center

College of Communication and Information

- Center for Hispanic Marketing Communication
- Communication and Early Childhood Research and Practice Center

- Communication Research Center
- Information Use Management and Policy Institute (Information Institute)
- Institute for Digital Information and Scientific Communication (iDigInfo)
- Institute for Intercultural Communication and Research (joint with Office of the Vice President for Student Affairs)
- L.L. Schendel Speech and Hearing Clinic
- Project Management Center

College of Criminology and Criminal Justice

- Center for Criminology and Public Policy Research

College of Education, Health, and Human Sciences

- Center for Advancing Exercise and Nutrition Research on Aging
- Center for Couple and Family Therapy
- Center for Education Research in Mathematics, Engineering and Science (CERMES)
- Center for Postsecondary Success (CPS)
- Center for Sport, Health and Equitable Development
- Center for the Study of Technology in Counseling and Career Development
- Center on Better Health and Life for Underserved Populations
- Florida State University Family Institute
- FSU COACH: Interdisciplinary Center for Athletic Coaching
- Hardee Center for Leadership and Values
- Institute of Sports Sciences and Medicine (joint with the College of Medicine)

FAMU–FSU College of Engineering

- Aero-propulsion, Mechatronics and Energy Center (AME)
- Applied Superconductivity Center (ASC)
- Center for Accessibility and Safety for an Aging Population (ASAP)
- Center for Advanced Power Systems (CAPS)
- Center for Intelligent Systems, Control and Robotics (CISCOR)
- Center for Resilient Infrastructure and Disaster Response (RIDER)
- Energy and Sustainability Center (ESC)
- Florida Center for Advanced Aero-Propulsion (FCAAP)/Center of Excellence in Advanced Materials
- High Performance Materials Institute (HPMI)

Jim Moran College of Entrepreneurship

- The Retail Center
- The InNOLEvation ™Center for Student Engagement
- Jim Moran Institute for Global Entrepreneurship

College of Fine Arts

- Maggie Allesee National Center for Choreography

College of Law

- Center for Environment, Energy and Land Use Law
- Center for Innovative Collaboration in Medicine and Law (joint with the College of Medicine)

College of Medicine

- Autism Institute
- Center for Behavioral Health Integration
- Center for Brain Repair
- Center for Child Stress and Health
- Center for Genomics and Personalized Medicine (joint with the College of Arts and Sciences)
- Center for Innovative Collaboration in Medicine and Law (joint with the College of Law)
- Center for Translational Behavioral Science
- Center on Medicine and Public Health
- Florida Blue Center for Rural Health Research and Policy
- Institute of Sports Sciences and Medicine (joint with the College of Health and Human Sciences)

College of Motion Picture Arts

- Torchlight Center for Motion Picture Innovation and Entrepreneurship

College of Music

- Center for Music of the Americas
- Center for Music Research
- Institute for Infant and Child Medical Music Therapy

College of Nursing

- Center for Population Sciences and Health Equity
- Tallahassee Memorial HealthCare Center for Research and Evidence Based Practice
- Brain Science and Symptom Management Center
- Institute on Digital Health and Innovation

College of Social Sciences and Public Policy

- Center for Demography and Population Health
- Center for Disaster Risk Policy
- Civil Rights Institute at Florida State University
- Claude Pepper Center
- DeVoe L. Moore Center for the Study of Critical Issues in Economic Policy and Government
- Florida Center for Public Management
- Gus A. Stavros Center for the Advancement of Free Enterprise and Economic Education
- L. Charles Hilton Center for the Study of Economic Prosperity and Individual Opportunity
- LeRoy Collins Institute
- Pepper Institute on Aging and Public Policy

College of Social Work

- Florida Institute for Child Welfare
- Florida State University Multidisciplinary Evaluation and Consulting Center
- Institute for Family Violence Studies
- Institute for Justice Research and Development
- Stoops Center for Communities, Families, and Children
- Trinity Institute for the Addictions

Office of the Provost

- Institute for Successful Longevity

Office of the Vice President for Research

- Florida Health Equity Research Institute

Office of the Vice President for Student Affairs

- Florida Center for Interactive Media (FCIM)
- Institute for Intercultural Communication and Research (joint with the College of Communication and Information)

Office of Digital Learning

Director: Robert J. Fuselier

The **Office of Digital Learning (ODL)** serves as a steward of distance education at FSU, providing leadership, policy guidance, faculty support and development, and other resources. ODL's services to students, faculty, and staff support student achievement in technology-mediated learning environments. For information on services, visit **https://odl.fsu.edu**. For information on proctored testing, visit **https://testing.fsu.edu**. For information on online programs and support for prospective students, visit **https://distance.fsu.edu**.

Administration

ODL's administrative team offers fiscal and human resources services and provides information on data and reporting related to online programs. For more information, visit **https://odl.fsu.edu/online-programs/program-data**.

Communications & Creative Services

The communications and creative services team develops and implements strategies that advance key ODL initiatives, manages the department's communications and creative services, and provides a full suite of video production services for faculty developing and teaching online courses. For information on media production services, visit **https://odl.fsu.edu/media**.

Instructional Development

The instructional development faculty provide support for the development of quality online programs and courses. The faculty work with instructors to ensure their courses align with online design standards, and course support specialists help to ensure courses meet accessibility standards. The faculty also offer consultations and workshops to promote quality instruction and support instructors teaching online. Learn more at ***https://odl.fsu.edu/training***. For information on quality course design, visit **https://odl.fsu.edu/online-instruction/quality-course-design**. For information on certifying online courses for high quality, read about the FSU Online Quality Initiative at **https://odl.fsu.edu/quality**.

Program Support

The program support team serves students, faculty, and staff in the administration of online courses and programs and the proctored testing of FSU course exams and specialty exams.

Academic Programs

FSU offers nationally ranked online programs, distinguished faculty, and a renowned strength in the arts, humanities, and sciences. Academic program specialists support online learners from the prospective student's first inquiry through the final semester. They also assist departments who are building and offering distance learning courses in the Student Central course registration system. For more information, visit **https://distance.fsu.edu**.

Online undergraduate offerings include the following, which can also be accessed at **https://distance.fsu.edu/programs**:

Undergraduate Programs

- Computer Science (BA)
- Computer Science (BS)
- Criminology
- Financial Planning
- Interdisciplinary Social Science
- Public Safety & Security (Majors available in Crime Scene Investigation, Law Enforcement Intelligence, and Law Enforcement Operations)

Undergraduate Certificates

- Beverage Management
- Emergency Management
- Leadership Studies
- Multicultural Marketing Communication
- Special Events
- U.S. National Intelligence Studies

Assessment & Testing

The FSU Testing Center at University Center C-1100 provides secure, on-site proctored testing for FSU course exams and specialty exams like CLEP, Modern Language Placement, and Certiport professional certification. The Assessment & Testing team also facilitates online proctoring for the university's distance learning students. Scantron (bubble-sheet) form scanning services are offered, including online form viewing, item analysis, and reports. For more information, visit **https://testing.fsu.edu**.

Technology Services

ODL's technology services team helps students and instructors with FSU's academic technologies, including the Canvas learning management system. Developers and data engineers create web applications that support ODL services, manage student and course data in Canvas, and integrate academic technologies within Canvas. They also administer course evaluations on behalf of the university. The systems administration team ensures that servers and workstations are secure and regularly updated, and technical support specialists research and respond to support requests and manage an extensive knowledge base of Canvas articles. For more information, visit **https://odl.fsu.edu/learning-technologies**.

Libraries

Dean of the University Libraries: Gale Etschmaier

The University Libraries provide print and electronic collections and a wide range of services to enhance the learning, teaching, research, and service activities of Florida State University. In support of this mission, the libraries' collection is over 4.9 million titles, including access from anywhere in the world to hundreds of databases and more than 219,000 electronic journals. Materials not available online or at the Libraries may be requested through interlibrary loan or through the statewide UBorrow system, offering FSU faculty and students access to millions of books from 39 other state university and college libraries. The Library Express Delivery Service (LEDS) delivers books and articles to faculty, post-docs, graduate, teaching, and research assistants daily. For those researchers unable to visit the libraries, online research services are available seven days a week and library employees offer outreach to residence halls and buildings across campus.

Campus libraries offer many of the same services and resources customized to complement the disciplines they serve. Libraries include: Robert Manning Strozier Library (Main), Paul A. M. Dirac Science Library, Mildred and Claude Pepper Library, the FAMU-FSU College of Engineering Library, and FSU Panama City-Florida Library and Learning Center. The following are designated dean-directed libraries: Warren Allen Music Library, College of Law Legal

Research Center, College of Medicine Medical Library, as well as the John & Mable Ringling Museum of Art Library in Sarasota, Florida. International Programs study centers in London, Florence, Valencia, and Republic of Panama also provide library services, resources, and spaces. The entire FSU community can search the University Libraries catalog via its website at **https://www.lib.fsu.edu**.

The **Robert Manning Strozier Library**, the University's main library, is located in the center of Tallahassee's campus and occupies seven floors. Strozier Library is open one hundred and thirty-four hours each week during the Fall and Spring semesters, providing around-the-clock research assistance and study spaces. University Libraries had over 1.6 million visitors last fiscal year 2022-23. This visitor count is approaching pre-pandemic levels. Its main floor is an undergraduate-focused Learning Commons, while its lower level is a graduate- and faculty-focused Scholars Commons. Strozier Library offers a robust range of academic support services and programming. Its collection includes a wide variety of research materials, primarily in the humanities and social sciences. The library serves as a regional depository for federal and Florida government documents as well as United Nations documents. In its technology labs, Strozier provides equipment, software, and facilities for listening to, viewing, creating, and editing multimedia materials. Internet-accessible computers with scanners, printers, and photocopiers are available throughout the library. Laptops, cameras, and other equipment are available for checkout. The Assistive Technology Lab provides adaptive equipment and software for students with disabilities. For more information, visit https://www.lib.fsu.edu/visit-and-study/strozier-library.

University Libraries Special Collections and Archives materials are accessed in the Special Collections Research Center on the first floor of the Strozier Library, a nearby Exhibit Room, and in the Mary Lou Norwood Reading Room on Strozier's second floor. Its collections comprise more than half a million items. Manuscript collections include Florida political collections, Southern business history, literary manuscripts, and local and regional Florida history. DigiNole, FSU's digital repository, provides online access to thousands of unique manuscripts, photographs, pamphlets, rare books, historic maps, and other materials from across the FSU campus libraries and beyond. The rare books of Special Collections support a wide variety of disciplines and research interests. The collection includes books from small and private presses, first editions, limited edition works, cuneiform, and other items. Notable book collections include Napoleon and the French Revolution, Shaw Childhood in Poetry, William Morris Kelmscott Press, and Carothers Memorial Rare Bibles. Special Collections and Archives, which includes University Archives, Heritage Protocol, and the Claude Pepper Library, welcomes class visits and provides a hands-on learning environment for students. Heritage Protocol maintains the Norwood Reading Room on the second floor of Strozier Library, where rotating exhibits of FSU memorabilia are displayed. For more information, visit: https://www.lib.fsu.edu/special-collections/visit.

The **Claude Pepper Library**, housed on-campus in the Pepper Center, was established in 1985 as the official repository for the Pepper Collection, a unique and multi-faceted collection of over a million items by and about U.S. Congressman Claude Pepper (1900-1989) and other prominent Florida political figures, including manuscripts, photographs, audio/video recordings, and memorabilia. For more information, visit **https://www.lib.fsu.edu/special-collections/claude-pepper**.

The **Paul A. M. Dirac Science Library**, located on the west side of campus in the heart of the Science Center complex, serves students, faculty, and researchers in STEM fields from its central location. For more information, visit https://www.lib.fsu.edu/visit-and-study/dirac-science-library.

The **Warren D. Allen Music Library**, one of the Southeast's major music libraries, is located in the College of Music and contains a collection of over 220,000 recordings, scores, books, and periodicals. The library also maintains and provides streaming audio and video resources across a variety of musical genres and digital score resources, as well as extensive online music subscriptions and databases that support the College's curriculum. Housed in 18,000 square feet of space with comfortable furnishings, listening and viewing stations, and a technology-enhanced seminar room, the Music Library provides students with impressive resources and surroundings. For more information, visit **https://music.fsu.edu/library**.

The **College of Law Research Center** has a collection of over 300,000 volumes and offers an active program of legal research instruction, an experienced and helpful staff, and extensive collections of law and law-related information. Legal research is facilitated via an array of electronic databases, including the LexisNexis, WESTLAW, and Bloomberg Law legal research databases. For more information, visit **https://www.law.fsu.edu/research-center**.

The **College of Medicine Charlotte Edwards Maguire Medical Library** cultivates physicians and physician assistants who are expert learners, problem solvers, and agents of change by providing a supportive environment with access to high quality, relevant, and current information from 21st century information resources. The library houses a collection of books and journals and provides access to a number of electronic medical databases. For more information, visit **https://med.fsu.edu/library**.

The **Florida State University-Panama City Library and Learning Center** is located in Panama City, Florida and provides computers, e-books, e-journals, and research help. Students and faculty at this location may borrow materials housed at the Tallahassee campus libraries and may access all of the electronic resources the libraries offer. The 6,000 items in its collection of printed books and journals are available at the library of the neighboring campus of Gulf Coast State College. For more information, visit **https://pc.fsu.edu/students/library-and-learning-center**.

The **FSU Republic of Panama Branch Library** offers services and a collection of over 45,000 items to students at the FSU branch campus in Panama City, Republic of Panama. Students and faculty at this location may borrow materials housed at the Tallahassee campus libraries and may access all of the electronic resources the libraries offer by visiting https://www.lib.fsu.edu. The catalog for the FSU Republic of Panama branch collection can be accessed by visiting https://fsupanamabranch.library.site.

Opening and Closing Dates

	2024
Fall	August 26–December 13
Homecoming Weekend	November 22–24
	2025
Spring	January 6–May 2
Spring Break	March 10–14
Summer	**2025**
First 6 Week Session (A)	May 12–June 20
Second 6 Week Session (B)	June 23–August 1
12 Week Session (C)	May 12–August 1
8 Week Session (F)	May 12–July 3*

For extended dates, see the Extended Calendar available online at **https://registrar.fsu.edu**.

Legal Holidays (No Classes)

	2024
Juneteenth	Wednesday, June 19
Labor Day	Monday, September 2
Veterans Day	Monday, November 11 (observed)
Thanksgiving Day	Thursday, November 28
Friday after Thanksgiving	Friday, November 29
Christmas Day	Wednesday, December 25
	2025
New Year's Day	Wednesday, January 1
Martin Luther King, Jr. Day	Monday, January 20
Memorial Day	Monday, May 26
Independence Day	Friday, July 4

For registration dates, see the *Registration Guide* available online at **https://registrar.fsu.edu**.

Admission Application Deadlines*

	Fall 2025	**Spring 2026**	**Summer 2026**
Undergraduate			
First Year	Early Action: October 15 Regular Admission: December 1	The University does not typically accept first-year in college applications for the Spring term.	Early Action: October 15 Regular Admission: December 1
Rolling Admission	March 1		March 1
Transfer	June 1	November 1	March 1
Readmission	July 1	November 1	March 1
Graduate1	July 1	November 1	March 1
Non-Degree	August 1	December 1	May 1
Undergraduate	August 1	December 1	May 1
Graduate	August 1	December 1	May 1
Transient	August 1	December 1	April 1
Undergraduate2	August 1	December 1	April 1
Graduate	August 1	December 1	April 1

1. Many graduate programs have earlier deadlines than the University-wide published dates. Contact the individual program or department for the applicable admission deadline. Programs that use the University-wide dates may have earlier deadlines for financial-award consideration.
2. Includes the Florida Agricultural and Mechanical University/Florida State University Interinstitutional Registration Program.

*All information used to make an admission decision must be received by the published deadline. If the University deadline falls on a weekend, applicants have until the following Monday to submit applications and all supporting documents. Additionally, the University reserves the right to close admission earlier if warranted by enrollment limitations. Deadlines for applications and supporting documents at the FSU Panama City Campus are typically one month prior to the start of each term. Further information on the Panama City campus is available at **https://www.pc.fsu.edu**.

Academic Degree and Certificate Programs

Legend:

B—Bachelor's Degree	**M**—Master's Degree	**S**—Specialist	**D**—Doctoral Degree	**JD**—Juris Doctor	**MD**—Doctor of Medicine

Florida State University recognizes degrees and certificates as academic programs. The University offers degree programs through the following colleges, schools, or divisions. Consult the college for currently active programs.

College of Applied Studies

https://appliedstudies.fsu.edu

Regular Degree Programs

Financial Planning	B		
Law Enforcement Intelligence		M	
Nurse Anesthesia		M	
Nurse Anesthesia Practice			DNAP
Professional Communication	B	M	
Public Safety and Security	B		

Combined Bachelor's/Master's Pathway

Professional Communication	BS/MS

Certificate Programs

- Certificate in Law Enforcement Intelligence, Graduate
- Certificate in Underwater Crime Scene Investigation, Undergraduate/Graduate

College of Arts and Sciences

https://artsandsciences.fsu.edu

Regular Degree Programs

Actuarial Science	B		
Anthropology	B	M	
Biochemistry	B		
Biological Sciences	B	M	D
Biostatistics		M	D
Chemical Science	B		
Chemistry	B	M	D
Classics	B	M	D
Computational Biology	B		
Computational Science	B	M	D
Computer Science	B	M	D
Creative Writing		M	
Cyber Criminology - Computer Science	B		
East Asian Languages and Cultures	B	M	
English	B	M	D
Environmental Science	B		
French	B	M	D
Geology	B	M	D
German	B	M	
Greek	B	M	
History	B	M	D
Interdisciplinary Data Science		M	
Interdisciplinary Humanities	B		
Italian	B		
Italian Studies		M	
Latin	B	M	
Linguistics	B		
Mathematics	B	M	D
Meteorology	B	M	D
Middle Eastern Studies	B		
Molecular Biophysics			D
Neuroscience	B		D
Oceanography		M	D
Philosophy	B	M	D
Physical Environmental Sciences			D
Physical Science	B		
Physics	B	M	D
Psychology	B	M	D
Religion	B	M	D
Russian	B		
Slavic		M	
Spanish	B	M	D
Statistics	B	M	D
STEM Teaching		M	

Combined Bachelor's/Master's Pathways

Applied and Computational Mathematics	BS/MS
Biological Sciences	BS/MS
Computer Science	BSCS/MSCS
Computer Criminology	BSCC/MSCC
Pure Mathematics	BS/MS
Statistics	BS/MS
Scientific Computing/Data Science	BA-SC/MS-IDS

Joint Graduate Pathways

Aquatic Environmental Science/Oceanography and Law	MS/JD

Certificate Programs

- Certificate in SAS Programming and Data Analysis (Statistics), Undergraduate/Graduate
- Certificate in Bioethics, Graduate

College of Business

https://business.fsu.edu

Regular Degree Programs

Accounting	B	M	
Business Administration	B	M	D
Business Analytics		M	
Finance	B	M	
Management	B		
Management Information Systems	B	M	
Marketing	B		
Real Estate	B		
Risk Management and Insurance	B	M	

Combined Bachelor's/Master's Pathways

Accounting	BS/MAcc
Finance	BS/MSF, BS/MBA
Human Resource Management	BS/MBA
Management Information Systems	BS/MBA, BS/MS-MIS
Marketing	BS/MBA
Professional Sales	BS-PS/MBA
Real Estate	BS/MBA
Real Estate/Finance	BS-RE/MSF
Risk Management and Insurance	BS/MBA, BS/MS-RMI

Joint Graduate Pathways

Business Administration/Law	MBA/JD
Business Administration/Social Work	MBA/MSW

College of Communication and Information

https://cci.fsu.edu

Regular Degree Programs

Communication				D
Communication and Digital Media Studies	B	M		
Communication Science and Disorders	B	M		D
Information		M	S	D
Information Technology	B	M		
Professional Communication	B	M		

Combined Bachelor's/Master's Pathways

Communication & Digital Media Studies/Professional Communication	BS/MS, BA/MA
Information Technology	BS/MS, BA/MA
Professional Communication	BS/MS, BA/MA

Joint Graduate Pathways

Information/Law	MSI/JD
Information Technology/Law	MS/JD

Certificate Programs

- Certificate in Bilingual Services, Undergraduate
- Certificate in Communication Science and Disorders, Graduate
- Certificate in Developmental Disabilities, Undergraduate
- Certificate in Digital Video Production, Graduate

- Certificate in Health Information Technology, Undergraduate
- Certificate in Health Informatics, Graduate
- Certificate in Information Architecture, Graduate
- Certificate in Information Leadership and Management, Graduate
- Certificate in Multicultural Marketing Communication, Undergraduate/Graduate
- Certificate in Project Management, Graduate
- Certificate in User Services, Graduate
- Certificate in School Librarian Leadership, Graduate
- Certificate in Youth Services, Graduate

College of Criminology and Criminal Justice

https://criminology.fsu.edu

Regular Degree Programs

Criminology	B	M	D
Cyber Criminology	B		

Combined Bachelor's/Master's Pathway

Criminology	BS/MS

Joint Graduate Pathways

Criminology and Public Administration	MS/MPA
Criminology and Social Work	MS/MSW

Dedman College of Hospitality

https://dedman.fsu.edu

Regular Degree Programs

Entrepreneurship		M
Hospitality Management	B	
Recreation and Tourism Management	B	

Combined Bachelor's/Master's Pathway

Entrepreneurship	BS/MS

Certificate Programs

- Certificate in Beverage Management, Undergraduate
- Certificate in Special Events, Undergraduate

College of Education, Health, and Human Sciences

https://cehhs.fsu.edu

Regular Degree Programs

Athletic Coaching		M		
Athletic Training	B			
Counseling and Human Systems		M	S	
Counseling Psychology and Human Systems				D
Curriculum and Instruction		M	S	D
Dietetics	B			
Educational Leadership and Policy		M	S	D
Educational Psychology		M	S	D
Elementary Education	B			
English Education	B			
Exercise Physiology	B	M		D
Food and Nutrition	B	M		
Foundations of Education		M		D
Higher Education		M		D
Human Development and Family Science	B	M		
Human Sciences				D
Instructional Systems and Learning Technologies		M		D
Marriage and Family Therapy				D
Measurement and Statistics		M		D
Social Science Education	B			
Special Education	B			
Sport Management	B	M		D
STEM Teaching	B			
Visual Disabilities	B			

Combined Bachelor's/Master's Pathways

Elementary Education/Curriculum and Instruction	BS/MS
English Education/Curriculum and Instruction	BS/MS
Exercise Physiology	BS/MS
Social Science Education/Curriculum and Instruction	BS/MS
Special Education/Curriculum and Instruction	BS/MS
Sport Management	BS/MS
Visual Disabilities/Curriculum and Instruction	BS/MS

Joint Graduate Pathways

Sport Management and Law	MS/JD
Sport Management and Law	MS/ JM

Certificate Programs

- Certificate in Athletic Coaching, Graduate
- Certificate in Autism Spectrum Disorder, Graduate
- Certificate in College Teaching, Graduate
- Certificate in Early Childhood Special Education, Graduate
- Certificate in Human Performance Technology, Graduate
- Certificate in Institutional Research, Graduate
- Certificate in Instructional Design and Technology, Graduate
- Certificate in Leadership Studies, Undergraduate
- Certificate in Measurement and Statistics, Graduate
- Certificate in Online Teaching and Learning, Graduate
- Certificate in Program Evaluation, Graduate
- Certificate in Teaching English as a Second Language (TESOL), Undergraduate/Graduate

FAMU–FSU College of Engineering

https://eng.famu.fsu.edu

Regular Degree Programs

Biomedical Engineering	B	M	D
Chemical Engineering	B	M	D
Civil Engineering	B	M	D
Computer Engineering	B		
Electrical Engineering	B	M	D
Industrial Engineering	B	M	D
Materials Science and Engineering		M	D
Mechanical Engineering	B	M	D
Systems Engineering		M	

Combined Bachelor's/Master's Pathways

Biomedical Engineering	BS/MS
Chemical Engineering	BS/MS
Chemical Engineering /Biomedical Engineering	BS/MS
Civil Engineering	BS/M.Eng, BS/MS
Electrical Engineering	BS/MS
Computer Engineering /Electrical Engineering	BS/MS
Industrial Engineering	BS/MS
Mechanical Engineering	BS/MS

Certificate Programs

- Certificate in Aerodynamics/Aerospace Engineering, Graduate
- Certificate in Systems Engineering Leadership, Graduate
- Certificate in Engineering Data Analytics, Graduate

College of Fine Arts

https://cfa.fsu.edu

Regular Degree Programs

Art Education		M	S	D
Art Therapy		M		
Arts Administration (Art)		M		
Dance	B	M		
History and Criticism of Art	B	M		D
Interior Design	B	M		
Studio Art	B	M		
Theatre	B	M		D

Combined Bachelor's/Master's Pathways

Studio Art / Art Education	BA/MA
Dance	BFA/MA
Interior Architecture & Design	BS/MS, BS/MFA

Certificate Programs

- Museum Education and Visitor-Centered Curation

The Graduate School

Certificate Programs

- Certificate in Preparing Future Faculty, Graduate

Jim Moran College of Entrepreneurship

https://jimmorancollege.fsu.edu

Regular Degree Programs

Entrepreneurship	B	M
Retail Entrepreneurship	B	M

Combined Bachelor's/Master's Pathways

Entrepreneurship	BS/MS
Retail Entrepreneurship	BS/MS
Hospitality and Entrepreneurship	BS/MS

Certificate Programs

- Certificate in Entrepreneurship, Graduate
- Certificate in Biomedical Entrepreneurship, Graduate

College of Law

https://www.law.fsu.edu

Regular Degree Programs

American Law for Foreign Lawyers	M	
Business Law	M	
Environmental Law and Policy	M	
Juris Master	M	
Juris Doctor		JD

Joint Graduate Pathways

Business Administration and Law	MBA/JD
Information and Law	MSI/JD
Information Technology and Law	MS/JD
International Affairs and Law	MA/JD
Public Administration and Law	MPA/JD
Social Work and Law	MSW/JD
Sport Management and Law	MS/JD
Urban and Regional Planning and Law	MSP/JD

Certificate Programs

- Certificate in Business Law, Graduate
- Certificate in Environmental, Natural Resources, and Land Use Law, Graduate
- Certificate in International Law, Graduate
- Juris Master – Certificate in Financial Regulation and Compliance, Graduate

College of Medicine

https://med.fsu.edu

Regular Degree Programs

Biomedical Sciences	B	M	D
Medicine			MD
Neuroscience			D
Physician Assistant Practice		M	

Certificate Programs

- Certificate in Medical Spanish Interpreter, Undergraduate

College of Motion Picture Arts

https://film.fsu.edu

Regular Degree Programs

Motion Picture Arts	B	M
Motion Picture Arts Writing		M

College of Music

https://music.fsu.edu

Regular Degree Programs

Arts Administration (Music)		M	
Music - Liberal Arts	B	M	
Music Education	B	M	D
Music Performance	B	M	D
Music Theory and Composition	B	M	D
Music Therapy	B	M	
Musicology		M	D
Opera Production		M	

Certificate Programs

- Certificate in Piano Performance, Graduate

College of Nursing

https://nursing.fsu.edu

Regular Degree Programs

Nursing	B		D
Doctor of Nursing Practice			DNP

Certificate Programs

- Certificate in Adult Gerontological Acute Care, Graduate
- Certificate in Family Nurse Practitioner, Graduate
- Certificate in Psychiatric Mental Health Nurse Practitioner, Graduate
- Certificate in Lifestyle Medicine for Advanced Healthcare, Graduate

College of Social Sciences and Public Policy

https://coss.fsu.edu

Regular Degree Programs

African-American Studies	B		
Applied Economics		M	
Demography		M	
Economics	B	M	D
Environment and Society	B		
Geographic Information Science		M	
Geography	B	M	D
Interdisciplinary Social Science	B		
International Affairs	B	M	
Political Science	B	M	D
Public Administration		M	D
Public Health	B	M	
Sociology	B	M	D
Urban and Regional Planning		M	D

Combined Bachelor's/Master's Pathways

Applied American Politics and Policy	BA/MS, BS/MS
Demography	BA/MS, BS/MS
Geography or Environment and Society/Graphic Information Science	BS/MS
Public Administration	BA/MPA, BS/MPA
Public Health	BA/MPH, BS/MPH
Urban and Regional Planning	BA/MSP, BS/MSP

Joint Graduate Pathways

International Affairs/Law	MA/JD, MS/JD
Public Administration/Law	MPA/JD
Urban and Regional Planning/Law	MSP/JD
Public Administration and Criminology	MPA/MS
Urban and Regional Planning/Demography	MSP/MS
Urban and Regional Planning/International Affairs	MSP/MS
Urban and Regional Planning/Public Administration	MPA/MSP
Urban and Regional Planning/Public Health	MSP/MPH
Public Administration/Social Work	MPA/MSW

Certificate Programs

- Certificate in Application of Unmanned Aircraft Systems, Undergraduate/Graduate
- Certificate in Civic and Nonprofit Leadership, Graduate
- Certificate in Emergency Management and Homeland Security, Undergraduate/Graduate
- Certificate in Florida City and County Management, Graduate
- Certificate in Global Citizenship, Undergraduate
- Certificate in Political Science, Research Intensive, Undergraduate
- Certificate in Public Administration, Undergraduate/Graduate
- Certificate in Public Financial Management, Graduate
- Certificate in Public Policy, Undergraduate
- Certificate in U.S. National Intelligence Studies, Undergraduate/Graduate

College of Social Work

https://csw.fsu.edu

Regular Degree Programs

Social Work	B	M	D

Joint Graduate Pathways

Social Work/Business Administration	MSW/MBA
Social Work/Criminology	MSW/MS
Social Work/Law	MSW/JD
Social Work/Public Administration	MSW/MPA

Certificate Programs

- Certificate in Child Welfare Practice, Undergraduate/Graduate
- Certificate in Gerontology, Undergraduate/Graduate
- Certificate in Leadership in Executive and Administrative Development in Social Work, Graduate

Undergraduate Degree Requirements

Degrees Offered

Florida State University confers at the bachelor's level the Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Science in Nursing, Bachelor of Music, Bachelor of Music Education, Bachelor of Social Work, and the Bachelor of Science degrees, the requirements for which are described in detail below. Students may find requirements for all graduate degrees (master's, specialist, professional, and doctoral) in the *Graduate Bulletin.*

Students pursuing a baccalaureate degree at Florida State University must meet numerous state- and University-wide degree requirements as they progress through their course of studies. In general, freshman and sophomore students in most majors emphasize work in a broad-based liberal arts curriculum, CoreFSU, and in consultation with their advisors select a major concentration. By the end of the sophomore year, all students should have completed at least half of the General Education portion of the CoreFSU curriculum, including the English Composition and Quantitative and Logical Thinking requirements.

Around the end of the sophomore year (fifty-two degree-hours), students formally select a major and request acceptance by the college in which the major is taught. Students transferring into the University with an Associate of Arts (AA) degree from a Florida public community college or university, or transferring fifty-two or more semester hours of credit, are eligible to be admitted directly into the college of their choice provided they meet minimum requirements for the major selected.

Students at the junior and senior level complete the requirements of their chosen major and often of a minor field. They may also have to fulfill additional requirements specific to their college and/or certification requirements to engage in a particular profession for which their undergraduate major is preparatory.

Understanding these degree requirements is crucial to smooth progression to graduation. Students are encouraged to consult with their academic advisors

regularly throughout their undergraduate years to ensure that they are making appropriate progress toward their degree and to consult their academic deans' offices, Advising First, and the Office of the University Registrar for assistance and clarification of degree requirements.

Baccalaureate Degree Requirements

Florida State University will confer the bachelor's degree when the following conditions have been met. Restrictions may be found under 'Transfer Credit' in the Academic Regulations & Procedures chapter of this *General Bulletin*.

Satisfactory completion of Florida State University's CoreFSU requirements with a minimum overall adjusted grade point average of 2.0. The CoreFSU curriculum requirements are divided into two curriculum segments: General Education and University-Wide Graduation Requirements, which encompass all state requirements. *A full discussion of these requirements can be found in this chapter below, under the "CoreFSU Curriculum."*

1. Satisfactory completion of major requirements in a chosen degree program, including additional requirements set by the college offering the degree. The student's degree program will appear on the baccalaureate diploma. A list of degree programs is available in the "Academic Degree and Certificate Programs" chapter of this *General Bulletin*. Major names are not printed on university diplomas.
2. A minimum adjusted grade point average (GPA) of 2.0 on all coursework taken at Florida State University is required for a degree. In addition, the overall GPA on all college-level work attempted (high school dual enrollment, transfer and FSU coursework) is used as part of the determination of degrees of distinction. See the "Degrees of Distinction" section of this chapter for more information.
3. Successful completion of a minimum of one hundred twenty unduplicated semester hours. Physical education activity courses may count as elective credit except in cases where an individual degree program places a specific limit.
4. Completion of at least forty-five semester hours in courses numbered 3000 and above, thirty of which need to be taken at Florida State University.
5. Completion of the last thirty semester hours and half of the major course semester hours, in residence at this University. In cases of emergency, a maximum of six hours of the final thirty semester hours may be completed by correspondence or residence at another accredited institution with the approval of the academic dean. College-Level Examination Program (CLEP) credit earned may be applied to the final thirty-hour requirement provided that the student has earned at least thirty semester hours credit at Florida State University.
6. Students who have entered a university in the State of Florida, Division of Colleges and Universities, with fewer than sixty hours of credit in the fall of 1976 or any time thereafter are required to earn at least nine hours prior to graduation by attendance in one or more Summer terms at one of the State University System institutions. The University President may waive the application of this rule in cases of unusual hardship to the individual. Students may request waivers of this requirement by giving the details of their hardships through their academic deans to the Vice President for Faculty Development and Advancement. Prior to 2011, students who had earned nine semester hours of credit through approved acceleration methods (AP, IB, CLEP, and approved dual enrollment courses) were exempt from the summer residency requirement. Effective 2011, this exemption is no longer available.
7. Satisfaction of the foreign-language admissions requirement by having two sequential units of the same foreign language in high school, or eight semester hours of the same foreign language in college, or documented equivalent proficiency.
8. Successful completion of the Civic Literacy requirement.
9. Successful completion of coursework constituting the student's program of studies, minor, Honors in the Major Research, or certification examination does not guarantee the awarding of the baccalaureate degree. Faculty judgment of the academic performance of the student is inherent in the educational process in determining whether the awarding of the baccalaureate degree or admission into a higher level degree program is warranted.

Note: For the purpose of establishing residency, the various Summer sessions are considered one semester.

Following is a full discussion of state- and University-wide degree requirements at the undergraduate level. Requirements specific to a particular college may be found in the section of this *General Bulletin* describing that college. Major and minor requirements may be found under the appropriate department in the departmental listings.

State Mandated Academic Learning Compacts (SMALCs)

The State Board of Governors has directed each university to develop Academic Learning Compacts for every baccalaureate degree program. A State University System Academic Learning Compact (SMALC) identifies for each academic bachelor's program what students will learn by the end of a program and how knowledge is measured above and beyond course grades.

A SMALC must pinpoint the core learning expectations in the areas of communication, critical thinking skills, and content/discipline knowledge and skills. Additionally, it must identify the corresponding assessments used to determine how well the student has assimilated the articulated expectations.

Successful performance related to the State Mandated Academic Learning Compacts specific to your degree is a requirement for graduation.

Visit **https://provost.fsu.edu/outcomes/smalcs-report/** to view the current version of the SMALCs for your degree. Simply select your major and detailed information is provided. You may also obtain information pertaining to SMALCs by contacting the academic departments.

Division of Undergraduate Studies

Dean: Joseph O'Shea

Associate Deans: Craig Filar, Lynn Hogan, Nikki Raimondi; **Assistant Deans:** Courtney Barry, Heather Bishop, DeOnte Brown, Miguel Negron, Allison Peters, LaShae Roberts

The Division of Undergraduate Studies is responsible for the supervision and monitoring of state- and University-wide degree requirements as well as University-wide academic support offices. Overseen by the Dean of Undergraduate Studies, the division includes the Office of Undergraduate Studies (the academic home of most freshmen and sophomores), Advising First, the Center for Academic Retention and Enhancement (CARE), the University Honors Program, Transfer and Information Services, the Academic Center for Excellence (ACE), the Office of National Fellowships, and the Center for

Undergraduate Research and Academic Engagement. For further information on these academic support offices see 'Honors Program' in the "University Honors Program and Honor Societies" chapter and 'Advising First', the 'Center for Academic Retention and Enhancement', 'Center for Undergraduate Research and Academic Engagement', and 'Transfer and Information Services' in the "Academic Advising and Support Services" chapter of this *General Bulletin*.

Freshmen and sophomores have their programs and coursework supervised by the Office of Undergraduate Studies. Exceptions to this placement are students accepted into the College of Music, College of Motion Picture Arts, or into the Bachelor of Fine Arts (BFA) program in theatre or dance. Students in these majors are advised and supervised directly within their own schools or departments. The Office of Undergraduate Studies is the dean's office that administers the academic and advisement program, regardless of intended major, for all other freshman and sophomore students.

Transfer Credit and CoreFSU

The Office of Undergraduate Studies evaluates transfer credits as they apply to the courses within the General Education and State-Mandated Writing requirements of the CoreFSU curriculum and the Civic Literacy requirement. Students with the AA degree or General Education Statement from a Florida public university, state college, community college, or other colleges with which Florida State University maintains an official articulation agreement are exempted from the General Education and State-Mandated Writing courses within the CoreFSU curriculum. However, transfer students will be required to complete graduation requirements as specified in this chapter of the *General Bulletin*, with the following exceptions: transfer students who have earned sixty or more hours will only be required to take one Scholarship in Practice or Formative Experience course and one Diversity course. Visit **https://core.fsu.edu**, click on "For Advisors & Students" in the navigation menu, then click "Civic Literacy" for the most recent guidance on meeting the Civic Literacy requirement.

Progression to Upper Division

For progression to upper-division status at Florida State University, a student must meet the following minimum requirements:

1. Completion of at least fifty-two semester hours of college credit
2. Achievement of a minimum GPA of 2.0 on all work attempted at Florida State University

Note: Some degree programs require a higher GPA for admission to upper-division status.

1. Students who began college work prior to October 15, 1982 must complete a minimum of one-half of the required semester hours from the required General Education curriculum, including English Composition and undergraduate mathematics (computation).
2. Students who began their college-level work on or after October 15, 1982 and prior to Summer C semester 2015 must complete a minimum of one-half of the required semester hours from the General Education curriculum, including the completion of State mandates and University-wide requirements for specific coursework in writing and computation. A minimum grade of "C–" is required in each of the courses used to fulfill the General Education requirements in computation and English Composition.
3. Students who began their college-level work on or after the start of Summer C semester 2015 must complete a minimum of one-half of the required semester hours from the General Education curriculum, including the completion of all State-mandated computation coursework and the two required English composition courses (ENC 1101 and ENC 2135). A minimum grade of "C–" is required in each of the courses used to fulfill the General Education requirements in Quantitative and Logical Thinking and English Composition.
4. Acceptance by a college for admission to a degree program

Transfer from a lower-division major advisement program to an upper-division degree program is completed by the student's baccalaureate dean after the student has declared a choice and has been declared eligible for transfer under the above requirements. Transfer from undergraduate studies directly into a baccalaureate degree program is accomplished between the Office of Undergraduate Studies and the appropriate baccalaureate dean under the same conditions.

All transfer students admitted to the University who do not meet the above requirements for admission to an upper-division degree program (except those students majoring in music, dance, or the BFA in theatre) and who have fewer than fifty-two semester hours of transferable credit will be assigned to the Division of Undergraduate Studies. Students with fifty-two or more semester hours of transferable credit will be assigned to the lower-division major advisement program under the appropriate baccalaureate dean unless they request assignment to the Division of Undergraduate Studies. Students requesting assignment to Undergraduate Studies must do so through the undergraduate admissions office at least one month prior to registration. All students, including transfer students, must have met the requirements for transfer from the Division of Undergraduate Studies by the time they have attempted a total of seventy-five semester hours of college work.

Transfer Among Colleges for Upper-Division Students

For an upper-division student to change colleges within the University, the student must meet the following requirements:

- Obtain a signed approval form from the dean of the college **to which** the student wishes to transfer. The original copy of the approved change form, or notification from the academic dean, must be submitted to the Office of the University Registrar. The academic dean's office of the new college may choose to process the major change within the student system and retain the documentation within their office.
- Students seeking to add a second major must be on-track with the milestones of the intended second major based on their current map term (or one fewer) at the point the second major is added. However, the mapping status of the second major will *not* be monitored afterwards. If the primary major is considered a "specialized admissions," students must have approval from their current department before a second major can be added. All second majors *must* be declared/added by the end of the semester in which a student will earn ninety cumulative credit hours toward their degree program at Florida State University.

The Associate of Arts

The Associate of Arts (AA) degree may be granted through the Division of Undergraduate Studies to students who have completed sixty semester hours with an adjusted GPA of 2.0 or higher at Florida State University and an overall 2.0 GPA on all college work attempted. A minimum of twenty of the last thirty semester hours of work must be earned in residence. Successful completion of the General Education portion of the CoreFSU curriculum with a 2.0 GPA or higher is required for the AA degree. Students beginning their college program January 1983 or later must also meet state mandates and University-wide requirements for specific coursework in writing and computation. Students interested in receiving the AA degree from FSU and who are completing or have completed all the requirements must officially apply at the Office of Undergraduate Studies.

Students **cannot** apply for both an AA degree and a bachelor's degree to be awarded in the same semester. Also, the Associate of Arts degree cannot be awarded once a bachelor's degree has been conferred.

The awarding of the AA degree from Florida State University does not alter the calculation of the cumulative GPA at Florida State University. Certification for the AA degree in no way affects the requirements of individual colleges for the completion of the major/minor for a baccalaureate degree.

FSU students who transfer more than 30 hours from a single FCS institution may also be eligible to receive an AA degree from their home FCS institution if the student has earned at least a combined total of 60 semester hours, including 30 or more semester hours from the home FCS institution with an overall cumulative GPA of 2.0 or higher. However, students may NOT receive an AA degree from both FSU and the home FCS institution. Students are notified by FSU about this option to receive the AA degree through this reverse transfer agreement. Once notified, students must consent to FSU sharing their information with the home FCS institution regarding this option. Once consent is given, FSU will inform the appropriate FCS institution about the student's interest in receiving an AA degree and provide any applicable information.

Educator Preparation

Students planning to enroll in an Educator Preparation program at Florida State University must: (1) complete all University CoreFSU requirements and (2) acquire a passing score on the FTCE General Knowledge, Professional Education, and Subject Area tests prior to the final term internship. Students enrolled in an Educator Preparation Combined BS/MS Pathway are exempt from the FTCE General Knowledge Exam. Students must also complete: (1) specified degree prerequisites referred to in the appropriate program chapters of this *General Bulletin*; (2) specific admission criteria described in the "Admissions" and "College of Education, Health, and Human Sciences" chapters of this *General Bulletin*; and (3) the "Baccalaureate Degree Requirements" described earlier in this chapter of the *General Bulletin*.

Students must consult with an advisor to determine how to simultaneously satisfy Florida State University's CoreFSU requirements and the teacher preparation general education core curriculum requirements.

The Baccalaureate Degree

Florida State University's general requirements for all baccalaureate degrees (bachelor's degrees) are listed at the beginning of this chapter under "Baccalaureate Degree Requirements."

Graduation Planning and Strategies Office

The Graduation Planning and Strategies (GPS) Office provides programming and academic support activities for undergraduate students with high credit hours and other general advising needs to promote long-term planning and support student-driven goals for graduation and beyond.

The GPS Office establishes and implements programs, policies, and procedures that affect timely graduation and encourage students to maximize available options for degree completion. In consultation with colleges and departments, Graduation Specialists mediate, design, and manage graduation plans for students while providing intensive advising and degree planning assistance to facilitate timely degree completion.

Academic Progress Checks

All undergraduate students complete the online request for a University academic progress check from the Office of the University Registrar, no later than the time the student has earned ninety semester hours of credit or **two terms** prior to the planned graduation date. Students will receive holds on their account prompting them to request an academic progress check from the Office of the University Registrar and an academic progress check from their college(s).

Application for Graduation

Application for a degree must be made during the application period defined in the academic calendar in the term in which the student expects to graduate. Students can apply for graduation online through the **Apply for Graduation** link under **myFSU Links** on the myFSU portal (**https://my.fsu.edu/**). If the student is unable to graduate at the end of the term for which application was made, the application for graduation will carry forward to the subsequent term. Students with 160 or more earned hours may be placed on the graduation list by the University. Students in this category who are added to the graduation list will be notified by the Graduation Planning and Strategies Office and provided detailed information as to their options at that time.

The Bachelor of Science Degree

The Bachelor of Science (BS) degree requires all the general criteria listed at the beginning of this section.

The Bachelor of Arts Degree

The Bachelor of Arts (BA) degree requires all the general criteria listed at the beginning of this section, **and**

1. Completion of a classical or modern foreign language through the 2000 level (2200 or equivalent course)
2. Nine semester hours in the fields of humanities and history, in addition to the General Education and the world language requirement. Courses may be selected from the following colleges, and departments: College of Fine Arts; College of Music; College of Communication and Information (not including work in Communication Disorders or Information), and the departments of Classics, English, History, Modern Languages and Linguistics, Philosophy, or Religion in the College of Arts and Sciences.

Second Baccalaureates and Second Majors

Students should note that there is a difference between a second major and a second baccalaureate degree.

Bachelor's degree with more than one major. To obtain a second major, one must meet all requirements of the college of the primary major, but only the major requirements of the secondary major. For information about the second major see 'Second Majors and Academic Regulations' in the "Academic Regulations and Procedures" chapter of this *General Bulletin*.

Dual bachelor's degrees. In rare cases students may pursue multiple bachelor's degrees simultaneously. The requirement for earning concurrent, or dual bachelor's degrees, are: (1) satisfy the requirements for each major/minor as well as individual college requirements for both the first and the second degrees; (2) complete thirty semester hours in residence, in addition to the hours required for the first degree, for a minimum total of 150 earned hours, and 3) complete all University degree requirements. There are no CoreFSU requirements for the additional degree(s). Both degrees will be awarded in the same term.

Consecutive bachelor's degree beyond the first bachelor's. Students may receive additional baccalaureate degrees beyond the first degree in cases where a bachelor's degree has already been awarded. The requirements for an additional bachelor's degree are: (1) the requirements for each major/minor as well as individual college requirements for the second degree are satisfied; (2) a minimum of thirty semester hours in residence are completed, in addition to the hours required for the first degree; and (3) the State of Florida Civic Literacy Requirement. The additional thirty semester hours must be completed in residence after the completion of the first degree. Hours earned by the student during the completion of the first baccalaureate degree, over and above those extra credit hours required for the first degree, may not be included in the thirty semester hours. There are no CoreFSU requirements for the second degree except for Civic Literacy.

University policy prohibits the awarding of more than one degree from a specific degree program due to the overlap of core requirements of that degree program. Students should seek guidance from their advisors or their college when choosing to pursue a double major or dual degree. This policy applies to both current and readmitted students.

Dual degrees and double majors must be declared by the end of the semester in which a student will earn ninety cumulative credit hours toward their degree program at Florida State University. In special circumstances, students may petition their primary academic dean for an exception. Petitions should document the students plan to graduate within four years at Florida State University. Special consideration will be given to students whose total hours include a substantial amount of accelerated credit earned while in high school.

Combined Bachelor's/Master's Pathways, Direct-Entry Pathways

Combined Bachelor's/Master's Pathways. Combined bachelor's/master's pathways provide academically talented undergraduate students an opportunity to complete both a bachelor's and a master's degree. Upon approval, a combined bachelor's/master's pathway allows for up to 12 graduate hours to be shared with an undergraduate degree program and the associated graduate program.

Direct-Entry Pathways. Direct-Entry Pathways are a type of combined pathway structured such that the curricula for two academic degrees are interwoven. Students are admitted to the bachelor's degree program with the understanding that they are expected to complete both degrees.

Note: Students interested in pursuing either a combined degree or direct-entry pathway should speak with their academic advisor as soon as possible to determine appropriate options and course selections. Additional admission criteria and procedurals are typically required.

Degrees of Distinction

Three degrees of distinction are granted to all native graduating students based on **all** college-level work attempted (excluding physical education activity courses) and including the term's work in which baccalaureate degree requirements are completed:

- **Cum Laude** for an overall average of 3.500
- **Magna Cum Laude** for an overall average of 3.700
- **Summa Cum Laude** for an overall average of 3.900

Degrees with distinction are granted to transfer students who meet all three of the following requirements:

- The student must complete at this University at least forty semester hours of letter-graded work, including the final term's work.
- The student must have the required minimum grade point average for each distinction level on all work taken at this University.
- The student must have the required overall grade point average on **all** work attempted, including any transfer and dual-enrollment credit excluding any physical education activity courses or vocational courses, regardless of how many years have elapsed since the credit was earned. Transfer credit cannot raise a student's Florida State University grade point average. Therefore, if the transfer grade point average is higher than the Florida State grade point average, the level of distinction will be based on the Florida State grade point average.

Graduation "With Honors"

Students who complete and successfully defend an upper-division Honors in the Major Research or equivalent honors projects (as defined by individual departments offering honors in the major) will graduate with the designation "With Honors." Students may graduate with one of the three degrees of distinction described above and "With Honors." The "University Honors Program and Honor Societies" chapter of this *General Bulletin* fully describes the Honors in the Major Program.

Policy for Awarding Degrees

Florida State University helps students meet their academic goals by monitoring academic progress toward their degree. In addition to the academic dean, the Graduation Planning and Strategies Office may contact students to assist with finalizing their degree plans in order to meet their individual goals and graduate.

If an undergraduate student has completed his or her respective degree requirements, the Academic Dean of the student's program confirms this, and the student is eligible to be awarded the degree, the University reserves the right to award the degree. Once the degree is awarded, the student must be readmitted to Florida State University in order to enroll in any courses.

Students pursuing double majors or dual degrees must formally notify their academic dean of their intent. Undergraduate students pursuing dual degrees in different disciplines must obtain formal approval of their academic dean, following established University procedures for such approvals.

Should the University invoke its prerogative to award a degree once a student has completed all stated degree requirements, the student may appeal this decision. If the student can demonstrate that continued enrollment is necessary to achieve his or her academic goals, the appeal may be granted. Reasons such as, but not limited to, desire to continue financial aid, participate in student activities, and access student services do not constitute legitimate reasons for appeal.

Any undergraduate student who wishes to appeal for continued enrollment, thereby postponing graduation, must submit a written request to the student's academic dean no later than ten class days after being notified that the University is invoking its right to award the degree. This appeal will be reviewed by a committee composed of the student's primary academic dean, the Dean of Undergraduate Studies, and the University Registrar. The committee must find evidence to support the student's claim of a legitimate academic need in order to grant permission to continue taking courses.

Once a degree has been awarded, all coursework leading to that degree is considered final and not subject to change. “Incomplete” grade changes or any other grade changes should be submitted prior to the posting of the degree. Grade changes or withdrawals for coursework that applies to the awarded degree may be considered only in cases of documented University error or in cases where the courses in question are documented as applying to a degree that is still in progress.

Undergraduate Level Certificate Programs

The University offers a variety of certificate programs, which consist of an organized curriculum of courses that lead to specific educational or occupational goals. A list of the certificate programs offered by the university is available in the Academic Degree and Certificate Programs chapter of the *General Bulletin*. These programs are generally considered professional in nature and the completion of these programs are noted on the student's official university transcript, if the following conditions are met:

1. The student must apply and be admitted into the certificate program in order to be officially recognized as pursuing the program by the university.
    1. Some certificate programs may be restricted by degree level or offered only to degree-seeking students, while others are open to all enrolled students.
    2. The admissions criteria may include previous educational background, grade point average, or other qualifications.
    3. For formal admission requirements and procedures, students should contact the department offering the certificate program.
2. The student must apply to the certificate program prior to completing the second course in the program.
    1. Completing the certification program coursework without proper admission to the program could jeopardize future enrollment opportunities in certificate program courses or the recognition of the completion of the certificate program by the university.
    2. Once the student has been admitted to the certificate program, the department will notify the Registrar's Office, so it is reflected on the student's official academic record.
    3. Once the student has completed the last course required for the certificate program, the department will notify the Registrar's Office and the certificate will be posted to the student's official transcript.

Should a degree-seeking student complete a degree program prior to completing the requirements for the certificate, the student would be required to be readmitted as a degree seeking or non-degree seeking student to complete the certificate program.

CoreFSU Curriculum

The CoreFSU curriculum provides an educational foundation that enables FSU students to thrive in and beyond the classroom. Across the curriculum, students build the knowledge and skills needed to be successful in the major and life after college.

Statewide Requirements

Core FSU General Education Courses

CoreFSU University-Wide Requirements

CoreFSU

Academic Policies

The General Education requirements must be met by completion of appropriate coursework or by combination of coursework and credit by examination within the limits set below:

Credit by Examination. A maximum of thirty semester hours of credit earned through examination may be applied to the General Education requirements.

Coursework. An overall 2.0 average or higher is required for coursework used to satisfy the General Education requirements.

To satisfy state mandates and University-wide requirements, students must also earn a grade of "C–" or higher in each of the courses used to fulfill the General Education requirements in Quantitative and Logical Thinking, English Composition, and two approved courses that require college-level writing. These two additional college-level writing courses may be fulfilled through successful completion of approved "W" (State-Mandated Writing) or E-Series courses. Students with an AA degree or General Education Statement from a Florida public university, state college, community college, or other colleges with which Florida State University maintains an official articulation agreement are exempt from the state mandates for college-level writing.

Courses listed as "directed individual study" (DIS), "senior Honors in the Major Research," or "senior seminar" cannot apply to the General Education requirements.

1. No courses taken on a satisfactory/unsatisfactory (S/U) basis may apply to the CoreFSU requirement, with the exception that a single course that counts as a designated Formative Experience may be awarded an S/U grade.
2. A student who transfers to Florida State University from a Florida public community/state college or other articulated institution will be deemed to have satisfied the University's General Education requirement if all General Education requirements stipulated by the community/state college or other articulated institution have been met and the student's transcript has been so marked.
3. If a course taken at FSU was approved for CoreFSU credit at the time a course is completed, it will count for CoreFSU credit, even if the course was not listed as a CoreFSU course in the *General Bulletin* under which the student entered.

Students should check departmental curriculum listings to determine prerequisites and potential course duplications prior to taking courses. In addition, students may search for current CoreFSU listings on the CoreFSU website. Visit http://core.fsu.edu and click on "Find a CoreFSU Course" in the navigation menu. Finally, it is important to note that designations and approved courses may change periodically. An up-to-date listing of designations can be found on the CoreFSU website and all appropriate designations are indicated in the course syllabus for individual courses.

CoreFSU Courses

Courses within the CoreFSU curriculum are listed below by area. These lists are subject to change. For the most recent list of courses, see the CoreFSU website at **http://core.fsu.edu**.

SYMBOL LEGEND

- **C** Stands for combined lecture and laboratory
- **L** Stands for laboratory
- **r** Stands for "repeatable" and indicates that the course may be taken more than once
- **d** Denotes a course that meets the Diversity requirement
- **#** Indicates that the course has a credit limit and only one of these courses will earn credit towards meeting the CoreFSU requirements
- **s** Denotes a course that meets the Scholarship in Practice requirements
- **w** Denotes a course that meets the State-Mandated Writing requirement

General Education Curriculum

Quantitative and Logical Thinking

Students must complete (or be exempted from with credit) a total of at least six semester hours in Quantitative and Logical Thinking, of which at least three semester hours must be chosen from the Statewide Core requirement list for mathematics (see Statewide Core requirement list). Of those six required hours, three of those credit hours must be in the Department of Mathematics and three additional credit hours must be from a list approved by the CoreFSU Coordinating and Policy Committee and maintained by the Office of Undergraduate Studies. Students must complete their first Quantitative and Logical Thinking course by the time they have attempted thirty hours, which includes any credit hours earned through acceleration (i.e., AP, IB, Dual Enrollment, etc.). Students must complete or be registered for their second Quantitative and Logical Thinking course by the time they have attempted forty hours. All six semester hours of the Quantitative and Logical Thinking General Education requirement should be completed by the time the student earns fifty-two hours. All courses used to satisfy this requirement must be completed with a grade of "C–" or higher.

All incoming freshman students who intend to register for College Algebra (MAC 1105), Analytic Trigonometry (MAC 1114), Pre-Calculus Algebra (MAC 1140), Calculus with Analytical Geometry I (MAC 2311), Calculus with Analytical Geometry II (MAC 2312), or Calculus for Business (MAC 2233) **as their first mathematics course at FSU** (in their first semester or subsequent semesters) will be required to take the ALEKS placement exam, regardless of SAT/ACT or AP/IB/AICE/CLEP test scores. Students who bring in dual enrollment credit of a "C-" or better in a prerequisite course for one of the courses listed above are not required to take the ALEKS exam. Detailed information about taking the ALEKS placement exam can be found on the Department of Mathematics Website: **https://math.fsu.edu/Undergraduate/ALEKS**.

Statewide Core Courses:

MAC 1105 College Algebra (3)

MAC 2311 Calculus with Analytic Geometry I (4)

MGF 1130 Mathematical Thinking (3)

STA 2023 Fundamental Business Statistics (3)

Note: Any student who successfully completes a mathematics course for which one of the General Education Core course options in mathematics is a direct prerequisite shall be considered to have completed the Statewide Core mathematics requirement.

Additional Quantitative and Logical Thinking Coursework

IDS 2400w Understanding Uncertainty: Games of Skill and Chance (3)

IDS 2401w Personally Relevant Mathematics (3)

IDS 2402w Mathematics for Civic Engagement (3)

IDS 3358w Making the Argument: Symbolic Logic and the Forms of Good Reasoning (3)

ISC 1057 Computational Thinking (3)

MAC 1114 Analytic Trigonometry (2)

MAC 1140 Precalculus Algebra (3)

MAC 1147 Precalculus Algebra/Trigonometry (5)

MAC 2233 Calculus for Business (3)

MAC 2312 Calculus with Analytic Geometry II (4)

MAC 2313 Calculus with Analytic Geometry III (5)

MGF 1106 Mathematics for Liberal Arts I (3)

MGF 1107 Topics in Practical Finite Mathematics (3)

MGF 1131 Mathematics in Context (3)

PHI 2100 Reasoning and Critical Thinking (3)

STA 1013 Statistics through Example (3)

STA 1220s In My Opinion: Introduction to Designing, Conducting and Analyzing Surveys (3)

STA 2122 Introduction to Applied Statistics (3)

STA 2171 Statistics for Biology (4)

English Composition

Students must complete (or be exempted from with credit) a total of at least six semester hours in English Composition, which shall include ENC 1101 (which meets the Statewide Core requirement) and ENC 2135. All students shall complete the required English Composition courses by the time they have attempted thirty credit hours, which includes any credit hours earned through acceleration (i.e., AP, IB, Dual Enrollment, etc.) or must show an appropriate exemption, as approved by the Faculty Senate, from six semester hours of English Composition courses. The second required course in the English Composition sequence, ENC 2135, provides students a foundation for upper-division writing in the major as well as essential competencies for careers in all fields. Both courses used to satisfy this requirement must be completed with a grade of "C–" or higher.

Statewide Core Course:

ENC 1101 Freshman Composition and Rhetoric (3)*

Note: Any student who successfully completes a course with an ENC prefix for which ENC 1101 is a direct prerequisite shall be considered to have completed the Statewide Core communication requirement.*

Additional English Composition Coursework

ENC 2135 Research, Genre, and Context (3)*

- * Students must complete these courses with a grade of "C" or better to be awarded the Fundamentals of Written Communication Digital Badge.

Social Sciences/History

Students must complete six semester hours in the combined area of Social Sciences and History, of which at least three semester hours will be chosen from the combined Statewide Core requirement list. Students must complete at least one Social Sciences course and one History course.

Statewide Core Courses in Social Sciences:

ANT 2000 Introduction to Anthropology (3)

ECO 2013 Principles of Macroeconomics (3)

POS 1041 American Government: National (3)

PSY 2012 General Psychology (3)

Statewide Core Course in History:

AMH 2010w The History of the United States to 1877 (3)

AMH 2020 A History of the United States Since 1877 (3)

Social Sciences

ANT 2410d Introduction to Cultural Anthropology (3)

ANT 2416d Childhood Around the World (3)

ANT 3212d Peoples of the World (3)

ANT 3405d Anthropology of Sport (3)

ANT 4241d Anthropology of Religion (3)

CCJ 2020 Introduction to Criminal Justice (3)

CCJ 3011 Criminology (3)
CPO 2002 Introduction to Comparative Government and Politics (3)
CPO 3303 Politics of Latin America (3)
ECO 2000 Introduction to Economics (3)
ECO 2023 Principles of Microeconomics (3)
EGS 3045w Interdisciplinary Perspectives on the Global Grand Challenges of Engineering (3)
FAD 2230 Family Relationships: A Life Span Development Approach (3)
GEA 1000d World Geography (3)
GEA 4405d Latin America (3)
GEO 1330 Environmental Science (3)
GEO 1400d Human Geography (3)
GEO 4421d Cultural Geography (3)
IDH 3117d Social (In)Equalities: Social Construction of Difference and Inequalities (3)
IDH 3402sd Youth Subcultures (3)
IDH 3403dw Feminist Perspectives on Globalization (3)
IDH 3401 Everyday Life: Time/Space/Power (3)
IDH 3404d Environmental Justice (3)
IDH 3430 Global Inequalities: The Local and the Global in the Modern World-System (3)
IDH 3702w Becoming and Being Leaders: Motivating Self and Others (3)
IDS 2108w Making Good Decisions: How to Get the Most Out of Your Money and Life (3)
IDS 2180sw Dead Cities (3)
IDS 2227w Sustainable Society (3)
IDS 2292w Communication and Dance (3)
IDS 2322rw Sexual Health in the Modern World (3)
IDS 2323dw Gendered Bodies Over the Life Course (3)
IDS 2339w The Boundaries Between Us: Exploring Racial Inequality in the U.S. (3)
IDS 2341w Relationship Status: It's Complicated–Understanding and Influencing Intimate Relationships (3)
IDS 2390w Public Opinion and American Democracy (3)
IDS 2391w Why is Good Politics Not Good Economics? (3)
IDS 2393w The Hunger Games Trilogy: Collective Action and Social Movements (3)
IDS 2431dw Thinking Beyond Ourselves: Global Perspectives (3)
IDS 2432w Political Participation in the 21st Century: From Indigenous Communities to On-line Democracy (3)
IDS 2436w Contemporary Behavioral and Substance Addictions (3)
IDS 2471w Glaciers, Geysers, and Glades: Exploring U.S. National Parks (3)
IDS 2472w Freshman Seminar (3)
IDS 2511w 21st Century Literacies (3)
IDS 2651sw Language, Body, Mind and World (3)
IDS 3137w Politics of Reproduction (3)
IDS 3336dw Great Britain? Geography, Imperialism, Industry, and Culture (3)
IDS 3365dw Global Conflicts: Analysis and Resolution (3)
IDS 3430w Sociology of Hip Hop Culture (3)
IDS 3433w Modern Death (3)
IDS 3435w "Please Please Me": Anglo-American Youth Culture from the 1950's to the Present (3)
IDS 3512dw Examining the Educational Achievement Gap (3)
IDS 3634 Information Literacy and Society (3)
INR 2002 Introduction to International Relations (3)
INS 2912sw Developing Global Citizens: Global Issues in Theory and Practice (3)
LIS 3103 Information and Society (3)
SYD 2740sd Sociology of Law and Hispanics (3)
SYD 3800d Sociology of Sex and Gender (3)
SYD 4700d Race and Minority Group Relations (3)

SYG 1000 Introductory Sociology (3)
SYG 2010d Social Problems (3)
SYG 3245 Sociology of Food (3)
SYO 3100 Families and Social Change (3)
SYO 3200d Sociology of Religion (3)
SYP 3730 Aging and the Life Course (3)
URP 3257d Green Global Health (3)
URS 1006d World Cities: Quality of Life (3)
History
AMH 2091dw The African-American Experience in the United States (3)
AMH 2095dw American Indians in the United States (3)
AMH 2096dw Black Women in America (3)
AMH 2097dw Nationality, Race, and Ethnicity in the United States (3)
AMH 2583d The Seminoles and the Southeastern Indians (3)
AMH 3632w Environmental Policy: Twentieth Century and Beyond (3)
ANT 3133 Introduction to Underwater Archaeology (3)
ANT 3141d World Prehistory (3)
ASH 1044dw Middle Eastern History and Civilization (3)
ASH 3100dw History of Asia (3)
ASH 3230rs Middle East Research: An Interdisciplinary Seminar (3–6)
ASH 3282 From Kimchi to K-Pop: Celebrating the History of Korea from Prehistoric Times to the Present (3)
ASH 3402w China before 1898 (3)
CLA 2010sdw Peoples of the Roman World (3)
CLA 2110s Debates about the Past: Greek Civilization, History and Culture (3)
CLA 2123s Debates about the Past: Roman Civilization, History and Culture (3)
CLA 3430w History of Ancient Greece (3)
CLA 3440w History of Ancient Rome (3)
CLT 2049 Medical Terminology (3)
EUH 2000w Ancient and Medieval Civilizations (3)
EUH 2314w Spain: Prehistory to the Present (3)
EUH 3205dw 19th-Century Europe (3)
EUH 3206dw 20th-Century Europe: A Survey (3)
EUH 3295d Wars in 20th Century Europe: Film, Experience, Memory (3)
EUH 3316 The Spanish Civil War (3)
EUH 3436sd Italy During World War II (3)
EUH 3530w England, the Empire and the Commonwealth (3)
HIS 2050sw The Historian's Craft (3)
HIS 2370s Interpreting Native America (3)
HIS 2496dw Pandemics and People (3)
HIS 3205dw LGBTQ History (3)
HIS 3263dw Pirates and Patriots in the Atlantic World (3)
HIS 3464dw History of Science (3)
HIS 3491dw Medicine and Society (3)
HIS 3505 Perspectives on Science and Mathematics (3)
IDH 3113d America Abroad (3)
IDH 3114s Appropriating the Past: The Use and Abuse of the Ancient World in Modern Societies (3)
IDH 3420sw Alienating History: Ancient Aliens, Pseudoarchaeology, and Historical Inquiry (3)
IDH 3430 Global Inequalities: The Local and the Global in the Modern World-System (3)
IDH 3421s Historic Landscapes, Imagined Worlds: Ancient History Through Gaming (3)
IDS 2156w Environment and Society (3)
IDS 2196w History of American Popular Culture, 1850-Present (3)

IDS 2199w The American GI in War and Peace in World War II (3)

IDS 2376w Who Do the British Think They Are? (3)

IDS 2410w Citizenship and Debate: Models from the Ancient World (3)

IDS 2411w The Italian Mafia from Corleone to the Globalized World (3)

IDS 2412w (Re)Imagining Florida: From Spanish Colonialism to Today (3)

IDS 2413w Fight the Power: Protesting with Song in America: 20th Century versus 21st Century (3)

IDS 2414w Making Chief Osceola (3)

IDS 2417w Defining Moments and Identities: From the Persian Wars to September 11th (3)

IDS 2418w Empire and Revolution in Cold War Latin America (3)

IDS 2419w Cultures of Medicine (3)

IDS 2420dw Heretics, Rebels, and Militants in the Islamic World (3)

IDS 2681s Digital Microhistory Lab (3)

IDS 3193dw Ancient Sexualities and Modern Sexual Politics (3)

IDS 3198w Terrorism in Historical Perspective (3)

IDS 3415w Guns, Drugs, and Slaves: The History of Trafficking in the Modern World (3)

IDS 3416w Ethics and Empire in the Roman World (3)

LAH 1093dw Latin America: A Cross-Cultural History (3)

MUH 3211w Survey of Music History–Antiquity to 1750 (3)

MUH 3212 Survey of Music History–1750 to Present (3)

REL 2121dw Religion in the United States (3)

REL 2122s Culture Wars (3)

REL 3128r Topics in Religion in the Americas (3)

REL 3155 Psychology in American Religious History (3)

REL 3160 Religion and Science (3)

WOH 2023dw The Modern World to 1815 (3)

WOH 2030dw The Modern World Since 1815 (3)

WOH 2202 Mortal Combat: Eurasian Worlds of War Since 1200 (3)

WOH 3212dw Monsoon Empires: The Indian Ocean, 800-1800 (3)

WOH 3403w History of Space: Modern and Contemporary Explorations (3)

WOH 3440dw History of Refugees, 0-2000 (3)

Humanities and Cultural Practice/Ethics

Students must complete six semester hours in the combined area of Humanities and Cultural Practices and Ethics, of which at least three semester hours must be chosen from the combined Statewide Core requirement list. Students must complete at least one Humanities and Cultural Practice course and one Ethics course.

Statewide Core Courses in the Humanities and Cultural Practice:

ARH 2000d Art, Architecture, and Artistic Vision (3)

HUM 2020w The Art of Being Human: Examining the Human Condition Through Literature, Art and Film (3)

LIT 2000w Introduction to Literature (3)

MUL 2010 Music Literature, Listening, and Understanding (3)

THE 2000d Introduction to Theatre (3)

Statewide Core Courses in Ethics:

PHI 2010 Introduction to Philosophy (3)

Humanities and Cultural Practice:

AML 3311w Major Figures in American Literature (3)

ARH 2050w History and Criticism of Art I (3)

ARH 2051w History and Criticism of Art II (3)

ARH 2090sdw Great Discoveries in World Archaeology (3)

ARH 3572d History of Islamic Art (3)

ART 2003Csw Contemporary Art Scholarship and Practice (3)

ASH 3282 From Kimchi to K-Pop: Celebrating the History of Korea from Prehistoric Times to the Present (3)

ASN 3822d Traditions of East Asian Humanities (3)

CHT 3123rd Pre-Modern Chinese Literature and Culture (3)
CHT 3124rd Modern Chinese Literature (3)
CHT 3391rd Chinese Cinema and Culture (3)
CHT 3392rd Writing Women in Pre-Modern China (3)
CLA 3500s Sports in Antiquity: Olympians, Gladiators, and Superstars (3)
CLA 3501dw Gender and Society in Ancient Greece (3)
CLT 2049 Medical Terminology (3)
CLT 3370sw Classical Mythology (3)
CLT 3378sdw Ancient Mythology, East and West (3)
CLT 3510sdw The Ancient World in Film (3)
DAN 2100sw Dance Appreciation (3)
DAN 3144dw Cultural Perspectives on Dance (3)
DAN 3145w Classical Perspectives on Dance (3)
DAN 3185d African-American Perspectives on Dance (3)
ENG 2610 The Graphic Novel (3)
ENG 3116 The Documentary Film (3)
ENG 3803 History of Text Technologies (3)
EUH 3295d Wars in 20th Century Europe: Film, Experience, Memory (3)
FIL 2001s Introduction to Cinema Studies: Analysis and Practice (3)
FIL 3363rs Documentary Filmmaking (3-6)
FIL 3833 Film Styles (3)
FOW 2100w Literature and the World: An Invitation to Reading Across Modern Languages (3)
FOW 3240dw Literature and Sexuality (3)
FRT 3520rd French and Francophone Cinema (3)
FRT 3561dw French Women Writers (3)
FRW 3100s Survey of French Literature I: Early-Modern France (3)
FRW 3101s Survey of French Literature: Modern France (3)
GET 3130dw Masterpieces of German Literature in Translation: 19th and 20th Centuries (3)
GET 3524rd German Cinema (3)
HUM 2210sw Humanities: Pre-History to Late Antiquity (3)
HUM 2235sw Humanities: From the Renaissance to the Enlightenment (3)
HUM 2250sw Humanities: 18th-Century Romanticism to Postmodernism (3)
HUM 2742 Walking in London (3)
HUM 3123d Irish Culture: An Introduction (3)
HUM 3321sdw Multicultural Dimensions of Film and 20th-Century Culture (3)
IDH 2103w Museums: Three Promises for Humanity (3)
IDH 2123sdw Child and Youth Media Cultures in the U.S. (3)
IDH 2130sd Staging Identity and Difference in the American Musical Theatre (3)
IDH 2133dw Musical Theatre in the Weimar Republic: Identities and Creative Freedom (3)
IDH 3108sdw Radical Visions of Freedom (3)
IDH 3118s Utopias/Dystopias: An Homage to 'Social Dreaming' (3)
IDS 2160dw The Tourist Trap: The Good, the Bad, and the Ugly (3)
IDS 2166sw Art as Propaganda: The Impact of Visual and Performing Arts on Western Society (3)
IDS 2170dw Music in the World (3)
IDS 2171w Visualizing Music: Representing Music Through Images (3)
IDS 2173dw A Social History of America's Popular Music (3)
IDS 2194w The Immigrant Experience in Contemporary America (3)
IDS 2291sw Language Birth, Language Death (3)
IDS 2293w Dangerous Liaisons: Rape Myths and Violence in Literature, the Arts and Music (3)
IDS 2335dw Central American Cinema (3)
IDS 2342w Noah's Flood Through the Ages (3)

IDS 2370d Festivals: Artisanship, Satire, and Fire (3)
IDS 2371w Music and Culture in London (3)
IDS 2372w Art Music in Contemporary Society (3)
IDS 2373w From Ballet to Beyonce: Gender and the Body in Dance and Pop Culture (3)
IDS 2374w Theory and Practice of the Encounter (3)
IDS 2375dw Third World Cinema (3)
IDS 2394w Making Babies, Making Families: Adoption and Surrogacy in Literature, Film, and Public Debate (3)
IDS 2403w Creative Inquiry (3)
IDS 2451w From Page to Screen: The Arts and Politics of Adaptation (3)
IDS 2452w Documentary Film, History, Theory, and Practice (3)
IDS 2453sdw Reality and Illusion in World Cinema (3)
IDS 2454dw Fantasy Girls: Philosophical Examinations of Women and Girls in Fantasy and Science Fiction (3)
IDS 2455w The Role of the Public Intellectual (3)
IDS 2456dw Who is Human? Culture, Gender and Human Rights (3)
IDS 2460d Global & Intercultural Communication (3)
IDS 2461dw Music and International Human Rights (3)
IDS 2462w Human Nature: Modern and Contemporary Perspectives (3)
IDS 2463w Writing/s about Music (3)
IDS 2464w Crossing the Atlantic: Lorca in America, Hemingway in Spain (3)
IDS 2465w To Work, Learn, or Play? The Role of the Child in British Fiction 1830-1914 (3)
IDS 2467rs Interdisciplinary Explorations in German Culture (3)
IDS 2660w Seeing Sound, Hearing Pictures: The Interaction of Music and Photography (3)
IDS 2672sdw Music and Film (3)
IDS 2673dw Popular Music in Literature (3)
IDS 2674sw Animation and Identity (3)
IDS 2675w Philosophy and Film (3)
IDS 2676w Understanding America: Hemingway in a World of Discredited Values and Traditions (3)
IDS 2677dw Female Friendship Alliances in Shakespeare (3)
IDS 2680w Reading, Writing, and Speaking in the Digital Age (3)
IDS 3140w Technologies of Memory from Ancient Greece to Today (3)
IDS 3167sw Contemporary Art as a Mirror (3)
IDS 3168sw Walt Disney's America (3)
IDS 3169sw Art and the Environment (3)
IDS 3188dw German Society Through Film: The Legacy of Nazi Crimes Against Humanity (3)
IDS 3195w Vistas on Florence: From Dante to the Big Flood of 1966 (3)
IDS 3197w Responses to the Holocaust (3)
IDS 3305w Music and Literature (3)
IDS 3312w Robots, Monsters, Avatars: Technology and the (Post-)Human Condition (3)
IDS 3317w Demons, the Antichrist, and Satan (3)
IDS 3320w Human Nature: The War Within (3)
IDS 3330dw The Culture is in the Cuisine: The Food of Italy (3)
IDS 3434w How Houses Build People: Ancient and Modern Domestic Life (3)
IDS 3450dw Through an Arabic Lens: The Intersection of Film and Culture (3)
IDS 3457w The Reel Middle Ages: Medieval Literature and Film (3)
IDS 3458sdw Lions and Tiger and Bears, Oh My! Multicultural Dimensions of American Cinema (3)
IDS 3459dw Cinema Gone Global (3)
IDS 3466dw India Through Bollywood Film (3)
IDS 3648w Beethoven in America (3)
IDS 3671w Science Fiction, Dystopia, Fate, and the Problem of Evil (3)
IDS 3678 Apocalypse: The End of the World in the Arts (3)
IDS 3685w Promoting Art Ethically in Social Media: Screening Truth from Fiction (3)

HIS 3126d Comics and Medicine (3)
IHS 4123d Narrative Medicine: Patient-Centered Care and the Individual Story (3)
IND 2219 Design and the Human Experience (3)
ITT 3430dw Masterpieces of Italian Literature and Culture in Translation (3)
ITT 3500dw Italian Culture and Civilization: From Origins to the Age of Romanticism (3)
ITT 3501dw Modern Italian Culture: From the Unification to the Present (3)
ITT 3520dw The Italian-American Experience in Literature and Film (3)
ITT 3523dw Italian Cinema (3)
LIN 2004d World Languages (3)
LIN 3053 Invented Languages (3)
LIT 3024d Perspectives on the Short Story (3)
LIT 3383dw Women in Literature (3)
LIT 3438rw Literature and Medicine (3)
LIT 3622 Eco-Literature and Ecocriticism (3)
MUH 2019d Modern Popular Music (3)
MUH 2051d Music in World Cultures (3)
MUH 2512d Music in World Cultures (2). (For music majors.)
MUH 3053dw American Roots Music (3)
MUL 2110 Survey of Music Literature (2)
MUT 1005s The Art of Songwriting (3)
MUT 2116s Music Theory III (3)
MUT 2117 Music Theory IV (3)
REL 1300dw Introduction to World Religions (3)
REL 2210dw Introduction to the Old Testament (3)
REL 2211w The Lost Books of the Bible (3)
REL 2240dw Introduction to the New Testament (3)
REL 2292sw Apocalypse Now and Then (3)
REL 2315d Religions of South Asia (3)
REL 2350d Religions of East Asia (3)
REL 2462sw Demons, the Antichrist and Satan (3)
REL 3112w Religion and 20th Century Fantasy Literature (3)
REL 3138d Religious Intolerance in America (3)
REL 3142 Religion, the Self, and Society (3)
REL 3145dw Gender and Religion (3)
REL 3209s The Dead Sea Scrolls (3)
REL 3224 The Hebrew Prophets (3)
REL 3293r Topics in Biblical Studies (3)
REL 3322dw Religions of the Greek and Roman World (3)
REL 3333d Ramayana in Indian Culture and Beyond (3)
REL 3337d Goddesses, Women, and Power in Hinduism (3)
REL 3340d The Buddhist Tradition (3)
REL 3345d Chan/Zen Buddhism (3)
REL 3348sd Buddhism and the Mythology of Evil (3)
REL 3351d Japanese Religions (3)
REL 3358d Tibetan and Himalayan Religions (3)
REL 3363d Islamic Traditions (3)
REL 3367d Islamic Traditions II: Islam up to the Modern World (3)
REL 3370d Religion in Africa (3)
REL 3484d New Religious Movements (3)
REL 3493s Religion, Prisons, & Abolition (3)
REL 3505w The Christian Tradition (3)

REL 3513s Christians through Roman Eyes (3)
REL 3541s American Protestant Thought in Historical Context (3)
REL 3607dw The Jewish Tradition (3)
REL 3935rd Topics in Buddhism (3)
REL 3936r Special Topics in Religion (3)
REL 4366 Seminar on Shi'ite Islam (3)
REL 4393 Islam in North America (3)
RUT 3110dw Russian Literature in English Translation (3)
RUT 3514d Russian Folklore and Fairy Tales (3)
RUT 3523rd Russian Cinema (3)
SLL 3510d The Slavic Vampire (3)
SPT 3130dw Latin American Literature in Translation (3)
SPT 3391d Hispanic Cinema (3)
SPT 3503d Introduction to Hispanic Culture Analysis (3)
SPT 3531d Past and Present in Valencia, Spain (3)
THE 3214sw World Theatre History II (3)
Ethics
CCJ 3484 Ethics in Policing and Intelligence (3)
CIS 3250 Ethics and Computer Science (3)
CJE 3648 Crime Scene Professionalism (3)
FRT 3140dw Masterworks of French Literature in Translation; French (3)
HPS 3320dw Screening the Scientific Life: Cinema and the Cultural Image of Science (3)
IDH 2602s Us and Them: Navigating Disagreements in a Polarized Society (3)
IDH 3119d Truth, Justice, and the American Way? Ethics, Religion, and Superheroes (3)
IDH 3140d Freedom and Religion: Liberal, Christian, and Muslim Perspectives (3)
IDH 3403d Feminist Perspectives on Globalization (3)
IDS 2113w Know Thyself: A Philosophical Investigation of Self-Knowledge (3)
IDS 2129dw When Culture and Business Collide: Communication in an International Context (3)
IDS 2144w Information Ethics for the 21st Century (3)
IDS 2165dw Intercultural Communication, Business, and Sustainability: Writing for "Green" Everywhere (3)
IDS 2293w Dangerous Liaisons: Rape Myths and Violence in Literature, the Arts, and Music (3)
IDS 2316w World Without God? (3)
IDS 2375dw Third World Cinema (3)
IDS 2461dw Music and Human International Rights (3)
IDS 2490w Social Responsibility (Rhetorically Speaking) (3)
IDS 2491w Communication Matters: Personal Responsibility in Public Speaking (3)
IDS 2492w Sport: Place, Competition, and Fairness (3)
IDS 2510w Questioning What We Know: Teaching and Learning Mathematics and Science in the 21st Century (3)
IDS 2611w Classical Philosophy of India (3)
IDS 2661w Made in Italy: Cultural Capital and Global Exchanges (3)
IDS 2679w Need and Greed (Is Money the Root of All Evil?) (3)
IDS 3164sw Media, Culture, and the Environment (3)
IDS 3179w Ethics Through Art (3)
IDS 3188dw German Society through Film: The Legacy of Nazi Crimes Against Humanity (3)
IDS 3303w The Animal in Ancient and Modern Thought (3)
IDS 3312w Robots, Monsters, Avatars: Technology and the (Post-) Human Condition (3)
IDS 3326w Understanding Religion, Understanding People (3)
IDS 3340w Who Owns the Past: Perspectives on Ethics in Anthropology (3)
IDS 3364w Yesses and Noes: The Ethics of Consent (3)
IDS 3392w Just Torture (3)
IDS 3416w Ethics and Empire in the Roman World (3)

IDS 3433w Modern Death (3)

IDS 3495w Sport: Conscience Meets Commerce (3)

IDS 3683 Life with Google: The Unintended Consequences of Information Technology (3)

IDS 3685w Promoting Art Ethically in Social Media: Separating Truth from Fiction (3)

ITT 3114 Dante's Inferno (3)

LDR 3200 Leadership and Ethics (3)

LEI 2318 Events: Love Them, Then Leave Them, What's My Footprint? (3)

LIT 3438rw Literature and Medicine (3)

PAD 3003 Public Administration in American Society (3)

PHI 2620 Environmental Ethics (3)

PHI 2630 Ethical Issues and Life Choices (3)

PHI 2635dw Bioethics (3)

PHM 2121d Philosophy of Race, Class and Gender (3)

PHM 2300d Introduction to Political Philosophy (3)

REL 3152d Religion, Race and Ethnicity (3)

REL 3170dw Religious Ethics and Moral Problems (3)

REL 3171r Topics in Ethics (3)

REL 3178sw Religion and Law (3)

REL 3180s Religion and Bioethics (3)

REL 3346d Buddhist Ethics (3)

REL 3431w Critics of Religion (3)

SOW 3933 Seminar in Global Social Work Ethics (3)

Natural Sciences

Students must complete a minimum of six semester hours, of which at least three semester hours must be chosen from the Statewide Core requirement list.

Note: All students must complete at least one credit hour in a Natural Sciences laboratory course as a graduation requirement.

Statewide Core Courses in the Natural Sciences:

AST 1002 Planets, Stars, and Galaxies (3)

BSC 1005 General Biology for Nonmajors (3)

BSC 2010 Biological Science I (3). (For science majors.)

BSC 2085 Anatomy and Physiology I (3)

CHM 1020C Chemistry for Liberal Studies (4)

CHM 1045 General Chemistry I (3). (For science majors.)

ESC 1000 Introductory Earth Science (3)

EVR 1001 Introduction to Environmental Science (3)

GLY 2010C Physical Geology (4). (For science majors.)

OCE 1001 Elementary Oceanography (3)

PHY 1020 Physics and Technology for Future Presidents (3)

PHY 2048C General Physics A (5). (For science majors.)

PHY 2053C College Physics A (4). (For science majors.)

Note: Any student who successfully completes a Natural Science course for which one of the General Education core course options in Natural Sciences is a direct prerequisite shall be considered to have completed the Natural Sciences Core requirement. The direct prerequisite must be in the same subject area for the course to count and the subject area is determined according to the institution or SCNS catalog.

Natural Sciences

ANT 2100 Introduction to Archaeology (3)

ANT 2100L Introduction to Archaeology Laboratory (1)

ANT 2301 Evolution of Human Sexuality (3)

ANT 2511 Introduction to Physical Anthropology and Prehistory (3)

ANT 2511L Introduction to Physical Anthropology and Prehistory Laboratory (1)

ANT 4468 Bones, Bodies and Disease (3)

AST 1002L Planets, Stars, and Galaxies Laboratory (1)

BSC 1005L General Biology Laboratory for Nonmajors (1)

BSC 1100 Natural History, Biodiversity, and the Growth of Evolutionary Thought (3)
BSC 2010L Biological Science I Laboratory (1). (For science majors.)
BSC 2011 Biological Science II (3). (For science majors.)
BSC 2011Ls Biological Science II Laboratory (1). (For science majors.)
Note: Only Scholarship in Practice if taken with BSC 2011]
BSC 2085L Anatomy and Physiology I Laboratory (1). (For science majors.)
CHM 1045L General Chemistry Laboratory (1). (For science majors.)
CHM 1046 General Chemistry II (3)
CHM 1046L General Chemistry II Laboratory (1). (For science majors.)
CHM 1050 Honors General Chemistry I (3). (For science majors.)
CHM 1050L Honors General Chemistry I Laboratory (1). (For science majors.)
CHM 1051 Honors General Chemistry II (3). (For science majors.)
CHM 1051L Honors General Chemistry II Laboratory (2). (For science majors.)
CHM 1082 Kitchen Chemistry (3)
CHM 1582 Chemistry in Art: From Pottery to Forgery (3)
CHM 2047 One-Semester General Chemistry (3)
CHM 2047L One-Semester General Chemistry Laboratory (1)
CHM 3217L One-Semester Organic Chemistry Laboratory (1)
CJE 3652 Forensic Science in the Crime Lab (3)
CJE 3652L Forensic Science in the Crime Lab Laboratory (3)
CJE 3762 Forensic Science in Investigation (3)
CJE 3762L Forensic Science in Investigations Laboratory (1)
CLA 2810sdw Ancient Science for Non-Science Majors (3)
ESC 1000L Introductory Earth Science Laboratory (1)
EVR 1001L Introduction to Environmental Science Laboratory (1)
GLY 1000 Dynamic Earth (3)
GLY 1000L Dynamic Earth Laboratory (1)
GLY 1030 Environmental Issues in Geology (3)
GLY 1102 Dinosaurs and Disasters on an Evolving Earth (3)
HUN 1201 The Science of Nutrition (3)
IDH 2351w An Apple a Day: Natural Science Honors Seminar (3)
IDS 2132w Busting Common Biological Myths (3)
IDS 2133w Trilobites to T. Rex: History of Life on Earth (3)
IDS 2134w Evolution, Medicine and Evidence (3)
IDS 2135w Genetics in Society (3)
IDS 2136w Biotechnology: Impact of Life and Science on Society (3)
IDS 2240w Sustainable Food and Water: Soil, Animals, Vegetables, and Grain (3)
IDS 2274w Green Chemistry in a Changing World (3)
IDS 2278s Ocean Sustainability (3)
IDS 2470w The Ecology of Food (3)
IDS 2473w Putting Science into Action: Field Methods in Plant Ecology (3)
IDS 2650w Thinking about Language: How Cognition and Language Interact (3)
IDS 3232w Living Green, Theory to Action (3)
IDS 3700w Broken Clocks and Disrupted Sleep: Impacts of Technology (3)
ISC 2003 Global Change: Its Scientific and Human Dimensions (3)
ISC 3063 Scientific Underwater Investigation (3)
ISC 3063L Scientific Underwater Investigation Laboratory (1)
ISC 3523C Research Methods (3)
MET 1010 Introduction to the Atmosphere (3)
MET 1050 Natural Hazards and Disasters: From Hurricanes to Meteorites (3)
PHY 1020L Physics and Technology for Future Presidents Laboratory (1)

PHY 1102 Applications of Modern Research (3)

PHY 2049C General Physics B (5)

PSB 2000 Introduction to Brain and Behavior (3)

SPA 2001 Introduction to Communication Sciences and Disorders (3)

Note: Certain restrictions exist regarding the allotment of course credit for the chemistry and geology courses listed above. Students should refer to the course descriptions of each department for specific credit information before registering for these courses.

University-Wide Curriculum

"W" (State-Mandated Writing) and E-Series Courses

To satisfy the state writing mandates, students must complete two approved three-credit college-level writing courses beyond the six hours required for English Composition. These two additional college-level writing courses may be fulfilled through successful completion of "W" (State-Mandated Writing) or E-Series courses. Transfer students who entered the University without having completed the General Education requirements elsewhere or who have not completed an articulated AA degree must complete two approved courses that meet the State-Mandated Writing requirement. To fulfill the college-level writing requirement, students must earn a grade of at least a "C–" in the course, and also earn at least a "C–" average on the required writing assignments. If a student does not earn a "C–" average or higher on the required writing assignments, the student will not earn an overall grade of "C–" or higher in the course, no matter how well the student performs in the remaining portion of the course. Students with an AA degree or General Education Statement from a Florida public university, state college, community college, or other colleges with which Florida State University maintains an official articulation agreement are exempt from the state mandates for college-level writing.

"W" COURSES

AFA 2000w Introduction to the African-American Experience (3)

AFA 3101dw Theories of African American Studies (3)

AFA 3353dw Race, Class, and Gender Inequities in the United States (3)

AMH 2010w The History of the United States to 1877 (3)

AMH 2091dw The African-American Experience in the United States (3)

AMH 2095dw American Indians in the United States (3)

AMH 2096dw Black Women in America (3)

AMH 2097dw Nationality, Race, and Ethnicity in the United States (3)

AMH 3632w Environmental Policy: Twentieth Century and Beyond (3)

AML 2010w American Authors to 1875 (3)

AML 2600dw Introduction to African-American Literature (3)

AML 3041w American Authors Since 1875 (3)

AML 3311w Major Figures in American Literature (3)

AML 3630w Latino/a Literature in English (3)

AML 3682dw American Multi-Ethnic Literature (3)

ARH 2050w History and Criticism of Art I (3)

ARH 2051w History and Criticism of Art II (3)

ARH 2090sdw Great Discoveries in World Archaeology (3)

ARH 3130w Survey of Greek Art and Archaeology (3)

ARH 3150w Art and Archaeology of Ancient Italy (3)

ART 2003Csw Contemporary Art Scholarship and Practice (3)

ASH 1044dw Middle Eastern History and Civilization (3)

ASH 3100dw History of Asia (3)

ASH 3236dw History of Modern Turkey (3)

ASH 3402w China before 1898 (3)

CLA 2010sdw Peoples of the Roman World (3)

CLA 2110sw Debates about the Past: Greek Civilization, History, and Culture (3)

CLA 2123sw Debates about the Past: Roman Civilization, History, and Culture (3)

CLA 2810sdw Ancient Science for Non-Science Majors (3)

CLA 3430w History of Ancient Greece (3)

CLA 3440w History of Ancient Rome (3)

CLA 3501dw Gender and Society in Ancient Greece (3)

CLA 3502w Women, Children, and Slaves in Ancient Rome: The Roman Family (3)

CLT 3370sw Classical Mythology (3)
CLT 3378sdw Ancient Mythology, East and West (3)
CLT 3510sdw The Ancient World in Film (3)
DAN 2100sw Dance Appreciation (3)
DAN 3144dw Cultural Perspectives on Dance (3)
DAN 3145w Classical Perspectives on Dance (3)
EGS 3045w Interdisciplinary Perspectives on the Global Grand Challenges of Engineering (3)
ENL 2022w British Authors: Early Romantics to the Present (3)
ENL 3334w Introduction to Shakespeare (3)
EUH 2000w Ancient and Medieval Civilizations (3)
EUH 2314w Spain: Prehistory to the Present (3)
EUH 3205dw 19th-Century Europe (3)
EUH 3206dw 20th-Century Europe: A Survey (3)
EUH 3530w England, the Empire and Commonwealth (3)
FOW 2100w Literature and the World: An Invitation to Reading Across Modern Languages (3)
FOW 3240dw Literature and Sexuality (3)
FRT 3140dw Masterworks of French Literature in Translation; French (3)
FRT 3561dw French Women Writers (3)
GET 3130dw Masterpieces of German Literature in Translation: 19th and 20th Centuries (3)
HIS 2050sw The Historian's Craft (3)
HIS 2496dw Pandemics and People (3)
HIS 3205dw LGBTQ History (3)
HIS 3263dw Pirates and Patriots in the Atlantic World (3)
HIS 3464dw History of Science (3)
HIS 3491dw Medicine and Society (3)
HPS 3320dw Screening the Scientific Life: Cinema and the Cultural Image of Science (3)
HUM 2210sw Humanities: Pre-History to Late Antiquity (3)
HUM 2235sw Humanities: From the Renaissance to the Enlightenment (3)
HUM 2250sw Humanities: 18th-Century Romanticism to Postmodernism (3)
HUM 3321sdw Multicultural Dimensions of Film and 20th-Century Culture (3)
IDH 3420sw Alienating History: Ancient Aliens, Pseudoarcheology, and Historical Inquiry (3)
IDS 2491w Communication Matters: Personal Responsibility in Public Speaking (3)
IDS 3167sw Contemporary Art as a Mirror (3)
IDS 3169sw Art and the Environment (3)
INS 2912sw Developing Global Citizens: Global Issues in Theory and Practice (3)
ITT 3430dw Masterpieces of Italian Literature and Culture in Translation (3)
ITT 3500dw Italian Culture and Civilization: From Origins to the Age of Romanticism (3)
ITT 3501dw Modern Italian Culture: From the Unification to the Present (3)
ITT 3520dw The Italian-American Experience in Literature and Film (3)
ITT 3523dw Italian Cinema (3)
JPT 3391rdw Japanese Film and Culture (3)
LAH 1093dw Latin America: A Cross-Cultural History (3)
LIT 2010w Introduction to Fiction (3)
LIT 2030w Introduction to Poetry (3)
LIT 2081w Contemporary Literature (3)
LIT 2230w Introduction to Global Literature in English (3)
LIT 3043w Modern Drama (3)
LIT 3383dw Women in Literature (3)
LIT 3438rw Literature and Medicine (3)
MUH 3053dw American Roots Music (3)
MUH 3211w Survey of Music History-Antiquity to 1750 (3)

PHH 3130w Plato and His Predecessors (3)

PHH 3140w Aristotle to Augustine (3)

PHH 3400w Modern Philosophy (3)

PHI 2635dw Bioethics (3)

PHM 3020w Philosophy of Sex (3)

REL 1300dw Introduction to World Religions (3)

REL 2121dw Religion in the United States (3)

REL 2210dw Introduction to the Old Testament (3)

REL 2211w The Lost Books of the Bible (3)

REL 2240dw Introduction to the New Testament (3)

REL 2292sw Apocalypse Now and Then (3)

REL 2462sw Demons, the Antichrist and Satan (3)

REL 3112w Religion and 20th Century Fantasy Literature (3)

REL 3145dw Gender and Religion (3)

REL 3170dw Religious Ethics and Moral Problems (3)

REL 3178sw Religion and Law (3)

REL 3322dw Religions of the Greek and Roman World (3)

REL 3431w Critics of Religion (3)

REL 3505w The Christian Tradition (3)

REL 3607dw The Jewish Tradition (3)

RUT 3110dw Russian Literature in English Translation (3)

SPT 3130dw Latin American Literature in Translation (3)

THE 3214sw World Theatre History II (3)

WOH 2023dw The Modern World to 1815 (3)

WOH 2030dw The Modern World Since 1815 (3)

WOH 3212dw Monsoon Empires: The Indian Ocean, 800-1800 (3)

WOH 3403w History of Space: Modern and Contemporary Explorations (3)

WOH 3440dw History of Refugees, 0-2000 (3)

WST 3251dw Women in Western Culture: Images and Realities (3)

Scholarly and Formative Experiences

To satisfy this requirement, students will be required to take one course from each of the two categories described below. All students are required to complete at least one Scholarship in Practice course and one approved Formative Experience, with the following exceptions: students who have completed an AA degree from an articulated institution (including those who have completed a high school AA degree from an articulated institution) and transfer students who enter the University with sixty or more credit hours are only required to complete either one Scholarship in Practice or one Formative Experience course.

The Scholarly and Formative Experiences requirement must be completed prior to the receipt of the baccalaureate degree.

Scholarship in Practice courses are classroom-based experiences that allow students to apply relevant areas of scholarship to an original project. A Scholarship in Practice course must be completed with a grade of "C–" or higher prior to the receipt of the baccalaureate degree. A Scholarship in Practice course at any level will count towards the graduation requirement.

Formative Experiences are a type of hands-on, high impact practice through which students engage in independent, immersive learning settings outside the classroom that are relevant to their educational, professional, and life goals. Student participation in Formative Experiences must be evaluated by an instructor of record (faculty or qualified staff). Formative Experiences must be completed with a grade of "C–" or higher (or an "S" if taken on an S/U basis) in an approved course or through successful completion of the Experience Recognition Program through the FSU Career Center prior to the receipt of the baccalaureate degree. Students may satisfy the Formative Experience requirement by completing a second Scholarship in Practice course. For a Scholarship in Practice course to fulfill the Formative Experience requirement, the student must earn a "C–" or higher.

Scholarship in Practice Courses

ADV 3823rs Advertising Team II (3)

ANT 4041s Museum Anthropology (3)

ANT 4525s Human Osteology (3)

ARE 4254sd Art and Public Pedagogy (3)

ARE 4932rs Introduction to Arts Administration (3)

ARH 2090sdw Great Discoveries in World Archaeology (3)

ARH 2814s Cultural Heritage in the Digital Age (3)
ARH 3391s The Renaissance Apprentice: Artistic Practice in Fifteenth Century Florence (3)
ARH 4800rs Methods of Art History and Criticism (3)
ART 2003Csw Contemporary Art Scholarship and Practice (3)
ART 4851s BA: Exploring Opportunities in the Arts (3)
ART 4970s BFA Thesis Project and Exhibition (3)
ASH 3230rs Middle East Research: An Interdisciplinary Seminar (3-6)
AST 3721Ls Astrophysics Laboratory (2)
BCH 4053Ls General Biochemistry I Laboratory (3)
BME 4801s Biomedical Engineering Process Design I (3)
BSC 2011Ls Biological Science II Lab (1) (For science majors
Note: Only Scholarship in Practice if taken with BSC 2011
CEN 4090Ls Software Engineering Capstone (1)
CGN 4800s Senior Design Project (3)
CJE 3617s Cold Case Investigations (3)
CLA 2010sd Peoples of the Roman World (3)
CLA 2110s Debates About Past: Greek Civilization, History and Culture (3)
CLA 2123sw Debates About Past: Roman Civilization, History and Culture (3)
CLA 2810sdw Ancient Science for Non-Science Majors (3)
CLA 3500s Sports in Antiquity: Olympians, Gladiators, and Superstars (3)
CLA 4935rs Seminar in Classical Civilization (3)
CLT 3370sw Classical Mythology (3)
CLT 3378sdw Ancient Mythology, East and West (3)
CLT 3510sdw The Ancient World in Film (3)
CLT 4300s Greek and Roman Comedy (3)
CLT 4320s Lyric and Elegiac Poetry (3)
COM 2740s Contemporary Issues in Communication (3)
COM 3521s Introduction to Digital Media Campaigns (3)
COM 4905rs Directed Individual Study (1–3)
CRW 3753s Writing Florida (3)
CRW 4120rs Fiction Workshop (3)
CRW 4320rs Poetry Workshop (3)
DAN 2100sw Dance Appreciation (3)
DAN 4971s Senior Capstone Experience (3)
ECH 4604s Chemical Engineering Process Design I (4)
ECO 4450s Introduction to Research in Economics (3)
ECP 3617s Land Use, Housing and Government Regulation (3)
ECP 3930s Seminar in Applied Economic Policy Writing (3)
ECP 4618s Research Methods for Studying Housing, Land, and Cities (4)
EEL 4911Cs Senior Design Project I (3)
EIN 4890s Industrial Engineering Senior Design Project (3)
EML 4551Cs Senior Design Project I (3)
ENC 4311rs Advanced Article and Essay Workshop (3)
ENG 4910s Research in Renaissance Literature (3)
ENG 4934s Senior Seminar in Literature (3)
ENT 2630s The Themed Experience (3)
ENT 3605s Systems Innovation by Design (3)
ENT 3607s Innovation by Design (3)
EUH 3436sd Italy During World War II (3)
FIL 2001s Introduction to Cinema Studies: Analysis and Practice (3)
FIL 2043rs History of Visual Effects and Animation (1-6)

FIL 3363rs Documentary Filmmaking (3-6)
FRW 3100s Survey of French Literature I: Early-Modern (3)
FRW 3101s Survey of French Literature II: Modern France (3)
GLY 4544Cs Sedimentation and Stratigraphy (4)
HFT 2704sd A Survey of Eco-Tourism (3)
HIS 2050sw The Historian's Craft (3)
HIS 2370s Interpreting Native America (3)
HIS 4164s Digital History (3)
HIS 4935s Senior Seminar (3)
HUM 2210sw Humanities: Pre-History to Late Antiquity (3)
HUM 2235sw Humanities: From the Renaissance to the Enlightenment (3)
HUM 2250sw Humanities: 18th–Century Romanticism to Postmodernism (3)
HUM 2831s Digital Literacy in the Humanities (3)
HUM 3321sdw Multicultural Dimensions of Film and 20th–Century Culture (3)
IDH 2123sdw Child and Youth Media Cultures in the U.S. (3)
IDH 2130sd Staging Identity and Difference in the American Musical Theatre (3)
IDH 2602s Us and Them: Navigating Disagreements in a Polarized Society (3)
IDH 3108sdw Radical Visions of Freedom (3)
IDH 3114s Appropriating the Past: The Use and Abuse of the Ancient World in Modern Societies (3)
IDH 3118s Utopias/Dystopias: An Homage to "Social Dreaming" (3)
IDH 3402sd Youth Subcultures (3)
IDH 3420sw Alienating History: Ancient Aliens, Pseudoarcheology, and Historical Inquiry (3)
IDH 3421s Historic Landscapes, Imagined Worlds: Ancient History Through Gaming (3)
IDS 2104sw Foundations of Research and Inquiry (3)
IDS 2128sw The Lean Machine: The 21st Century Entrepreneur (3)
IDS 2141sw Innovation and Emerging Technologies (3)
IDS 2166sw Art as Propaganda: The Impact of Visual and Performing Arts on Western Society (3)
IDS 2180sw Dead Cities (3)
IDS 2278s Ocean Sustainability (3)
IDS 2291sw Language Birth, Language Death (3)
IDS 2321sdw The Blindness Experience (3)
IDS 2453sdw Reality and Illusion in World Cinema (3)
IDS 2467rs Interdisciplinary Explorations in German Culture (3)
IDS 2494sw Creating Experiences (3)
IDS 2651sw Language, Body, Mind, and World (3)
IDS 2672sdw Music and Film (3)
IDS 2674sw Animation and Identity (3)
IDS 2681s Digital Microhistory Lab (3)
IDS 3121sw Business Case Analysis and Solution Development (3)
IDS 3164sw Media, Culture, and the Environment (3)
IDS 3167sw Contemporary Art as a Mirror (3)
IDS 3168sw Walt Disney's America (3)
IDS 3169sw Art and the Environment (3)
IDS 3458sdw Lions and Tigers and Bears, Oh My! Multicultural Dimensions of American Cinema (3)
IDS 3493sw Empowering Health Consumers in the eHealth Era (3)
IDS 3496sw Exploring the World of Sports (3)
IDS 3682sw Technical Communication in the Information Age (3)
IHS 4901s Interdisciplinary Medical Sciences Capstone Course (3)
IND 4243Cs Interior Design Studio IV (4)
INS 2912sw Developing Global Citizens: Global Issues in Theory and Practice (3)
ISM 4545s Data Analytics and Mining for Business (3)

ISS 4304s Contemporary Social Problems and Integrative Solutions (3)
LDR 2101s Leadership Theory and Practice (3)
LDR 2160s Peer Leadership (3)
LDR 2162s Leadership in Groups and Communities (3)
LDR 2163s Emerging Leaders (3)
LDR 2213sd Leadership for Social Justice (3)
LDR 2290s Leadership and Sustainability in Action (3)
LDR 2560s Leadership in Film (3)
LDR 3215s Leadership and Change (3)
LDR 3221s Contemporary Issues in Leadership (3)
LDR 4105s Leadership and Complexity (3)
LDR 4404s Student Affairs Leadership (3)
LIN 4201s Sounds of the World's Languages (3)
LIS 3793s Information Architecture (3)
MAN 4310sd Disability Inclusion in the Workforce (3)
MAP 4103s Mathematical Modeling (3)
MET 3220C Meteorological Computations (3)
MMC 4200s Media Law and Digital Innovation (3)
MMC 4302s Comparative and International Media Studies (3)
MUO 4006rs Music Theatre Workshop (2)
MUT 1005s The Art of Songwriting (3)
MUT 2116s Music Theory III (3)
MUT 3574s Popular Music Analysis (3)
NUR 4837Cs Nursing Leadership in Systems of Care (3)
PAD 3012s Mayhem Media: Aliens, Zombies, and Human Error (3)
PAD 4393s Emergency Management Programs, Planning, and Policy (3)
PAD 4481s Intelligence Analysis and Communication (3)
PHI 3681s Ethics, Data, and Technology (3)
PHY 3802Ls Intermediate Laboratory (2)
PHY 4822Lrs Advanced Laboratory (2)
PSY 3213Cs Research Methods in Psychology with Laboratory (4)
REL 2122s Culture Wars (3)
REL 2462sw Demons, the Antichrist and Satan (3)
REL 2292sw Apocalypse Now and Then (3)
REL 3178sw Religion and Law (3)
REL 3180s Religion and Bioethics (3)
REL 3209s The Dead Sea Scrolls (3)
REL 3348sd Buddhism and the Mythology of Evil (3)
REL 3493s Religion, Prisons, & Abolition (3)
REL 3513s Christians through Roman Eyes (3)
REL 3541s American Protestant Thought in Historical Context (3)
REL 4044s What is Religion? What is Religious Studies? (3)
REL 4335s Modern Hinduism (3)
SOW 4522s Integrative Field Seminar (2)
SPA 4056s Clinical Methods (3)
SPW 3493sd Readings from Spanish America (3)
SPW 4774sd Cuba: Diaspora, Race, and Cultural Identity (3)
STA 1220s In My Opinion: Introduction to Designing, Conducting and Analyzing Surveys (3)
STA 3064s Introduction to Statistical Modeling with SAS (3)
SYD 2740sd Sociology of Law and Hispanics (3)
THE 3214sw World Theatre History II (3)

TPA 4400s Theatre Management (3)

Formative Experience Courses

ACG 4941 Accounting Internship (3)
ACG 4970r Honors in the Major Research (1-6)
AFA 4940r African American Studies Internship (3-6)
ANT 4914r Honors in the Major Research (1-3)
ARA 4970r Honors in the Major Research (1-6)
ARH 4815r Honors in the Major Research (1-6)
ARH 4941r Internship in Museum Studies (3-12)
ART 4943 Internship in Creative Art (1-12)
ART 4981r Honors in the Major Research (1-6)
ASN 4970r Honors in the Major Research (1-6)
ATR 3942r Sports Medicine Practicum (0-6)
ATR 4842 Athletic Training Clinical IV (1)
BME 4802 Biomedical Engineering Process Design II (3)
BME 4906r Honors URP in Biomedical Engineering (1-3)
BSC 4970r Honors in the Major Research (1-6)
CCJ 4909r Honors in the Major Research (1-6)
CCJ 4940 Internship in Criminology (15)
CCJ 4942 Part Time Internship in Criminology (8)
CCJ 4970r Honors in the Major in Public Safety and Security (3)
CGN 4802 Senior Design II (3)
CGN 4906r Honors in the Major Research in Civil and Environmental Engineering (1-6)
CHI 4942r Internship in Applied Chinese (1-6)
CHI 4970r Honors in the Major Thesis (1-6)
CHM 4906r Honors in the Major Research (1-6)
CIS 3943r Internship in Computer Science (3-6)
CIS 4933r Honors in the Major Research (1-6)
CJE 4710r Public Safety and Security Capstone (3)
CLA 4780r Classical Archaeology: Fieldwork (1-6)
CLA 4909r Honors in the Major Research (1-6)
CLP 4950 Abnormal Psychology Field Experience (1)
COM 3933r Application of Communication Skills (1-6)
COM 3951 Global Exchange Formative Experience (0)
COM 4909r Honors in the Major Research (1-6)
COM 4910r Application of Research Methods (3)
COM 4941r Application of Instructional Methods (0-3)
COM 4945r Communication Internship (1-12)
CTE 4970r Honors in the Major Research (1-6)
DAN 4910r Dance Internship (1-6)
ECH 4615 Chemical Engineering Process Design II (3)
ECH 4906r Honors URP in Chemical Engineering (1-3)
ECH 4615 Chemical Engineering Process Design II (3)
ECH 4906r Honors URP in Chemical Engineering (1-3)
ECO 4934r Honors in the Major Research (1-6)
ECO 4941 Economics Internship (0-6)
EDE 4970r Honors in the Major Research (1-6)
EEL 4906r Honors in the Major Research in Electrical Engineering (1-6)
EEL 4914C Computer Engineering Senior Design Project II (3)
EEL 4915C Electrical Engineering Senior Design Project II (3)

EEX 4941 Practicum in High Incidence Disabilities (1)
EIN 4892 Industrial Engineering Senior Design Project II (3)
EIN 4934r Honors in the Major Research (1-6)
EML 4552C Senior Design Project II (3)
EML 4970r Honors in the Major Research (1-6)
ENC 4942r Internship in Editing (1-6)
ENG 3943r Kudzu Review Undergraduate Magazine (0-3)
ENG 4936r Honors in the Major Research (1-6)
ENT 4601 Innovation Grand Challenge (3)
ENT 4943 Entrepreneurship Internship (3)
ENT 4991r Honors in the Major Research (1-6)
EUS 4970r Honors in the Major Research (1-6)
EVR 4922 Environmental Science Capstone (4)
FAD 4805 Practicum in Family and Child Sciences (6)
FAD 4910r Honors in the Major Research (1-6)
FIL 4973r BFA Thesis Production (1-15)
FIL 4975r Honors in the Major Research (1-6)
FIN 4941 Finance Internship (3)
FIN 4970r Honors in the Major Research (1-6)
FRE 4935r Honors in the Major Research (1-6)
FRE 4942r Internship in Applied French (1-6)
GEB 3934 Business and Professional Development (3)
GEB 4034 Learning Experientially in Business (0-6)
GEB 4941r Business Internship (0-6)
GEO 4932r Honors in the Major Research (1-6)
GEO 4941r Internship (3-6)
GER 4935r Honors in the Major Research (1-6)
GER 4942r Internship in Applied German (1-6)
GLY 4790 Field Course (6)
GLY 4915r Undergrad Research (1-9)
GLY 4917 Senior Thesis (1)
GLY 4989r Honors in the Major Research (1-6)
HEE 4912r Honors in the Major Research (1-6)
HFT 3941r Management Internship (1-12)
HFT 4970r Honors in the Major Research (1-6)
HIS 4936r Honors in the Major Research (1-6)
HIS 4162r History Online (3)
HIS 4944r Undergraduate History Internship (3)
HUM 4044r Presidential Scholars Fourth-Year Capstone Salon (0)
HUM 4907r Honors in the Major Research (1-6)
HUN 4913r Honors in the Major Research (1-6)
HUN 4941r Nutrition Practicum (1-4)
IDH 4020r FSU Honors Formative Experience (0-3)
IDS 2060 Global Engagement (1)
IDS 2920r UROP Colloquium (1)
IDS 2922 UROP Colloquium II (1)
IHS 4943 Medical Interpreter Practicum (9)
IND 4947r Internship (3)
IND 4970r Honors in the Major Research (1-6)
INR 4937r Honors in the Major Research (1-6)
INS 3005 Global Scholars Reflection Course (0-1)

INS 4941r International Affairs Internship (3-6)
ISC 4134C Introduction to Leadership for Professional Diving (3)
ISC 4135C Advanced Leadership for Professional Diving (3)
ISC 4943r Practicum in Scientific Computing (3)
ISC 4971r Honors in the Major Research (1-6)
ISM 4941 Field Study in MIS (3)
ISM 4970r Honors in the Major Research (1-6)
ISS 4907r Honors in the Major Research (1-6)
ISS 4944r Internship (3-6)
ITA 4935r Honors in the Major Research (1-6)
ITA 4942r Internship in Applied Italian (1-6)
JPN 4942r Internship in Applied Japanese (1-6)
JPN 4970r Honors in the Major Research (1-6)
LAE 4937r Honors in the Major Research (1-6)
LAS 4935r Honors in the Major Research (1-6)
LDR 3263 Leadership Experience (3)
LEI 4921r Fieldwork in Recreation, Tourism and Events (1-3)
LEI 4940r Internship in Recreation, Tourism and Events (15)
LIN 4911r Honors in the Major Research (1-6)
LIS 4940r Internship in Information Technology (1-6)
LIS 4970r Honors in the Major Research (1-6)
MAN 4941 Field Study in Management (1-3)
MAN 4970r Honors in the Major Research (1-6)
MAR 4941 Marketing Internship (3)
MAR 4970r Honors in the Major Research (1-6)
MAT 4934r Honors in the Major Research (1-6)
MET 4900r Honors in the Major Research (1-6)
MET 4945r Meteorology Internship (1-9)
MUC 4950 Composition Senior Recital (0)
MUE 4092r Arts in Medicine Service (1-3)
MUE 4940 Internship in Music (12)
MUS 4904r Honors in the Major Research (1-6)
MUS 4970r Senior Project/Thesis/Recital (2)
MUY 4940r Clinical Internship in Music Therapy (1-12)
MV(B, K, P, S, V, W) 4971r Senior Recital (0)
NUR 4945 Professional Nursing Internship (6)
NUR 4946L Nursing Care in Specialty Areas Lab (1-3)
NUR 4975r Honors Thesis (1-6)
PHC 4918 Honors in the Major Research (1-6)
PHI 4083 Research in Philosophy (3)
PHI 4912r Honors in the Major Research (1-6)
PHC 4944r Public Health Internship (3)
PHY 4910r Research Participation (1-3)
PHY 4942r Formative Experience in Physics (0)
PHY 4970r Honors in the Major Research (1-6)
POS 4935r Honors in the Major Research (1-6)
POS 4941r Political Science Internship (3-6)
PSY 4039r Honors in the Major Research (1-6)
PSY 4910r Augmented Research Topics (1-3)
PSY 4915r Honors Advanced Research Topics (1-3)
PSY 4920r Research Topics (1-3)

PSY 4944r Psychology Internship (1-6)

PUR 4940r Public Relations Internship (1-12)

REE 4941 Real Estate Internship (3)

REE 4970r Honors in the Major Research (1-6)

REL 4932r Honors in the Major Research (1-6)

RMI 4941 Risk Management and Insurance Internship (3)

RMI 4970r Honors in the Major Research (1-6)

RTV 3941r Radio Practicum (1-9)

RTV 4800 Broadcast Operations and Management (3)

RUS 4935r Honors in the Major Research (1-6)

RUS 4942r Internship in Applied Russian (1-6)

SDS 3802r Experiential Learning (0)

SLS 3717r Peer Learning Assistance (0-1)

SOW 3203 The Social Work Profession (3)

SOW 4360 Social Work Practice with Communities and Organizations (3)

SOW 4911r Honors in the Major Research in Social Work (1-6)

SPA 4970r Honors in the Major Research (1-6)

SPM 4941r Practicum in Sport Administration (3)

SPM 4951 Sport, Service, and Social Change (3)

SPN 4935r Honors in the Major Research (1-6)

SPN 4942r Internship in Applied Spanish (1-6)

STA 4970r Honors in the Major Research (1-6)

SYA 4931r Honors in the Major Research (1-6)

SYA 4940 Sociology Internship (3-6)

THE 4917r Honors in the Major Research (1-6)

TPA 4940r Internship in Stage Design, Technical Theatre and Management (1-12)

TPP 4940r Internship in Theatre Performance (1-12)

TSL 4251 Applied Linguistics for Second Language Learning (3)

TSL 4324 ESOL Instruction in the Content Areas (3)

WST 4970r Honors in the Major Research (1-6)

Diversity Requirement

To satisfy this requirement, students will be required to take two approved diversity courses. Students who have completed an AA degree from an articulated institution (including those who have completed a high school AA degree from an articulated institution) and transfer students who enter the University with sixty or more credit hours are only required to complete one Diversity course.

To fulfill FSU's Diversity requirement, the student must earn a "C–" or higher in the course.

ABT 3504d Trailblazing Arab Women (3)

ADV 3410d Hispanic Marketing Communication (3)

AFA 1003d Diversity and Justice (3)

AFA 3101dw Theories of African-American Studies (3)

AFA 3353dw Race, Class, and Gender Inequities in the United States (3)

AFA 3373d Psychology of Hip Hop (3)

AMH 2091dw The African–American Experience in the United States (3)

AMH 2095dw American Indians in the United States (3)

AMH 2096dw Black Women in America (3)

AMH 2097dw Nationality, Race, and Ethnicity in the United States (3)

AMH 2583d The Seminoles and the Southeastern Indians (3)

AML 2600dw Introduction to African-American Literature (3)

AML 3682dw American Multi-Ethnic Literature (3)

AML 4604d The African-American Literary Tradition (3)

ANT 2410d Introduction to Cultural Anthropology (3)

ANT 2416d Childhood Around the World (3)

ANT 3141d World Prehistory (3)
ANT 3212d Peoples of the World (3)
ANT 3300d Masculinity in Global Perspective (3)
ANT 3302d Sex and Culture (3)
ANT 3405d Anthropology of Sport (3)
ANT 3451d Race: Biology and Culture (3)
ANT 3610d Language and Culture (3)
ANT 4241d Anthropology of Religion (3)
ARE 4254sd Art and Public Pedagogy (3)
ARH 2000d Art, Architecture and Artistic Vision (3)
ARH 2090sdw Great Discoveries in World Archaeology (3)
ARH 3515d History of African Art (3)
ARH 3572d History of Islamic Art (3)
ARH 4372d Spanish Colonial Art: The Hapsburg Period, 1492/1506–1700 (3)
ARH 4413d Spanish Colonial Art: The Bourbon Period; 1700–1821/1898
ARH 4882d Visual Cultures of the African Diaspora (3)
ASH 1044dw Middle Eastern History and Civilization (3)
ASH 3100dw History of Asia (3)
ASH 3236dw History of Modern Turkey (3)
ASH 3382d The History of the U.S. and East Asia: 1850 to the Present (3)
ASL 2510d Deaf Culture (3)
ASN 3822d Traditions of East Asian Humanities (3)
CCJ 3678d Policing Diversity: Race, Gender, Religion, and Crime (3)
CCJ 4662d Minorities, Crime, and Social Policy (3)
CHT 3123rd Pre-Modern Chinese Literature and Culture (3)
CHT 3124rd Modern Chinese Literature (3)
CHT 3301rd Chinese Folklore: Myths, Legends, and Fairy Tales (3)
CHT 3391rd Chinese Cinema and Culture (3)
CHT 3392rd Writing Women in Pre-Modern China (3)
CHT 3501rd Chinese Civilization (3-6)
CJE 3280d Women on All Sides of the Law (3)
CJE 3450d Bias Awareness in Public Safety and Security (3)
CJE 3703d Black and White: Recognizing Disparities in the Criminal Justice System (3)
CJJ 3013d Youth Culture and Crime (3)
CLA 2010sdw Peoples of the Roman World (3)
CLA 2810sdw Ancient Science for Non-Science Majors (3)
CLA 3501dw Gender and Society in Ancient Greece (3)
CLT 3378sdw Ancient Mythology, East and West (3)
CLT 3510sdw The Ancient World in Film (3)
COM 3421d Queer Studies (3)
CTE 2630d The Social Psychology of Dress (3)
CTE 3512d History of Dress (3)
DAN 3144dw Cultural Perspectives on Dance (3)
DAN 3185dw African-American Perspectives on Dance (3)
EDF 2085d Teaching Diverse Populations (3)
EUH 3205dw 19th–Century Europe (3)
EUH 3206dw 20th-Century Europe: A Survey (3)
EUH 3295d Wars in 20th Century Europe: Film, Experience, Memory (3)
EUH 3436sd Italy During World War II (3)
FOW 3240dw Literature and Sexuality (3)
FRT 3140dw Masterworks of French Literature in Translation; French (3)

FRT 3503d Paris, World Capital (3)
FRT 3511d Cultures of the Caribbean (3)
FRT 3520rd French and Francophone Cinema (3)
FRT 3561dw French Women Writers (3)
GEA 1000d World Geography (3)
GEA 4405d Latin America (3)
GEO 1400d Human Geography (3)
GEO 4421d Cultural Geography (3)
GET 3130dw Masterpieces of German Literature in Translation: 19th and 20th Centuries (3)
GET 3524rd German Cinema (3)
HFT 2060d Coffee, Tea and International Culture (3)
HFT 2061d Ales, Lagers and International Culture (3)
HFT 2062d International Wine and Culture (3)
HFT 2063d Distilled Spirits and International Culture (3)
HFT 2080d International Protocol on Western Behavior and Service Standards (3)
HFT 2704sd A Survey of Eco-Tourism (3)
HFT 2890d International Food and Culture (3)
HIS 2496dw Pandemics and People (3)
HIS 3205dw LGBTQ History (3)
HIS 3263dw Pirates and Patriots in the Atlantic World (3)
HIS 3464dw History of Science (3)
HIS 3491dw Medicine and Society (3)
HPS 3320dw Screening the Scientific Life: Cinema and the Cultural Image of Science (3)
HUM 3123d Irish Culture: An Introduction (3)
HUM 3321sdw Multicultural Dimensions of Film and 20th-Century Culture (3)
HUN 2125d Food and Society (3)
IDH 2123sdw Child and Youth Media Cultures in the U.S. (3)
IDH 2130sd Staging Identity and Difference in the American Musical Theatre (3)
IDH 2133dw Musical Theatre in the Weimar Republic: Identities and Creative Freedom (3)
IDH 3108sdw Radical Visions of Freedom (3)
IDH 3109d Sustainability in Public Discourse (3)
IDH 3113d America Abroad (3)
IDH 3117d Social (In)Equalities: Social Construction of Difference and Inequalities (3)
IDH 3119d Truth, Justice, and the American Way? Ethics, Religion, and Superheroes (3)
IDH 3140d Freedom and Religion: Liberal, Christian, and Muslim Perspectives (3)
IDH 3402sd Youth Subcultures (3)
IDH 3403d Feminist Perspectives on Globalization (3)
IDH 3404d Environmental Justice (3)
IDH 3405d LGBTQ Oral History Methods (3)
IDH 3407d Global Urbanization: Urban Diversity and Culture in the Age of Globalization (3)
IDH 3611sd Race and Religion in America Today: The Legacies of the Civil Rights and Black Power Movements (3)
IDS 2129dw When Culture and Business Collide: Communication in an International Context (3)
IDS 2160dw The Tourist Trap: The Good, the Bad, and the Ugly (3)
IDS 2165dw Intercultural Communication, Business, and Sustainability: Writing for “Green” Everywhere (3)
IDS 2170dw Music in the World (3)
IDS 2173dw A Social History of America's Popular Music (3)
IDS 2321sdw The Blindness Experience (3)
IDS 2323dw Gendered Bodies over the Life Course (3)
IDS 2335dw Central American Cinema (3)
IDS 2370dw Festivals: Artisanship, Satire, and Fire (3)

IDS 2375dw Third World Cinema (3)
IDS 2420dw Heretics, Rebels and Militants in the Islamic World (3)
IDS 2431dw Thinking Beyond Ourselves: Global Perspectives (3)
IDS 2453sdw Reality and Illusion in World Cinema (3)
IDS 2454dw Fantasy Girls: Philosophical Examination of Women and Girls in Fantasy and Science Fiction (3)
IDS 2456dw Who is Human? Culture, Gender and Human Rights (3)
IDS 2460d Global & Intercultural Communication (3)
IDS 2461dw Music and International Human Rights (3)
IDS 2672sdw Music and Film (3)
IDS 2673dw Popular Music in Literature (3)
IDS 2677dw Female Friendship Alliances in Shakespeare (3)
IDS 3188dw German Society Through Film: The Legacy of Nazi Crimes Against Humanity (3)
IDS 3193dw Ancient Sexualities and Modern Sexual Politics (3)
IDS 3330dw The Culture is in the Cuisine: The Food of Italy (3)
IDS 3336dw Great Britain? Geography, Imperialism, Industry and Culture (3)
IDS 3365dw Global Conflicts: Analysis and Resolution (3)
IDS 3450dw Through an Arabic Lens: The Intersection of Film and Culture (3)
IDS 3458sdw Lions and Tigers and Bears, Oh My! Multicultural Dimensions of American Cinema (3)
IDS 3459dw Cinema Gone Global (3)
IDS 3466dw India Through Bollywood Film (3)
IDS 3512dw Examining the Educational Achievement Gap (3)
HIS 3126d Comics and Medicine (3)
IHS 4123d Narrative Medicine: Patient-Centered Care and the Individual Story (3)
ISS 4159d Perspectives on Race, Ethnicity, and Inequality (3)
ITT 3430dw Masterpieces of Italian Literature and Culture in Translation (3)
ITT 3500dw Italian Culture and Civilization: From Origins to the Age of Romanticism (3)
ITT 3501dw Modern Italian Culture: From the Unification to the Present (3)
ITT 3520dw The Italian–American Experience in Literature and Film (3)
ITT 3523dw Italian Cinema (3)
JPT 3122d Modern Japanese Literature in Translation (3)
JPT 3330d Premodern Japanese Literature in Translation (3)
JPT 3391rdw Japanese Film and Culture (3)
JPT 3511rd Japanese Popular Culture (3)
JPT 4504d The Culture of Tea in Japan (3)
LAH 1093dw Latin America: A Cross-Cultural History (3)
LDR 2213sd Leadership for Social Justice (3)
LDR 2241d Black Male Leadership (3)
LDR 2242d Gender and Leadership (3)
LDR 2243d Latinx Leadership Development (3)
LEI 1181d Leisure and Recreation Adaptations for All Ages and Abilities (3)
LIN 2004d World Languages (3)
LIN 4600d Sociolinguistics (3)
LIT 3024d Perspectives on the Short Story (3)
LIT 3313d Science Fiction (3)
LIT 3383dw Women in Literature (3)
LIT 4103d World Literature (3)
LIN 4656d Language and Gender (3)
MAN 4310sd Disability Inclusion in the Workforce (3)
MAN 4605d Cross-Cultural Management (3)
MUH 2019d Modern Popular Music (3)
MUH 2051d Music in World Cultures (3)

MUH 2512d Music in World Cultures (2). (For music majors.)
MUH 3053dw American Roots Music (3)
NSP 3185d Multicultural Factors and Health (3)
PHI 2635dw Bioethics (3)
PHM 2121d Philosophy of Race, Class, and Gender (3)
PHM 2300d Introduction to Political Philosophy (3)
REL 1300dw Introduction to World Religions (3)
REL 2121dw Religion in the United States (3)
REL 2210dw Introduction to the Old Testament (3)
REL 2240dw Introduction to the New Testament (3)
REL 2315d Religions of South Asia (3)
REL 2350d Religions of East Asia (3)
REL 3138d Religious Intolerance in America (3)
REL 3145dw Gender and Religion (3)
REL 3152d Religion, Race and Ethnicity (3)
REL 3170dw Religious Ethics and Moral Problems (3)
REL 3322dw Religions of the Greek and Roman World (3)
REL 3333d Ramayana in Indian Culture and Beyond (3)
REL 3337d Goddesses, Women, and Power in Hinduism (3)
REL 3340d The Buddhist Tradition (3)
REL 3345d Chan/Zen Buddhism (3)
REL 3346d Buddhist Ethics (3)
REL 3348sd Buddhism and the Mythology of Evil (3)
REL 3349d Buddhist Meditation (3)
REL 3351d Japanese Religions (3)
REL 3358d Tibetan and Himalayan Religions (3)
REL 3363d Islamic Traditions (3)
REL 3367d Islamic Traditions II: Islam up to the Modern World (3)
REL 3370d Religion in Africa (3)
REL 3484d New Religious Movements (3)
REL 3607dw The Jewish Tradition (3)
REL 3935rd Topics in Buddhism (3)
RMI 4304d Applied Learning in Risk Management and Insurance (3)
RUT 3110dw Russian Literature in English Translation (3)
RUT 3505d Russian Culture and Civilization (3)
RUT 3514d Russian Folklore and Fairy Tales (3)
RUT 3523rd Russian Cinema (3)
SDS 4481d Communication and Human Relations (3)
SLL 3500d Slavic Culture and Civilization (3)
SLL 3510d The Slavic Vampire (3)
SOP 3742d Psychology of Women (3)
SOP 3782d Psychology of the African-American (3)
SOW 4620d Diversity and Social Justice (3)
SPC 4710d Interracial/Intercultural Communication (3)
SPM 4013d Cross-Cultural Sport (3)
SPT 3130dw Latin American Literature in Translation (3)
SPT 3391d Hispanic Cinema (3)
SPT 3503d Introduction to Hispanic Cultural Analysis (3)
SPT 3531d Past and Present in Valencia, Spain (3)
SPW 3493sd Readings from Spanish America (3)
SPW 4774sd Cuba: Diaspora, Race, and Cultural Identity (3)

SYD 2740sd Sociology of Law and Hispanics (3)

SYD 3800d Sociology of Sex and Gender (3)

SYD 4700d Race and Minority Group Relations (3)

SYG 2010d Social Problems (3)

SYO 3200d Sociology of Religion (3)

THE 2000d Introduction to Theatre (3)

THE 4433d Gender, Race and Performance (3)

URP 3527d Green Global Health (3)

URS 1006d World Cities: Quality of Life (3)

WOH 2023dw The Modern World to 1815 (3)

WOH 2030dw The Modern World Since 1815 (3)

WOH 3212dw Monsoon Empires: The Indian Ocean, 800-1800 (3)

WOH 3440dw History of Refugees, 0-2000 (3)

WOH 4222d The Worlds Captain Cook (3)

WST 3251dw Women in Western Culture: Images and Realities (3)

Natural Sciences Laboratory Requirement

Students must complete at least one semester hour of a Natural Sciences laboratory course as a graduation requirement. Students will demonstrate the ability to apply scientific principles in designing and conducting experiments and interpret evidence. Laboratory courses are designated by the suffixes "L" or "C" appended to the course number. Students will typically take this course concurrently with the associated course (e.g., students will enroll in both BSC1005 *and* BSC 1005L). The Natural Sciences Laboratory requirement must be completed with a grade of "C–" or higher.

Upper-Division Writing Requirement

Skill in professional writing is critical to the long-term success of all FSU graduates. All students will be required to demonstrate competency in professional writing by completing one approved upper-division course that includes a substantial writing component. This coursework may be completed outside or within a student's major course of study or by Honors in the Major theses credit. The Upper-Division Writing requirement must be completed with a grade of "C–" or higher.

Note: Students must complete an Upper-Division Writing course in addition to the courses used to satisfy the State-Mandated Writing requirements.

UPPER-DIVISION WRITING REQUIREMENTS

ABT 3504d Trailblazing Arab Women (3)

ACG 4970r Honors in the Major Research (1-6)

ADV 3001 Advertising Strategy (3)

ADV 4300 Media Planning (3)

AFA 4853 Research Methods and Scholarly Writing in Africana Studies (3)

AML 4604d The African-American Literary Tradition (3)

ANT 4241d Anthropology of Religion (3)

ANT 4312 Contemporary Native American Cultures (3)

ANT 4914r Honors in the Major Research (1-3)

ARA 4970r Honors in the Major Research (1-6)

ARH 4800s Methods of Art History and Criticism (3)

ARH 4815r Honors in the Major Research (1-6)

ART 4801r BFA All-Media Critique (3)

ART 4851s BA: Exploring Opportunities in the Arts (3)

ART 4981r Honors in the Major Research (1-6)

ASH 3230s Middle East Research: An Interdisciplinary Seminar (3)

ASN 4463 Conceptualizations of the Imagination in East Asia (3)

ASN 4970r Honors in the Major Research (1-6)

AST 3721Ls Astrophysics Laboratory (2)

BCH 4053Ls General Biochemistry I Laboratory (3)

BME 4801s Biomedical Engineering Design Process I (3)

BME 4906r Honors URP in Biomedical Engineering (1-3)

BSC 3402L Experimental Biology Laboratory (3)

BSC 4970r Honors in the Major Research (1-6)

CCJ 3024 The Criminal Justice System (3)
CCJ 3032 Crime in Media (3)
CCJ 3134 Portrayals of Policing in Cinema (3)
CCJ 4909r Honors in Criminology (3)
CEN 4020s Software Engineering I (3)
CGN 4800s Senior Design I (3)
CGN 4906r Honors in the Major Research in Civil and Environmental Engineering (1-6)
CHI 4410 Advanced Chinese (3)
CHI 4970r Honors in the Major Research (1-6)
CHM 2211L Organic Chemistry II Laboratory (3)
CHM 4906r Honors in the Major Research (1-6)
CIS 4933r Honors in the Major Research (1-6)
CJE 3617s Cold Case Investigations (3)
CLA 4909r Honors in the Major Research (1-6)
CLA 4935rs Seminar in Classical Civilization (3)
CLT 4300s Greek and Roman Comedy (3)
CLT 4320s Lyric and Elegiac Poetry (3)
CLT 4532 The Return Home in Greek Myth (3)
COM 4712 Writing to Persuade (3)
COM 4909r Honors in the Major Research (1-6)
CRW 3753s Writing Florida (3)
CTE 4970r Honors in the Major Research (1-6)
DAN 3146 Contemporary Perspectives on Dance (3)
ECH 4404L Unit Operations Laboratory (3)
ECH 4906r Honors URP in Chemical Engineering (1-3)
ECO 4934r Honors in the Major Research (1-6)
ECP 3617s Land Use, Housing and Government Regulation (3)
ECP 3930s Seminar in Applied Economic Policy Writing (3)
ECP 4530 Economics of Health (3)
ECP 4618s Research Methods for Studying Housing, Land, and Cities (3)
ECS 4504 Economics of the Middle East (3)
EDE 4970r Honors in the Major Research (1-6)
EEL 3927 Engineering Design Concepts (3)
EEL 4906r Honors in the Major Research in Electrical Engineering (1-6)
EIN 4890s Industrial Engineering Senior Design Project I (3)
EIN 4934r Honors in the Major Research (1-6)
EML 3012L Mechanics and Materials Lab (1)
EML 4970r Honors in the Major Research (1-6)
ENC 3310 Article and Essay Technique (3)
ENC 3416 Writing and Editing in Print and Online (3)
ENG 4934s Senior Seminar in Literature (3)
ENG 4936r Honors in the Major Research (1-6)
ENT 3629 Entrepreneurial Technologies (3)
ENT 4114 Business Plan Design (3)
ENT 4991r Honors in the Major Research (1-6)
EUH 3183 Robin Hood (3)
EUH 3316 The Spanish Civil War (3)
EUH 4465 Weimar and Nazi Germany (3)
EUS 4970r Honors in the Major Research (1-6)
EVR 4922 Environmental Science Capstone (4)
FAD 3343 Contexts of Adult Development and Aging (3)

FAD 4910r Honors in the Major Research (1-6)
FIL 4135 Thesis Development (3)
FIL 4975r Honors in the Major Research (1-6)
FIN 4970r Honors in the Major Research (1-6)
FRE 4422 Advanced Grammar and Composition (3)
FRE 4935r Honors in the Major Research (1-6)
FRT 3511d Cultures of the Caribbean (3)
GEB 3211 Communications and Critical Thinking in the Business World (3)
GEB 3213 Business Communications (3)
GEO 4421d Cultural Geography (3)
GEO 4932r Honors in the Major Research (1-6)
GER 4420 Advanced Composition (3)
GER 4935r Honors in the Major Research (1-6)
GLY 4790 Field Course (6)
GLY 4989r Honors in the Major Research (1-6)
HEE 4912r Honors in the Major Research (1-6)
HFT 3242 Communication in Hospitality (3)
HFT 4970r Honors in the Major Research (1-6)
HIS 3505 Perspectives on Science and Mathematics (3)
HIS 4935s Senior Seminar (3)
HIS 4936r Honors in the Major Research (1-6)
HUM 3218 Humanism and the Humanities (3)
HUM 4907r Honors in the Major Research (1-6)
HUN 4913r Honors in the Major Research (1-6)
IDH 3109d Sustainability in Public Discourse (3)
IDH 3114s Appropriating the Past: The Use and Abuse of the Ancient World in Modern Societies (3)
IDH 3117d Social (In)equalities: Social Construction of Difference and Inequalities (3)
IDH 3118s Utopias/Dystopias: An Homage to Social Dreaming (3)
IDH 3140d Freedom and Religion: Muslim and Liberal Perspectives (3)
IDH 3401 Everyday Life: Time/Space/Power (3)
IDH 3403d Feminism and Globalization (3)
IDH 3404d Environmental Justice (3)
IDH 3405d LGBTQ Oral History Methods (3)
IDS 3678 Apocalypse: The End of the World in the Arts (3)
IHS 4901s Interdisciplinary Medical Sciences Capstone (3)
IND 4506 Business Practices (3)
IND 4970r Honors in the Major Research (1-6)
INR 4937r Honors in the Major Research (1-6)
INS 3003 Introduction to International Affairs (3)
ISC 3402 Historical, Social, and Critical Perspectives of Disciplinary Engagement in STEM (3)
ISC 4044 Upper Division Technical Writing (3)
ISC 4943r Practicum in Scientific Computing (3)
ISC 4971r Honors in the Major Research (1-6)
ISM 4970r Honors in the Major Research (1-6)
ISS 4014 Evidence Based Public Policy (3)
ISS 4159d Perspectives on Race, Ethnicity, and Inequality (3)
ISS 4164 Intersections, Power, & Policy (3)
ISS 4907r Honors in the Major Research (1-6)
ISS 4944r Internship (Interdisciplinary Social Science) (3-6)
ITA 4450 Advanced Italian Composition and Style (3)
ITA 4935r Honors in the Major Research (1-6)

JPN 4970r Honors in the Major Research (1-6)
JPN 4505 War and Representation (3)
LAE 4937r Honors in the Major Research (1-6)
LAS 4935r Honors in the Major Research (1-6)
LEI 4524 Leadership and Supervision in Recreation, Tourism and Events (3)
LIN 4040 Introduction to Descriptive Linguistics (3)
LIN 4911r Honors in the Major Research (1-6)
LIS 3793s Information Architecture (3)
LIS 4022 Writing for the Information Professions (3)
LIS 4970r Honors in the Major Research (1-6)
LIT 3024d Perspective on the Short Story (3)
MAN 4970r Honors in the Major Research (1-6)
MAR 4970r Honors in the Major Research (1-6)
MAT 4934r Honors in the Major Research (1-6)
MET 4501C Synoptic Lecture-Laboratory II: Four-Dimensional Structure (4)
MET 4900r Honors in the Major Research (1-6)
MHF 3111 Calculus and its History (3)
MMC 4200s Media Legalities (3)
MMC 4203 Media Ethics (3)
MMC 4302s Comparative and International Media Studies (3)
MMC 4504 Writing Media Criticism (3)
MUH 3212 Survey of Music History: 1750 to Present (3)
MUS 4904r Honors in the Major Research (1-6)
NUR 4169 Research Methods for Evidence-Based Practice (3)
NUR 4975r Honors in the Major Research (1-6)
PAD 4481s Intelligence Analysis and Communication (3)
PHC 4918r Honors in the Major Research (1-6)
PHI 4912r Honors in the Major Research (1-6)
PHI 4938r Seminar for Majors (3)
PHY 3802Ls Intermediate Laboratory (2)
PHY 4970r Honors in the Major Research (1-6)
POS 4935r Honors in the Major Research (1-6)
PSY 3213Cs Research Methods in Psychology with Laboratory (4)
PSY 4039r Honors in the Major Research (1-6)
PSY 4910r Augmented Research Topics (1-3)
PUR 3100 Writing for Public Relations (3)
RED 4310 Early Literacy Learning (3)
RED 4335 Literacy Across the Content Areas (3)
REE 4970r Honors in the Major Research (1-6)
REL 3138d Religious Intolerance in America (3)
REL 3370d Religion in Africa (3)
REL 3484d New Religious Movements (3)
REL 3513s Christians through Roman Eyes (3)
REL 4044s What is Religion? What is Religious Studies? (3)
REL 4335s Modern Hinduism (3)
REL 4366 Seminar on Shi'ite Islam (3)
REL 4393 Islam in North America (3)
REL 4932r Honors in the Major Research (1-6)
RMI 4970r Honors in the Major Research (1-6)
RTV 3101 Writing for the Electronic Media (3)
RUS 4935r Honors in the Major Research (1-6)

RUW 3100 Survey of Russian Literature I (3)

SOW 4232 Social Welfare Policies and Programs (3)

SOW 4911r Honors in the Major Research in Social Work (1-6)

SPA 4101C Anatomy and Physiology of the Speech and Hearing Mechanism (4)

SPA 4970r Honors in the Major Research (1-6)

SPM 4014 Sport and Literature (3)

SPN 4420 Advanced Spanish Composition and Translation (3)

SPN 4935r Honors in the Major Research (1-6)

STA 4931 Statistics in Practice (3)

STA 4970r Honors in the Major Research (1-6)

SYA 4931r Honors in the Major Research (1-6)

SYG 3245 Sociology of Food (3)

SYO 4402 Medical Sociology (3)

THE 4303 Play Analysis (3)

THE 4917r Honors in the Major Research (Theatre) (1-6)

WOH 4222d The Worlds of Captain Cook (3)

WST 3015 Introduction to Women's Studies (3)

WST 4970r Honors in the Major Research (1-6)

Oral Communication Competency

Students will develop effective oral communication skills through the use of public speaking activities in courses designed to provide instruction and ample opportunities for guided practice in oral communication. Through these courses, students master the kinds of oral communication that are appropriate for their academic or professional majors and future leadership roles. In order to meet the Oral Communication Competency requirement students must attain a grade of "C-" or higher in an approved Oral Communication Competency course.

ORAL COMMUNICATION COURSES

ARE 4144 Introduction to Art Education (3)

BME 4802 Biomedical Engineering Process Design II (3)

BSC 3402L Experimental Biology Laboratory (3)

BSC 4945 Undergraduate Supervised Teaching (1)

CGN 4800s Senior Design I (3)

AND

CGN 4802 Senior Design II (3)

Note: Both courses must be taken to satisfy the requirement.

CIS 3250L Ethics and Computer Science Public Speaking Lab (1)

CJE 3612 Interview and Interrogation (3)

CJL 4565 Courts and Social Policy (3)

CLA 2110s Debates about the Past: Greek Civilization, History and Culture (3)

CLA 2123s Debates about the Past: Roman Civilization, History and Culture (3)

COM 2080 Online Communication and Presence (3)

COM 3110 Communication for Business and the Professions (3)

ECH 2050 Engineering Communications (2)

ECH 3274L Transport Phenomena laboratory (3)

EDG 4410 Classroom Management and Legal Issues (3)

EEL 4911Cs Senior Design Project I (3)

EIN 3010 Industrial and Manufacturing Engineering Tools (3)

EML 4551Cs Senior Design Project I (3)

AND

EML 4552C Senior Design Project II (3)

Note: Both courses must be taken to satisfy the requirement.

ENL 4336 Orality and Poetics: Shakespeare's Sonnets (3)

ENT 3111 Creating Value Through Customer Acquisition (3)

FIL 2090r Professional Communication (1)

FRE 4410 Advanced Conversation (3)
GEB 3211 Communications and Critical Thinking in the Business World (3)
GEB 3213 Business Communications (3)
GER 3400 Composition and Conversation (3)
HIS 4065 Public History Theory and Methods (3)
HUM 4924 Engage 100 Peer Instruction (1)
IDH 2602s Us and Them: Navigating Disagreements in a Polarized Society (3)
IDH 3402sd Youth Subcultures (3)
IDH 3611d Race and Religion in America Today: The Legacies of the Civil Rights and Black Power Movements (3)
IDS 2402w Mathematics for Civic Engagement (3)
IDS 2490w Social Responsibility (Rhetorically Speaking) (3)
IDS 2491w Communication Matters: Personal Responsibility in Public Speaking (3)
IDS 2680w Reading, Writing, and Speaking in the Digital Age (3)
ISC 4044 Upper Division Technical Writing (3)
ITA 4410 Advanced Italian Conversation (3)
JPN 3250 Practical Skills in Japanese Communication (3)
LIS 2527 Digital Storytelling in Information Environments (3)
LIS 3021 Technical Communication for the Information Professions (3)
MET 3940r Weathercasting (1)
MSL 4301 Leadership & Management (3)
MUE 3491 Communication Skills for the Musician: Choral (2)
AND
MUE 3495r Music Education Laboratory: Choral (1)
Note: Both courses must be taken to satisfy the requirement.
MUE 3493 Communication Skills for the Musician: Instrumental (2)
AND
MUE 3496r Music Education Laboratory: Instrumental (1)
Note: Both courses must be taken to satisfy the requirement.
MUT 3574s Popular Music Analysis (3)
MUY 4402 Music Therapy: Methods and Practicum II (3)
MVK 3631 Piano Pedagogy I (3)
MVK 4641 Advanced Piano Pedagogy I (3)
NUR 3076 Communication in Health Care (3)
PHY 3091 Communication in Physics (2)
REL 2211w The Lost Books of the Bible (3)
REL 4044s What Is Religion? What Is Religious Studies? (3)
SDS 4481d Communication and Human Relations (3)
SMT 4664 Project-Based Instruction (FSU-Teach) (3)
SOW 3350 Interviewing and Documentation (3)
SPC 1017 Fundamentals of Speech (3)
SPC 2067 Communication for Arts and Design (3)
SPC 2608 Public Speaking (3)
SPC 4620 Strategic Speech Making (3)
THE 2020 Introduction to Theatre for Majors (3)

Digital Literacy

All undergraduates at Florida State University must demonstrate digital literacy prior to graduation. The Digital Literacy requirement may be satisfied by earning a grade of "C–" or higher in a course(s) that has been approved by the CoreFSU Coordinating and Policy Committee as satisfying Digital Literacy in the major.

Courses approved to meet the Digital Literacy requirement include at least three of the following student learning outcomes:

- Evaluate and interpret the accuracy, credibility, and relevance of digital information
- Evaluate and interpret digital data and their implications

- Discuss the ways in which society and/or culture interact with digital technology
- Discuss digital technology trends and their professional implications
- Demonstrate the ability to use digital technology effectively
- Demonstrate the knowledge to use digital technology safely and ethically

Students passing an approved course(s) with a grade of "C–" or higher will be considered to have completed the requirement. Students should check with their major department to identify the course(s) designated by the department as satisfying the Digital Literacy requirement in the major.

DIGITAL LITERACY COURSES

ARH 2814s Cultural Heritage in the Digital Age (3)

ART 1602C Digital Foundations (3)

BSC 2011Ls Biological Science II Lab (1) (For science majors

Note: Only Scholarship in Practice if taken with BSC 2011

BME 3702 Biocomputations (3)

CCJ 3071 Computer Applications in Criminal Justice (3)

CGN 3326 Introduction to Civil Engineering Graphics and Design Tools (3)

CGS 2060 Computer Fluency (3)

CGS 2100 Microcomputer Applications for Business/Economics (3)

CGS 2518 Spreadsheets for Business Environments (3)

CGS 3406 Object-Oriented Programming in C++ (3)

CGS 3465 Introduction to Programming Using Python (3)

CHM 1020C Chemistry for Liberal Studies (4)

CHM 1045L General Chemistry I Laboratory (1)

CHM 3120L Analytical Chemistry I Laboratory (1)

CLA 2050 Programming for Digital Humanities (3)

COM 4470 Desktop Multimedia (3)

COP 3014 Programming I (3)

COP 3363 Introduction to Programming in C++ for Majors (3)

CTE 3416 Retail Technologies (3)

DAN 4418 Survey of Dance Technologies (3)

ECH 3854 Chemical Engineering Computations (4)

ECO 4421 Introduction to Econometrics (3)

EEL 4746 Microprocessor-Based System Design (3)

EME 2040 Introduction to Educational Technology (3)

EML 4550 Engineering Design Methods (3)

EVR 1001L Introduction to Environmental Science Laboratory (1)

FIL 2043s History and Practice of Visual Effects and Animation (3)

FRT 3503d Paris, World Capital (3)

GIS 3015 Map Analysis (3)

GIS 4043 Geographic Information Systems (3)

AND

GIS 4043L GIS Lab (1)

Note: Both GIS4043 and GIS4043L must be taken and passed with a grade of C- or better to fulfill the requirement.

HIS 4164s Digital History (3)

HUM 2831s Digital Literacy in the Humanities (3)

IDS 2141sw Innovation and Emerging Technologies (3)

IDS 2144w Information Ethics for the 21st Century (3)

IDS 2681s Digital Microhistory Lab (3)

IDS 3634 Information Literacy and Society (3)

IDS 3683 Life With Google: The Unintended Consequences of Information Technology (3)

IND 3469 Computer-Aided Design II (3)

ISC 3313 Introduction to Scientific Computing (3)

ISC 3523C Research Methods (3)

LEI 4864 Technology for Events (3)

LIN 3771 AI-Assisted Python Programming for Language Data (3)

MUE 4690 Technology for the Music Classroom (3)

MUS 2360 Introduction to Technology in Music (3)

NUR 4169 Research Methods for Evidence-Based Practice (3)

PSY 3213Cs Research Methods in Psychology with Laboratory (4)

PHZ 1140C Computational Physics Laboratory (3)

STA 3024 SAS for Data and Statistical Analysis (3)

SYO 4461 New Media and Social Change (3)

THE 4954 Culminations (1)

Graduate Degree and Certificate Requirements

Prerequisites for All Graduate Degrees

Graduate work in any academic unit must be preceded by sufficient undergraduate work in the field or a related one to satisfy the chair of the department that the student can successfully conduct graduate work in the chosen field.

A student is expected to have sufficient command of the English language to enable the student to organize subject matter and to present it in credible written form. Any faculty member may at any time refer a student to the Reading/Writing Center of the Department of English for noncredit remedial work.

Editing Services and Statistical Assistance

The following guidelines have been approved by the graduate policy committee:

1. University regulations are quite clear concerning plagiarism and inappropriate assistance; these regulations apply with particular force to theses and dissertations: "...violations of the Academic Honor Policy shall include representing another's work or any part thereof, be it published or unpublished, as one's own" - Office of Faculty Development and Advancement website, *Faculty Handbook*. Appendix A: Florida State University Academic Honor Policy;
2. The ready availability of editing services and statistical assistance, and in particular of computer and statistical research design assistance, must not be seen as a substitute for required training and/or coursework;
3. Professional editing services may not become a substitute for faculty advisement and should be confined to language structure;
4. The major professor must be informed and concur before a student seeks assistance in any or all of the editing or statistical assistance areas, and faculty concurrence should be documented as part of the student's record. The particular scholarly work in question should be reviewed prior to such assistance, so that issues of scholarly form and content have been dealt with in advance of the use of such services. The student must confer with the major advisor before incorporating any advice obtained through the above-mentioned services into written work;
5. In all cases, such assistance must be noted in the acknowledgments accompanying the final version of a paper, thesis, or dissertation.

Review of Theses, Dissertations, and Treatises

Theses, treatises, and dissertations are expected to reflect original work. The review of academic integrity should be completed prior to the defense. Faculty may choose to use appropriate plagiarism checkers and peer review tools with early drafts of these manuscripts as an instructional aid in advising students on matters relating to plagiarism. Issues of plagiarism and copyright should be addressed prior to submitting the manuscript to The Graduate School for manuscript clearance. The approvals of all committee members appearing on the online Defense Decision Form constitute testimony from the committee that they are satisfied that the thesis, dissertation, or treatise meets FSU's standards of academic integrity as described in the FSU Academic Honor Code and appropriate steps have been taken to assure that this is the case.

Language of Theses, Dissertations, and Treatises

The typical language of the thesis, treatise, or dissertation is English. Under special circumstances the Major Professor, the Academic Unit Head, and the Supervisory Committee may approve writing the body of the thesis, treatise, or dissertation in a language other than English, if doing so is essential for scholarly reasons. Lack of sufficient English competency is not an acceptable justification for using an alternative language. The Major Professor shall immediately notify the Dean of the College and the Dean of the Graduate School for all cases where such approval has been granted. Notification requires completion of the ETD Alternative Language for the Dissertation/Treatise/Thesis Form found on The Graduate School's website. All committee members must be completely proficient in the alternative language. It is the responsibility of the Major Professor and the Supervisory Committee to ascertain that the candidate's thesis/dissertation is written in acceptable English or an alternative language, in an appropriate scholarly style. All non-English-language dissertations, treatises, or theses must have the preliminary pages and main section headings in English. This would include the content of the title page, committee page, acknowledgments, abstract and biographical sketch. All main section headings, including chapter and appendix headings, must be in English, but chapter/appendix titles may be in the chosen language.

Language of the Defense: The defense shall be conducted in English.

Guidelines for Restrictions on the Release of Theses, Dissertations, and Treatises

The free and open dissemination of the results of research conducted at Florida State University is required if the University is to contribute effectively to the education of its students and to the body of human knowledge. Conflicts can develop among the interests of research sponsors, research directors, and

the students doing the research. To ensure that the interests of all parties are protected, the following guidelines should be observed.

Electronic Theses and Dissertations (ETDs) as well as treatises must be made available in their complete and original format as a condition of undertaking graduate study at FSU. The completed ETD will be archived in the FSU Libraries' Digital Repository and by ProQuest. Students will select an access condition provided by The Graduate School to make their manuscript available for review by other scholars and the general public. Publication of the manuscript through standard media for scholarly work is also encouraged. Note: Manuscripts cannot be subdivided into chapters and disseminated under different access options.

Worldwide Access. Recommended to all of our students. This option makes the ETD freely available worldwide via the FSU Libraries' Digital Repository. It should be noted that some publishers may see a conflict with this level of distribution prior to publication.

Embargoed Access (Twenty–four Months). Recommended to students who have a patent application in process or who want to restrict access to the ETD for a limited amount of time in order to pursue commercial interests or other publication. During the embargo period, only meta-data will be available in the FSU Libraries' Digital Repository and on ProQuest. After the restricted time period, the document will be made freely available through worldwide access (option above) in the FSU Libraries' Digital Repository and on ProQuest according to the publication option selected by the student during manuscript clearance.

The maximum delay in the release of a thesis, treatise, or dissertation to the FSU Libraries' Digital Repository and ProQuest shall not exceed twenty-four months from the date the thesis, treatise, or dissertation is approved by The Graduate School. In special circumstance, the Dean of The Graduate School may grant an additional delay of forty-eight months in twenty-four month increments, if the case is made that the delay is in the best interest of all parties or if publication or commercial interest in the document is still ongoing. Such a request must be submitted at least one month prior to the expiration of the original period of delay.

The initial request for such a delay must be submitted to the Manuscript Clearance Portal by completing the Embargo Request section of the Manuscript Access Agreement Form. This request must be approved in the Manuscript Clearance Portal by the major professor (or co-major professors, if applicable), the Manuscript Clearance Advisor, and the Dean of The Graduate School. The department or program chair, or dean of the relevant college may endorse the request if the major professor is retired, deceased, etc.

The FSU Libraries' Digital Repository, in cooperation with The Graduate School, may provide restricted access to ETDs at FSU (i.e., Campus Community-Only Access) in select circumstances. Students may request that full access to their ETD be limited to people connected to FSU's network.

Please note that approval for Campus Community-Only Access is not automatic. Students must provide “reasonable justification” for their request. Also, in order to be granted Campus Community-Only Access, students must receive approval from their major professor (or co-major professors, if applicable) on the online Manuscript Access Agreement Form.

Final approval may be granted by the Dean of The Graduate School only after the online Manuscript Access Agreement Form is submitted to The Graduate School's Manuscript Clearance Portal with appropriate approvals and justification. This online form is reviewed by the Manuscript Clearance Advisor at The Graduate School before being reviewed by the Dean.

It should be recognized that adherence to this policy does not constitute a guarantee that information in the sequestered thesis, treatise, or dissertation will not be disseminated by means other than the written manuscript.

Note: Students should not suffer delays in their normal academic progress, including the final defense of the thesis or dissertation, as a result of a desire to delay release of the thesis or dissertation to the library.

Information about access issues related to electronic theses, treatises, and dissertations may be obtained from The Graduate School.

Graduate Students Enrolled for Two Degrees Simultaneously

Under certain special circumstances, it is possible for a student to work concurrently on two degrees in two different departments/units. Students intending to do this must be accepted by both departments/units. A Dual Enrollment Request Form, showing endorsement by both department/unit heads and dean(s), as appropriate, must be sent to the Dean of The Graduate School (or designee) for approval. The Dual Enrollment Request Form can be found on The Graduate School's website. Once approved, the Office of the University Registrar will be notified of the dual registration. Dual Enrollment Request Forms must be submitted for review/approval at the correct time to ensure proper advisement, prior to the graduate student completing 12 hours in the second degree program and before the student has reached the final semester and applied for graduation so there are no delays in graduation clearance.

Note: Initial admission to a graduate program at Florida State University must be to one program only. After the first semester, the student may apply and be accepted to the second degree program desired.

Second Graduate Degrees

University policy prohibits the awarding of more than one degree from a specific degree program due to the overlap of core requirements of that degree program. Students should seek guidance from their advisors or their college when choosing to pursue a dual degree. This policy applies to both current and readmitted students.

Combined Bachelor's/Master's Pathways, Joint Graduate Pathways, and Dual Degrees

Note: If a student is effectively removed from a combined pathway or joint pathway, then there will be no sharing or double counting of credit hours. Any graduate coursework previously taken and shared/double-counted will no longer apply.

Combined Bachelor's/Master's Pathways. Combined bachelor's/master's pathways provide academically talented undergraduate students an opportunity to complete both a bachelor's and a master's degree. Upon approval, a combined bachelor's/master's pathway allows for up to 12 graduate hours to be shared with, or double-counted toward, an undergraduate degree program.

Joint Graduate Pathways. Joint graduate pathways provide qualified master's students with an opportunity to earn two master's degrees or master's/professional degrees from two academic degree programs. Joint graduate pathways share academic content that allows a student to expand their breadth of knowledge and content expertise to include additional domains not covered in a single degree. All post-baccalaureate degree programs must have at least 30 unique hours of coursework. Upon approval, joint graduate pathways allow graduate/professional courses in excess of the 30-hour minimum to be shared with, or double-counted, toward both degree programs.

Dual Degree Programs

Dual degrees are two degrees earned simultaneously when a student is accepted by both departments/programs and is approved by the appropriate academic deans and the Dean of The Graduate School (or designee). A student must be admitted to one academic program initially, and after the first semester, may apply and be accepted to the second degree program. There is no formal relationship between the two degree program requirements in a dual degree situation.

To ensure that students entering a second graduate degree program receive timely and effective advisement on a program of study approved by the second department, admission to the second graduate degree program must be approved before the student completes more than twelve credit hours of coursework that are counted in that department toward the second graduate degree. In special circumstances, students may petition their academic deans for an exception.

This limit of twelve credits earned only applies to students admitted to their first graduate degree program in the Fall 2014 semester and onwards.

Dual Enrollment Request Forms must be submitted for review/approval at the correct time to ensure proper advisement, prior to the graduate student completing 12 hours in the second degree program and before the student has reached the final semester and applied for graduation so there are no delays in graduation clearance. The Dual Enrollment Request Form can be found on The Graduate School's website.

Graduate-Level Certificate Programs

The university offers a variety of certificate programs, which consist of an organized curriculum of courses that lead to specific educational or occupational goals. Credit hour requirements for each graduate-level certificate may vary from 12 to 21 graduate hours. A list of all of the certificate programs offered by the university is available in the Academic Degree and Certificate Programs chapter of this *Graduate Bulletin*. In accordance with the Academic Standards Policy in the *Graduate Bulletin*, all graduate students pursuing a graduate-level certificate must achieve a cumulative grade point average of at least 3.0 (“B”) or better across all graduate courses applied toward the graduate certificate (5000-level or above) in order for the graduate certificate to be awarded.

These certificate programs are generally considered professional in nature and the completion of these programs are noted on the student's official university transcript, if the following conditions are met:

1. The student must apply and be admitted into the certificate program to be officially recognized as pursuing the program by the university.
    1. Some certificate programs may be restricted by degree level or offered only to degree-seeking students, while others are open to all enrolled graduate and post-baccalaureate non-degree students.
    2. The admissions criteria may include previous educational background, grade point average, or other qualifications.
    3. For formal admission requirements and procedures, students should contact the department offering the certificate program.
2. The student must apply to the certificate program prior to completing the second course in the program.
    1. Completing the certification program coursework without proper admission to the program could jeopardize future enrollment opportunities in certificate program courses or the recognition of the completion of the certificate program by the university.
    2. Once the student has been admitted to the certificate program, the department/unit will notify the Registrar's Office, so it is reflected on the student's official academic record.
    3. Once the student has completed the last course required for the certificate program, the department/unit will notify the Registrar's Office and the certificate will be posted to the student's official transcript.

In the event that the student completes a degree program prior to completing the requirements for the certificate, the student would be required to be readmitted as a degree seeking or non-degree seeking student to complete the certificate program.

Note: Completion of undergraduate courses will not count toward a graduate certificate. Additionally, students completing an undergraduate degree may not enter a graduate certificate program unless they are admitted as a degree-seeking graduate student or post-baccalaureate non-degree student. Undergraduate students cannot start taking graduate courses for the graduate certificate until the bachelor's degree is awarded.

Continuance and Graduation of Master's and Doctoral Students

Academic Standards

A graduate student is not eligible for conferral of a degree unless the cumulative grade point average is at least 3.0 (“B”) in formal graduate courses (5000-

level or above). 4000-level courses may be credited toward a graduate degree but cannot count in a student's minimum thirty total semester hours of graduate credit or graduate GPA. No course hours with a grade below "C–" will be credited on the graduate degree; all grades in graduate courses except those for which grades of "S" or "U" are given or those conferred under the provision for repeating a course will be included in computation of the average. All conditions of admission must be met; in addition, there are usually other departmental requirements which must be met.

Faculty Academic Judgment

Master's Degree

Successful completion of coursework constituting the student's program of studies, comprehensive exam, master's project, or thesis does not guarantee continuance in a master's degree program or award of the master's degree. Faculty judgment of the academic performance of the student is inherent in the educational process in determining whether the student should continue to be enrolled or be awarded the master's degree, or whether admission into a higher-level degree program is warranted.

Doctoral Degree

Successful completion of coursework constituting the student's program of studies, comprehensive exam, preliminary exams, defense of prospectus, and defense of dissertation does not guarantee continuance in a doctoral program or award of the doctoral degree. Faculty judgment of the academic performance of the student is inherent in the educational process in determining whether the student should continue to be enrolled, admitted to doctoral candidacy, and awarded the doctoral degree.

Registration for Final Term

For doctoral students and master's students in a thesis-type program, registration shall be required in the final term in which a degree requiring a thesis, dissertation, or treatise is granted, in accordance with the policies stated in the 'Thesis' and 'Dissertation' sections of this chapter as well as the "Standard Full-Time Load and Underload Definition" section of "Graduate Academic Regulations and Procedures" in the *Graduate Bulletin*.

If a non-thesis student needs only to complete the comprehensive examination in a term and did not register for the examination in the previous term, registration must be requested from the Office of the University Registrar stating the department and the name of the examination. The student must pay the "examination only" fee. If the student has not been enrolled for the previous two terms, readmission is required before registration.

Clearance for Degrees

A student should apply for graduation online at **https://my.fsu.edu** (under the "Academics" tab) in the term that the student anticipates completing the degree. The application window is available in the academic calendar for the applicable term. If a candidate applied for graduation in a previous term but did not complete the degree, the application for graduation will be carried forward to the subsequent term.

A student's manuscript must be cleared to graduate; however, students also must meet departmental and University requirements before they can graduate. A manuscript is considered cleared if the Manuscript Clearance Advisor has approved the formatting of the manuscript AND all online forms have been completed in the Manuscript Clearance Portal. Students should become familiar with the University's manuscript formatting and clearance requirements before writing their thesis, dissertation, or treatise. A variety of resources for the manuscript clearance process are available on The Graduate School's website. The Manuscript Clearance Advisors are also available for scheduled office hours if a student has questions regarding formatting and the manuscript clearance process.

All theses, dissertations, and treatises must be electronically submitted to The Graduate School via the ProQuest Website; hard copies or submissions via e-mail or any other electronic method will not be accepted. Students should submit their manuscript to The Graduate School via ProQuest at the same time that the manuscript is submitted to the committee prior to the defense (but no later than the initial, pre-defense manuscript submission deadline in the semester of intended graduation). This initial submission is reviewed by the Manuscript Clearance Advisor, who then provides the student with a reviewed copy of the manuscript that shows formatting corrections to be made before submitting the post-defense version of the manuscript. After the defense, students submit the final content-approved version of their manuscript via ProQuest, incorporating changes requested by their supervisory committee as well as those requested by the Manuscript Clearance Advisor. Students not meeting these deadlines will be considered graduates of the following semester. If an extenuating circumstance arises, in which a thesis, treatise or dissertation student requires a non-substantive edit to be made to the formatting of their post-defense manuscript (prior to the final manuscript clearance deadline) and they are unable to make the edit on their own, then an Exception Request can be submitted by the student to The Graduate School for consideration. If the Exception Request is approved, the Manuscript Clearance Advisor will be permitted to make the minor edit as specified by the student to the manuscript for the student.

Manuscript Clearance Deadlines

Students must meet the semester deadlines for Manuscript Clearance in order to graduate. In addition, students must meet the criteria described in the Examination in Defense of Thesis and Examination in Defense of Dissertation sections by or before Manuscript Clearance deadlines to graduate.

Semester Deadlines. Four deadlines are posted per semester as follows:

- Last day to submit doctoral dissertation or treatise for pre-defense (initial) format review
- Last day to submit master's thesis for pre-defense (initial) format review
- Last day for submission of successfully defended, final content-approved thesis, dissertation, or treatise and completion of all required online forms
- Last day for thesis, dissertation, and treatise students to receive an e-mail from Manuscript Clearance confirming final clearance

The relevant pre-defense (initial) format review deadline is the date by which students must submit their manuscript to the Manuscript Clearance Advisor for a pre-defense (initial) formatting review. Manuscripts will not be reviewed and counted as an initial submission under the following conditions: 1) not submitted via the ProQuest ETD website; 2) poorly formatted based on The Graduate School's guidelines, or 3) otherwise appears incomplete (e.g.,

multiple sections omitted). While it is understood that content will likely change after the defense, it is expected that manuscripts submitted for the pre-defense (initial) format review are at least 90% complete and have been formatted in full accordance with the criteria in the most recent version of The Graduate School's formatting guidelines.

The post-defense deadline indicates the date by which students must submit the post-defense, final content-approved version of their manuscript to ProQuest ETD and ensure completion of all required manuscript clearance forms in The Graduate School's Manuscript Clearance Portal by 11:59 p.m. ET. Although students cannot complete all forms in the Manuscript Clearance Portal directly, they are ultimately responsible for ensuring their committee has completed the needed approvals. Please note: Additional formatting revisions are often required after this date for final manuscript clearance to be completed, but content changes are prohibited. The last deadline is the date by which any post-defense formatting revisions (only those required by the Manuscript Clearance office) should be completed and "Official Final Manuscript Clearance" should be granted in the Manuscript Clearance Portal.

Contact the Manuscript Clearance Advisor (**clearance@fsu.edu**) for any questions regarding the clearance process.

Policy for Awarding Degrees

Florida State University helps students meet their academic goals by monitoring academic progress toward their degree. If a graduate student has completed their respective degree requirements, the academic dean of the student's program confirms this, and the student is eligible to be awarded the degree, the University reserves the right to award the degree. Once the degree is awarded, the student must be readmitted to Florida State University to enroll in any courses.

Graduate students pursuing dual degrees in different disciplines must obtain formal approval of their academic dean, following established University procedures for such approvals. The student's degree program, not the major, will appear on the diploma. A list of degree programs is available in the "Academic Degree and Certificate Programs" chapter of this Graduate Bulletin.

Should the University invoke its prerogative to award a degree once a student has completed all stated degree requirements, the student may appeal this decision. If the student can demonstrate that continued enrollment is necessary to achieve his or her academic goals, the appeal may be granted. Reasons such as, but not limited to, desire to continue financial aid, participate in student activities, and access student services do not constitute legitimate academic reasons for appeal. The student's transcript will reflect both the degree program and the major when degrees are posted.

Any graduate student who wishes to appeal for continued enrollment, thereby postponing graduation, must submit a written request to the student's academic dean no later than ten class days after being notified that the University is invoking its right to award the degree. This appeal will be reviewed by a committee composed of the student's primary academic dean the Dean of The Graduate School, and the University Registrar. The committee must find evidence to support the student's claim of a legitimate academic need in order to grant permission to continue taking courses.

Once a degree has been awarded, all coursework leading to that degree is considered final and not subject to change. "Incomplete" grade changes or any other grade changes should be submitted prior to the posting of the degree. Grade changes or withdrawals for coursework that applies to the awarded degree may be considered only in cases of documented University error or in cases where the courses in question are documented as applying to a degree that is still in progress.

Master's Degree Programs

Degrees Offered

The University confers at the master's level the Juris Master (JM), Master of Laws (LLM), Master of Arts (MA), Master of Science (MS), Master of Accounting (MAcc), Master of Business Administration (MBA), Master of Engineering (MEng), Master of Fine Arts (MFA), Master of Music (MM), Master of Music Education (MME), Master of Public Administration (MPA), Master of Public Health (MPH), Master of Science in Planning (MSP), Master of Social Work (MSW), Specialist in Education (EdS), Professional Science Master (PSM), and Specialist (SPE) degrees.

The minimum requirements stated below govern all of these degrees except the EdS, the PSM, the SPE, and the MFA degrees. Individual departments/units may have additional or specific requirements over and above those stated here. Consult the appropriate departmental section of this Graduate Bulletin for details.

Types of Programs

There are three types of programs by which a student may secure a master's degree: thesis, coursework-only, and project. It is optional with any department whether it requires all majors to proceed under one or the other type, or whether it permits individual students to choose between them. For specific information, consult the appropriate departmental section of this Graduate Bulletin.

Thesis-Type Master's Program. A thesis-type master's program is focused on research and scholarship, culminating in written output in the form of the thesis. Thesis-type programs usually include graduate coursework in specific content areas, research methods, analysis, and theory. The scope of the thesis is discipline-specific and typically requires more than one semester of intensive work. A thesis clearly exceeds the requirements of a typical course paper and follows the traditional model of academic, publishable work (i.e., consists predominantly of written work). The thesis must present original research conducted by the student under the close supervision of the student's faculty supervisory committee.

To qualify for a master's degree under a thesis program, the student must complete a minimum of thirty semester hours of credit including thesis credit. At least eighteen of these hours must be taken on a letter-grade basis (A, B, C). The minimum number of thesis hours for completion of a master's degree shall be six hours.

Theses can only be completed by students in a thesis-type program and require two course codes: one for thesis credit hours and one for thesis defense.

Graduate students pursuing a thesis-type program must adhere to all committee composition requirements set by the university and their academic unit. Additionally, students in a thesis-type program must electronically submit their manuscript to The Graduate School via ProQuest for format review and adhere to all manuscript clearance deadlines.

Coursework-Only Program. A coursework-only master's program may include capstone options such as comprehensive exams, graduate-level internships, or cumulative projects (written or creative). Coursework-only programs are not required to include one of these capstone options by the university. These capstone options exceed the scope of a typical course assignment but are smaller in scope than master's thesis or project-track. Typically, capstone experiences are completed at the end of the program under the supervision of one faculty member while students are registered for a capstone-type course. Each unit may choose its own nomenclature for the capstone option (including but not limited to: "capstone," "capstone project," "capstone experience," or "comprehensive project"), as long as the terminology does not include the word "thesis" and is distinct from terminology chosen for the project programs within that unit.

To qualify for a coursework-only master's degree, the student must complete a minimum of thirty semester hours of credit. At least twenty-one of these hours must be taken on a letter-grade basis (A, B, C). In a coursework-only master's program, graduate students complete a degree broadly sampling discipline-specific and/or interdisciplinary content courses, theories, and methods.

Capstone options can only be completed by students in a coursework-only program and require one course code for the course during which the capstone experience is completed. The capstone option may take any format and students are not required to submit evidence of the completed work to The Graduate School, only to their unit. Any capstone option is subject to unit requirements, but not subject to university rules regarding committee composition, manuscript formatting, or manuscript deadlines.

Project Master's Program. A project master's program is primarily focused on creative achievement and activity culminating in a terminal project distinguished by its predominantly non-written output. While project master's programs include graduate coursework in specific content areas, the emphasis is on applied and/or creative activity, interpretation, and theory. The project in a project master's program does not follow the traditional model of academic, written, publishable work. While it is acceptable for there to be a written component included in the project, most of the work should be in a format other than a traditional written document (e.g., students may do both a performance and written assignment). The project may take a variety of specialized interactive formats, including but not limited to: audio/digital (e.g., film, video, photography, or static image), performance (e.g., dance, theater, music), or art (e.g., exhibit). The scope of the project is discipline-specific and typically requires more than one semester of intensive work and exceeds the requirements for a typical course project/assignment. The project must present an original artistic and/or professional endeavor produced by the student under the close supervision of the student's faculty supervisory committee. Each unit may choose its own nomenclature for the project (including but not limited to: "creative project," etc.), as long as the terminology does not include the word "thesis" and is distinct from terminology chosen for the coursework-only program within that unit.

To qualify for a master's degree in a project program, the student must complete a minimum of thirty semester hours of credit. At least eighteen of these hours must be taken on a letter-grade basis (A, B, C). The minimum number of project hours for completion of a project master's program shall be six hours.

Additional Requirements for Thesis-Equivalent Project Master's Programs. Thesis-equivalent projects being completed by students in a project master's program require two course codes: one for the project credit hours (or unit-specific nomenclature) and one for the project defense (or unit-specific nomenclature). Graduate students pursuing a thesis-equivalent project master's program must be supervised by a committee of three faculty with GFS and must meet any additional committee requirements set by their academic unit. Additionally, such students must be enrolled in a minimum of two project hours in the semester of graduation.

Thesis-equivalent project master's program students do not need to adhere to the thesis formatting guidelines and deadlines. They may defend their project up until the last regular class day of the semester unless an earlier deadline is set by their academic unit. Thesis-equivalent project master's program students are required to submit a record of their output (in electronic format) to their academic unit by the last regular class day of the semester, per the FSU Academic Calendar, for storing and cataloging, unless an earlier deadline is set by their academic unit. No additional forms are required for submission to the Manuscript Clearance Advisor in The Graduate School. Both a successful defense and submission of the project must be completed by the last regular class day of the semester in which the student intends to graduate unless an earlier deadline is set by their academic unit. In addition, the submission of the project must be entered into the Graduate Tracking System (GST) by the Graduate School by the end of the defense semester and prior to the "Grades due" deadline, per the FSU Academic Calendar.

Requirements at the Master's Level

At the master's level students are expected to demonstrate an understanding and make sense of the core knowledge needed to function in their professional field. Master's level students are expected to demonstrate an understanding of the research process, and/or creative or problem-solving activity or application of the knowledge appropriate to their discipline. The student is held responsible for meeting the requirements listed below.

Standardized (Advanced and Achievement) Tests

Certain departments/units require the area or advanced tests of the Graduate Record Examinations (GRE) or other standardized achievement tests. These tests should be taken no later than during the first term of residence in graduate study. Consult the chair of the major department/unit for details.

Transfer Credit

Transfer of graduate courses not counted toward a previous degree from another regionally accredited U.S. graduate school (or comparable international institution) is limited to six semester hours, and transfer of graduate courses not counted toward a previous degree within Florida State University is limited to twelve semester hours, except when the departmental course requirement exceeds the thirty hour University-wide minimum requirement. In the latter case, additional transfer credit may be allowed to the extent of the additional required hours. In all cases, most of the credit must be earned through Florida

State University or its official consortial institutions. All transfer credit must: l) be recommended by the major department; 2) be evaluated as graduate work by the Records Audit and Analysis in the Office of the University Registrar at Florida State University; and 3) have been completed with grades of 3.0 (“B”) or better.

Grades earned at another institution cannot be used to improve a grade point average or eliminate a quality point deficiency at Florida State University.

The University does not accept experiential learning or award credit for experiential learning. Transfer credit based on experiential learning from another institution will not be accepted.

General Course Requirements

The distribution of hours among 4000-, 5000-, and 6000- level courses and above is determined by the college or school of the student's major department. Only courses numbered 5000 and above are normally to be taken by graduate students. A graduate student's supervisory committee or department/unit may, however, permit the student to take specified 4000 level courses in the degree program. Such 4000 level courses may be credited toward a graduate degree but cannot count in a student's minimum thirty total semester hours of graduate credit or graduate GPA.

Language Requirements

There is no University-wide foreign language requirement for the master's degree. Each department, school, or college (for units where there are no departments) sets its own language requirements based on the degree awarded.

Residence Requirements

There is no University-wide residence requirement for the master's degree beyond that implicit in the limitation upon transfer credit, the recency of work requirement, and the full-time student load requirement. Master's candidates are advised that some programs and departments may impose a stricter rule as required by the specific program of study.

Recency of Work

The work for the master's degree must be completed within seven years from the time the student first registers for graduate credit. Any graduate work transferred from another institution must have commenced not more than seven years prior to completion of the degree for the credits to be applicable to the master's degree. If the master's degree is not completed within seven years from the time the student first registers for graduate credit, and the program and/or Department Chair does not choose to approve an Extension of Time (EOT), then the student may no longer be enrolled in that program or at Florida State University.

Program of Study

As early as possible during the first term of graduate work, students should prepare a program of courses with the help of their major professor or supervisory committee. This program must be approved by the major professor and the chair of the major department. A copy of the approved program is to be kept on file in the department.

Major Professors

At the earliest opportunity, the student should follow the convention of the major department/unit or college to identify the major professor, who will serve as the student's advisor and supervisor. If nine or more semester hours of work are taken in any department other than the major one, these hours may be considered a minor if so desired by the student and by the major department. Designation of the major professor requires the mutual consent of the student, department chair, and professor involved.

Supervisory Committee

A master's degree supervisory committee must be designated for all thesis students and may be designated for non-thesis or project master's students at the option of the department. The supervisory committee must consist of a minimum of three members of the faculty who have Graduate Faculty Status, one of whom is designated as the major professor. Programs may establish a more stringent policy on supervisory committee membership, but such policies may not conflict with the University policy. For example, a program may choose to stipulate that more than the minimum number of committee members hold Graduate Faculty Status in the program or must be members of the tenure-track faculty. If deemed desirable and established by policy, it may also be appropriate to include additional members to provide necessary expertise. All additional members of the committee must hold Graduate Faculty Status or (in the case of specialized or non-tenure track faculty) co-doctoral or co-master's Directive Status. Under special circumstances, persons external to the University may be appointed as Courtesy Faculty with co-doctoral or co-master's Directive Status and serve on a student's supervisory committee as an additional member or co-chair. The department or college must enter the composition of the supervisory committee into the online Graduate Student Tracking system in a timely manner, but no later than the second week of classes in the semester that the student intends to defend. The Dean of The Graduate School, the academic dean, and the chair of the major department may attend committee meetings as nonvoting members. Only official members of the supervisory committee (i.e., those listed on a student's committee in the Graduate Student Tracking/GST database) may vote and sign the online Defense Decision Form indicating approval of the thesis.

A supervisory committee's judgments on the quality of a student's thesis should be independent, unbiased, and based solely on the academic merits of the work before them. Any other standard risks a breach of professional ethics or law and undermines the integrity of the process and those involved. Any personal, professional, or financial relationships (e.g. involving the major professor, supervisory committee members, and/or student) that may create the perception of bias in that process must be avoided. Immediate family members, domestic partners and married couples are restricted from serving together on the same supervisory committee in any capacity as this could potentially lead to a perception of bias. For the purposes of this policy, immediate family members are defined as a parent, grandparent, spouse, sibling, child or grandchild by blood, adoption or marriage. Exception requests for extenuating

circumstances can be submitted by the unit's academic dean to the Dean of The Graduate School (or designee) for consideration. Financial conflicts of interest would not include the typical practice of hiring a student on a university assistantship in the home unit but would include the student being hired by the major professor's private company.

If any such conflict of interest exists, it should be reported by the department chair to the academic dean's office of the student's academic unit, who will evaluate the situation for potential harm and take appropriate action. If questions or irregularities arise that cannot be resolved within the academic unit, the dean's office should contact the Dean of The Graduate School (or designee) for resolution by submitting an exception request to The Graduate School.

Prospectus

A thesis-type program may require preparation and submission of a prospectus to the student's major professor, supervisory committee, and departmental chair for approval. Students are reminded to seek Institutional Review Board (IRB) and/or Animal Care and Use Committee (IACUC) approval prior to commencing any research involving human or animal subjects. The student's name must appear on the IRB approval and/or application form as a PI or associate/co-investigator for the period of time when the student's research was conducted. Students must be listed on an ACUC protocol in order to conduct any animal research. Failure to be listed or obtain the required approvals may result in the thesis being permanently embargoed and unpublishable in any form, and the student may not be allowed to graduate.

Thesis

The subject of the thesis must be within the major field and must reveal independent investigation and knowledge of the methods of scholarship. It is the responsibility of the major professor to supervise the preparation of the prospectus and the thesis. The manuscript must be prepared according to the style and form prescribed by the department/unit and must conform to the University requirements regarding format. Students should consult the "Course Load" section for thesis hour enrollment requirements.

Before writing the thesis, the student should become familiar with the University's manuscript formatting and clearance requirements. Academic courtesy requires that the thesis be submitted to each member of the supervisory committee at least two weeks before the date of the oral examination. At the same time, the thesis should be submitted electronically to the Manuscript Clearance Advisor in The Graduate School via ProQuest so that the clearance advisor can provide the student with a critique of the manuscript with respect to The Graduate School's formatting requirements. Electronic submission instructions and manuscript/forms submission deadlines can be found on The Graduate School's website under Thesis, Treatise and Dissertation.

As a condition of undertaking a thesis master's program, the student agrees that the completed thesis will be archived in the University Libraries system. The electronic thesis will also be archived by ProQuest. The student will make the electronic thesis available for review by other scholars and the general public by selecting an access condition provided by The Graduate School. Publication of the thesis through standard media for scholarly work is encouraged. For more information about available access conditions, please see the "Guidelines for Restrictions on the Release of These, Dissertations, and Treatises" section of this *Graduate Bulletin*.

Examination in Defense of Thesis

The defense of the thesis will be oral. Responsibility for suggesting the time, designating the place, and presiding at the examination rests with the major professor. It is recommended that students defend no later than the eighth week of classes in the semester of intended graduation. Students must meet all manuscript and online forms deadlines set by The Graduate School in the semester of graduation. Manuscript/forms submission deadlines can be found on The Graduate School's website under Thesis, Treatise, and Dissertation. Additional rules apply to thesis, treatise, or dissertation students who miss a Manuscript Clearance Deadline during their defense semester. See "Defense Decision Definitions" for details.

Academic courtesy requires that the thesis be submitted to each member of the supervisory committee at least two weeks before the date of the oral examination. At the same time, the thesis should be submitted electronically to the Manuscript Clearance Advisor in The Graduate School so that the clearance advisor can provide the student with a critique of the manuscript with respect to The Graduate School's formatting requirements. Electronic manuscript submission instructions can be found on The Graduate School's website under Thesis, Treatise, and Dissertation.

The supervisory committee will conduct the examination. All members of the graduate faculty are invited to attend. At least two weeks prior to the date of the examination, the student is required to submit the Defense Announcement Form of the thesis title, date, and place of the examination to The Graduate School. The Defense Announcement Form must be submitted electronically in The Graduate School's Manuscript Clearance Portal at least two weeks prior to the date of the examination and will be posted on the Defense Calendar on The Graduate School's website. Electronic forms submission instructions can be found on The Graduate School's website under Thesis, Treatise, and Dissertation. By this time, the students must be enrolled in their defense course.

All committee members and the student must attend the entire defense in real time, either by being physically present or participating via distance technology. Individual departments may impose stricter requirements on physical attendance, e.g. all members must be physically present. Departments and other degree-granting programs must publicize their policy on defense attendance in their Graduate Student Handbook and in the relevant section of the Graduate Bulletin. If exceptional emergency circumstances, e.g. medical or other emergency situations, prevent the participation of a committee member, then it may be necessary to arrange for an additional appropriately qualified colleague to attend the defense. A minimum of three members with Graduate Faculty Status must participate.

Defense Decision Definitions (For Thesis, Treatise, and Dissertation)

Each member must sign the online Defense Decision Form to substantiate the results of the defense. The oral examining committee will certify the results of the defense. The oral examining committee will certify the results of the examination as one of the following: Pass, Pass with Major Revisions, Re-Examine, or Fail.

Pass. To receive a Pass, the thesis, treatise, or dissertation must be in its final form or require only minor revision (e.g., grammar, typographical, clarifications, minor changes not requiring review by full committee) at the time of the defense, and the student passed their oral defense. A decision of Pass for the defense of thesis, treatise, or dissertation requires at least a majority approval of the committee. Students who defend successfully with a "Pass" but miss the defense semester's Manuscript Clearance submission deadlines will need to register for an additional semester and meet the Manuscript Clearance

deadlines of the semester following the original defense semester. Students who fail to graduate in their original defense semester and the semester after their original defense semester are required to re-defend their thesis, treatise, or dissertation and meet Manuscript Clearance deadlines during the second semester since their original defense semester (e.g., original defense F24, required re-defense Su25). Students who re-defend and do not earn a "Pass," should be given a "Fail." The transcript will reflect a "Pass" once the student submits their successfully defended document. Exception requests for extenuating circumstances can be submitted by the unit's academic dean to the Dean of The Graduate School (or designee) for consideration. Individual departments/units may impose stricter requirements for what constitutes a Pass or the timing of a re-defense. Departments and other degree-granting programs must publicize their policy on these issues in their Graduate student Handbook and in the relevant section of the *Graduate Bulletin*.

Pass with Major Revisions. This defense decision category is a sub-category of the "Pass" category. This decision indicates that the thesis, treatise, or dissertation requires major revisions (e.g., additional chapters, major restructuring, significant changes needing approval by either the major professor/chair or the full committee), and the student passed their oral defense. Students who defend successfully with a "Pass with Major revisions" but miss the defense semester's Manuscript Clearance submission deadlines will need to register for an additional semester and meet the Manuscript Clearance deadlines of the semester following the original defense semester. Students who fail to graduate in their original defense semester and the semester after their original defense semester are required to re-defend their thesis, treatise, or dissertation and meet Manuscript Clearance deadlines during the second semester since their original defense semester (e.g., original defense F24, required re-defense Su25). Students who re-defend and do not earn a "Pass," should be given a "Fail." The transcript will reflect a "Pass" once the student submits their successfully defended document. Exception requests for extenuating circumstances can be submitted by the unit's academic dean to the Dean of The Graduate School (or designee) for consideration.

Re-Defense. The committee may determine that a re-examination in defense of thesis, treatise, or dissertation is necessary if the thesis, treatise, or dissertation has significant flaws and major revisions that are needed and/or the student's oral defense is unsatisfactory. This decision can only be given once. If the student re-defends and the manuscript requires more than only minor revisions to pass, they should be given a Fail. It is the committee's goal to prevent students from defending if their work is substantially flawed when they are reviewing it prior to defense.

Fail. In the case of a Fail, the thesis, treatise, or dissertation had significant flaws to the point where the committee believes the student should discontinue the program, or that a new research direction is required; and/or the student's oral defense was unsatisfactory, and another defense of the existing project will not be allowed. This decision should only be given when a committee/academic unit does not believe the student should continue in the program, or if the student will be required to move in an entirely new direction for their research. It is the committee's goal to prevent students from defending if their work is substantially flawed when they are reviewing it prior to defense. This decision is required if a student a re-defends and does not earn a Pass.

After approval by the oral examining committee (which includes or may be the same as the supervisory committee) and completion of the Final Content Approval Form in the Manuscript Clearance Portal, the student should electronically submit the post-defense, final content-approved version of the thesis, treatise, or dissertation to the Manuscript Clearance Advisor via ProQuest. This submission must occur by the semester deadlines for manuscript clearance. The degree cannot be awarded until the required forms have been completed on The Graduate School's Manuscript Clearance Portal and the final version of the manuscript has been submitted to and approved by the Manuscript Clearance Advisor. If a semester deadline is missed, the student's semester of graduation may be delayed, and a re-defense may be required. Electronic manuscript/forms submission instructions and deadlines can be found on The Graduate School's website under Thesis, Treatise, and Dissertation.

Comprehensive Examination. A comprehensive or other type examination, either written, oral, or both, at the option of the department, may be required for the master's degree. Testing requirements and procedures are established by the major department.

Additional Master of Arts (MA) Requirements

In addition to the requirements listed above, candidates for the Master of Arts (MA) degree must meet the following requirements:

- Six or more semester hours of graduate credit in one or more of the following fields: art; classical language, literature, and civilization; communication (not to include speech correction); English; history; humanities; modern languages and linguistics; music; philosophy; religion; and theatre.
- Degree requirements that include proficiency in a foreign language may be satisfied by demonstrated certification by the appropriate language department, or completion of a specified number of high school or college semester hours in a foreign language, as set by individual programs. All courses must earn a minimum grade of "B" or better.

Master's Degree In-Flight (en route) to Completing the Doctoral Degree

Definition:

A student who has earned the bachelor's degree as the highest degree earned may choose to enroll directly into a doctoral program. Graduate students who have enrolled directly into a doctoral program may be interested in obtaining a master's degree in the program while continuing the progress toward completing the doctoral program. For some programs, this is normal.

A doctoral student might be interested in having the additional "master's" credential on their resume or CV to showcase their professional skills for the competitive job market. Moreover, the student's outlook for completing the doctoral degree may be uncertain, and as such, obtaining the master's degree in-flight (en route) to the doctoral degree can serve as another option.

Doctoral students interested in having a master's degree in-flight (en route) awarded need to meet with their primary academic advisor, major professor, an/or unit head prior to completing the doctoral degree.

Required Criteria:

Note: Units may impose stricter criteria.

The student is an active/current doctoral student who is in good academic standing.

The doctoral student has met the curricular criteria and respective degree requirements for the coursework-only, thesis-type, or project master's degree (in-flight e.g., total hours, requisite GPA, recency requirement, passed the comprehensive exam, completed the capstone project, passed thesis defense/manuscript clearance, etc.).

A doctoral student is requesting a master's degree in-flight (en route) or a unit is offering this degree to a doctoral student from a major/plan that is active and available within the same doctoral major/plan being pursued. The master's degree in-flight must also be under the same degree program as the doctoral program. If not, a dual degree request form should be submitted to The Graduate School.

The doctoral student has not achieved a master's degree in the same degree program. As noted in the Graduate Bulletin (see Second Graduate Degrees).

Doctoral Degree Programs

Degrees Offered

The University offers the Doctor of Philosophy (PhD), Doctor of Education (EdD), and Doctor of Music (DM) with degrees in several departments of the College of Arts and Sciences, College of Business, College of Communication and Information, College of Criminology and Criminal Justice, College of Education, FAMU–FSU College of Engineering, College of Fine Arts, College of Human Sciences, College of Music, College of Nursing, College of Social Sciences and Public Policy, College of Social Work, as well as in several interdepartmental and interdivisional areas. See relevant sections of this Graduate Bulletin.

Requirements of the Doctor of Philosophy (PhD) Degree

The student is held responsible for meeting the requirements listed below.

The PhD is a research degree designed to produce the critical scholar. The degree is granted only to students who: l) have mastered definite fields of knowledge so that they are familiar not only with what has been accomplished in their specific fields but also with the potential and opportunity for further advances; 2) have demonstrated the capacity to do original and independent scholarly investigation or creative work in their selected fields; and 3) have the ability to integrate their selected fields of specialization with the larger domains of knowledge and understanding.

Admission

Admission in the formal sense is governed by the same minimum standards as stated in the “Admissions” chapter of this Graduate Bulletin. However, a special effort is made by the departments to select and to admit only those who appear clearly qualified for studies at this advanced graduate level.

Diagnostic Examination

The student who has been admitted to work toward the doctoral degree may, before the end of the second semester of post-baccalaureate study, be required to take a departmentally administered diagnostic examination. It will be designed to appraise the student's ability to pursue the PhD degree in the field and to facilitate counseling in the development of the student's program of study.

The department/unit will notify the Office of the University Registrar if the diagnostic examination is failed and the student's program is to be terminated.

Scholarly Engagement

The purpose of the Scholarly Engagement requirement is to ensure that doctoral students are active participants in the scholarly community. To meet the Scholarly Engagement requirement, doctoral students should interact with faculty and peers in ways that may include enrolling in courses; attending seminars, symposia, and conferences; engaging in collaborative study and research beyond the university campus; and utilizing the library, laboratories, and other facilities provided by the University. The goal is to prepare students to be scholars who can independently acquire, evaluate, and extend knowledge, as well as develop themselves as effective communicators and disseminators of knowledge. Each academic unit with a doctoral program should include a program specific statement in its Graduate Handbook describing how its students can meet the Scholarly Engagement requirement.

Transfer Credit

Transfer of graduate courses not counted toward a previous degree from another regionally accredited graduate school (or comparable international institution) is limited to six semester hours and transfer of graduate courses not counted toward a previous degree within Florida State University is limited to twelve semester hours, except when the departmental course requirement exceeds the thirty hour University-wide minimum requirement. In the latter case, additional transfer credit may be allowed to the extent of the additional required hours. In all cases, the majority of credit must be earned through Florida State University or its official consortial institutions. All transfer credit must: 1) be recommended by the major department; 2) be evaluated as graduate work by the Records Audit and Analysis in the Office of the University Registrar at Florida State University; and 3) have been completed with grades of 3.0 (“B”) or better.

Grades earned at another institution cannot be used to improve a grade point average or eliminate a quality point deficiency at Florida State University.

The University does not accept experiential learning or award credit for experiential learning. Transfer credit based on experiential learning from another institution will not be accepted.

Course Requirements

The PhD degree represents the attainment of independent and comprehensive scholarship in a selected field rather than the earning of a specific amount of credit. Individual programs are planned to increase the likelihood that prior to students reaching the preliminary examinations they will have gained sufficient mastery of their field to complete them successfully. Prior to degree conferral, all doctoral students must have completed a minimum of twenty-four credit hours of dissertation.

Major Professor

Early in the doctoral program, the student should consult with the professors under whom the student may be interested in working and from whose areas of competency a dissertation topic could be selected. The student should request that the selected faculty member serve as major professor. The departmental chair will approve the major professor who must be a member of the faculty with Graduate Faculty Status (GFS) and have special competence in the student's proposed area of concentration. The appointment must be mutually agreeable to the student, major professor, and departmental chair.

Supervisory Committee

Upon the request of the major professor, the departmental chair will appoint the supervisory committee that will be in charge of the work of the student until the completion of all requirements for the degree. The supervisory committee will consist of a minimum of four members of the faculty who have Graduate Faculty Status, one of whom is the University representative of the faculty. Programs may establish a more stringent policy on supervisory committee membership, but such policies may not conflict with the University policy. For example, a program may choose to stipulate that more than the minimum number of committee members hold Graduate Faculty Status in the program or must be members of the tenure-track faculty. If deemed desirable and not established by policy, it may also be appropriate to include additional members to provide necessary expertise. All additional members of the committee must hold Graduate Faculty Status or (in the case of specialized or non-tenure track faculty) co-doctoral or co-master's Directive Status. Under special circumstances persons external to the University may be appointed as Courtesy Faculty with co-doctoral or co-master's Directive Status and serve on a student's supervisory committee as either an additional member or co-chair. The department or college must enter the composition of the supervisory committee into the online Graduate Student Tracking system in a timely manner, but no later than the second week of classes in the semester that the student intends to defend. Each year, the supervisory committee, the major professor, or the student's advisor prior to selection of a major professor will assess the progress of the student in writing and will make available copies of the annual review to the student, the departmental chair, and the academic dean. The Dean of The Graduate School, the academic dean, and the chair of the major department may attend committee meetings as nonvoting members. Only official members of the supervisory committee (i.e., those listed on a student's committee in the Graduate Student Tracking/GST database) may vote and sign the online Defense Decision Form indicating approval of the dissertation.

A supervisory committee's judgments on the quality of a student's dissertation should be independent, unbiased, and based solely on the academic merits of the work before them. Any other standard risks a breach of professional ethics or law and undermines the integrity of the process and those involved. Any personal, professional, or financial relationships (e.g. involving the major professor, supervisory committee members, and/or student) that may create the perception of bias in that process must be avoided. Immediate family members, domestic partners and married couples are restricted from serving together on the same supervisory committee in any capacity as this could potentially lead to a perception of bias. For the purposes of this policy, immediate family members are defined as a parent, grandparent, spouse, sibling, child or grandchild by blood, adoption or marriage. Exception requests for extenuating circumstances can be submitted by the unit's academic dean to the Dean of The Graduate School for consideration. However, for doctoral supervisory committees, under no circumstances can a Committee Chair (or Co-Chair) and University representative be immediate family members, domestic partners, or a married couple. The University representative must be drawn from outside the student's department (as well as outside the student's degree program for interdisciplinary programs) must be a fully-tenured member of the faculty with Graduate Faculty Status (GFS) and should be free of conflicts of interest with other members of the supervisory committee. Financial conflicts of interest would not include the typical practice of hiring a student on a university assistantship in the home unit but would include the student being hired by the major professor's private company.

If any such conflict of interest exists, it should be reported by the department chair to the academic dean's office of the student's academic unit, who will evaluate the situation for potential harm and take appropriate action. If questions or irregularities arise that cannot be resolved within the academic unit, the dean's office should contact the Dean of The Graduate School or designee for resolution by submitting an exception request to The Graduate School.

University Representative

The University representative is drawn from outside the student's department, as well as outside the student's degree program for interdisciplinary programs. The University representative must be a tenured member of the faculty with Graduate Faculty Status and should be free of conflicts of interest with other members of the supervisory committee (see above Supervisory Committee Section). The University representative is responsible for ensuring that the student is treated fairly and equitably in accordance with University, College, and Departmental guidelines and policies, and that decisions made by the supervisory committee reflect the collective judgment of the committee. This responsibility begins with appointment to the supervisory committee and ends with the defense of the dissertation. The University representative should verify that the defense is conducted appropriately, and then submit the online Doctoral Defense Report on The Graduate School's Manuscript Clearance Portal within one week of the defense. Content knowledge in the subject of the dissertation is valuable for the University representative, but not required. In addition, the University representative represents the University's interest and is responsible for ensuring that our doctoral graduates are of high quality. If questions or irregularities arise that cannot be resolved within the college, the University representative should contact the Dean of The Graduate School for resolution.

Program of Study

As soon as possible, the student, under the supervision of a designated advisor or major professor, should prepare and receive approval of a plan of courses to be taken. This Program of Study must be signed by the faculty advisor or major professor and the chair of the major department. A copy of the student's approved Program of Study is to be kept on file in the department. At the time of the annual review, changes to the plan should be noted and approved. Once designated, the supervisory committee should be included as part of the approval process for any changes to the Program of Study.

Language and Statistical Analysis Requirements

There are no University-wide foreign language, statistics, or other tool requirements for the PhD degree. Each department/unit prescribes its own requirements.

The procedures for testing foreign language proficiency are set by the department/unit prescribing the requirements. The Department of Classics prepares and administers the examinations in Greek and Latin. For departments/units allowing foreign students to use English in satisfaction of language

requirements but unwilling to accept satisfactory completion of their departmental courses as sufficient demonstration of language competency, the University's Office of Assessment Services will administer the Educational Testing Services Test of English as a Foreign Language (TOEFL) which certifies comparative attainment. Foreign students deficient in English may be referred to the Center for Intensive English Studies. The completion of that coursework may be accepted as an indication of competency. Examinations for other approved languages are prepared and administered by the Department of Modern Languages and Linguistics.

The language courses numbered 5060 are service courses designed to prepare the student for the language exemption examinations. The student may take these courses as many times as needed. Students will use the 5069 courses to register for the examination.

These instruments afford means of continuing access to the materials and literature of research; therefore, the candidate should acquire competency in them early in the doctoral program.

Preliminary Examination

Satisfactory completion of a preliminary examination shall be required for admission to candidacy for the PhD degree. No student may register for dissertation hours prior to the point in the semester in which the preliminary examination was passed. An admission to candidacy form must be completed and filed in the Office of the University Registrar prior to registration for dissertation hours. After completion of the admission to candidacy process, the student may retroactively add dissertation hours for that semester in which the preliminary examination was completed. Retroactive changes are only permitted if the preliminary examination is passed by the end of the seventh week of the semester. For term specific deadline dates, please refer to the "Academic Calendar" in the Registration Guide.

The preliminary examination is designed to test scholarly competence and knowledge and to afford the examiners the basis for constructive recommendations concerning the student's subsequent formal or informal study. The form and content of this examination will be determined by the department, college, school, or examining committee (typically, but not necessarily the same composition as the supervisory committee) administering the degree program. Prior to the examination, the student's examining committee will determine whether the student 1) has a 3.0 average, and 2) has progressed sufficiently in the study of the discipline and its research tools to begin independent research in the area of the proposed dissertation.

The chair of the major department, the academic dean, and the Dean of The Graduate School may attend any session of the supervisory or examining committee as nonvoting members. A member may be appointed to the examining committee at the discretion of the academic dean or Dean of The Graduate School or on recommendation of the major professor. Normally, the examining committee will be identical with the supervisory committee.

The examining committee will report the outcome of the examination to the academic dean: passed, failed, additional work to be completed, or to be re-examined; the report following the reexamination must indicate the student either passed or failed. The results of the examination will be reported to the Office of the University Registrar for inclusion in the student's permanent record.

If a student fails the preliminary examination before being admitted to candidacy, then the student is ineligible to continue in the degree program unless a re-examination of the preliminary examination is offered by the student's supervisory committee or other relevant decision-making body within each department or unit, per that department or unit's doctoral student handbook. The Academic Dean's office should be notified of the outcome of any preliminary exam attempt.

Students can take the preliminary examination for admission to candidacy a maximum of only two times. A second failure on the preliminary exam makes the student ineligible to continue in the degree program. The second attempt at the preliminary exam shall occur no sooner than six full class weeks after the results of the first attempt are shared with the student. For the purpose of this policy, a "full class week" is defined as a week with five days during which classes are held at FSU. Students must be registered separately for their first and second attempt, if necessary, within the same semester, and must receive either a "pass" or a "fail" grade for each attempt.

An exception request regarding the timing of the re-examination can be submitted for consideration to the Academic Dean's Office by either the student or the supervisory committee. Students who allege that academic regulations and/or procedures were improperly applied for the re-examination of their preliminary exam may have their grievances addressed through the general academic appeals process. The full preliminary exam policy as listed here must be added to all doctoral student handbooks.

Time Limit for Completion of Degree Requirements

All requirements for the doctoral degree must be completed within five calendar years from the time the student passes the preliminary examination and is admitted to the candidacy. If the student's major professor and/or Department Chair does not choose to either approve an Extension of Time (EOT) or require the student to take the preliminary exam and/or coursework again for readmission to candidacy, then the student may no longer be enrolled in that program or at Florida State University.

Admission to Candidacy

A student who has passed the preliminary examination and has been certified by the Office of the University Registrar (with an admission to candidacy form) is considered a candidate for the doctoral degree and is eligible to register for dissertation credits.

A student must be admitted to candidacy at least six months prior to the granting of the degree. The purpose of this requirement is to ensure a minimal lapse of time for effective work on the dissertation after acquisition of the basic competence and after delineation of the problem and method of attack. More realistically, the student should expect to spend a year or more of work on the dissertation.

Prospectus

After passing the preliminary examination, the student may be required by the department/unit to submit to the major professor, supervisory committee, and departmental chair a prospectus on a research project suitable for a doctoral dissertation. Students are reminded to seek Institutional Review Board (IRB) and/or Animal Care and Use Committee (IACUC) approval prior to commencing any research involving human or animal subjects. The student's

name must appear on the IRB approval and/or application form as a PI or associate/co-investigator for the period of time when the student's research was conducted (i.e., data collections and analyses). Students must be listed on an ACUC protocol in order to conduct any animal research. Failure to be listed or obtain the required approvals may result in the dissertation being permanently embargoed and unpublishable in any form.

Dissertation

A dissertation must be completed on some topic connected with the major field of study. To be acceptable it must be an achievement in original research constituting a significant contribution to knowledge and represent a substantial scholarly effort on the part of the student.

It is the responsibility of the major professor to supervise the preparation of the prospectus and the dissertation. The manuscript must be prepared according to the style and form prescribed by the department and must conform to the University requirements regarding format.

Before writing the dissertation, the student should become familiar with the University's manuscript formatting and clearance requirements. Academic courtesy requires that the dissertation be submitted to each member of the supervisory committee at least four weeks before the oral examination unless all members of the examination committee agree to a shorter reading period. At the same time, the dissertation should be submitted electronically to the Manuscript Clearance Advisor in The Graduate School via ProQuest so that the clearance advisor can provide the student with a critique of the manuscript with respect to the Graduate School's formatting requirements. Electronic submission instructions can be found on The Graduate School's website under Thesis, Treatise and Dissertation.

As a condition of undertaking a dissertation program, the student agrees that the completed dissertation will be archived in the University Libraries system. The electronic dissertation will also be archived by ProQuest. The student will make the electronic dissertation available for review by other scholars and the general public by selecting an access condition provided by The Graduate School. Publication of the dissertation through standard media for scholarly work is also encouraged. For more information about available access conditions, please see the "Guidelines for Restrictions on the Release of Theses, Dissertations, and Treatises" section of the Graduate Bulletin.

Prior to degree conferral, all doctoral students must have completed a minimum of twenty-four credit hours of dissertation. For more information on enrollment requirements related to dissertation hours, including during the final-semester registration, see the "Standard Full-Time Load and Underload Definition" section of "Graduate Academic Regulations and Procedures" in the Graduate Bulletin.

For more specific information on final-semester registration, see the section "Registration for Final Term."

Examination in Defense of Dissertation

The defense of the dissertation will be oral. Responsibility for suggesting the time, designating the place, and presiding at the examination rests with the major professor. It is recommended that students defend no later than the eighth week of classes in the semester of intended graduation. Students must meet all semester deadlines for manuscript clearance set by The Graduate School in the semester of graduation. Manuscript/forms submission deadlines can be found on The Graduate School's website under Thesis, Treatise, and Dissertation. Additional rules apply to thesis, treatise, or dissertation students who miss a Manuscript Clearance Deadline during their defense semester. See "Defense Decision Definitions" for details.

Academic courtesy requires that the dissertation be submitted to each member of the supervisory committee at least four weeks before the oral examination unless all members of the examination committee agree to a shorter reading period. At the same time, the dissertation should be submitted electronically to the Manuscript Clearance Advisor in The Graduate School so that the clearance advisor can provide the student with a critique of the manuscript with respect to The Graduate School's formatting requirements. Electronic manuscript submission instructions can be found on The Graduate School's website under Thesis, Treatise, and Dissertation.

The supervisory committee will conduct the examination. All members of the graduate faculty are invited to attend. At least two weeks prior to the date of the examination, the student is required to submit the Defense Announcement Form of the dissertation title, date, and place of the examination to The Graduate School. The Defense Announcement Form must be submitted electronically in The Graduate School's Manuscript Clearance Portal at least two weeks prior to the date of the examination and will be posted on the Defense Calendar on The Graduate School's website. Electronic forms submission instructions can be found on The Graduate School's website under Thesis, Treatise, and Dissertation. By this time, the students must be enrolled in their defense course.

All committee members and the student must attend the entire defense in real time, either by being physically present or participating via distance technology. Individual departments may impose stricter requirements on physical attendance, e.g., all members must be physically present. Departments and other degree-granting programs must publicize their policy on defense attendance in their Graduate Student Handbook and in the relevant section of the Graduate Bulletin. If exceptional emergency circumstances, e.g. medical or other emergency situations, prevent the participation of a committee member, then it may be necessary to arrange for an additional appropriately qualified colleague to attend the defense. If the University representative is unable to attend in real-time, then a new, appropriately qualified University representative must be selected to attend the defense. A minimum of four members with Graduate Faculty Status must participate.

Defense Decision Definitions (for Thesis, Treatise, and Dissertation)

Each member must sign the online Defense Decision Form to substantiate the results of the defense. The oral examining committee will certify the results of the defense. The oral examining committee will certify the results of the examination as one of the following: Pass, Pass with Major Revisions, Re-Examine, or Fail.

Pass. To receive a Pass, the thesis, treatise, or dissertation must be in its final form or require only minor revision (e.g., grammar, typographical, clarifications, minor changes not requiring review by full committee) at the time of the defense, and the student passed their oral defense. A decision of Pass for the defense of thesis, treatise, or dissertation requires at least a majority approval of the committee. Students who defend successfully with a "Pass" but miss the defense semester's Manuscript Clearance submission deadlines will need to register for an additional semester and meet the Manuscript Clearance deadlines of the semester following the original defense semester. Students who fail to graduate in their original defense semester and the semester after their original defense semester are required to re-defend their thesis, treatise, or dissertation and meet Manuscript Clearance deadlines during the second

semester since their original defense semester (e.g., original defense F24, required re-defense Su25). Students who re-defend and do not earn a “Pass,” should be given a “Fail.” The transcript will reflect a “Pass” once the student submits their successfully defended document. Exception requests for extenuating circumstances can be submitted by the unit's academic dean to the Dean of The Graduate School (or designee) for consideration. Individual departments/units may impose stricter requirements for what constitutes a Pass or the timing of a re-defense. Departments and other degree-granting programs must publicize their policy on these issues in their Graduate student Handbook and in the relevant section of the Graduate Bulletin.

Pass with Major Revisions. This defense decision category is a sub-category of the “Pass” category. This decision indicates that the thesis, treatise, or dissertation requires major revisions (e.g., additional chapters, major restructuring, significant changes needing approval by either the major professor/chair or the full committee), and the student passed their oral defense. Students who defend successfully with a “Pass with Major Revisions” but miss the defense semester's Manuscript Clearance submission deadlines will need to register for an additional semester and meet the Manuscript Clearance deadlines of the semester following the original defense semester. Students who fail to graduate in their original defense semester and the semester after their original defense semester are required to re-defend their thesis, treatise, or dissertation and meet Manuscript Clearance deadlines during the second semester since their original defense semester (e.g., original defense F24, required re-defense Su25). Students who re-defend and do not earn a “Pass,” should be given a “Fail.” The transcript will reflect a “Pass” once the student submits their successfully defended document. Exception requests for extenuating circumstances can be submitted by the unit's academic dean to the Dean of The Graduate School (or designee) for consideration.

Re-Defense. The committee may determine that a re-examination in defense of thesis, treatise, or dissertation is necessary if the thesis, treatise, or dissertation has significant flaws and major revisions that are needed and/or the student's oral defense is unsatisfactory. This decision can only be given once. If the student re-defends and the manuscript requires more than only minor revisions to pass, they should be given a Fail. It is the committee's goal to prevent students from defending if their work is substantially flawed when they are reviewing it prior to defense.

Fail. In the case of a Fail, the thesis, treatise, or dissertation had significant flaws to the point at which the committee believes the student should discontinue the program, or that a new research direction is required; and/or the student's oral defense was unsatisfactory, and another defense of the existing project will not be allowed. This decision should only be given when a committee/academic unit does not believe the student should continue in the program, or if the student will be required to move in an entirely new direction for their research. It is the committee's goal to prevent students from defending if their work is substantially flawed when they are reviewing it prior to defense. This decision is required if a student a re-defends and does not earn a Pass.

After approval by the oral examining committee (which includes or may be the same as the supervisory committee) and completion of the Final Content Approval Form in the Manuscript Clearance Portal, the student should electronically submit the post-defense, final content-approved version of the thesis, treatise, or dissertation to the Manuscript Clearance Advisor via ProQuest. This submission must occur by the semester deadlines for manuscript clearance. The degree cannot be awarded until the required forms have been completed on The Graduate School's Manuscript Clearance Portal and the final version of the manuscript has been submitted to and approved by the Manuscript Clearance Advisor. If a semester deadline is missed, the student's semester of graduation may be delayed, and a re-defense may be required. Electronic manuscript/forms submission instructions and deadlines can be found on The Graduate School's website under Thesis, Treatise, and Dissertation.

Requirements of the Doctor of Education (EdD) Degree

The EdD degree is offered by the College of Education, the College of Music, and the College of Fine Arts.

Potential candidates for this professional degree are selected on the basis of experience, skills, and goals of the students seeking admission to the programs in which the degree is offered.

Such students will ordinarily have had some years of teaching or academic administrative experience and have shown some promise of being able to develop their pedagogical or administrative skills through further research and training. The College of Education permits, as part of its experience requirement, the completion of a practicum, undertaken during the period of doctoral studies, in which the student engages in doctoral work-related activities within an external agency. Once the degree has been earned, its possessor should be able to perform the tasks of the profession with a high degree of efficiency.

The EdD degree is further distinguished from the PhD degree by the nature of specific training (although there may be a core of studies common to the two curricula) and by that of the dissertation.

The training is designed to fit the goals of individual students under the careful guidance of a supervisory committee; since the purpose of the dissertation is to provide solutions to educational problems as they arise in the field, it shall be designed to deal with methodological or administrative procedures capable of providing such solutions. Students are therefore advised that their programs must include enough methodological inquiry to establish a basis for the procedures used to arrive at their conclusions.

In light of the above, the distinction between the EdD and PhD degrees cannot be made solely on the basis of research tool requirements. Depending on the dissertation project proposed, the candidate's supervisory committee may require as much training in such research tools as statistics, foreign languages, computer languages, or other programming techniques as necessary to complete the project.

The provisions of this section indicate steps leading to the EdD degree that differ from those leading to the PhD degree.

Requirements of the Doctor of Music (DM) Degree

The DM degree is offered to a candidate who demonstrates superior ability in music as a composer or performer. A candidate is admitted on the basis of creative aptitude and professional achievement. The degree is awarded to a candidate who has achieved distinction in performance or composition and who completes relevant theoretical and historical studies.

The provisions of this section indicate steps leading to the DM degree that differ from those leading to the PhD degree. Additional information pertaining to the DM degree are noted in the "College of Music" chapter of this Graduate Bulletin.

Professional Degree Programs

The Graduate School oversees all post-bachelor programs with the exceptions as noted in this Graduate Bulletin. The Graduate Policy Committee (GPC) is the governing body for all academic graduate and professional post-bachelor programs regarding general policies, procedures, and quality review. Programs seeking exceptions can apply to the Graduate Policy Committee (GPC).

The professional degree programs offered at Florida State University include the Doctor of Medicine (MD) Degree, the Juris Doctor (JD) Degree, the Doctor of Nursing Practice (DNP) Degree and the Doctor of Nurse Anesthesia Practice (DNAP) Degree.

Requirements of the Doctor of Medicine (MD) Degree

Candidates for the MD degree must:

- Be able to fully perform the essential functions in each of the following categories: observation; communication; motor, intellectual, and behavioral/social attributes as described in the College's Technical Standards for the admission and educational processes
- Successfully complete all required and elective courses and clerkships, Years One through Four
- Pass the USMLE Step 1, Step 2CK, and Step 2CS
- Complete all requirements listed in the procedure's log including CME Conference attendance, all listed procedures, ACLS, and BLS
- Complete all required surveys
- Be a "student in good standing" in the Spring semester of the Fourth Year

The Student Evaluation and Promotion Committee reviews the academic record of all fourth-year students in the Spring semester of the Fourth Year and verifies that all requirements have been met by each student. The results are submitted to the Executive Committee for consideration. The Executive Committee certifies the candidates are eligible to receive the Doctor of Medicine Degree.

For more information, please refer to the "College of Medicine" chapter of this Graduate Bulletin.

Transfer Credit

In rare cases a student may petition to be accepted to the College of Medicine and transfer credits from another institution. Transfer credits will be considered only for first year or second year courses. Requests for credit will be evaluated on a course-by-course basis and the College of Medicine reserves the right to determine which credits would be accepted. Transfer credit will be limited to a maximum of the equivalent of two years of coursework.

Requirements of the Juris Doctor (JD) Degree

The Juris Doctor (JD) degree is awarded by the College of Law to students who have satisfactorily completed coursework and related requirements equivalent to three academic years of full-time enrollment.

Potential candidates for this professional degree are selected on the basis of Law School Admission Test (LSAT) scores, undergraduate grades, letters of recommendation, and goals of the students seeking admission, as communicated by personal statements. Successful completion of a bachelor's degree program at a regionally accredited institution is a prerequisite for law school admission.

The legal curriculum is designed to fit the goal of providing students with the professional skills and core knowledge necessary to engage in legal or law-related careers, while complying with standards prescribed by the American Bar Association and the Florida Bar. The first-year curriculum is comprised entirely of required courses in core subjects and the second- and third-year curricula are primarily comprised of elective courses. Apart from the first-year curriculum, graduation requirements include coursework related to professional responsibility, upper-level legal writing and skills training, as well as pro bono service.

For more information, please refer to the "College of Law" chapter of this Graduate Bulletin.

Transfer Credit

Students must complete a minimum of forty-five credit hours of approved course work from the Florida State University College of Law. This requirement may not be satisfied by credit earned under the auspices of another law school or through graduate-level courses at Florida State University or Florida A&M University. Generally, transfer credit is limited to the first year of Law School, the equivalent of twenty-four credit hours.

Requirements of the Doctor of Nursing Practice (DNP) Degree

A DNP is a doctorate-level degree and is designed to help registered nurses who hold a Master of Science (MSN) in Nursing, or a Bachelor of Science in Nursing (BSN) attain the highest level of clinical and practice-based education to advance their careers.

DNP curriculum focuses on evidence-based practice and quality improvement. By combining these two foci, nurses who pursue their DNP are prepared to intentionally improve health and wellness outcomes for individuals, communities, and entire populations.

In addition to track-specific program requirements, the core curriculum in a DNP program includes:

- **DNP Foundations:** An introduction to the role of a DNP as a change agent in healthcare; skills developed include identification of a gap in practice, conducting a needs assessment and describing the scope and significance of the problem.

- **Evidence-Based Practice and Quality Improvement:** develops advanced nursing practice as a form of inquiry, integration, and application of evidence into practice through reading and synthesizing research, as well as use technology and information systems to evaluate and implement evidence-based practice methods.
- **Clinical Prevention and Healthcare Outcomes:** This curriculum teaches the student to assess, design and implement evidence-based quality healthcare practices with the use of the tools to define desired outcomes and measure success using data.
- **Leadership, Policy & Interprofessional Collaboration:** Students will learn principles of advanced leadership in the context of complex healthcare systems. Skills gained include change management, developing high-functioning teams and improving quality and safety of care.

To qualify for a DNP program, a nurse must have completed a Bachelor of Science in Nursing (BSN) or a Master of Science in Nursing (MSN). Unlike many other advanced degrees, those holding a BSN may advance directly to a DNP without completing a master's degree.

Requirements of the Doctor of Nurse Anesthesia Practice (DNAP) Degree

The DNAP degree is a doctoral level degree and the entry to practice degree for a baccalaureate-prepared Registered Nurse to become a Certified Registered Nurse Anesthesiologist (CRNA). The 95-credit hour program's curriculum was designed specifically to meet the rigorous requirements to become a CRNA.

Graduates of the DNAP program shall receive a doctoral degree, be an expert in research-based anesthesia clinical practices, be eligible for the CRNA exam, and shall acquire knowledge, skills, and competencies including patient safety, individualized peri anesthetic management, critical thinking, and communication skills needed for their professional role.

The DNAP curricular framework was developed with the required standards set forth by the COA, as well as additional coursework that will best develop graduate students into independent advanced practice nurses prepared to enter the workforce. The courses are sequenced in a manner that helps students to blend didactic knowledge with clinical application and culminate in the acquisition of knowledge, skills, and independent critical thinking that are required to practice as a CRNA. Each graduate student will be actively engaged in a scholarly inquiry project which will ultimately be presented at the local and/or national level to a body of peers.

Admission to the DNAP program is a two-fold evaluation process. The Office of Admissions determines eligibility for admission to the University and the academic department or college determines admissibility to the degree program. Final admission to the University is subject to approval by the Office of Admissions.

NOTE: The Nurse Anesthesia Program does not accept transfer students. Further, because the program is cohort based, it does not offer advance standing or accept transfer graduate credits.

Application Requirments:

- Baccalaureate or Master's degree in Nursing (BSN or MSN) obtained from a regionally accredited institution of higher education in the United States.
- Registered Nurse (RN) current experience of at least one year in a critical care setting, such as Surgical Intensive Care, Cardiothoracic Intensive Care, Medical Intensive Care, Pediatric Intensive Care, and Neonatal Intensive Care. Those who have experiences in other intensive care areas may be considered provided they can demonstrate competence with managing unstable patients, invasive monitoring, ventilators, and critical care pharmacology.
- One semester of general college-level chemistry is required within 5 years with a grade of B or better.
- An upper-division grade point average (GPA) of 3.0 or greater on a 4.0 scale.
- Graduate Record Examination (GRE) taken within 5 years of application.
- Registered Nurse (RN) license that is current, valid, unrestricted, in one jurisdiction of the United States.

Other departmental application requirements must be met prior to the published application deadline.

Undergraduate Academic Advising/Adacemic Support Services

Undergraduate

Academic Advising/Academic Support Services

Purpose

Advising is a process that includes collection of information, interpretation of data, and dissemination of facts regarding educational programs, courses of instruction, resources, policies, procedures, and career options. The University takes academic advising seriously and provides both in-person and online resources to support student progression and success. Together, the advisor and the student can discuss educational goals and map out an academic program that will achieve the student's long-range goals.

University Policy on Advising

General Statement on Advising

To progress satisfactorily through a degree program, each student must have accessible academic advisement, tailored to individual educational needs. Florida State University is committed to a strong program of effective academic advising for all of its students. Florida State University understands academic advisement to be a function considerably broader than assistance with course registration. Academic advising is a process that helps students

interpret the values and benefits of higher education, assists students in their choice of educational and career objectives commensurate with interests and abilities, and examines the consequences of possible short- and long-range goals.

The faculty and staff of the University affirm their responsibility to make available to every student information about academic policies and requirements, timely notification of changes either in the University's policies and curricula or in the student's academic standing, assistance in evaluating course options and in planning successful completion of educational goals, guidance in developing decision-making skills, and referral to the various academic and student support services on campus available to help the student make the most of educational opportunities. Furthermore, the faculty and staff affirm their responsibility to inform students clearly about their own responsibilities in the advising process.

The Student's Role in Advisement

Florida State University expects students to assume an ever-increasing responsibility for their own academic progress as they move through the University. To accomplish this goal, each student will:

1. Assume responsibility for knowing the rules, regulations, and policies of the University and the requirements pertaining to the student's degree program and will consult the University *General Bulletin* and *Registration Guide* for up-to-date information;
2. Furnish a current address and immediately inform the Office of the University Registrar of any changes of address;
3. Know the student's advisor, make timely contact with the advisor upon arrival on campus and during the first semester, and continue to see the advisor at least once a term until graduation;
4. See the student's advisor or academic dean immediately after being placed on probation;
5. Notify the appropriate dean's office of any change in intended major or any problems the student is experiencing with advisement; and
6. Recognize that the matriculation catalog (i.e., the *General Bulletin*) governs each student's graduation requirements—this catalog remains in effect for six years for the bachelor's degree unless the student elects to meet the requirements of any subsequent *General Bulletin* published during the period of enrollment.

The Faculty's Role in Advisement

Each college or department will formulate its own plan to meet undergraduate advising needs and problems. The plan shall include attention to appropriate advising loads and to the method of recognizing and rewarding individual advisors' work in advisement for purposes of annual evaluation, promotion, and tenure. The plan, agreed upon by the appropriate unit, shall be filed with the Dean of Undergraduate Studies and updated whenever the unit makes significant changes in advisement policies.

Each unit shall designate one member of the faculty or administration as director, coordinator, or undergraduate advisor for the unit. This individual will serve as the unit's liaison with the Division of Undergraduate Studies to ensure that the advisors within the unit are kept abreast of changes in academic policies and procedures and to work with the Division of Undergraduate Studies to solve special advising problems. Units shall also monitor closely the quality of their advising and ensure that it meets the goals of the University.

The unit will not assign a first semester faculty member to advising unless there is ample evidence of prior college-level advising experience. Each advisor shall attend a workshop before beginning advising duties for the first time and at least every two years thereafter.

Recognizing that sound advisement and a successful undergraduate experience should begin even before the student arrives on campus, units shall communicate with students accepted as freshmen or transfer students who indicate an intended major, outlining requirements and preparatory work expected for specific degree programs. Such contact with admitted students shall be coordinated with the Office of Admissions.

Each unit will provide a planning guide for lower-division students working toward their majors—designed to help students understand course requirements, prerequisites, and sequences—to enable them to move into the major as efficiently and as well prepared as possible. A similar planning guide will be available for junior and senior students in the major. Both guides will be filed and updated annually with the Division of Undergraduate Studies.

Advisors should be aware that students transferring to Florida State University after the freshman year have as great a need for detailed information as do freshmen. Extra care should be taken to inform these students of Florida State University's rules and regulations, which may differ from their previous college-level experience.

Advisors should also be aware of the special needs of the exploratory/undecided majors they advise. Directors or coordinators of advising in each unit should take care to inform advisors of Advising First, the Career Center, and other services on campus available to such students.

Advisors should inform students who may have other special needs (e.g., part-time students, disabled students, returning students, minority students, etc.) of the student support services available to them. Directors or coordinators of advising in each unit will ensure that advisors are aware of these student support services.

Advisors should take a role in identifying students who are working toward certain majors that may be inappropriate (e.g., a student with low math test scores and/or poor math preparation seeking a major in computer science or engineering). Such students may be referred to the Advising First Center for Academic Planning in *A3200 University Center* for information about their academic options and to the *Career Advising and Counseling (CAC)* unit of the Career Center for help in clarifying their interests and abilities; **career.fsu.edu/**; *Dunlap Student Success Center*; *(850) 644-6431*.

Units should identify students who have declared a specialized admissions major but who, it appears, are unlikely to be able to meet the special admission requirements of that major. Such students should be made aware as early as possible of the strong likelihood that their intended major will be closed to them. Advisors may wish to refer these students to the Advising First Center for Academic Planning, *A3200 University Center*.

Advising Organization

The **Advising First Office** assigns most entering freshmen and lower-division transfer students to an advisor, with the exception of those accepted into the College of Motion Picture Arts, and the Departments of Dance and Theatre BFA Programs (College of Fine Arts). In these programs, advisors are assigned by the dean of the respective schools. Typically, students are assigned to either full-time professional or faculty advisors. Advisors of freshmen and sophomores assist students with understanding General Education/CoreFSU Curriculum requirements and other University policies and procedures, as

well as needed requirements to successfully progress into their major of choice. (See the "Undergraduate Degree Requirements" chapter of this *General Bulletin* for a discussion of the CoreFSU Curriculum program and other degree requirements.)

Upon entering a major, usually around the junior year, the focus of advising shifts from General Education to major, college, and graduation requirements. In some cases, this means that the student is assigned to a new advisor who will assist with all requirements for the chosen academic major.

Assignment of Advisors

Advisors are initially assigned based on information provided to the University during the admission process. Students are assigned an advisor or advising office based on their primary major on record. If a student changes their primary major at any point, doing so could potentially cause the advisor or advising office to change. Academic advisor contact information may be located by visiting **https://advisor.undergrad.fsu.edu/advisors/advisor-display.php**.

Academic Mapping ("Mapping")

Mapping is Florida State University's academic advising and monitoring system that provides students with a recommended eight-semester Map for each major. The Map is a plan for completing the bachelor's degree in four years in most programs. The map for each major may be viewed online within the Academic Program Guide at **https://www.academic-guide.fsu.edu/**. A student's academic Map Term is determined at the point of admission to the University.

Students' academic progress is monitored each Fall and Spring semester to ensure that they are on course to earn their degrees within four years. Summer semesters are not included in Mapping and may be used by students to either catch up or get ahead with coursework in their programs. Students are responsible for checking their own progress and are encouraged to contact their advisors with any questions concerning their programs of study. In addition, advisors will contact students who are not making appropriate progress. Students who intend to change their majors should do so as early as possible. This will enable appropriate advisor assignment and degree monitoring.

Entering freshmen are encouraged to select their majors at the time of admission so that advising may be tailored to their specific program requirements. For those students who want to explore majors at FSU, the University encourages the option of the Exploratory major. Students in this major are expected to declare a formal departmental major by the end of their first academic year of enrollment. For information on the exploratory process contact the Center for Exploratory Students located in the Johnston Building (*G002 WJB*) at **exploratoryadvising@admin.fsu.edu** or *(850) 645-2847*. Although the exploratory major is a good option for undecided students in their first semesters at the University, students must declare a major before they can be certified into an upper-division degree program. See 'Progression to Upper Division' in the chapter "Undergraduate Degree Requirements" in this *General Bulletin* for additional details.

Entering transfer students must be accepted into a specific major at the time of admission. These students do not have the option of the exploratory major. Transfer admission is a holistic and selective process. All transfer applicants must meet requirements for admission to the University and to the major/program of interest. See 'Admission by Transfer' in the chapter "Admissions" in this *General Bulletin* for additional details. As this is a two-step process and multiple factors are involved in an offer of admission, acceptance into a specific major is not guaranteed.

Regarding transfer admission, each major/program of interest at Florida State University has a set of required prerequisites that must be successfully completed for admission consideration and prior to enrolling in the major. For required pre-requisites to a specific major/program of interest, please refer to the 'Program Description' and 'Academic Map' within the Academic Program Guide at **https://www.academic-guide.fsu.edu/**. For any questions about these, please contact the 'Mapping Coordinator' at the e-mail address provided in the 'Academic Map'.

Transfer students are expected to pursue the major they have been admitted to through to graduation. Due to the restrictions of FSU's Mapping program, it is unlikely that a transfer student would be able to change majors at a later time. Students who are not admissible to their choice of major as a result of missing a required prerequisite(s) are strongly encouraged to remain at their current institution to complete any missing prerequisite(s) rather than choosing a major which does not compliment the student's academic and career goals.

University Policy on Map Terms

Students are entitled to a single-term Map Term roll-back, at the point of changing majors, if it places the student on-course with the new major. Students can only use this option one time in their undergraduate career. "Specialized Admission" majors may have additional restrictions such as having a specific GPA, a competitive separate application process, etc.

Students who are off course for two consecutive semesters will receive the "Mapping-Major Change" service indicator and be required to change to a more appropriate major. Students who receive this service indicator have the option to petition the academic dean of their current major for consideration to enter into a one semester "Mapping Contract" to allow them an opportunity to remain in the major.

Note: "Mapping Contracts" are not guaranteed for any students for any major, especially those majors with specific course grade or GPA requirements.

Minimum Progress

Students do not have to complete all of the recommended classes on their Maps to remain on course; however, they must meet certain minimum requirements known as "Milestones" through the Map Term they are currently in. Milestones may include a minimum grade point average (GPA), completion of specific classes, and/or minimum grades in one or more of the Milestone classes. Milestones are identified on each major Map. Academic Mapping is in effect for students each Fall and Spring semester based on the number of attempted credit hours (the courses on their schedule as of the end of the Drop/Add period of registration the first week of classes). A student that attempts nine (9) credit hours or more will be Mapped for that semester. A student that attempts eight (8) credit hours or less will not be Mapped for that semester. Students that initially attempt nine credit hours or more in a Fall or Spring semester are not excluded from being Mapped if they drop or withdraw from courses during that semester.

Declaring or Changing Majors

Students are encouraged to declare an intended major and to meet with an advisor in that academic discipline. The declared major is extremely important because it may allow a student access to specific courses for that major.

Lower-division students are allowed to change their major at any time during a semester, provided they meet the eligibility requirements of the new major. Students should first meet with an academic advisor of the intended major to see if they are eligible to change and, if so, submit a completed major change form to the Advising First Center for Academic Planning, *A3200 University Center*. Upper-division students should contact the academic dean's office of the intended major to see how to proceed.

Students seeking to change their major must be on-track with the Milestones of the intended major for the Map Term they are currently in (or minus one).

For an upper-division student to change colleges within the University, the student must meet the following requirements:

Obtain a signed approval form from the dean of the college to which the student wishes to transfer. The original copy of the approved change form, or notification from the academic dean, must be submitted to the Office of the University Registrar. The academic dean's office of the new college may choose to process the major change within the student system and retain the documentation within their office.

Students seeking to add a second major must be on-track with the Milestones of the intended second major for the Map Term they are in (or minus one) at the point of adding the second major. However, the second major will *not* be monitored by Mapping afterwards. If the primary major is a "Specialized Admission" one, students must have approval from that major to add a second major before doing so. All second majors *must* be declared/added by the end of the semester in which a student will earn ninety cumulative credit hours toward their degree program at Florida State University.

Orientation Advising

Incoming first-year students may change previously provided information concerning their major prior to the start of orientation under guidance provided by the University.

The first academic advising experience for all students occurs during orientation. Due to time constraints, this session usually consists of brief general information and course selection. Students are strongly urged to contact their advisors early in their first semester for an individualized advising appointment.

Academic Advising

All students are expected to see their academic advisors prior to registration each semester. Most freshmen will be required to meet with an advisor their first term. Additionally, some departments may prevent students from registering in any term if they have not met with their respective advisors. Contact information for advisors is available at **https://advisor.undergrad.fsu.edu/advisors/advisor-display.php** or by calling either the dean's office for the college or school or the academic department of the intended major. For more general advising information, please visit the University Advising website at advising.fsu.edu.

Advising First is a program within the Division of Undergraduate Studies at Florida State University that places professional academic advisors throughout the University's many academic units. Specifically, Advising First advisors provide academic advising to assist students in meeting General Education/CoreFSU Curriculum and major requirements. Currently, the program has over 60 professional advisors in numerous locations throughout campus.

Along with being housed in colleges and departments, Advising First advisors are also available in the Center for Academic Planning (*UCA 3200*), the Center for Exploratory Students in *Johnston Ground* (*WJB*), and Kellogg (KRB) and the *Classroom Building* (*Room 320 HCB*). The Center for Exploratory Students focuses on advising freshman students who are not ready to declare an intended major when they enter the University. This center works closely with students to help them take the appropriate General Education and introductory courses while exploring their available academic and career options. The Advising First Center for Academic Planning, located in *University Center A3200*, focuses on working with sophomore Exploratory students, assisting students with major changes, and working with students who are required to change their majors under the University mapping system. Students can visit the Advising First Center for Academic Planning at *A3200 University Center*, call at *(850) 644-3430*, or visit the website at **https://advisingfirst.fsu.edu/**.

Exploratory Major

Students are encouraged to declare a major early in their academic career at Florida State University to ensure proper advisement and course selection. If students are unsure as to which major they wish to pursue, the University offers an **exploratory major** in which they can examine their academic options and receive specialized support from academic advisors who are specifically trained to provide this assistance. Freshman students still deciding on a specific major should contact the Advising First Center for Exploratory Students in *Johnston Ground* (WJB) at *(850) 645-2847*. Sophomore and above students still deciding upon a specific major should contact the Center for Academic Planning located in *University Center A3200* at *(850) 644-3430*. Both offices offer a course specifically designed to assist students with the major decision process.

Although the exploratory major is a good option for undecided students in their first semesters at the University, students **must** select a departmental major before they can be certified into an upper-division degree program. See 'Progression to Upper Division' in the chapter "Undergraduate Degree Requirements" in this *General Bulletin* for additional details.

Advising Report

Florida State University has implemented a computerized advising system to help both students and advisors monitor academic progress. The Academic Requirements Report outlines requirements the student has already met and those the student has yet to complete. Students may view their reports online by selecting the "My Academics" option within the Student Center, available through the myFSU portal. Individual requests for Academic Requirements Reports may be made at the Advising First Center for Academic Planning, *A3200 University Center*.

Advising Appointments and Notes

Most academic advising offices at FSU use Campus Connect (the "CC" icon in the myFSU portal) which allows students to access their own academic

advising notes as written by their advisor and to schedule advising appointments or view drop-in availability. Students may also receive periodic advising emails sent through this system which will have the words "Campus Connect" as part of the email address. If the student's academic advising office does not use Campus Connect for scheduling appointments, students may use the Advisor Search feature in the myFSU portal (under the "Advising" link on the far left) to learn about the procedures for setting up advising appointments in the student's department or college.

Pre-professional Majors

FSU does not have a formal Pre-Law major. Students can prepare for admission to law school through a variety of majors, ranging from the arts to technical/scientific disciplines. Out-of-classroom experiences, including leadership in student organizations, community service, international study, and internships, add to student's preparation for admission to law school. Students interested in pursuing law after their undergraduate degree may contact an FSU Pre-Law Advisor at prelaw@fsu.edu to discuss their goals, plans, undergraduate engagement, and the application process. Information on Pre-Law Advisors, student organizations, and other Pre-Law resources may be found at **https://prelaw.fsu .edu**. Students can stay up to date with the latest Pre-Law information by signing up for the weekly newsletter found on the homepage of the Pre-Law website.

The **Pre-Health Professions Advising Office**, part of the overall outreach effort of the Florida State University College of Medicine, provides career counseling to students interested in pursuing a career in the health sciences. Advisors can assist students in developing strategies leading to acceptance into medical, dental, veterinary, and other programs. Students are encouraged to meet with an advisor as soon as possible in their college careers and at least once each semester thereafter. Information about pre-health organizations is also available through this office. For further information, visit the *College of Medicine*, *MSB Suite 2140*, or call *(850) 644-7678*.

Student Athlete Academic Services

Student Athlete Academic Services (SAAS) assists student-athletes with the transition into college and provides continued support in all phases of academic and professional development throughout college, culminating with graduation, job placement, or graduate school. Program staff provides academic counseling, study skills development, and additional academic assistance through tutorial programs. This supplements the sound educational practices (class attendance, note taking, reviewing and preparing properly for quizzes and exams, actively participating in class discussions, and staying current with all assigned readings) that are imperative for academic success. *D2108 University Center* and *D3103 University Center*; *(850) 644-9201*; **https://saas.fsu.edu/**.

Center for Academic Retention and Enhancement (CARE)

Florida State University and the **Center for Academic Retention and Enhancement (CARE)** are committed to recruiting, retaining, and graduating students traditionally underrepresented in higher education, with particular focus on first-generation and students with limited income at FSU.

CARE is designed to provide first-generation and other traditionally underrepresented students with services such as exclusive, full-credit courses, academic advising, college life coaching, financial aid and literacy advising, academic tutoring, a computer lab, learning skills workshops, graduate school preparation, and cultural enrichment activities. CARE promotes a welcoming environment for students to discuss their academic, personal, and/or social concerns with friendly, supportive staff.

The Center provides a high-school-to-college **Summer Bridge Program** that includes intensive academic and social orientation to the University, introduction of participants to the responsibilities and opportunities of college life, encouragement of the development of useful study habits, and assistance with recognizing potential for success. The **QUEST Scholars Program** ensures first-generation college students or students from under-resourced communities and schools are connected to academic and engagement resources to encourage student success at FSU. The Illuminate Scholarship and Enrichment Program promotes experiential learning engagement and student success for selected students utilizing the Pell Grant to fund their education. The **FGEN Noles Living-Learning Community** provides pathways to academic and professional success for first-generation college students from all majors with support from faculty director and staff. The **Student Support Services-SCOPE** program is designed to provide supplemental academic support and preparation for post-graduation career and educational planning for qualified students. The **Student Support Services-STEM** program provides qualified students majoring in a STEM field with additional tutoring, workshops, and post-graduation planning. In addition, through the **Unconquered Scholars Program**, CARE provides additional academic and engagement support activities for students who were a part of dependency care, foster care, or homeless before their enrollment at FSU. **Student Network Initiatives** promotes student success for broad population of students not affiliated with CARE's major programs via peer outreach, workshops, or faculty/staff engagement. Thagard Building, *109 Collegiate Loop; (850) 644-9699*; **https://care.fsu.edu** .

Academic Center for Excellence (ACE)

The **Academic Center for Excellence (ACE)** is a University learning center focused on helping undergraduate students develop the study skills and personal success habits that enhance learning and encourage the highest level of academic achievement. ACE provides free peer tutoring, study skills workshops, individual consultations, study rooms, preparation for graduate school applications and entrance exams, SLS courses assisting students with study skills and learning strategies, and much more to all undergraduate students.

The ACE Learning Studio, located at *G051* in the *William Johnston Building*, offers appointment-based tutoring in a wide variety of subjects including math, biology, chemistry, physics, accounting, economics, and more. Additionally, ACE Tutoring @ Strozier Library provides late night, walk-in tutoring in math, chemistry, physics, and statistics. Visit **https://ace.fsu.edu** for more information about academic support for students.

Reading-Writing Center and Digital Studios

Part of the English Department, the Florida State University **Reading-Writing Center (RWC)** offers writing support to FSU undergraduate and graduate students from all majors and levels. This support typically takes three forms: (1) individualized writing sessions; (2) group workshops; and (3) faculty consultations. During one-on-one writing sessions, consultants act as practice audiences for student writing such as term papers, personal statements, creative writing, theses, and dissertations. Consultants aim to help students gain confidence in their writing process by developing rhetorical awareness and

approaching writing as a situated practice. Students may schedule an appointment by visiting **http://fsu.mywconline.com**. To learn about RWC locations and hours please visit **https://wr.english.fsu.edu/reading-writing-center**.

Also part of the English Department and affiliated with the RWC, the **Digital Studio (DS)** is a learning facility for digital and multimedia projects. The Digital Studios aim to serve students and faculty from all disciplines, and both locations have Macs and PCs with access to the Adobe Creative Cloud (Photoshop, InDesign, Illustrator, Premiere) for student use. Digital Studio consultants can help brainstorm project ideas, provide feedback on digital project content and design, facilitate collaboration for group projects and presentations, or explain the interface of a specific program. Projects can include designing a website, e-portfolio, print layout, or video essay. Students can schedule on appointment by visiting **https://fsu.mywconline.com/**. To learn more about DS locations and hours, please visit **https://wr.english.fsu.edu/digital-studio-home**.

Career Center

The Career Center provides students with the services and resources they need for career success. With individualized, theory-based career advising, a library offering thousands of information resources, employability skills workshops, mock interviews, and more, The Career Center helps students design their careers. Career advisors, liaisons, and staff assist students with choosing a major, researching occupations and potential employers, identifying internship opportunities, exploring post-graduate study, and developing job search strategies. No appointment is necessary to speak with a career advisor or liaison. For students who would like to design their career plans with the assistance of an instructor, The Career Center offers a one to three-credit hour course, SDS3340 Introduction to Career Development. The course gives students indispensable resources to help make a successful transition to their future career opportunities. Special equipment and materials are available for distance students and students with disabilities.

Dunlap Student Success Center; (850) 644-6431; **https://career.fsu.edu**.

Living-Learning Communities

First year students at Florida State University have an opportunity to participate in one of ten living-learning communities. Each community is directed by an FSU faculty member. Participants live together in University housing and enjoy academic experiences that focus on a theme or major. Information and applications are available through University Housing, **https://housing.fsu.edu/living-learning-communities**. The ten communities are: Business; Exploration and Discovery; FGEN Noles; Music; Nursing; Health Professions; Engineering; Global and Public Affairs; Entrepreneurship and Innovation; and Women in Math, Science, and Engineering (WIMSE).

Engage 100

Engage 100 is designed to connect, engage, and challenge students during their first semester at FSU, as well as pave the way to future success in college. While each Engage 100 experience course is unique, these are all small, mentor-guided group experiences centered on a particular topic or interest area. Engage 100 courses are designed to help new undergraduate students in acclimating to university life.

Every incoming first-time-in-college (FTIC) student must enroll in an Engage 100 course in their first fall term. FTIC students starting at FSU in the summer B session may choose to take an available Engage 100 course that term. FTIC students, and students admitted through Seminole Pathways who start at FSU in the spring semester, may be required to take an available Engage 100 course that term.

Engage 100 will not only assist students with acclimating to college, but it will serve as the springboard for continuous engagement well beyond their first term.

What can students gain in their Engage 100 experience course?

- Join a formal learning community and build meaningful relationships with peers.
- Develop personal, social, and professional awareness.
- Engage in activities that align with your academic and personal goals.
- Develop a plan for engagement throughout your college career.
- Learn about programs and resources at FSU designed to enhance student success.

For more information on Engage 100 and to view a list of all approved Engage 100 courses, please visit **https://engage100.fsu.edu/**.

Freshman Interest Groups (FIGs)

First-time-in-college (FTIC) students have the opportunity to enroll in a **Freshman Interest Group (FIG)** during their initial Fall term of enrollment. This program was established to enhance the academic engagement of our incoming undergraduates. Each FIG is a pre-packaged cluster of high-demand freshman courses that have been structured to assist students with the initial selection of CoreFSU courses by grouping courses with a common thread of interest. Each FIG cluster is themed by major or academic areas of interest. One of the most significant advantages of the program is the FIG Colloquium, HUM 1920, which is an approved Engage 100 course. This course is designed to introduce students to the academic culture at Florida State University, and provide opportunities for purposeful engagement during college, and relevant student success resources.

Office of National Fellowships

The **Office of National Fellowships (ONF)** provides information and support throughout the fellowship application process for undergraduates and recent graduates to pursue fellowships for engaged learning, international experiences, research, and more. Through one-on-one mentoring, appreciative advising, and direct assistance for over sixty nationally competitive fellowships, the office helps students to identify and achieve their academic, public service, creative, and leadership goals. By working with ONF, students should (1) improve their writing ability and communication skills, (2) gain clarity about their personal values, academic goals, and career goals, (3) be better prepared for graduate/professional school and explore post-graduate plans, (4) build their on-campus network, and (5) discover future fellowship opportunities. *Honors, Scholars and Fellows House, Suite 3002; (850) 644-7596;* **https://onf.fsu.edu**.

Center for Undergraduate Research and Academic Engagement (CRE)

The Center for Undergraduate Research and Academic Engagement (CRE) is committed to helping students become accomplished scholars and active citizens–people of character who can drive innovation and enrich our society. To that end, CRE works with faculty, staff, and students from across campus to support the engagement of FSU undergraduates in high-impact curricular and co-curricular experiences such as research and creative projects, social innovation, and research-informed internships. We help students take advantage of the resources of a major research university. Some of the programs offered by CRE are:

Undergraduate Research Opportunity Program (UROP). For first-year, second-year, and transfer students interested in a first research experience. UROP students gain research experience as a faculty research assistant for two semesters while participating in a research training colloquium and present at the annual Undergraduate Research Symposium.

Global Scholars. FSU Global Scholars program offers a unique opportunity for undergraduate students to engage with critical questions about social impact, social justice, and social change through a combination of academic, classroom-based learning as well as independent research, internship, and/or service learning experience.

IDEA Grants. For students seeking funding for their research, creative endeavor, or other project. Selected applicants will receive a summer stipend of up to $4,000 (or up to $6,000 for groups) to fund their self-designed work on a topic, project, problem, artistic product or performance, or other entrepreneurial or creative idea.

Publication and Presentation. CRE helps students find venues for sharing their research with the community through presentations like the Showcase of Undergraduate Research Excellence, the Fall Research Day, and the annual Undergraduate Research Symposium, or publishing in the FSU Undergraduate Research journal, *The Owl*.

All of these options are available to Florida State University students. *Honors, Scholars and Fellows House, Suite 3002; (850) 645-9630*; **https://cre.fsu.edu**.

Office of Undergraduate Studies

Associate Dean: Nikki Raimondi

The **Office of Undergraduate Studies** serves as the academic dean's office for all students who have not yet been formally admitted to their majors. The office provides information and services on all academic matters, including exemptions with credit, information on General Education courses, academic standing, dismissal, readmission, remediation, correspondence study, medical/mental health course drops and withdrawals, and enrollment in courses at other colleges and universities. The Office of Undergraduate Studies is located at *A3400 University Center*.

In addition to serving as the academic dean's office for most freshmen and sophomores, the Office of Undergraduate Studies performs two important academic functions:

1. The office evaluates all transfer credit to determine how it applies to Florida State University's General Education requirements and prepares general education evaluations for each undergraduate transfer student who enters without an Associate of Arts (AA) degree from a Florida public post-secondary institution. See the "Undergraduate Degree Requirements" chapter of this *General Bulletin* for details. (Decisions about transfer credit applying toward a major requirement are made in the office of the dean responsible for that major);
2. The office monitors student progress in General Education through the Academic Requirements Report. The Academic Requirements Report will be reviewed with the student at the time of formal declaration of a major for transfer to an upper-division program.

Florida State University grants an AA degree to qualified students upon request. The Office of Undergraduate Studies determines the eligibility of students for the degree. See the "Undergraduate Degree Requirements" chapter of this *General Bulletin* for more information.

Transfer from Undergraduate Studies to Major Advisement Program

Transfer from undergraduate studies to a major's advisement program in any college or school of the University is accomplished between the Office of Undergraduate Studies and the appropriate baccalaureate dean after the student: (1) has declared a choice; (2) has been certified as eligible for transfer; and (3) has been accepted by the appropriate baccalaureate dean.

Eligibility for Transfer to Major Advisement

Students will be considered eligible to transfer from the advisement program of the Office of Undergraduate Studies after satisfying the following requirements:

1. Completion of at least 52 credit hours;
2. Successful completion of at least one-half of the required credit hours of the General Education requirements in the CoreFSU Curriculum program, including all required General Education courses in Quantitative/Logical Thinking and English Composition (see the "Undergraduate Degree Requirements" chapter of this *General Bulletin*);
3. Achievement of a minimum adjusted grade point average (GPA) of 2.0 or above on work attempted at Florida State University; and
4. Acceptance by a baccalaureate dean for admission to a major's advisement program.

A student who has attempted seventy-five or more semester hours without fulfilling all of the above-listed requirements will not be allowed to register. Such students should consult the Office of Undergraduate Studies and the dean of the college or school in which the degree is to be sought **before** making final decisions on how to meet these requirements.

International Education

International Commitment

Florida State University recognizes that a great university builds and extends its service, its potential for research, and its scholarly standing, and enhances its contribution to the education of students and citizens of the state by providing an international dimension to its educational programs. This is true in the professions, the sciences, the arts, and the humanities.

The University recognizes that in an interdependent world, the welfare of the state and the well-being of its citizens are linked to the welfare of all peoples. Thus, it is vital that the teaching, research, and service of Florida State University support the economic and social development of the state, the nation, and other countries; protect the world environment; lead individuals and groups to better understanding of themselves and others; and contribute toward international understanding, world peace, and community self-awareness.

In serving the community, the University recognizes that its major responsibility is to educate students in a manner that provides them with the necessary understanding, skills, and knowledge to become creative and useful citizens of both the state and the world. In this process of education, students from other countries who study at our campus, and FSU students who have studied overseas, play an important role.

In service to our committment, the University seeks students—in both number of persons and from diverse geographic locations abroad—for undergraduate, graduate, and professional colleges, schools, and programs such that we positively impact achievement of the University's overall educational goals. We also provide study abroad opportunities for FSU students, and we guide and assist them in integrating these experiences with regular university study. Finally, we encourage the development of an international dimension in teaching, research, and service through the exchange of persons, ideas, and materials with other countries.

Florida State University realizes its international commitment through active evaluation of existing and proposed international programs and services and by short- and long-range planning for ongoing improvement and innovation, furthering the University's goals for international education. Consistent with these objectives, the University ensures its facilities and resources are available so that diversified international educational programs of quality and usefulness are open to all its students. The financial support needed to accomplish these goals will be provided by University resources, and these are actively sought from state, federal, and foreign governments, as well as from international organizations, foundations, private organizations, and individual donors.

Center for Global Engagement

Director: Cynthia Green

Associate Director,
International Student & Scholar Services: Tanya Schaad

The mission of the **Center for Global Engagement (CGE)** is to facilitate international diversity and foster global understanding and awareness within the FSU community. The CGE is committed to enhancing FSU's internationalization initiatives by offering academic classes and several certificate programs designed to help develop a more intercultural and competent campus community. The Global Citizenship Certificate Program helps prepare undergraduate students for today's global society through a combination of curricular and co-curricular programs. The Global Partner Certificate Program provides training and workshops to increase intercultural competence for faculty and staff. The CGE also offers many enriching co-curricular opportunities for all FSU students to explore other cultures and current global issues through intercultural programs, the Engage Your World Intercultural Dialogue Series, International Coffee Hour, and Global Café. The CGE manages the FSU Global Exchange Program with 45 international partners in over 20 countries. In addition, the CGE ensures FSU's compliance with federal immigration law and provides immigration advising and ongoing support to over 2,600 international students in F-1 and J-1 status and to over 100 international Visiting Scholars each year.

The Center for Global Engagement is located in the Global and Multicultural Engagement building (The Globe) at *110 S. Woodward Avenue, Tallahassee, FL 32306-4216*. For more information, visit **https://cge.fsu.edu**, call *(850) 644-1702*, or e-mail **cge@fsu.edu**.

The Frederick L. Jenks Center for Intensive English Studies

Program Director: Patrick Kennell

The **Frederick L. Jenks Center for Intensive English Studies (CIES)** provides intensive instruction in the English language to non-English speakers. Its primary target audience is international scholars who are preparing to pursue degree work in American colleges and universities.

In addition, CIES evaluates the English speaking proficiency of FSU's international Teaching Assistants (TAs) through its administration and scoring of the SPEAK test. Along with this assessment, the Center provides credit-bearing classes for those prospective international TAs who need further development of their speaking proficiency in English.

The center also provides English-as-a-second-language services for the spouses of regular students at Florida State University, as well as for some already admitted international students who are experiencing difficulty in mastering the English language. CIES has an average of fifty to sixty students per session, representing approximately twenty different countries. Through its well-developed Conversation Partner program, CIES also serves as an integral part of FSU's Global Pathways Certificate in providing many valuable and interesting opportunities for FSU students to meet, interact, and develop friendships with students from around the world. CIES truly is the place at Florida State "where the world comes to learn English". For further information, please call us at *(850) 644-4797* or visit our website at **https://cies.fsu.edu**.

International Programs

Director: James E. Pitts **Associate Director:** Louisa Blenman

Florida State University offers a wide variety of opportunities for students to study overseas. Students learn not only from their exposure to the cultural resources of the host countries but also through firsthand observations and participation in the political, economic, and social changes taking place outside the United States.

The University has operated international study centers in Panama City, Republic of Panama since 1957; in Florence, Italy since 1966; in London, England since 1971; and in Spain since 1997 (originating in Torremolinos and moving to its permanent home in Valencia in 2000). At each of these locations,

courses are offered during the Fall, Spring, and Summer semesters. In addition to FSU students, the centers are open to students from other U.S. institutions and throughout the world.

Each of these study centers offers a broad curriculum, which includes courses that ideally lend themselves to their international location. In Florence, the courses focus on the areas of art history, classics, writing, history, humanities, Italian language, and business. The London center offers courses in the areas of art history, English literature and writing, history, mathematics, music, politics, science, social sciences, and theatre. In addition, the London Study Center serves as a base of operations for a number of curriculum-focused programs. Students may pursue specific topics such as British history, English literature, communications, international affairs, choral and instrumental music education, global sport management, multi-media, and theatre. In Valencia, courses are offered in Spanish language, literature, and civilization as well as art, business, literature, humanities, global sport management, music, mathematics, and science. In the Republic of Panama, the FSU-Panama campus offers courses in a variety of liberal arts disciplines including mathematics and the sciences. FSU-Panama also functions as a two- or four-year degree institution serving a large population of native Panamanians. Each study center offers an extensive internship program within a variety of disciplines.

In addition to the four Study Centers, International Programs offers programs in many other locations with sites varying from year to year. Programs are currently planned in locations including Costa Rica, Croatia, Czech Republic, France, Grenada, Kosovo, and Switzerland. These locations host a variety of faculty-led study abroad opportunities, which are either broad curriculum offerings or programs focusing on a particular area or major. Internship opportunities are available at the four study centers. Additionally, the First Year Abroad program, created especially for high-achieving, global-thinking students, allows students to complete the first two semesters of their Florida State career studying abroad with International Programs at any of the four study center locations. International Programs is constantly adding to and updating the program offerings and locations. For the latest information, visit our website at **https://www.international.fsu.edu** or contact us at: *International Programs, A5500 University Center Tallahassee, FL 32306-2420; (850) 644-3272*; **IP-info@fsu.edu**.

Florida-Costa Rica Institute

Co-Director: Lacey Moret

The Florida-Costa Rica Linkage Institute, known as FLORICA, was created in 1986, authorized by the Florida Legislature in 1987, and formalized by an agreement signed by the State University System of Florida, the Florida Community College System and the Council of Rectors of Costa Rican Universities (CONARE). Since its beginning, FLORICA has been administered for Costa Rica by CONARE and on behalf of the State of Florida by The Florida State University and Valencia College, with co-directors appointed from each institution.

FLORICA has strong credibility both in Florida and Costa Rica as a stimulus and a catalyst. The Institute has interfaced broadly in Costa Rica with public and private institutions and agencies including all of the public universities.

Costa Rican citizens who have applied and have been accepted into a Florida public university or community college may apply for out-of-state tuition waivers through the Florida-Costa Rica Institute Non-Resident Tuition Exemption Program.

For more information, visit **https://flcrlinkage-fsu-sm.smapply.us**, call *(850) 644-3272*, or e-mail at **cge@fsu.edu**.

Law Program at The University of Oxford

Florida State University conducts an international law program in the prestigious academic atmosphere of the University of Oxford. The program utilizes its unique setting to enhance the study of international and comparative law and the history of common law. ABA-approved law courses are taught by a combination of Florida State University College of Law faculty and approved professors from the University of Oxford. The program is available to students in good standing at an ABA-approved law school who have completed at least one year of study. Visit our Website at **https://www.law.fsu.edu/academics/academic-programs/study-abroad/oxford**.

Undergraduate University Honors Office and Honor Societies

Florida State University has a long history of providing recognition and support for outstanding students, beginning with a directive from a faculty committee in 1932. The program's purpose, as described in a report to the President and the Faculty Senate, was “to provide enlarged opportunities for... students; to give them a challenge and an incentive; to develop initiative, resourcefulness and self-reliance; to present knowledge in terms of fields, not courses.” (Report on Honors Work, FSU Archives, 12/21/32). The scope and focus of the Honors Program at Florida State University has evolved in accordance with the development of Higher Education and the changing needs and makeup of the student body. In addition to the Honors in the Major Program, which is an outgrowth of the university's first departmental honors program, students may earn the Honors designation by taking specifics courses and completing co-curricular and extracurricular requirements. The University Honors Program draws upon the special opportunities available at Florida State University, a large, preeminent research university with increasing social and economic impact in Florida and the nation.

University Honors Office

Associate Dean: Dr. D. Craig Filar; **Associate Director for Curriculum and Faculty Development**: Michael Furman; **Associate Director**: Katie Femrite; **Assistant Directors**: Brian Wilcoxon, Julia Pennington; **Specialized Teaching Faculty II**: Furman, Gundogan, Moret, Owens; **Specialized Teaching Faculty I**: Slayton, Martinez; **Instructional Faculty I**: Michael Franklin

The University Honors Office supports the University's long tradition of academic excellence by offering two programs, the University Honors Program and the Honors in the Major Program. Staff, which include the Associate Dean, Associate Director, Assistant Directors, and advisors, support the program's objectives in numerous ways, including dedicated advising of Honors students, auditing students' progress in the program, and curating special activities and events. Our faculty teach Honors Signature courses, mentor students, and provide academic guidance and support to help students achieve their best.

Florida State University Honors Program

The University Honors Program develops the University's most talented students into excellent scholars, leaders in their communities, and innovators in their professions. Students who have been accepted in the University Honors Program must complete Honors course credits. To graduate with Honors, students should maintain a 3.200 FSU GPA and complete Honors Program requirements, including a required Honors Colloquium for first-year students and at least one course from the program's signature course program. Other ways students earn academic credit include successfully completing Honors sections of departmental courses, Honors-augmented courses, Honors directed individual study courses (DIS), approved graduate courses, and Honors in the Major course credits.

Students must complete Honors courses with a grade of "C–" or better. Honors-augmented courses will be counted if a grade of "B–" or better is earned and the Honors-augmented project is completed satisfactorily. Students using Honors in the Major hours must earn a "B–" or better. Students who finish the University Honors program have "Completed Requirements of CoreFSU Curriculum Honors Program" noted on their transcripts.

Honors Signature courses, which are taught by the program's core faculty, engage students in broad, critical, and creative thinking about issues of human existence using interdisciplinary, inquiry-based, integrative, and active learning methods to foster flexible, higher-order thinking as a foundation for leadership and academic success. These courses are designed to capitalize on and foster the hallmark characteristics of Honors students: innovation; the drive and capacity to engage in critical and analytical thinking; creativity and flexible thinking; openness and the ability to communicate effectively with others from different social, political, and cultural backgrounds; a passion for complexity and challenge; and ability to employ multiple perspectives in approaching issues. These courses are designed and taught by faculty across academic disciplines who are selected for their teaching and research expertise. Honors Signature courses meet CoreFSU Curriculum requirements that Honors students do not typically meet via AP, IB, or AICE testing, which streamlines the attainment of university graduation requirements and expedites the path toward honors graduation. Honors Signature courses are limited to nineteen students per section in the Fall semester and twenty-four students in the Spring.

More information about the program and its academic requirements can be found at **honors.fsu.edu**.

Recognitions

Earning the Honors Medallion. Students who successfully complete the University Honors Program requirements and/or the Honors in the Major project will have Honors distinctions noted on their transcript and receive an Honors Medallion during a special graduation ceremony. The medallion may be worn during the University's commencement exercises.

The Outstanding Senior Student Honors Distinction. Students who complete both University Honors Program and Honors in the Major and earn a 3.900 GPA or higher are recognized as Outstanding Senior Scholars.

Admission Requirements for the University Honors Program

Admission by Application. All high school students accepted into Florida State University as freshmen may apply to the University Honors Program. Applicants will be evaluated based not only on their high school performance and standardized test scores, but as importantly on the quality of their Honors Program application, which consists of an additional short essay.

Lateral Admission. Any first-year student at Florida State University who was not admitted to the Honors Program through the standard admission process may apply for lateral admission. A limited number of students are admitted laterally to Honors at the end of the spring term of their first year. Lateral applicants are assessed on their college GPA, college course rigor, and the quality of written essays regarding the program. Information about the lateral application process will be available at the beginning of each Spring term. Note: Decisions about lateral admission are made after Spring term grades are posted. Students who are admitted laterally are held to the same program requirements as students admitted by standard admission.

Remaining in Good Standing

To remain in the University Honors Program, students must maintain at least a 3.200 FSU cumulative GPA, successfully complete the University Honors Colloquium during their first year in the University Honors Program, with the exception of students in the First Year Abroad Program, and complete one Honors Signature course.

Honors Housing

Pending availability, Honors students have the option to live in several campus residence complexes. The Honors residence complex, Landis Hall, provides an excellent environment for Honors students to socialize and study together. Since many students share the same courses, both planned and spontaneous study sessions are common. Honors students also have the option to live in Jennie Murphree Hall, which will dedicate several floors to Honors student housing and will offer programming akin to what is offered in Landis Hall.

Acceptance into the University Honors Program does not guarantee University housing in Landis Hall, Jennie Murphree Hall or elsewhere. Students who intend to live on campus are strongly encouraged to submit their application to University Housing immediately after their admission to the University.

The Florida State Honors in the Major Program

Many colleges and academic departments at Florida State University participate in the Honors in the Major Program, which is intended to encourage talented juniors and seniors to undertake significant independent and original scholarship as part of the undergraduate experience. Completing an Honors in the Major project deepens a student's knowledge of their field and helps them prepare for post-graduate work or education. Honors in the Major work is carried out by the student over a period of two or three semesters in close collaboration with a faculty project director who is from the student's major department. Each student in the program works with an Honors in the Major project supervisory committee comprised of a faculty project director and two or three other members, one of whom must have a home academic department the same as the student's major department, and another who must have a home academic department different from the student's major department. The members of the committee are selected by the student. Most often, the faculty project director and members of the supervisory committee are tenured, tenure-track, or specialized faculty members. Post-doctorate

researchers are eligible to serve as a member of the supervisory committee as long as they will be at Florida State University for the duration of the student's Honors in the Major project. While many students conduct traditional thesis research, the Honors in the Major Program also supports the creative endeavors of students in majors such as Creative Writing, Dance, Film, Music, Studio Art, and Theatre.

Students must submit a formal application via the Honors in the Major Program website in the semester before they intend to register for Honors in the Major credit hours. The application must show that the student has the required grades and credits, a proposed project topic, sufficient time prior to graduation to complete the project, a faculty project director, and the approval of the chair or director of the academic department or program in which the student is majoring.

Typically, each student in the program works on the Honors in the Major project for two or three semesters. A prospectus is due to the University Honors Office during the first semester of research. This brief paper states the nature of the Honors in the Major project, its scope, and its methodology. The prospectus must be approved by all members of the supervisory committee. Further details regarding the prospectus and how to submit forms are available from the Honors in the Major Handbook, downloadable at https://honors.fsu.edu/academics/honors-major.

During each of these semesters, the student must enroll in one to three semester hours of Honors in the Major credit using the appropriate course number provided by the student's major department. Students must earn a total of six to nine Honors in the Major credits and must receive at least a "B–" in each of these courses. A student who does not have six credit hours of work graded "B–" or better will not be eligible for program completion and graduation with honors. Students must also maintain at least a 3.200 cumulative and FSU GPA (unrounded to the third decimal place) until graduation. Several departments have additional requirements; students should contact the undergraduate faculty advisor in their major department in which the Honors in the Major work will be based for further information.

To complete the Honors in the Major requirements, students must complete six or more credit hours of Honors in the Major coursework over two to three semesters and successfully defend their Honors in the Major project. The student orally defends the completed Honors in the Major project in a meeting with the supervisory committee. Following a successful defense, the student must submit the required defense forms and one electronic copy of the completed project no later than the official last day of classes in the defense semester. Students who meet these requirements will graduate "With Honors" in their major, a distinction that is announced during commencement and designated on the graduate's official transcript. Further details regarding project submission, specific defense deadlines are available from the Assistant Director of the Honors in the Major Program and at the Honors in the Major Handbook, downloadable at https://honors.fsu.edu/academics/honors-major.

University-Recognized Honor Societies

Through the University Honors Program, Honors in the Major Program, and honor societies, the University encourages excellence in all of its students. Florida State University is the home of the first Phi Beta Kappa chapter in the state of Florida. On Honors Night, a ceremony that was first held on May 4, 1936, the University salutes students who have received institution-wide recognition for academic achievement.

Honors societies that are formally recognized by Florida State University have met the standards as set by the Undergraduate Policy Committee. Some organizations are University-wide, and some are specific to individual disciplines. These societies recognize students who have excelled academically and, in some cases, provide opportunities for service to Florida State University and the community.

Standards for the Recognition of University-wide Honor Societies

General Standards for Recognition

1. A society may be recognized as a Scholastic Honor Society or as a Leadership/Scholastic Honor Society.
2. The society must be approved for recognition by a body to be appointed by the University President or his/her designee.
3. The society must demonstrate membership participation in governance and control at both the national (if a national organization) and chapter levels.
4. Full financial disclosure is required at both the national (if applicable) and chapter levels.
5. Only the institutional chapter may extend invitations to individuals for membership.
6. To be considered University-wide, a society must receive into membership persons from a broad range of academic disciplines.

Standards for Membership Eligibility

1. Membership shall be conferred based on character and specified scholastic, leadership, and service eligibility.
2. Eligibility criteria here specified are minimum ones; societies may have higher standards.

Scholastic Honor Societies

Eligibility is primarily based upon scholarship.

1. Upper-Division/Graduate Societies
    1. Must be in the top twenty percent of their class scholastically;
    2. Undergraduates must have earned at least sixty semester hours, with at least twenty-four graded semester hours at this institution; and
    3. Graduate and professional students must have earned at least twenty-four graded semester hours at this institution.
2. Lower-Division Societies
    1. Must be in the top twenty percent of their class scholastically;
    2. Must have earned at least twelve graded semester hours at this institution.

Leadership/Scholastic Honor Societies

Eligibility is based upon scholarship, leadership, and service to campus and the community. There is no distinction made by class.

1. Minimum overall 3.0 GPA, with at least twelve graded semester hours at this institution; and,

2. Leadership and service to be determined by the society.

University-wide honor societies officially recognized by Florida State University are listed below and can also be found at the Honors program Website. The discipline-specific societies listed next are under the jurisdiction of the appropriate college or department. For complete details of activities and membership requirements, contact the individual organizations.

Scholastic Societies

Phi Beta Kappa is a scholastic honor society for those studying the liberal arts and sciences. The society was formed in 1776 and is the oldest student honorary society in the U.S. The Florida State University chapter, chartered in 1934 and established in 1935, was the first in Florida. The FSU chapter became an RSO in 2008 and became a partner organization of FSU's Center for Leadership and Social Change in 2012. The chapter's activities include recognition of outstanding juniors and graduating seniors and sponsorship of visiting speakers of University-wide interest. In the Fall and Spring, the chapter gives the Marion Jewell Hay Award to the top graduating student member, and student members are also eligible to apply for funding for travel to an academic conference. In the Spring, student officers honor an FSU faculty member with the Phi Beta Kappa Excellence in Teaching Award. New members are automatically invited each Fall, Spring, and Summer based on major, grades (minimum 3.9 GPA for juniors and 3.65 GPA for seniors), language study, and other criteria. For information, please visit **https://pbk.fsu.edu**.

Phi Kappa Phi recognizes academic excellence among undergraduates, graduate students, and faculty in all disciplines. The society was founded in 1897; the University chapter was chartered in 1925. The chapter recognizes outstanding student scholars and artists and recommends them for national awards. New members are automatically invited each Spring. Second-term juniors must rank in the upper seven and one-half percent of their respective colleges. Seniors must be in the upper ten percent of their respective colleges. Graduate and professional students must rank in the upper ten percent of their respective college. All students must have at least twenty-four graded semester hours at Florida State University. For information, call *(850) 645-9793* or e-mail **mmelton@fsu.edu**.

Founded in 1977, Golden Key International Honour Society honors undergraduate and graduate academic achievements. The Florida State University chapter was chartered in 1984. The University chapter presents a yearly Outstanding Scholar Award and regularly sponsors projects in local schools and within the community. The chapter has been named Florida State University Campus Organization of the Year and has been recognized for excellence by the national organization. Every Fall, the chapter automatically invites those students with at least thirty semester hours and in the top fifteen percent of the sophomore, junior, senior, or graduate class.

Phi Eta Sigma is the oldest and largest national honor society that encourages and rewards academic excellence among first year university students. Every Spring full-time FSU undergraduates who earned a cumulative grade point average of at least 3.5 during their first year in college are offered membership-for-life in Phi Eta Sigma. Locally, members are invited to participate in a variety of academically-based service activities such as peer advising; volunteering at major university events; and managing the chapter as a member of the Leadership Council. Selected Leadership Council participants represent Florida State at Phi Eta Sigma's biennial national convention. These exceptional opportunities make Florida State members highly competitive when applying for Phi Eta Sigma national scholarships as demonstrated by the approximately $200,000 in awards won by FSU members in the past decade. The chapter's commitment to each member's academic success is further demonstrated with our “Endowed Award to Support Undergraduate Research” that annually distributes $1,000 awards to two members. For information, e-mail **PhiEtaSigma@fsu.edu**.

The National Society of Collegiate Scholars is an honors organization that recognizes outstanding academic achievement among first and second year college students and encourages members to develop leadership skills through community service. The society was founded in 1994 at The George Washington University, and the Florida State University chapter was formed in 1995. The society offers scholarships, awards, service opportunities, and leadership programs. Every Fall the chapter invites to membership those students who rank in the 20th percentile with a minimum GPA of 3.4.

Leadership/Scholastic Societies

The W.E.B. DuBois Honor Society, established in 1991, is named for the black scholar, editor, and author of The Souls of Black Folk, who set high standards for educating African-Americans in the late nineteenth and twentieth centuries. The purpose of the W.E.B. DuBois Honor Society is to honor the memory of the outstanding educator, Dr. W.E.B. DuBois, by promoting the pursuit of academic excellence in all fields of higher education, engaging the community of scholars in service to others, and recognizing the outstanding achievements of the society's members. The DuBois Society supports, guides, and encourages member involvement in other leadership and honorary organizations at Florida State University. Membership is open to all full-time undergraduate students of sound character who have achieved a 3.3 cumulative GPA at Florida State University, are in the top twenty percent of his/her class, and have earned at least thirty semester hours at this University. Letters of invitation will be sent to eligible students at least once each academic year. Transfer students and seniors will be considered for membership on an individual basis. For more information, contact the Undergraduate Studies Dean's Office, *(850) 644-2740*, or the Center for Academic Retention and Enhancement, *(850) 644-9699*.

Omicron Delta Kappa is the national leadership honor society for faculty and students. The society was founded in 1914 and came to Florida State University in 1950. The society recognizes achievement in scholarship; athletics; social, service, and religious activities; campus government; journalism, speech, and mass media; and creative and performing arts. Annual activities include the homecoming breakfast honoring outstanding Florida State University Grads Made Good, the faculty-staff Spring mixer, and the 7:50 a.m. Breakfast Club, where faculty, staff and alumni meet with current ODK students to discuss campus issues. The Florida State University circle has been named “Circle of Distinction.” Applications are sought twice a year, and members are chosen on the basis of scholarship (upper third [thirty-three percent] of junior, senior, or graduate class), leadership, and service. For information, visit **https://sga.fsu.edu**.

Mortar Board is a national honor society that recognizes students for distinguished achievement in scholarship, leadership, and service. In 1931, the Torchbearer chapter of Mortar Board was established on the campus of FSCW, the forerunner of Florida State University. Nationally, Mortar Board was founded in 1918 and is among the most prestigious honor societies in the United States, with chapters at 205 colleges and universities in forty-six states. Each year Mortar Board sponsors and participates in events to provide service, advance the spirit of scholarship, and facilitate cooperation among honor societies. Every Fall, students with a minimum of sixty hours (twenty-four of which must be earned at FSU) and an FSU GPA of 3.25 or in the top twenty-fifth

percentile of their class (whichever is higher) in their respective colleges are invited to apply for membership. Mortar Board members are not only recognized as the top scholars and leaders on campus but are presented with the unique opportunity to join a diverse group of students from vastly different disciplines and interests. Nationally, Mortar Board provides career networking, fellowships, and awards.

Garnet Key Honor Society of the Panama City campus, founded in 1986, recognizes students primarily for service and scholarship, but also for spirit and leadership. Activities are generally service projects and functions for the Panama City campus. Applicants must have completed fifteen semester hours at that campus with a GPA of 3.5 or higher.

The Hispanic Honor Society was formed in the Fall term of 1992 to recognize academic excellence among students of Hispanic heritage and those interested in Hispanic/Latino culture. It is a multicultural, scholastic/leadership society that promotes participation in and collaboration with other campus organizations, honors societies, and service organizations that serve the Tallahassee community. Membership into the Hispanic Honor Society shall be granted to those sophomores, juniors, seniors, and transfer students who have attained a 3.3 GPA or above and who have fulfilled the event requirements for two consecutive semesters. Letters of invitation will be sent out to eligible students during the Fall semester of each academic year. To become a member of this organization, contact Undergraduate Studies Dean's Office, *(850) 644-2740*.

Garnet and Gold Key, founded in 1924, is the oldest leadership honorary society on the FSU campus. The society was formed to recognize the spirit of service, leadership, and loyalty. The society's annual activities now include Torch Night, which recognizes the top one hundred incoming freshmen and the conferral of The Ross Oglesby Award, given to one outstanding faculty or staff member who has dedicated ten years of service to the University, its students, and various community service projects. Juniors and seniors are able to apply twice a year for membership. Membership is granted on the basis of outstanding academic achievement and a diversified leadership experience. For more information please visit **https://nolecentral.dsa.fsu.edu/organization/GGK** or e-mail **cfilar@fsu.edu**.

Other Societies

Phi Theta Kappa is the international honor society of two-year colleges. Florida State University's alumni chapter offers former active members the opportunity to remain affiliated after they transfer. Phi Theta Kappa was founded in 1918; the University has had an alumni chapter since 1982.

Discipline-Specific Academic Honor Societies

COLLEGE OF ARTS & SCIENCES

The Department of Biological Science sponsors Beta Beta Beta, a national honorary and professional fraternity dedicated to improving the understanding and appreciation of biology students and extending boundaries of human knowledge through scientific research. Tri-Beta promotes undergraduate research in biology through publishing its undergraduate-only journal, Bios; holding meetings at which undergraduate research papers are presented in the style of graduate meetings; and awarding competitive research stipends to support undergraduate research and publication. New members (any major) are invited twice a year to join the Sigma Tau Chapter at FSU. To qualify, new members must have completed three courses in Biological Science and maintain a science GPA of 3.0. For additional information, visit **https://tri-beta.neuro.fsu.edu/**, or e-mail professor Debra Ann Fadool, **dfadool@bio.fsu.edu**, for access to announcements or Facebook.

The honors organization of the Department of Classics is Eta Sigma Phi, founded in 1924 to promote the study and appreciation of classical languages and literature. The University chapter, organized in 1926, is the oldest active chapter in the United States. The chapter arranges lectures, poetry readings, translation contests in Greek and Latin, and tours. New members are invited twice a year, based on a “B” or above average in Greek and Latin courses. For further information, contact **jhclark@fsu.edu** or visit **https://www.etasigmaphi.org/**.

The Department of Computer Science sponsors a chapter of Upsilon Pi Epsilon, the honor society for the computing sciences. The society is student-run and works closely with the local student chapter of the Association for Computing Machinery (ACM). Both undergraduate computer science majors and graduate students in computer science are eligible for election to membership. For full details on the current UPE membership requirements, please visit **https://upe.acm.org/membership/**. For comprehensive information about UPE, visit **http://upe.acm.org/** or contact Dr. D. Gaitros, **dgaitros@fsu.edu**.

The Department of English sponsors a chapter of the Sigma Tau Delta literary honor society. The society is open to majors and minors in English and Modern Languages and Linguistics who have completed sixty semester hours or more with GPAs of 3.0 and higher. The society is student-run, and activities change with student interests. Recent activities have included book sales, forums on applying to graduate and law schools, marathon readings of favorite texts, publication of a literary journal, and an annual poetry and fiction contest for Leon County middle schools. Interested students should submit an application and $40.00 fee to the Associate Chairperson for Undergraduate Studies in English.

The Department of History boasts the fourth chapter in the nation (founded in 1926) of Phi Alpha Theta, an honor and professional society dedicated to promoting the study of history. The chapter sponsors speakers, seminars, and publications. Students, who need not be history majors, may apply for membership twice a year. Undergraduates need twelve semester hours in history with a 3.2 GPA and a 3.0 overall GPA. Graduate students need twelve semester hours in history and a 3.5 overall GPA.

The honors society of the Department of Mathematics is Pi Mu Epsilon, founded nationally in 1914 and at Florida State University in 1956. Members are selected by invitation, based on national standards for mathematics credits and GPA, and overall GPA. Both undergraduate and graduate students are admitted. These exemplary students also participate in mathematics competitions and the department's three student organizations, the Florida State Mathematical Society, the Florida State Student Actuarial Society, and the student-led Graduate Student Seminar. For more information, e-mail **advisor@math.fsu.edu**.

Chi Epsilon Pi is the honor society for outstanding meteorology students in the Department of Earth, Ocean, and Atmospheric Science. The Florida State University chapter has existed since 1966. In order to be eligible for membership, graduate students must have at least nine semester hours of approved graduate level EOAS courses while in graduate status, a 3.5 or better GPA in all meteorology coursework, and overall GPA of 3.25 or greater. Undergraduate students are eligible upon completion of at least seventeen graded semester hours of meteorology coursework at the 2000 level or higher,

and must have at least a 3.5 GPA in this meteorology coursework, a 3.25 or greater GPA overall from the period starting with the first semester as a junior and ending with the last complete semester, and at least one year in the Meteorology program. Other criteria exist for non-degree students. Students are inducted each Spring.

The Department of Modern Languages and Linguistics has five honor societies, each with a different language of focus:

French. Pi Delta Phi has long been established at Florida State University and inducts major and minor students on the undergraduate and graduate levels. Prospective undergraduate members must have a 3.0 GPA overall and in French classes, with at least one French class on the 3000-level and sophomore standing. Undergraduate students do not need to be French or French Studies majors or minors to be nominated for regular membership. Graduate students must have a 3.0 GPA in French as well as an overall GPA of 3.0, and must have completed one semester of graduate work in French. For more information, contact Dr. V. Osborn, *(850) 644-8601*, **vosborn@fsu.edu**.

German. Delta Phi Alpha is the national honor society for students of German. The chapter at Florida State University, organized in 1979, is Iota Eta. Minimum requirements include a 3.5 GPA in German and a 3.0 overall GPA, and at least three German courses above the language requirement; students may be enrolled in the third course at the time of application. One of the 3000-level courses may have the prefix GET (film or literature). Students wishing to be considered for membership should contact Dr. Christian Weber, *(850) 645-7842*, or **cweber@fsu.edu**.

Italian. The Italian Honor Society, Gamma Kappa Alpha is a nationally recognized honor society organized in 1983. The Florida State University chapter followed in 1984. Prerequisites: you must be at least a junior or have a BA with a minor or a major in Italian. You need a 3.5 GPA in Italian and a cumulative GPA of 3.0. GKA organizes Italian review sessions, fundraisers, community outreach, parties and day trips. There is a $30 membership fee. Induction into the society takes place in the Spring. For more information, contact Dr. Irene Zanini-Cordi at **izaninicordi@fsu.edu**.

Slavic (including Russian). Dobro Slovo was founded in 1926; the University has had a chapter since 1972. Each Spring, students apply, or are invited, based on two years of study of Slavic languages and related subjects with a 3.25 GPA and an overall GPA of 3.0. For more information, contact Dr. L. Wakamiya, *(850) 644-8391* or **lwakamiya@fsu.edu**.

Spanish. Sigma Delta Pi is the honor society for students in Spanish and has had a chapter at the University since 1935. Sigma Delta Pi offers students competitive opportunities to study abroad. Undergraduates must have a 3.2 GPA in Spanish. Applicants must complete nine hours of Spanish at or above the 3000-level; at least one course must be in Spanish literature or culture/civilization. Graduate students are also eligible after completion of two graduate courses in Spanish with a GPA of 3.0 or above. New members may apply annually. For more information, contact Dr. A Brandl, *(850) 644-2343*.

Sigma Pi Sigma is the national honor society for majors in the Department of Physics. The organization was founded in 1921 and the University Chapter was organized in 1954. New members are inducted once a year, chosen from among majors in the Department of Physics. To qualify, juniors must have completed a minimum of seven graded PHY, PHZ, and AST courses with a GPA of at least 3.5 in those courses. Qualifying seniors will have completed a minimum of twelve graded PHY, PHZ and AST courses with a minimum GPA of 3.25 in those courses.

The Department of Psychology fosters a chapter of Psi Chi, a national honor society founded in 1929. The University chapter, in existence since 1959, concentrates on three goals: a) providing high-impact service opportunities for members that allow them to gain career-relevant experience while serving the community; b) connecting members to the professional knowledge and advice of Psychology faculty, graduate students, alumni and other members; and c) providing opportunities for the campus community to be exposed to the knowledge of our science. Students may apply for membership twice a year. Psychology majors or minors must have completed twelve semester hours of psychology with a minimum 3.2 overall GPA and a 3.2 psychology GPA. For information, visit **https://fsupsichi.weebly.com/** or contact **psichi@psy.fsu.edu** or faculty advisor Adam Johnson at **ajohnson@psy.fsu.edu**.

COLLEGE OF BUSINESS

Beta Gamma Sigma was founded in 1913 and established at the University in 1962. Both undergraduate and graduate business students are eligible for election. New members are automatically invited in the Fall and Spring semesters; a 3.8 overall GPA is required. For more information, contact **aovenproctor@business.fsu.edu**.

Beta Alpha Psi is the national scholastic and professional organization of the Department of Accounting. Established in 1962, the University chapter recognizes outstanding academic achievement in accounting and business, promotes the study of accounting and business, provides opportunities for interaction among members and practicing business professionals, invites speakers from the profession, and undertakes campus and community service activities. Prospective undergraduate and graduate accounting, finance, and management information systems majors who intend to major in the aforementioned areas and have met grade point requirements in their majors and overall may apply for membership. New members are initiated in the Fall and Spring semesters. For more information, contact the chair of the Department of Accounting, **fheflin@fsu.edu**.

Majors in the Dedman School of Hospitality are eligible for Eta Sigma Delta, the international hospitality honor society. The society was founded in 1978 and came to the University in 1981. The local chapter emphasizes career preparation activities. Students who are hospitality majors in the junior year with a 3.0 overall GPA are invited to apply at the beginning of each semester. For more information, contact the Director of the Dedman School of Hospitality, **johlin@business.fsu.edu**.

A chapter of Sigma Iota Epsilon, a management fraternity, has been sponsored by the Department of Management since 1969. Both undergraduate and graduate students are eligible for membership and both must have a 3.2 GPA, among other requirements. For more information, contact the chair of the Department of Management.

COLLEGE OF COMMUNICATION & INFORMATION

Lambda Pi Eta, a national communication honor society, had its charter year at the college in 1989. The purposes of the society are: (1) to foster and reward outstanding scholastic achievement in communication; (2) to stimulate interest in the field of communication through community outreach and service; (3) to promote and encourage professional development among communication majors; (4) to provide an opportunity to discuss and exchange ideas in the discipline of communication; (5) to establish and maintain closer relationships and mutual understanding between communication faculty and students; and (6) to explore options for graduate education in communication. The criteria for being a member require a student to be a communication, communication science and disorders, or information technology major; to have completed at least fifteen semester hours in a communication or information technology major and sixty hours overall; and have a minimum of a 3.5 GPA overall and in the major, with no grades below "C–", no more than

one incomplete (I) on a maximum of six semester hours, and no unsatisfactory grades (U). New members are invited at the beginning of each Fall and Spring semester. For more information, contact Dr. Hall-Mills at **Shannon.Hall-Mills@fsu.edu**.

Beta Phi Mu, the Library and Information Studies International Honor Society, was founded in 1948 at the University of Illinois at Urbana-Champaign. In 1957, the Gamma Chapter of Beta Phi Mu was installed at Florida State University to recognize local scholars. Beta Phi Mu headquarters are currently housed in the School of Information, College of Communication and Information, on the Florida State University campus. Membership is by invitation and is offered to graduate students who have recently graduated from a program in Library and Information Studies. There is a minimum GPA requirement and students must be nominated by faculty; no more than twenty-five percent of a graduating class may be nominated. For more information, contact Dr. Gary Burnett, **gary.burnett@cci.fsu.edu**.

COLLEGE OF CRIMINOLOGY AND CRIMINAL JUSTICE

Alpha Phi Sigma is a nationally recognized honor society for students in criminology and criminal justice. The society recognizes academic excellence by undergraduates and graduate students.

To become a member, students must have completed one-third of the total hours required for graduation at Florida State University. The student must be recommended by the local chapter advisor or a faculty member. Undergraduates must maintain a 3.2 overall GPA and a 3.2 GPA in their major courses. Students must also rank in the top thirty-five percent of their class and have completed a minimum of four courses within the criminology and criminal justice curriculum. The society is open to students with a declared criminology and criminal justice major or minor. For more information, contact **coakley@fsu.edu**.

COLLEGE OF EDUCATION, HEALTH, & HUMAN SCIENCES

Kappa Delta Pi is an international honor society in education and has maintained a chapter at the University since 1925. Students are invited twice a year to apply. Prospective undergraduate members must have completed twelve semester hours of professional education courses and have a minimum 3.0 GPA. Prospective graduate members must have completed at least six credit hours of graduate coursework, have completed or are in the process of completing twelve semester hours of professional education courses, and have a minimum 3.25 GPA. For more information, contact Dr. A. F. Davis, *(850) 645-1739*, **afdavis@fsu.edu**.

Phi Delta Kappa has maintained a chapter at the University since 1953. The group frequently participates in national research projects in education. Students are invited or may apply once a year. Members must have obtained a baccalaureate degree and be admitted to a graduate degree program or have five years successful professional experience.

Kappa Omicron Nu was established in 1990 with the consolidation of Kappa Omicron Phi and Omicron Nu. Omicron Nu was established at the University in 1922. The local chapter is Omicron Pi Chapter. Kappa Omicron Nu recognizes and encourages excellence in scholarship, research, and leadership. Undergraduates must have sixty semester hours (at least fifteen of which were completed at Florida State University in a major within the College of Human Sciences) with a minimum FSU GPA of 3.3. Graduate students must have at least twelve semester hours that were completed at Florida State University in a major within the College of Human Sciences with a minimum FSU GPA of 3.5. New members are initiated at least once a year.

The Glenn Society was established in 2004 and named in honor of Hortense Glenn, who served as Dean of the College of Human Sciences from 1958 to 1972. The purpose of this honor society is to recognize students who have exhibited outstanding leadership and service while maintaining a high level of academic achievement. Each year no more than one percent of the student body of the College of Human Sciences is selected for membership. Undergraduate students are required to have completed ninety or more semester hours (at least thirty hours at Florida State University and twenty since declaring a major in the College of Human Sciences), a minimum FSU GPA of 3.3 and evidence of leadership and service. Graduate students at the MS level must have completed at least two semesters of coursework as a major in the college and PhD students are required to have completed at least four semesters in the college. For graduate students, a minimum FSU GPA of 3.8 is required in addition to evidence of leadership and service. New members are inducted once per year, in the Spring semester.

Iota Tau Alpha is an honorary society in the Department of Nutrition, Food and Exercise Sciences. It was established in 2004 at Troy University, and the Alpha Chi chapter, now the largest in the nation, was organized at The Florida State University in 2009. The objective of the Society is to foster a high standard of ethics and professional practices and to create a spirit of loyalty and fellowship, specifically for those students in Athletic Training. To be considered for membership, undergraduate students must be in the major of Athletic Training, have completed at least one term of their second year of a four year curriculum, have completed at least three term courses in Athletic Training with an average grade of “B” or better, and be in good academic standing—with at least a 3.5 cumulative college GPA or in the top thirty-five percent of their class. The Alpha Chi chapter also uniquely requires that each initiated member participate in at least one research study conducted within the College of Human Sciences. Initiation is held at the beginning of each Spring semester, with 2010 marking the first initiated class at FSU.

COLLEGE OF ENGINEERING

The Civil Engineering Honor Society is an organization dedicated to recognizing and promoting academic excellence within the civil engineering major. While in the process for recognition as a chapter of Chi Epsilon, the national civil engineering honor program, CEHS, provides service opportunities such as tutoring, event help at the College of Engineering, and social activities. CEHS also gives top civil engineering students an exclusive means to serve other students, the College of Engineering, and Tallahassee at large. Potential members are selected from the upper one-third of civil engineering juniors and seniors.

The Tau Beta Pi engineering honor society was founded in 1885 at Lehigh University and is the oldest engineering honor society in the United States. The society was founded “to mark in a fitting manner those who have conferred honor upon their alma mater by distinguished scholarship and exemplary character as undergraduates in the field of engineering.” The society now exceeds two hundred and thirty active chapters across the country. The FAMU-FSU College of Engineering chapter of Tau Beta Pi, Florida Eta, was installed on February 29th, 1992. New members are selected based on scholarship (upper one-fifth of engineering seniors and upper one-eighth of engineering juniors), character, and integrity.

The Pi Tau Sigma international mechanical engineering honor society was founded in 1915 at the University of Illinois. The society recognizes students who show sound engineering ability, high scholarship (upper thirty-five percent of juniors and upper twenty-five percent of seniors), personality, and probable

future success in the field of Mechanical Engineering. The FAMU-FSU College of Engineering chapter, Alpha Iota, was founded April 16th, 1994. The Alpha Iota chapter supports the Mechanical Engineering department through community outreach, undergraduate mentoring, tutoring, and social activities.

IEEE-HKN is the international honor society for electrical and computer engineering, which grew from the national honor society Eta Kappa Nu (HKN), that was founded at the University of Illinois. On April 9th, 2009, the Lambda Delta Chapter of Eta Kappa Nu was chartered at the FAMU-FSU College of Engineering. Student members are selected based on scholarship, character, and attitude. New members must be in the upper one-third of electrical and computer engineering seniors or upper one-fourth of electrical and computer engineering juniors.

Founded in 1949 and chartered at FSU in 1995, the Alpha Pi Mu industrial engineering honor society confers recognition upon students of industrial and manufacturing engineering who have shown exceptional academic interest and abilities in their field, encourages the advancement and quality of industrial and manufacturing engineering education, and unifies the student body of the Industrial and Manufacturing Engineering Department in presenting its needs and ideals to the faculty. Candidates are selected from outstanding members of junior, senior, and graduate classes in industrial engineering. New members must be in the upper one-third for the senior industrial engineering students or in the upper one-fifth of the junior industrial engineering student

COLLEGE OF LAW

The Order of the Coif was founded in 1902 and came to the University in 1979. New members are invited once a year from the top ten percent of the graduating class.

COLLEGE OF MEDICINE

Alpha Epsilon Delta is the Pre-Health Professional honor society. This society welcomes members who are planning careers in medicine, podiatry, dentistry, veterinary medicine, optometry, pharmacy, or other medical fields. To become a national member, students must be in the second semester of their sophomore year and have an overall and a science GPA of 3.2. Freshmen and sophomores are encouraged to participate in activities of the society. The Florida-Beta chapter at Florida State University was founded in 1946 and is one of the oldest chapters in the Southeast. The society invites speakers who represent the health professions, plan trips to area professional schools, and participates in community service. For additional information, call *(850) 644-7678* or e-mail Rob Borger, **rob.borger@med.fsu.edu**.

COLLEGE OF MUSIC

Pi Kappa Lambda is an honor society dedicated to fostering scholarly interest in the theoretical and historical aspects of music and to the pursuit of eminent achievement in performance, composition, music education, music therapy, and research. Pi Kappa Lambda was founded in 1918 and established the Phi Chapter at the University in 1943. New members are chosen once a year based on scholarly achievement and musicianship. Juniors must be in the top ten percent of the class; seniors, in the top twenty percent; graduate students must have an "A" in at least two-thirds of their courses.

COLLEGE OF NURSING

Sigma Theta Tau International, the scholastic honor society of nursing, was established in 1922. The University chapter, Beta Pi, was chartered in 1974. The society's vision is to create a global community of nurses who lead by using knowledge, scholarship, and service to improve the health of the world's people. Student candidates shall have demonstrated superior academic achievement, academic integrity and professional leadership potential. Undergraduate nursing students are eligible for consideration once they have completed one-half of the nursing program and must rank in the upper thirty-five percent of their class, with a minimum overall GPA of 3.0. Graduate students are eligible for consideration once they have completed one-fourth of the graduate nursing program, provided they have an overall GPA of 3.5 or better.

COLLEGE OF SOCIAL SCIENCES & PUBLIC POLICY

Pi Gamma Mu is open to students in anthropology, Asian studies, criminology, economics, geography, history, international affairs, political science, psychology, public administration, Russian and East European studies, social science, social work, sociology, and urban and regional planning. The University chapter was founded in 1975. Students must have a minimum of twenty semester hours in the above subjects with at least a 3.0 GPA and no social science grade of "F", and (except for graduate students,) must be in the upper thirty-five percent of their classes. Prospective members are also expected to have extracurricular activities related to the social sciences. For more information, contact Dr. Crew, 211 Bellamy, *(850) 644-4418*, or **rcrew@fsu.edu**.

Gamma Theta Upsilon is the honor society in the Department of Geography. The society was founded in 1931 and came to the University in the mid-1950s. The local chapter organizes lectures and field trips. Both undergraduate and graduate students are eligible, and invitations go out twice a year. A student must have a 3.0 overall GPA, must have a "B" in geography in at least three courses, and must have completed at least three semesters of college coursework. For more information, contact Dr. V. Mesev, **vmesev@fsu.edu**, or *(850) 644-1706*.

The honor society of the Department of Political Science is Pi Sigma Alpha. The society was founded in 1920 and a chapter was established at the University in 1954. Undergraduate and graduate students may apply if they have at least twelve semester hours in political science (including public administration) with a 3.2 GPA and a 3.0 overall GPA.

Pi Alpha Alpha is the national honor society for the field of Public Administration. New members are invited semi-annually based on a 3.75 graduate GPA or better and a minimum of twenty-one completed semester hours, both in their degree program.

The honor society for the Department of Sociology is Alpha Kappa Delta. The aim of the University chapter, Alpha, is to stimulate scholarship and maintain a fellowship for students, both at the graduate and undergraduate levels. Requirements for undergraduates include the following: junior or senior classification, a minimum of twelve semester hours of sociology courses completed, a minimum overall GPA of 3.0, and a minimum 3.0 GPA in sociology courses. Graduate students must have completed at least one semester of graduate work with at least a 3.0 GPA. For more information, contact the Department of Sociology.

COLLEGE OF SOCIAL WORK

The College of Social Work was the national founding chapter of Phi Alpha honor society. Phi Alpha fosters high standards of achievement for students and promotes humanitarian ideals through community service. Applications are taken twice a year. Undergraduates must have an overall GPA of 3.0, with a 3.25 GPA in at least nine semester hours of social work courses. Graduate students must have a 3.5 overall GPA with nine semester hours completed in

social work.

The College of Social Work also sponsors the FSU chapter of Sigma Phi Omega, the national academic honor and professional society in gerontology. Sigma Phi Omega was established to recognize excellence of those who study gerontology and aging and the outstanding service of professionals who work with or on behalf of older persons. Membership is open to undergraduate and graduate students who are majoring or minoring in gerontology/aging studies and related fields and who are in at least their second term of enrollment. Undergraduates must have a grade point average of at least 3.3 on a 4.0 scale, and graduate students must have at least a 3.5 GPA to be eligible for membership. Faculty, alumni, professional, and honorary memberships are also available.

Florida's Statewide Course Numbering System

Courses in this *General Bulletin* are identified by prefixes and numbers that were assigned by **Florida's Statewide Course Numbering System (SCNS)**. This numbering system is used by all public postsecondary institutions in Florida and by participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online SCNS to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is available on the SCNS Website, at **https://flscns.fldoe.org/**.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to the type of institution and discipline field or specialization.

Course Prefixes and Numbers

The course prefix and each digit in the course number have a meaning in the SCNS. The listing of prefixes and associated courses is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

The course number is a four-digit designator for the course level (first digit), century (second digit), decade (third digit), and unit (last digit). In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course that has the same prefix and course number but meets at a different time or place.

Example of Course Identifier

For example, a freshman composition skills course is offered by eighty-four different public and non-public postsecondary institutions. Each institution uses "ENC_101" to identify its freshman composition skills course.

Prefix	Level Code	Century Digit	Decade Digit	Unit Digit	Lab Code
	(first digit)	(second digit)	(third digit)	(fourth digit)	
ENC	1	1	0	1	
In the SCNS taxonomy, "ENC" means "English Composition"	Represents the year in which students normally take the course at a specific institution, Freshman in this case	Freshman Composition	Freshman Composition Skills	Freshman Composition Skills I	No laboratory component in this course

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in "Exception to the General Rule for Equivalency."

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions.

For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101.

Note: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on semester-term systems. For example, 4.0 quarter hours often transfers as 2.67 semester hours.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United

States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been accepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

1. Courses not offered by the receiving institution
2. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
3. Courses in the _900–999 series are not automatically transferable and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations
4. Applied academics for adult education courses
5. Graduate courses
6. Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from _900–999
7. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.).

Courses at Non-Regionally Accredited Institutions

The SCNS makes available on its home page (**https://flscns.fldoe.org/**) a report entitled "Courses at Non-Regionally Accredited Institutions" that contains a comprehensive listing of all non-public institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date. This report is updated monthly.

SCNS Contact Information

Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to Andrea White in the *Office of Faculty Development and Advancement* or the *Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, FL 32399-0400.*

Special reports and technical information may be requested by calling the *Statewide Course Numbering System* office at *(850) 245-0427* or at **https://flscns.fldoe.org/**.

Course Prefixes, Definitions, and Locations

HOW TO FIND A COURSE

The course subjects below are listed alphabetically by prefix, followed by the complete subject name in the **Definition** column. The **Program(s)** column lists the school/department/program offering the subject. Full course listings including title, description, and credit hours can be found in the corresponding **Academic Departments and Programs** sections of the *General Bulletin.*

COURSE SUBJECTS

Prefix	Definition	Program(s)
ABT	Arabic Culture in Translation or Translation Skills	Modern Languages and Linguistics
ACG	Accounting: General	Accounting
ADE	Adult Education	Educational Leadership and Policy Studies
ADV	Advertising	Communication Corporate Communication Professional Communication
AFA	African-American Studies	African-American Studies
AFH	African History	History
AFR	Aerospace Studies	Aerospace Studies
AMH	American History	History
AML	American Literature	English
ANG	Anthropology: Graduate	Anthropology
ANT	Anthropology	Anthropology
APK	Applied Kinesiology	Education Psychology and Learning Systems Nutrition and Integrative Physiology Sport Management
ARA	Arabic Language	Modern Languages and Linguistics

ARE	Art Education	Art Art Education
ARH	Art History	Art Art History Classics
ART	Art	Art
ASH	Asian History	Asian Studies Classics History
ASL	American Sign Language	Communication Science and Disorders
ASN	Asian Studies	Asian Studies
AST	Astronomy	Physics
ATR	Athletic Training	Nutrition and Integrative Physiology
BCH	Biochemistry (Biophysics)	Biological Science Biomedical Sciences Chemistry and Biochemistry
BME	Biomedical Engineering	Chemical and Biomedical Engineering
BMS	Basic Medical Sciences	Biomedical Sciences Medicine
BOT	Botany	Biological Science
BSC	Biological Sciences	Biological Science Biomedical Sciences
BUL	Business Law	Risk Management/Insurance, Real Estate and Legal Studies
CAP	Computer Applications	Computer Science Scientific Computing
CBH	Comparative Psychology and Animal Behavior	Psychology
CCE	Civil Construction Engineering	Civil and Environmental Engineering
CCJ	Criminology and Criminal Justice	Criminology and Criminal Justice Public Safety and Security
CDA	Computer Design/Architecture	Computer Science Criminology and Criminal Justice
CEG	Civil Geotechnical Engineering	Civil and Environmental Engineering
CEN	Computer Software Engineering	Computer Science
CES	Civil Engineering Structures	Civil and Environmental Engineering
CGN	Civil Engineering	Civil and Environmental Engineering
CGS	Computer General Studies	Accounting Computer Science Educational Leadership and Policy Studies Information Teacher Education
CHD	Child Development	Family and Child Sciences
CHI	Chinese	Modern Languages and Linguistics
CHM	Chemistry	Biomedical Sciences Chemistry and Biochemistry
CHT	Chinese Culture in Translation or Translation Skills	Modern Languages and Linguistics
CIS	Computer Science and Information Systems	Computer Science Criminology and Criminal Justice
CJC	Corrections	Criminology and Criminal Justice Public Safety and Security
CJE	Law Enforcement	Criminology and Criminal Justice Public Safety and Security
CJJ	Juvenile Justice	Criminology and Criminal Justice Public Safety and Security
CJL	Law and Process	Criminology and Criminal Justice Public Safety and Security
CLA	Classical and Ancient Studies	Classics History
CLP	Clinical Psychology	Biomedical Sciences Psychology
CLT	Classical Culture in Translation or Translation Skills	Classics
CNT	Computer Networks	Computer Science Criminology and Criminal Justice

COA	Consumer Affairs	Retail, Merchandising and Product Development
COM	Communication	Communication Corporate Communication Molecular Biophysics Professional Communication
COP	Computer Programming	Business Analytics, Information Systems and Supply Chain Computer Science Criminology and Criminal Justice Information
COT	Computing Theory	Computer Science
CPO	Comparative Politics	Political Science Public Safety and Security
CPS	Comparative Policy Studies (Multinational)	Social Science
CRW	Creative Writing	English Professional Communication
CTE	Clothing and Textiles	Retail, Merchandising and Product Development
CWR	Civil Water Resources	Civil and Environmental Engineering
DAA	Dance, Emphasis on Activity	Dance
DAE	Dance Education	Dance
DAN	Dance	Dance
DEM	Demography	Sociology
DEP	Developmental Psychology	Biomedical Sciences Educational Psychology and Learning Systems Psychology
DIE	Dietetics	Nutrition and Integrative Physiology
DIG	Digital Media	Art Scientific Computing
DSC	Domestic Security	Public Safety and Security
EAB	Experimental Analysis of Behavior	Biomedical Sciences Psychology
EAP	English as a Second Language for Academic Purposes	Teacher Education
EAS	Aerospace Engineering	Mechanical Engineering
EBD	Education: Emotional/Behavioral Disorders	Teacher Education
ECH	Engineering: Chemical	Chemical and Biomedical Engineering
ECO	Economics	Economics
ECP	Economic Problems and Policy	Economics Finance
ECS	Economic Systems and Development	Economics
ECT	Education: Career/Technical	Educational Leadership and Policy Studies
EDA	Educational Administration	Educational Leadership and Policy Studies
EDE	Education: Elementary	Teacher Education
EDF	Education: Foundations and Policy Studies	Educational Leadership and Policy Studies Educational Psychology and Learning Systems Teacher Education
EDG	Education: General	Educational Leadership and Policy Studies Educational Psychology and Learning Systems Teacher Education
EDH	Education: Higher	Educational Leadership and Policy Studies
EDM	Education: Middle School	Teacher Education
EDP	Educational Psychology	Educational Psychology and Learning Systems
EDS	Education Supervision	Teacher Education
EEC	Education: Early Childhood	Teacher Education
EEE	Engineering: Electrical and Electronic	Electrical and Computer Engineering
EEL	Engineering: Electrical	Electrical and Computer Engineering
EES	Environmental Engineering Science	Civil and Environmental Engineering
EEX	Education: Exceptional Child-Core Competencies	Biomedical Sciences Teacher Education
EGI	Education: Gifted	Educational Psychology and Learning
EGM	Engineering Science	Civil and Environmental Engineering Mechanical Engineering

EGN	Engineering: General	Civil and Environmental Engineering Industrial and Manufacturing Engineering Mechanical Engineering Statistics
EGS	Engineering: Support	Chemical and Biomedical Engineering
EIN	Industrial Engineering	Industrial and Manufacturing Engineering
ELD	Education: Specific Learning Disabilities	Teacher Education
EMA	Materials Engineering	Industrial and Manufacturing Engineering Mechanical Engineering
EME	Education: Technology and Media	Educational Leadership and Policy Studies Educational Psychology and Learning Systems Teacher Education
EML	Engineering: Mechanical	Mechanical Engineering
EMR	Education: Mental Retardation	Teacher Education
ENC	English Composition	English Geography Molecular Biophysics
ENG	English: General	English
ENL	English Literature	English
ENT	Entrepreneurship	Biomedical Sciences Medicine
ENV	Engineering: Environmental	Civil and Environmental Engineering
EOC	Ocean Engineering	Earth, Ocean, and Atmospheric Science
ESC	Earth Science	Earth, Ocean, and Atmospheric Science
ESI	Industrial/Systems Engineering	Industrial and Manufacturing Engineering
EUH	European History	Classics History
EUS	European Studies	Russian and East European Studies
EVI	Education: Visually Impaired-Blind	Teacher Education
EVR	Environmental Studies	Earth, Ocean, and Atmospheric Science Geography
EXP	Experimental Psychology	Psychology
FAD	Family Development	Human Development and Family Science
FIL	Film	Communication Motion Picture Arts
FIN	Finance	Finance
FLE	Foreign Language Education	Classics Teacher Education
FOL	Foreign Languages	Modern Languages and Linguistics
FOS	Food Science	Nutrition and Integrative Physiology
FOT	Foreign Languages (In Translation)	Modern Languages and Linguistics
FOW	Foreign Languages, Comparative Literature (Writings)	Modern Languages and Linguistics
FRE	French Language	Modern Languages and Linguistics
FRT	French Culture in Translation or Translation Skills	Modern Languages and Linguistics
FRW	French Literature (Writings)	Modern Languages and Linguistics
FSS	Food Service Systems	Nutrition and Integrative Physiology
GEA	Geography: Regional Areas	Geography
GEB	General Business	Accounting Business Analytics, Information Systems and Supply Chain Finance Management Marketing
GEO	Geography: Systematic	Biomedical Sciences Geography
GER	German	Modern Languages and Linguistics
GET	German Culture in Translation or Translation Skills	Modern Languages and Linguistics
GEW	German Literature (Writings)	Modern Languages and Linguistics
GFD	Geophysical Fluid Dynamics	Scientific Computing
GIS	Geography: Information Science	Geography
GLY	Geology	Earth, Ocean, and Atmospheric Science

GMS	Graduate Medical Sciences	Biomedical Sciences Medicine
GRA	Graphic Arts	Art
GRE	Classical Greek (Language Study)	Classics
GRW	Classical Greek Literature (Writings)	Classics Religion
HBR	Modern Hebrew Language	Modern Languages and Linguistics Religion
HEE	Home Economics Education	Human Development and Family Science
HFT	Hospitality Management	Hospitality
HIS	General History and Historiography	History
HMG	Hospitality Management: Graduate	Hospitality
HOE	Home Economics: General	Human Development and Family Science
HPS	History and Philosophy of Science	History and Philosophy of Science Religion
HSC	Health Sciences	Biomedical Sciences Nutrition and Integrative Physiology Public Health Social Science
HUM	Humanities	Humanities Modern Languages and Linguistics
HUN	Human Nutrition	Nutrition and Integrative Physiology
IDC	Interdisciplinary Computing	Information
IDH	Interdisciplinary Honors	Educational Psychology and Learning Systems
IDS	Interdisciplinary Studies	Art Art History Anthropology Biological Science Classics Communication Communication Science and Disorders Criminology and Criminal Justice Dance Earth, Ocean, and Atmospheric Science Economics Educational Psychology and Learning Systems English Human Development and Family Science Geography History History and Philosophy of Science Humanities Information International Affairs Management Medicine Modern Languages and Linguistics Motion Picture Arts Music Philosophy Political Science Professional Communication Psychology Religion Social Science Sociology Sport Management Statistics Teacher Education Theatre
IHS	Interdisciplinary Health Sciences	Biomedical Sciences Medicine
IND	Interior Design	Interior Architecture and Design
INP	Industrial and Applied Psychology	Psychology

INR	International Relations	International Affairs Political Science
INS	International Studies	International Affairs
ISC	Interdisciplinary Sciences	Biological Science Chemistry and Biochemistry Computer Science Earth, Ocean, and Atmospheric Science Materials Science and Engineering Psychology Public Safety and Security Science Teaching Scientific Computing
ISM	Information Systems Management	Business Analytics, Information Systems and Supply Chain
ISS	Interdisciplinary Social Sciences	Biomedical Sciences Social Science
ITA	Italian Language	Modern Languages and Linguistics
ITT	Italian Culture in Translation or Translation Skills	Modern Languages and Linguistics
ITW	Italian Literature (Writings)	Modern Languages and Linguistics
JPN	Japanese	Modern Languages and Linguistics
JPT	Japanese Culture in Translation or Translation Skills	Modern Languages and Linguistics
JPW	Japanese Literature (Writings)	Modern Languages and Linguistics
LAE	Language Arts and English Education	English Teacher Education
LAH	Latin American History	History
LAS	Latin American Studies	Latin American and Caribbean Studies
LAT	Latin (Language Study)	Classics
LAW	Law	Law
LDR	Leadership Studies	Educational Leadership and Policy Studies
LEI	Leisure	Event Management Recreation, Tourism and Events
LIN	Linguistics	Anthropology Communication Science and Disorders English Modern Languages and Linguistics Teacher Education
LIS	Library and Information Studies	Biomedical Sciences Information Teacher Education
LIT	Literature	English
LNW	Latin Literature (Writings)	Classics
MAA	Mathematics: Analysis	Mathematics
MAC	Mathematics: Calculus and Pre-calculus	Mathematics
MAD	Mathematics: Discrete	Mathematics Scientific Computing
MAE	Mathematics Education	Mathematics Teacher Education
MAN	Management	Business Analytics, Information Systems and Supply Chain Finance Management Marketing
MAP	Mathematics Applied	Earth, Ocean, and Atmosphere Science Mathematics Scientific Computing
MAR	Marketing	Business Analytics, Information Systems and Supply Chain Marketing
MAS	Mathematics: Algebraic Structures	Mathematics
MAT	Mathematics	Mathematics
MCB	Microbiology	Biological Science
MDE	Medical Electives	Medicine
MDU	Undergraduate Medicine Courses	Biomedical Sciences
MET	Meteorology	Earth, Ocean, and Atmospheric Science
MGF	Mathematics: General and Finite	Mathematics

MHF	Mathematics: History and Foundations	Mathematics
MHS	Mental Health Services	Educational Leadership and Policy Studies Educational Psychology and Learning Systems Teacher Education
MMC	Mass Media Communication	Communication Corporate Communication Professional Communication
MOB	Molecular Biophysics	Molecular Biophysics
MSL	Military Science and Leadership	Military Science
MTG	Mathematics: Topology and Geometry	Mathematics
MUC	Music: Composition	Music
MUE	Music Education	Music
MUG	Music: Conducting	Music
MUH	Music: History/Musicology	Music
MUL	Music Literature	Music
MUM	Music: Commercial/Management/Administration	Music
MUN	Music Ensembles	Music
MUO	Music: Opera/Musical Theatre	Music
MUR	Music: Church	Music
MUS	Music	Music
MUT	Music: Theory	Music
MUY	Music: Therapy	Music
MVB	Applied Music: Brasses	Music
MVH	Historical Instruments	Music
MVJ	Applied Music: Jazz	Music
MVK	Applied Music: Keyboard	Music
MVO	Applied Music: Other	Music
MVP	Applied Music: Percussion	Music
MVS	Applied Music: Strings	Music
MVV	Applied Music: Voice	Music
MVW	Applied Music: Woodwinds	Music
NGR	Nursing: Graduate	Nurse Anesthesia Nursing
NSG	Nursing	Nursing
NSP	Nursing: Special	Nursing
NUR	Nursing: Generic Undergraduate	Biomedical Sciences Nursing
OCB	Biological Oceanography	Earth, Ocean, and Atmospheric Science
OCC	Chemical Oceanography	Earth, Ocean, and Atmospheric Science
OCE	General Oceanography	Earth, Ocean, and Atmospheric Science
OCG	Geological Oceanography	Earth, Ocean, and Atmospheric Science
OCP	Physical Oceanography	Earth, Ocean, and Atmospheric Science Mathematics
ORI	Oral Interpretation	Communication
PAD	Public Administration	Public Administration and Policy
PAS	Physician Assistant	Medicine
PAX	Peace Studies	International Affairs
PCB	Process Biology (Cell/Molecular/Ecology/Genetics/ Physiology)	Biological Science Psychology
PCO	Psychology for Counseling	Educational Psychology and Learning Systems
PEL	Physical Education Activities (General): Object Centered, Land	Sport Management
PEM	Physical Education Activities (General): Performance Centered, Land	Sport Management
PEN	Physical Education Activities (General): Water, Snow, Ice	Earth, Ocean, and Atmospheric Science Sport Management
PEO	Physical Education Activities (Professional): Object Centered, Land	Sport Management
PEP	Physical Education Activities (Professional): Performance Centered, Land	Sport Management

PET	Physical Education Theory	Educational Psychology and Learning Systems Nutrition and Integrative Physiology Sport Management
PGY	Photography	Art
PHC	Public Health Concentration	Public Health Social Science
PHH	Philosophy, History of	Philosophy
PHI	Philosophy	Philosophy Religion
PHM	Philosophy of Man and Society	Philosophy Political Science
PHP	Philosophers and Schools	Philosophy
PHY	Physics	Biomedical Sciences Chemical Physics Physics
PHZ	Physics: Continued	Physics
POR	Portuguese Language	Modern Languages and Linguistics
POS	Political Science	Political Science Public Administration and Policy
POT	Political Theory	Political Science
POW	Portuguese Literature (Writings)	Modern Languages and Linguistics
PPE	Personality	Psychology
PRO	Prosthetics/Orthotics	Industrial and Manufacturing Engineering
PRT	Portuguese Culture in Translation or Translation Skills	Modern Languages and Linguistics
PSB	Psychobiology	Biological Science Educational Psychology and Learning Systems Psychology
PSC	Physical Sciences	Chemistry and Biochemistry Physics
PSY	Psychology	Psychology
PUP	Public Policy	Biomedical Sciences Political Science
PUR	Public Relations	Communication
QMB	Quantitative Methods in Business	Business Analytics, Information Systems and Supply Chain Finance Marketing Statistics
RCS	Rehabilitation Counseling Services	Educational Psychology and Learning Systems
REA	Reading	English
RED	Reading Education	Teacher Education
REE	Real Estate	Risk Management/Insurance, Real Estate and Legal Studies
REL	Religion: Undergraduate	Religion
RLG	Religion: Graduate	Religion
RMI	Risk Management and Insurance	Risk Management/Insurance, Real Estate and Legal Studies
RTV	Radio: Television	Communication Corporate Communication Professional Communication
RUS	Russian Language	Modern Languages and Linguistics
RUT	Russian Culture in Translation or Translation Skills	Modern Languages and Linguistics
RUW	Russian Literature (Writings)	Modern Languages and Linguistics
SCC	Security	Criminology and Criminal Justice
SCE	Science Education	Biological Science Chemistry and Biochemistry Earth, Ocean, and Atmospheric Science Teacher Education
SDS	Student Development Services	Educational Leadership and Policy Studies Educational Psychology and Learning Systems
SEC	Serbo-Croatian Language	Modern Languages and Linguistics
SED	Speech Education	Communication

SLL	Slavic Languages	History Modern Languages and Linguistics
SLS	Student Life Skills (Learning)	Educational Psychology and Learning Systems
SMT	Science or Mathematics Teaching	Teacher Education
SOP	Social Psychology	Psychology
SOW	Social Work	Biomedical Sciences Educational Psychology Social Work
SPA	Speech Pathology and Audiology	Biomedical Sciences Communication Science and Disorders
SPC	Speech Communication	Art History Biomedical Sciences Communication Corporate Communication Professional Communication
SPM	Sports Management	Sport Management
SPN	Spanish Language	Biomedical Sciences Modern Languages and Linguistics
SPS	School Psychology	Educational Psychology and Learning Systems
SPT	Spanish Culture in Translation or Translation Skills	Modern Languages and Linguistics
SPW	Spanish Literature (Writings)	Modern Languages and Linguistics
SRK	Sanskrit Language	Religion
SSE	Social Studies Education	Teacher Education
STA	Statistics	Statistics
SYA	Sociological Analysis	Sociology
SYD	Sociology of Demography/Area Studies/Sociological Minorities	Sociology
SYG	Sociology: General	Sociology
SYO	Social Organization	Biomedical Sciences Sociology
SYP	Social Processes	Biomedical Sciences Educational Psychology and Learning Systems Sociology
TAX	Taxation	Accounting
THE	Theatre Studies and General Resources	Theatre
TPA	Theatre Production and Administration	Theatre
TPP	Theatre Performance and Performance Training	Theatre
TSL	Teaching English as a Second Language	Teacher Education
TTE	Transportation Engineering	Civil and Environmental Engineering
TUT	Turkish Culture in Translation or Translation Skills	Modern Languages and Linguistics
URP	Urban and Regional Planning	Biomedical Sciences Urban and Regional Planning
URS	Urban and Regional Studies	Urban and Regional Planning
VIC	Visual Communication	Communication
WOH	World History	History
WST	Women's Studies	Women's Studies
ZOO	Zoology	Biological Science

University-Wide Standards for Undergraduate Teaching Assistants at Florida State University

These University-wide standards are for an undergraduate student assuming one of the various instructional roles. These expectations are the minimum criteria, and departments may adopt additional or more stringent standards. Programs that do not use undergraduate students in instructional roles would not be affected by this policy. The established standards apply to all undergraduate teaching assistants, whether paid or working in a credit-earning capacity, in course instruction or aid. Note: Students who function in these roles who are not hired or receiving credit will still be held to role requirements.

The companion policy, University-wide Standards for Graduate Teaching Assistants at Florida State University, details the policies that apply to the use of graduate students as teaching assistants.

General

Administrative responsibility for the teaching assignment rests within the department or program in which the student is employed as an undergraduate teaching assistant (UGTA). Each department is responsible for:

- providing orientation, supervision, and evaluation of its UGTAs.
- assigning a faculty member to work closely with the individual undergraduate student to supervise and assist them in carrying out teaching responsibilities.

There should be a departmental orientation for UGTAs prior to their beginning any teaching responsibilities. Departments must also ensure that all UGTAs receive their required training on sexual harassment, FERPA, the Academic Honor Policy, and how to identify and handle situations of potential conflicts of interest. Departments must have their trainings approved and cataloged with the Division of Undergraduate Studies before any student can be certified as an UGTA. Departments must follow the established university recruiting and hiring process and the training requirements, listed below, in order to utilize UGTAs.

It is strongly recommended that each program have a discipline-specific teaching manual for its UGTAs to supplement the University teaching manual, Instruction at FSU, which can be viewed online at **https://odl.fsu.edu/sites/g/files/upcbnu2391/files/media/I%40FSU.pdf**.

Undergraduate Assistantship Job Code

To monitor compliance with University policies and the Fair Labor Standards Act (FLSA) requirements, it is imperative that the proper appointment classifications be used for UGTAs. It is the responsibility of individual departments that employ UGTAs to establish the appropriate job code according to role responsibility. The Office of Human Resources (HR) can provide guidance on each classification and is the office to contact if there are any questions. Students in all Undergraduate Teaching Assistant classifications must be regularly supervised and evaluated by their supervising faculty member. They must also be certified as completely trained before they begin their job duties. Certification will be based on completion of the appropriate training requirements. The university standards for hiring Undergraduate Teaching Assistants (UGTAs) are in the following job codes:

- Undergraduate Grading Assistant (A101)
- Undergraduate Tutorial Assistant (A002)
- Undergraduate Instructional/Lab Section Assistant (A003/A022)

Undergraduate Grading Assistants are degree seeking undergraduate students in the discipline or field in which they were hired to grade. Undergraduate students are restricted from grading other undergraduates' work on a subjective basis. They will assist instructors in grading based on completion or objective questions. They also help in administering exams and lab assignments. They will have direct contact with the faculty teaching the course. Undergraduate Grading Assistants are level one UGTAs, Job Code A101

Undergraduate Tutorial Assistants are degree seeking undergraduate students who have demonstrated subject matter expertise in the discipline or field in which they were hired to tutor. They will assist students in understanding and processing course materials and/or concepts. They will have direct contact with students and will do no grading. Undergraduate Tutorial Assistants are level two UGTAs, Job Code A002

Undergraduate Instructional/Lab Section Assistants are degree seeking undergraduate students trained in the discipline or field in which they were hired. They will lead recitation, discussion, or colloquium classes under the direct supervision of faculty/staff. Alternatively, they will lead lab classes, demonstrations, and/or experiments, under the direct supervision of faculty/staff. In order to hold this position, the student must have passed the course they will be instructing or leading and/or a training course to prepare them. Students must be listed and associated with the class and be assigned an instructor role. They will have direct contact with students and may grade assignments but will do no subjective grading. This role may include additional duties such as those described in aforementioned roles. Undergraduate Instructional/Lab Section Assistants are level three UGTAs. Job Code A003 or A022.

Note: A022 is an Exempt (from FLSA) job code whereas A003 is Non-Exempt. Non-exempt UGTAs are paid hourly wages and their time and leave must be tracked bi-weekly. Exempt UGTAs are paid a stipend for the semester and hours are auto generated in their timesheets. Appointing an UGTA as A022 (exempt job code) requires an OPS exempt request form and is subject to HR approval.

Learning Assistants (LAs) are undergraduates who have successfully completed a course and are subsequently selected by faculty to work with them in the classroom, helping current students engage with course material for better understanding. Through the guidance of weekly preparation sessions and a pedagogy course, LAs facilitate discussions among groups of students in a variety of classroom settings that encourage active engagement. Learning Assistants are level three UGTAs. Job Code A003 or A022

Note: A022 is an Exempt (from FLSA) job code whereas A003 is Non-Exempt. Non-exempt UGTAs are paid hourly wages and their time and leave must be tracked bi-weekly. Exempt UGTAs are paid a stipend for the semester and hours are auto generated in their timesheets. Appointing an UGTA as A022 (exempt job code) requires an OPS exempt request form and is subject to HR approval.

Minimum Training Requirements for Different Levels of Instruction (provided face-to-face or online)

All UGTAs must receive training on:

- Discrimination/Sexual Misconduct/Retaliation Awareness and Prevention as included in in OPS New Employee Orientation (**https://hr.fsu.edu/?page=neonline/neonline_home**)
- The Academic Honor Policy (information available through the Office of the Vice President of Faculty Development and Advancement **https://fda.fsu.edu**)
- The Federal Educational Rights and Privacy Act (FERPA) (information available through the Office of the University Registrar **https://registrar.fsu.edu**)
- Department specific policies and procedures for the individual department in which they are working.

All level two and three UGTAs must complete:

- Peer Ambassadors, Advisors, Leaders, and Mentors Badge, covering a social media policy, code of conduct, or approved department equivalent.

All level three UGTAs must also receive:

- Approved training on how to facilitate the class they will be leading.

Training for each of these policies is available in online learning modules; please contact Undergraduate Studies for access to this content.

Departments that choose to employ international undergraduate students who are not native speakers of English as UGTAs must certify the student's ability to communicate in spoken English using either the SPEAK exam or the speaking portion of the IBTOEFL. A score of 50 or higher on the SPEAK test, or 26 or higher on the speaking portion of the IBTOEFL, certifies a student to teach at any level. A score of 45 on SPEAK, or 23 to 24 on the Speaking section of IBTOEFL, certifies a student to teach at level 1. The Center for Intensive English Studies (CIES) offers courses in Spoken English (EAP courses). CIES also administers and scores the SPEAK test. For more information, please see **https://cies.fsu.edu**. Departments must send documentation regarding those UGTAs it has certified in English competency to the Office of the Vice President for Faculty Development and Advancement.

Undergraduate Admissions

Director of Admissions: Hege Ferguson

Program Directors: Janice Finney, Andrea Carballo Flores

Associate Directors: Lori Hamilton, Julie Rubin, Anthony Russo, Christina Smith, Erin Verity

Assistant Directors: Cathy Do, Allison Helms, Karen Layton, Lisa McGrady, Stephanie Robinson, Mark Slik

Program Managers: Jack Bart, Olivia Brink

Panama City Campus Director: Susan Hogg

General Information

Florida State University encourages applications for admission from qualified students regardless of race, creed, color, sex, religion, national origin, age, disability, veteran or marital status, sexual orientation, gender identity, gender expression, or any other protected group status in accordance with all pertinent federal, state, and local laws on non-discrimination and equal opportunity. Admission of students to Florida State University is within the jurisdiction of the University, but subject to minimum standards adopted by the Florida Board of Governors. Satisfaction of minimum admission requirements does not guarantee admission to Florida State University. Admission shall be on a competitive basis within curricular, spatial, and fiscal limitations.

The University reserves the right to deny admission to any student that has an unsatisfactory academic, conduct, health, or behavioral record. The University reserves the right to place additional criteria or other requirements on an offer of admission to an applicant. The University further reserves the right to deny (temporarily or permanently) or revoke admission to any applicant who has exhibited behavior that has severely disrupted, impeded, or obstructed normal University operations or otherwise threatened the safety or well-being of the University community. Undergraduate applicants who are denied admission to the University may appeal the admission decision if they have evidence that, due to extenuating circumstances or prior unrevealed information, the admission decision rendered was inequitable. Applicants are requested to appeal in writing to the Admissions Committee through the Director of Admissions.

An application for admission is available online at **https://admissions.fsu.edu/**. When applying for admission, the Federal Privacy Act of 1974 allows colleges and universities to require the disclosure of social security numbers for the purpose of identification and verification of student records, including registration, financial aid, and academic records, and for verification of identity in connection with the provisions of its services. The University does not use social security numbers for student identification; instead, the University assigns a unique Florida State University student identification number.

The Office of Admissions encourages first-year college students who are Florida residents for tuition purposes to apply for Early Action and to submit a complete application by October 15 for an admission decision on December 12. Regular decision for Florida residents and non-Florida residents has a December 1 deadline with an admission decision on February 13. March 1 is the final application deadline and rolling admissions decisions will be made available starting in early April. An application cannot be submitted earlier than one year prior to the term for admission is desired. In addition, the University reserves the right to close admission earlier than the published deadline(s), and/or increase requirements, if warranted by enrollment limitations and the number and quality of applications.

The Office of Admissions will post all decisions electronically on the Application Status Check, an applicant's private account created at the time of application. Admission is for a specific term, and if the student is unable to enroll for the term indicated on the Application Status Check, the Office of Admissions should be notified immediately. If a transfer student wishes to be considered for a different term, the student must submit a new application, an application fee, and updated official transcript(s). A change in terms will result in a re-evaluation of the application. The applicant should not assume that admission will automatically be granted when requesting a term change.

The University reserves the right to request an evaluation of international academic documents. (For transfer credit, an official course-by-course evaluation is required.) We recommend this evaluation be done by a member of the National Association of Credential Evaluation Services.

Offers of admission to the University are contingent upon the subsequent receipt of official college, university, and/or high school transcript(s) indicating successful performance and verification of high school graduation. Poor performance and/or failure to meet the stipulated conditions of admission can result in the offer of admission being rescinded. Failure to submit such documents before enrollment can result in the cancellation of admission and registration.

An application or residency statement submitted by or on behalf of a student that contains false, fraudulent, or incomplete statements may result in denial

of admission or denial of further registration and/or invalidation of Florida State University credits and related degrees.

Prior to registering for classes, accepted students must be health compliant. For information regarding this requirement, refer to **https://uhs.fsu.edu/**. Florida State University reserves the right to cancel the admission of an applicant whose health record indicates the existence of a condition that may be harmful to members of the University community.

Admission from Secondary School

An applicant who desires admission as a first year in college student after graduating from a nationally accredited high school (or comparable international institution) must provide the Office of Admissions with the following:

Application for Admission. The completed application for admission and a nonrefundable $30.00 application fee should be submitted as soon as possible at the beginning of the senior year. Students can access the FSU institutional application online at **https://admissions.fsu.edu/** or use the Common Application found at **https://www.commonapp.org/**. First year in college students who apply via the Common Application will pay an additional $5.00 processing fee. If application payment is by check or money order, it must be made payable to Florida State University and drawn on a U.S. bank. Accepted application fee waivers include a fee waiver from the American College Testing (ACT) Program, the College Board (SAT), or the National Association for College Admission Counseling (NACAC). Students that are Pell eligible are also eligible to receive a waiver of the application fee. The application will not be processed without an application fee or approved application fee waiver.

Self-reported Student Academic Record. The Self-reported Student Academic Record (SSAR) is an online transcript, created by the student, which lists all high school courses and associated grades attempted (including courses in progress if applicable), including dual enrollment courses. It replaces the high school and college transcripts used by the Office of Admissions during the initial application review process. Detailed information on the SSAR can be found at **https://admissions.fsu.edu/freshman/ssar**. Since accuracy is critical, applicants must have a copy of their high school transcript available to use as a reference when creating the SSAR.

Note: *All domestic and international applicants who have not followed an educational curriculum patterned after the U.S. system or GED graduates should not complete the SSAR. For students following an educational curriculum not patterned after the U.S. system, refer to the 'Academic Records' portion of the "International Student Admission" section for details on what to submit. GED applicants must submit an official GED transcript and an official high school transcript(s) showing coursework and grades completed prior to taking the GED.*

College Transcripts. Students who have registered for coursework at a college or university while in high school must submit a final and official transcript from that post-secondary institution before enrolling at the University. Transcripts are considered official when they are sent directly from the college or university to the Office of Admissions and contain an official seal and/or signature. Transcripts bearing the statement "Issued to Student," notarized transcripts, or transcripts submitted by the applicant are not considered official. [An official course-by-course evaluation is required of all academic records from non-U.S. institutions. Refer to 'Transfer Credit' in the "International Student Admission" section for details.]

Test Scores. Applicants can self-report all test scores through the Application Status Check. Official ACT or SAT scores are required of all first year in college applicants if granted admission to the university and must be sent directly from the testing agency to the university. All official test scores must be received before enrolling at the University. Either one or both tests should be taken no later than February in the senior year. Since the highest combination of scores is always considered, students are encouraged to retest.

Letters of Recommendation. Letters of recommendation are not required and will not be used in the decision-making process. Applicants denied admission to the University who plan to appeal may submit letters of recommendation and other supporting documentation to support their appeal.

Auditions

Auditions are required of all applicants planning to major in music, dance, or the Bachelor of Fine Arts (BFA) degree program in theatre. In addition to submitting an application for admission and other supporting information, prospective students should visit the Websites for the College of Music (**music.fsu.edu/**) or the College of Fine Arts (**cfa.fsu.edu**) for details.

Departmental Application

A departmental application is required of all applicants planning to major in animation and digital arts; motion picture arts-production; studio art or theatre. In addition to submitting an application for admission and other supporting information, prospective students should visit the Websites for the College of Motion Picture Arts (**https://film.fsu.edu/**) or the College of Fine Arts (**https://cfa.fsu.edu/**) for details.

Deadlines for Applications and Supporting Documents for Secondary School Applicants

Applications and all supporting documents received by:	Decision by:
October 15 (Early Action)	December 12
December 1 (Regular)	February 13
March 1	Rolling

Note: If the University deadline falls on a weekend, applicants have until the following Monday to submit applications and all supporting documents.

All information used to make an admission decision must be received by one of the published deadlines. The University does not ordinarily accept first year in college applications for the Spring term. Deadlines for submitting applications and supporting documents for the Panama City campus may differ from the FSU Tallahassee campus. Refer to "Admission to the Panama City campus" section.

Admission Requirements

Academic Qualifications

The academic profile of the middle fifty percent of first-year students accepted in 2024 was: 4.2–4.6 academic GPA; 30–33 ACT composite; 1340–1450 SAT total SAT score. In addition to academic GPA and test scores, a variety of additional factors are considered. These include essay, the rigor of curriculum, grade trends, and educational objectives. Applicants who bring other important attributes to the University community may also receive additional consideration. These applicants include first generation and socio-economically disadvantaged students applying to CARE, visual and performing artists, and skilled athletes.

For students taking dual enrollment classes either in high school or at a college/university, their college career has begun. First year in college applicants who have earned thirty or more hours of college credit while in high school should also consult the department website to see if they should submit additional materials. Any grade below "C" (2.0) is cause for concern and could prevent the applicant from being admitted to the University or cause the offer of admission to be rescinded.

Required High School Course Units

Specific high school course units are required for a first-year student. An academic unit is the equivalent of a year-long course that is not remedial in nature. Upon graduation from high school, applicants must have earned a minimum of four units of English (at least three with substantial writing requirements); four units of mathematics (algebra I level and higher); three units of natural science (at least two with laboratory); three units of social science (includes history, civics, political science, economics, psychology, and geography); two sequential units of the same world language; and two elective units (preferably from the English, mathematics, natural science, social science, or world language areas). The units listed above represent the minimum required for admission consideration but do not guarantee admission. Most students accepted to the University exceed the minimums.

Calculation of High School Academic GPA

Only the academic core subjects will be used in the calculation of the grade point average for admission purposes. We do not use the GPAs listed on the high school transcript or report card. Grades of "C" or better in academic core dual enrollment courses, AICE, AP, and IB coursework will be weighted and receive one point in the GPA recalculation; grade of "C" or better in honors, pre-AICE, pre-AP, and pre-IB coursework will receive one half point.

Accuracy on the SSAR is extremely important and all students accepted to the University who have deposited will have their courses and grades validated upon receipt of the final and official high school and college transcript(s) sent to us upon graduation. Students with discrepancies between the SSAR and the official high school transcript and/or official college transcript(s) may have their admission revoked if admitted, or have their registration cancelled if enrolled.

ACT/CLT/SAT Information

Applicants may wish to take each exam more than once since the highest sub scores are used to create the ACT composite score, the CLT total score and SAT total score.

High School Students Earning 30 or More Semester Hours While in High School

Applicants who are graduating from high school and earning thirty or more college credit hours, or the AA degree simultaneously, meet first-year requirements for admission and can be approved by the academic program they are applying to. All majors have individual milestones (prerequisite college courses and/or specific college grade point averages) that must be met. In addition, some majors require auditions, departmental applications, portfolios, or other information for consideration. Refer to the "Academic Departments and Programs" section of this *General Bulletin* or **https://www.academic-guide.fsu.edu** for details.

Note: A number of majors have specialized admission status and require additional application materials and may have individual earlier application deadlines. See the department websites for instructions on how and when to apply for these programs.

Home Education and GED Information

Applicants who have graduated from a home education program must submit a final, official home education transcript(s) that includes a list of all coursework attempted and grades and units for each course completed and a date of graduation. If the applicant previously attended another school or has completed coursework through a virtual school or dual enrollment at a college or university, official transcripts are required, and those courses and grades should also be reflected on the home education transcript.

Applicants applying with a GED must submit an official GED transcript(s) and it must be accompanied by an official high school transcript through whatever portion of high school was completed. Home education and GED applicants must also submit ACT, CLT, and/or SAT test scores.

Center for Academic Retention and Enhancement (CARE)

Through the Center for Academic Retention and Enhancement (CARE) Summer Bridge Program, the University offers a special admission program dedicated to assisting students who are the first generation in their family to attend college and have limited financial resources for college enrollment. Students admitted to the University through the CARE Summer Bridge Program will begin their studies in the summer with a comprehensive orientation program and academic support designed to ease the transition from high school to college and to build a strong academic foundation. Upon completion of the CARE Summer Bridge Program, students continue to be supported with transition, academic, and general support services throughout their enrollment at FSU. Interested students should apply for admission to the University, complete the CARE supplemental questions, the Self-reported Student Academic Record, ACT, CLT, or SAT test scores, and the Free Application for Federal Student Aid (FAFSA) for summer and fall/spring. The minimum requirements for consideration include a 3.0 weighted academic GPA as recalculated by the Office of Admissions. Meeting the minimum requirements does not guarantee admission to the program.

First-Year Scholarships

All first year in college students who are admitted to the University are automatically considered for merit-based scholarships. Recipients are selected based upon high school grades and test scores. Because scholarships are limited, students with strong academic records should apply to the University by the December 1 deadline.

Early Admission

Florida State University provides outstanding high school students with an opportunity for early entry into the University. The following guidelines are used to consider these students: (1) sufficient maturity as evidenced by age at the time of admission and/or written recommendations supporting the candidate's maturity; (2) a 4.0 or better weighted high school GPA in the academic subjects; (3) a minimum composite score of 29 on the ACT, 96 total score on the CLT, or total score of 1340 on the SAT; (4) sufficient strength in the academic units; (5) evidence of a lack of curricular opportunity in the existing high school setting; and (6) three letters of recommendation, one of which must be from the high school principal or a representative of the principal.

First-Year Admission Deposit

All first year in college students who are admitted to the University are required to submit a $200.00 nonrefundable admission deposit by May 1 to secure a place in the first-year class unless qualifying for a waiver of the admission deposit. Upon enrollment, the deposit will be applied toward the student's tuition. Students admitted for Spring semester will not submit an admission deposit.

Admission by Transfer

Applicants are considered transfer students if they have earned twelve or more semester hours of college credit from a nationally accredited college or university (or comparable international institution) as evaluated by the Office of Admissions after graduation from high school. Applicants desiring admission by transfer must provide the Office of Admissions with the following:

Application for Admission. A completed application for admission and a nonrefundable $30.00 processing fee should be submitted online a t **https://admissions.edu.edu/transfer/** six to nine months prior to the desired term of enrollment. The preferred method of payment is online at **https://fees.fsu.edu/**. If application payment is by check or money order, it must be made payable to Florida State University and drawn on a U.S. bank. The application will not be processed without this fee, and there are no provisions to have it waived or postponed.

College Transcripts. An official transcript from **each** college and university attended must be submitted to the Office of Admissions. Transfer credits posted on the record of another institution are not accepted in lieu of submitting the official transcript from the original institution. Transcripts are considered official when they are sent directly from the college or university to the Office of Admissions and contain an official seal and/or signature. Transcripts bearing the statement "Issued to Student," notarized transcripts, or transcripts submitted by the applicant are not considered official. (An official course-by-course evaluation is required of all academic records from non-U.S. institutions. Refer to 'Transfer Credit' in the "International Student Admission" section for details.)

Secondary School Record. An official high school transcript is required of all transfer applicants. The transcript must reflect all attempted high school credits and the date of graduation.

Test Scores. Official ACT, CLT, or SAT test scores are required of all freshman/sophomore-level applicants.

Exam Results. All AICE, AP, IB, and/or CLEP results should be submitted if college credit has been earned. Refer to the tables at the end of the "Academic Regulations and Procedures" chapter in this *General Bulletin* for required scores and course equivalents for which credit is granted.

Deadlines for Applications and Supporting Documents for Transfer Students

Spring term	October 1
Summer term	March 1
Fall term	June 1

Note: Some departments may have earlier deadlines than those established by the University or may admit only for a specific term. If the University deadline falls on a weekend, applicants have until the following Monday to submit their applications and all supporting documents. Deadlines for submitting applications and supporting documents for the Panama City campus may differ. Refer to "Admission to the Panama City campus" section of this chapter.

General Admission Requirements – Transfer Applicants

World Language Admission Requirement

All transfer applicants must have satisfied the state of Florida's world language admission requirement by having earned two sequential units in one world language (i.e., proficiency through Spanish II) in high school or having completed through the second elementary/beginning course of one world language (i.e., proficiency through SPN 1121) in college (or documented equivalent proficiency). American Sign Language is accepted as a world language.

College-Level Proficiency Skills in English and Mathematics

All transfer applicants must have demonstrated college-level proficiency in English and mathematics prior to being considered for admission. This can be achieved by having a minimum of three semester hours of approved college-level English composition and a minimum of three semester hours of approved college-level mathematics with no grade below "C."

Freshman/Sophomore-Level Applicants

First-year and sophomore applicants (12–59 semester hours of transferable credit as determined by the Office of Admissions) must: submit official ACT and/or SAT results for every test taken and have a strong academic high school profile that is indicative of success at the college level. In addition, the applicant must have a minimum GPA of 2.00 on all attempted college courses. In calculating a GPA, we use all attempted courses (including D's, F's, and

WF's) from every college the applicant has attended. If a course is repeated, we will use both grades. Applicants must also be in good academic standing with a minimum 2.0 calculated GPA at the last institution attended.

Note: Very few students who have less than a 3.0 calculated GPA will be admitted.

Associate of Arts (AA) Degree

Applicants who have received an Associate of Arts (AA) degree from a Florida public institution immediately prior to transferring receive priority consideration for admission, provided an application and all supporting documents have been received by the deadline.

Junior-Level Applicants

Junior applicants (60 to 89 semester hours of transferable credit as determined by the Office of Admissions) must have a minimum GPA of 2.00 on all attempted college courses. In calculating a transfer GPA, we use all attempted courses (including D's, F's, and WF's) from every college the student has attended. If a course is repeated, we will use both grades. Applicants must also be in good academic standing with a minimum 2.0 calculated GPA at the last institution attended. Note: Very few students with less than a 3.0 calculated GPA will be admitted.

Senior-Level Applicants

Senior applicants (90+ semester hours of transferable credit as determined by the Office of Admissions) must have a minimum GPA of 2.00 on all attempted college courses. In calculating the GPA, we use all attempted courses (including D's, F's, and WF's) from every college you attended. If a course is repeated, we will use both grades.

Additionally, the applicant must be in good academic standing and have at least a 2.0 calculated GPA on all work attempted at the last institution attended.

Note: Very few students with less than a 3.0 calculated GPA will be admitted.

Personal Statement

Applicants who will have attempted 90+ semester hours of college credit (including withdrawals and repeated courses) before enrolling at Florida State University must upload a personal statement addressing the reason(s) for transferring to FSU this late in the academic program. The persnal statement should also include a detailed plan for a timely graduation.

Major Requirements

All transfer applicants must meet requirements for admission to the University and to the major/program of interest. For information about a major/program of interest, refer to the "Academic Departments and Programs" section of this *General Bulletin* or **https://www.academic-guide.fsu.edu/** for more details.

Note: Several specialized admission majors require additional application materials and/or have earlier application deadlines. See the department websites for instructions on how and when to apply for these programs.

Excess Credit Hour Surcharge

In 2009, the Florida Legislature implemented a new law (Section 1009.286, FS) to encourage students who enroll in a state university to complete the baccalaureate degree program as quickly and efficiently as possible. It established what is commonly referred to as an "Excess Credit Hour Surcharge" by charging an additional student payment to those students who do not complete the baccalaureate degree in a timely fashion. Accelerated coursework (AICE, AP, IB, CLEP, and dual enrollment) taken while in high school will not be considered in this hour count. To learn more about this surcharge, please visit https://registrar.fsu.edu/records/excess-hours.

Educator Preparation Programs

All students planning to pursue an educator preparation program at Florida State University must be formally admitted to Educator Preparation. Admission to Educator Preparation is administered by the Dean of the College of Education and assigned to the Office of Academic Services and Intern Support (OASIS), *2301 Stone Building*. For more information on admission to educator preparation, see the "Admissions Standards for University Educator Preparation Programs" section of this Undergraduate Bulletin.

Application for admission to Educator Preparation is distinct from admission to an upper-division college or program and is a required step for graduation and certification.

Specialized Admissions Programs

Specialized admissions status is justified when student demand exceeds available resources (student/faculty ratios, instructional facilities, equipment, or specific accrediting requirements). Criteria for selective admission include indicators of ability, performance, creativity, or talent to complete required work within the program. Admission to such programs is governed by the Articulation Agreement and by the State Board of Education administrative rules.

For several degree programs, access is limited at the upper-division level to those students meeting certain additional criteria. These additional criteria are applied equally to AA degree transfers from Florida public institutions and rising juniors at Florida State University.

Specialized admissions programs are offered by a number of different colleges. Please be aware that some programs only admit students once a year. For specific requirements for admission to a particular department or college, refer to the Program Description of the *Academic Program Guide* (**https://academic-guide.fsu.edu**).

International Students

International Admission

Applicants to Florida State University are considered international if they are not U.S. citizens, dual citizens, or Permanent Residents. The admission requirements and deadlines for international applicants can be found at the beginning of this chapter under "Admission from Secondary School" for first year and "Admission by Transfer" for transfers. In addition, international applicants must provide the Office of Admissions with the following:

Academic Records

Official or certified copies of all academic records and/or examination results from **every** institution attended are required. Records are considered official only when sent directly from the issuing institution and must bear the original seal of the institution or the original signature of the institution's records official. All documents must be issued in the native language and be accompanied by certified English translations. Certified documents should be true copies that are signed and dated by an educational official familiar with academic records. Documents signed by a notary or other public official with no educational affiliation will not be accepted.

Transfer Credit

An official course-by-course evaluation is required of all academic records from non-U.S. institutions. We recommend the evaluation be done by a member of the National Association of Credential Evaluation Services (**https://www.naces.org**).

English Proficiency Test

If an applicant's native language is not English, the applicant must submit a minimum score of 80 on the Internet-based Test of English as a Foreign Language (IBTOEFL) or 6.5 on the Academic International English Language Testing System (Academic IELTS), or 55 on the PTE (Pearson Test of English) examination, 55 on the MLA (Michigan Language Assessment), 120 on the Duolingo Examination, 180 on Cambridge C1 Advanced level or C2 Proficiency examinations, or the successful completion of Level 8 (Advanced Level) at Florida State University's Center for Intensive English Studies. Score reports are considered official only when they are sent directly to the Office of Admissions from the testing agency.

Notice of Admission

Formal notification of admission to Florida State University comes from the Office of Admissions and is for a **specific** term. After admission, the Center for Global Engagement will contact the students needing an F-1 or J-1 visa status with instructions on submitting all information and documents required to review eligibility to receive an I-20 or DS-2019. If the student is unable to enroll for the term indicated on the Application Status Check, the Office of Admissions should be informed immediately. If the student wishes to be reconsidered for a different term, the student must submit a new application and an application fee.

Center for Global Engagement

The Center for Global Engagement (CGE) provides immigration advising, programming, orientation, and other support services to international students. The CGE is responsible for issuing the I-20 Certificate of Eligibility for students who will study with an F-1 visa and a DS-2019 for some students who will study with the J-1 visa. Outside agencies issue DS-2019 forms for sponsored J-1 students enrolling at FSU. New international students must confirm their arrival at FSU following instructions provided to them by the CGE. For more information about the CGE and specific requirements of F-1 and J-1 nonimmigrant status, international students should refer to **https://cge.fsu.edu**. All first year in college students and transfer (undergraduate) students must attend an orientation session through the Office of New Student and Family Programs. The required Center for Global Engagement orientation for international students is in addition to the required general orientation for all new students.

Finances

International students needing an I-20 or DS-2019 document to apply for an F-1 or J-1 student visa, or to apply to USCIS for a change of status, must demonstrate that they have adequate financial resources. After admission, the Center for Global Engagement provides information on the funding documents required and how to submit them. More information on financial requirements is available at https://**cge.fsu.edu**/international-students. In addition to providing the Center for Global Engagement with evidence of funding available for all expenses of the first year of study, international students must certify that funding will continue to be available for the duration of their academic program.

Students should have access to half of the estimated total yearly amount at the beginning of each semester since university fees must be paid upon registration at the start of each term. Students should also be prepared for initial expenses such as housing deposits, insurance, utilities, etc. The most up-to-date cost estimates for international students can be found at **https://cge.fsu.edu/international-students/new-students**.

On-campus employment opportunities are limited, and international students are not permitted to work off campus except under special circumstances.

If the student's government limits the amount of money that can be sent to students in the United States, the applicant should make sure that they have access to funds that are sufficient to cover all costs while at the University. If the applicant's government requires verification of enrollment before money can be forwarded, the student may request verification from the Office of the University Registrar after registration is completed at the University.

Passports and Visas

International students admitted to FSU and coming from abroad need a valid passport from their own government and an F-1 or J-1 visa (unless a qualified citizen of Canada or Bermuda) obtained by application though a United States Embassy/Consulate. The passport must be valid for at least six months from the date the student plans to enter the United States.

Health Insurance and Immunization Requirements

Florida State University requires all students to have adequate health insurance coverage and the Florida Board of Governors mandates specific levels of coverage for F-1, F-2, J-1, and J-2 enrolled international students. In addition, international students with J-1 visa status who will be accompanied by J-2 dependents are required by federal regulations to purchase health insurance coverage for them. For more information regarding the health insurance

requirement, refer to **https://uhs.fsu.edu**. All students must be immunized according to state of Florida requirements and must submit proof of each immunization prior to registration.

Center for Intensive English Studies

English is the official language of instruction and communication at the University. International applicants who lack sufficient English language preparation must correct this deficiency before being admitted to the University. Students may do this in their home country or in the United States at a school that offers an intensive English language program. Florida State University offers such a program through the Frederick L. Jenks Center for Intensive English Studies. Detailed information on the Center may be obtained at **https://cies.fsu.edu**.

Successful completion of English studies at the Frederick L. Jenks Center for Intensive English Studies does not guarantee admission to Florida State University.

Admission to Graduate Study

Admission to graduate study involves admission to the department or college in which the applicant expects to study; therefore, final admission to the University is subject to approval by the specific program. While there are minimum University admission requirements, the departments can, and frequently do, set admission standards higher than these minimums. The student should determine departmental requirements first and then determine the University admission requirements. Consult the *Graduate Bulletin* for complete details.

Admission to the Panama City Campus

Undergraduate students who are interested in attending the Panama City campus should request information from the *Panama City Office of Admissions and Records*, *Florida State University*, *4750 Collegiate Drive*, *Panama City*, *FL 32405-1099* , or apply online at **https://pc.fsu.edu/**admissions. The same policies, procedures, and requirements that pertain to first year and transfer students at the Tallahassee campus apply to the Panama City campus.

Deadlines for applications and supporting documents at the FSU Panama City campus are typically one month prior to the start of each term. Further information is available by calling the Office of Admissions and Records on the Panama City campus at *(850) 770-2160* or by visiting **https://pc.fsu.edu/**admissions.

Continuous Enrollment

Please refer to the "Academic Regulations and Procedures" chapter in this *General Bulletin* for continuous enrollment policies.

Readmission

Returning students seeking readmission to any student status, including undergraduate degree-seeking or non-degree seeking students who: (1) have been absent from the University for three or more consecutive terms (including Summer); (2) have been dismissed from the University and have been absent for three or more consecutive terms (including Summer); (3) have withdrawn from the University and have been absent for three or more consecutive terms (including Summer); (4) have had their last term of enrollment at the University administratively cancelled and have been absent for three or more consecutive terms (including Summer); or (5) have earned a bachelor's degree from the University and wish to pursue a second bachelor's degree, must submit an application for readmission to the Office of Admissions. Academically dismissed students are not eligible for readmission unless they have been reinstated by their academic dean. Reinstatement does not guarantee a favorable readmission decision or admission into a specific major. Refer to the 'Dismissal and Reinstatement' section of the "Academic Regulations and Procedures" chapter of this *General Bulletin*.

Students who have attempted college work (including correspondence work) at any college or university since their last enrollment at Florida State University must have official transcripts sent to the Office of Admissions. Transcripts are considered official when they are sent directly from a college or university to the Office of Admissions and contain an official seal and/or signature. Transcripts bearing the statement "Issued to Student," notarized transcripts, or transcripts submitted by the applicant are not considered official.

The University reserves the right to deny admission to any student that has an unsatisfactory academic, conduct, health, or behavioral record. The University reserves the right to place additional criteria or other requirements on an offer of admission to an applicant. The University further reserves the right to deny (temporarily or permanently) or revoke admission to any applicant who has exhibited behavior that has severely disrupted, impeded, or obstructed normal University operations or otherwise threatened the safety or well-being of the University community.

Students who are denied readmission to the University may appeal that decision by filing a written petition with the appropriate academic dean's office. Students who are denied readmission for judicial and/or conduct reasons may appeal by filing a written petition to the Admissions Committee through the Director of Admissions.

The readmission application and all supporting documents should be submitted by the published deadline of the term for which readmission is desired. (Consult the "University Calendar" chapter of this *General Bulletin* for specific deadlines.)

Readmitted students are subject to retention requirements in effect at the time of readmission. In addition, students claiming Florida residency must reestablish their eligibility for this classification when applying for readmission.

Readmission after Multiple Withdrawals

When a student has withdrawn from the University three or more times, subsequent readmission must first be considered by a committee whose charge is to assess the student's capability of making satisfactory progress toward a degree. This committee, appointed by the Council of Associate and Assistant Deans, will make a recommendation to the dean of the student's college who will make the final decision.

Non-Degree Seeking Student Admission

Enrollment as a non-degree seeking student is subject to approval by the Office of Admissions and may be open to high school and college graduates. Refer

to the 'Admission Requirements' and 'Admission by Transfer' sections of this chapter for enrollment requirements. **Applicants who have been denied admission as a degree-seeking student or who missed the deadline for submitting a degree-seeking application will not be considered for enrollment as a non-degree student.** Students intending to register for graduate coursework under the non-degree status should consult the *Graduate Bulletin* for details. The University reserves the right to deny admission to any student that has an unsatisfactory academic, conduct, health, or behavioral record. The University reserves the right to place additional criteria or other requirements on an offer of admission to an applicant. The University further reserves the right to deny (temporarily or permanently) or revoke admission to any applicant who has exhibited behavior that has severely disrupted, impeded, or obstructed normal University operations or otherwise threatened the safety or well-being of the University community.

The completed non-degree seeking student application must be accompanied by a $30.00 nonrefundable processing fee and all supporting documents. Applications should be submitted for consideration one semester prior to the desired term of enrollment. Consult the "University Calendar" chapter of this *General Bulletin* for specific application deadlines. The University reserves the right to close the application process earlier than the published deadlines if warranted by enrollment limitations.

A non-degree seeking student at Florida State University who subsequently decides to pursue a degree must apply for admission through the Office of Admissions. The student may be reclassified as a regular undergraduate student upon meeting undergraduate admission requirements. Enrollment as a non-degree seeking student does not guarantee admission to an undergraduate program.

Work taken as a non-degree seeking student does not automatically carry undergraduate degree credit; however, up to fifteen semester hours earned as a non-degree seeking student may be applied toward an undergraduate degree with approval of the appropriate dean after degree-seeking status is obtained.

The University generally does not issue I-20 or DS-2019 visa documents for international non-degree seeking students. Questions related to international students and non-degree study should be e-mailed to the Center for Global Engagement at **CGE@fsu.edu**.

All registration by non-degree seeking students is on a space-available basis and, in some cases, may require departmental approval. For more complete details, see the "Academic Regulations and Procedures" chapter of this *General Bulletin*.

Florida Agricultural and Mechanical University/Florida State University Interinstitutional Registration

A Florida Agricultural and Mechanical University (FAMU) student planning to participate in the Cooperative Program at Florida State University must obtain specific approval from the designated representative in the Office of the Registrar at FAMU. Approval is also required from the department offering the course at FSU. The completed co-op application must be returned to the Office of the Registrar at FAMU by the published deadline. (Consult the "University Calendar" chapter of this *General Bulletin* for specific application deadlines.) If approval to co-op is granted, the student will be registered for courses at Florida State University by a representative in the Office of the University Registrar at FSU. Some courses may have limited availability, and registration for these courses may be denied or delayed until drop/add at the beginning of the term. The approval of one institution does not bind the other to comply. All tuition and fees are paid at FAMU unless the course has additional departmental fees associated with it. Any departmental fees will be paid at FSU. Florida State University students planning to co-op at FAMU should refer to the "Academic Regulations and Procedures" chapter of this *General Bulletin*.

Interinstitutional Transient Students

A student at another institution who wishes to take advantage of special resources and/or programs not available at the home institution should submit an interinstitutional transient student application that has been approved by the home institution to the Office of Admissions by the published deadline. (Consult the "University Calendar" chapter of this *General Bulletin* for specific application deadlines.) If approval for transient status is granted, the student follows the prescribed registration procedures and adheres to the fee schedule established by this institution. The approval of one institution does not bind the other to comply. A Florida State University student wishing to enroll as a transient at another institution should refer to the "Academic Regulations and Procedures" chapter of this *General Bulletin*.

Note: Academic rules governing regular students (e.g., fees, drop/add, withdrawal, grading policies, etc.) apply to transient students.

Graduate Admissions

Associate Dean over Graduate Admissions: Brian Barton

Assistant Directors: Jermaine Williams

Panama City Campus Director: David Henry

General Information

Florida State University encourages applications for admission from qualified students regardless of race, creed, color, sex, religion, national origin, age, disability, veteran or marital status, sexual orientation, gender identity, gender expression, or any other protected group status in accordance with all pertinent federal, state, and local laws on non-discrimination and equal opportunity. Admission of students to Florida State University is within the jurisdiction of the University, but subject to minimum standards adopted by the Florida Board of Governors. Preference for admission for any term will be given to those applicants whose credentials indicate the greatest promise of academic success in their chosen program of study.

The application for admission is available online at **https://admissions.fsu.edu/gradapp**. When applying for admission, the Federal Privacy Act of 1974 allows colleges and universities to require the disclosure of social security numbers for the purpose of identification and verification of student records, including registration, financial aid, and academic records, and for verification of identity in connection with the provisions of its services. The University

does not use social security numbers for student identification; instead, the University assigns a Florida State University student identification number (EMPLID).

An application cannot be submitted earlier than one year prior to the term for which admission is desired. In addition, the University reserves the right to close admission earlier than the published deadline(s) if any program limit is reached.

The Office of Graduate Admissions will post all decisions electronically on the Application Status Check, an applicant's private account created at the time of application. Admission is for a specific term, and if the student is unable to enroll for the term indicated on the Application Status Check, the Office of Graduate Admissions should be notified immediately. A change in term will result in a re-evaluation of the application. The applicant should not assume that admission will automatically be granted.

An official course-by-course evaluation is required for all academic records from non-U.S. institutions. Florida State University recommends the use of SpanTran for the credential evaluation because SpanTran will calculate the upper-division GPA; however, we will accept any National Association of Credential Evaluation Services (NACES) evaluation. Also, in accordance with Board of Governors *Regulation 6.009 (1)(b)*, Academic documents must be translated into English and evaluated by a NACES provider.

Offers of admission to the University are often contingent upon the subsequent receipt of official college or university transcripts indicating satisfactory performance and verification of baccalaureate and master's degrees. Failure to submit such documents before the end of the second week of the initial academic term can result in the cancellation of admission and registration.

An application or residency statement submitted by or on behalf of a student that contains false, fraudulent, or incomplete statements may result in denial of admission or denial of further registration and/or invalidation of Florida State University credit and related degrees.

Prior to registering for classes, accepted students must be health compliant. For information regarding this requirement, refer to **https://uhs.fsu.edu**. Florida State University reserves the right to cancel the admission of any applicant whose health record indicates the existence of a condition that may be harmful to members of the University community.

Application

The application is available online at **https://admissions.fsu.edu/gradapp**. It is recommended that the application be submitted nine to twelve months prior to the proposed term of enrollment.

A nonrefundable application fee of $30.00 is required. Applicants can pay the application fee online via their Application Status Check at **https://admissions.fsu.edu/statuscheck**. If payment is by check or money order, it must be made payable to Florida State University and drawn on a U.S. bank. The application will not be processed without this fee, and there are no provisions to have it waived or postponed, except for applicants in designated sponsored programs.

Deadlines for Applications and Supporting Documents for all Graduate Applicants*

The University deadlines for applications and supporting documents for all graduate applicants are:

Term	Application and Document Deadline
Fall	July 1
Spring	November 1
Summer	March 1

*A submitted application and all materials required to make an admission decision must be received by the published deadline. However, some programs will accept required materials after the published deadline and applicants should contact the department for further clarification.

*Some departments may have earlier deadlines than those established by the University or may admit only for a specific term.

Transcripts

An official transcript from each college and/or university attended must be submitted to the Office of Graduate Admissions. Transfer credit posted on the record of another institution is not accepted in lieu of submitting the official transcript from the original institution. Florida State University and other official transcripts already on file as part of the student's permanent record will be automatically obtained by the Office of Graduate Admissions. Transcripts are considered official when they are sent directly from the college or university to the Office of Graduate Admissions and contain an official seal and/or signature. Transcripts bearing the statement “Issued to Student,” notarized transcripts, or transcripts submitted by the applicant are not considered official.

Original documents or signed, officially certified photocopies of original documents may be submitted by the student only when institutions outside the United States will not send academic records to other institutions. The verifying signature should be that of an officer of the institution attended. All academic records that are not in English must be accompanied by certified English translations. Certified documents should be true copies that are signed and dated by an educational official familiar with academic records. Documents signed by a notary or other public official with no educational affiliation will not be accepted.

Test Scores

Official test results will be required from a nationally standardized graduate admissions test, such as the Graduate Record Examination revised General Test (GRE), the Graduate Management Admission Test (GMAT), the Miller Analogies Test (MAT), or an equivalent test that is acceptable for the program to which the applicant is applying. These scores are considered official only when they are sent directly to the Office of Admissions from the testing agency. Examinee copies are not considered official.

Note: The Faculty Senate and Graduate Policy Committee have waived GRE and GMAT test requirements for all terms through Fall 2026 for Master's and Specialist applicants. Please note this waiver excludes degree programs in the College of Business.

International applicants whose native language is not English must submit an English language proficiency exam, such as the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or the Pearson Test of English (PTE Academic), the Cambridge English Language Assessment, the Michigan Language Assessment, or Duolingo. These scores are considered official only when they are sent directly to the Office of Admissions from the testing agency and are not valid after two years.

Departmental Requirements

All applicants should contact their academic departments for specific deadline dates and departmental requirements, such as departmental application, statement of purpose (letter of intent), résumé or curriculum vitae, letters of recommendation, audition or portfolio, and application for fellowship or assistantship. These supporting documents should be uploaded to the online application. Do not mail departmental information to the Office of Graduate Admissions. It will delay the processing of your application.

Graduate Student Admission Policies

Admission to graduate study involves acceptance to the department or college in which the applicant expects to earn a degree. Final admission to the University is subject to approval by the Office of Graduate Admissions. While there are minimum admission requirements established by the Florida Board of Governors, the University can elect to exceed them.

In order to meet minimum University admission requirements, the applicant must have:

- A bachelor's degree from a regionally or nationally accredited U.S. institution, or a comparable degree from an international institution, with a minimum 3.0 (on a 4.0 scale) grade point average (GPA) in all work attempted while registered as an upper-division undergraduate student working toward a baccalaureate degree, or
- A graduate degree from a regionally or nationally accredited U.S. institution, or a comparable degree from an international institution, and
- Test scores from a nationally standardized graduate admissions test that are acceptable for the academic program to which the applicant is applying.

In addition:

- An applicant who is not in good standing (on probation or dismissal) at the last institution attended will not be considered for graduate study.
- Departments may impose more restrictive admission requirements than those stated above. It is recommended that applicants contact the academic program directly for information on departmental admission requirements.
- For graduate admission purposes, international applicants whose native language is not English are required to submit proof of a minimum score of either 550 on the paper-based or 80 on the Internet-based TOEFL examination, 6.5 on the IELTS examination, 55 on the PTE Academic examination, or the successful completion of Level 8 (Advanced Level) at Florida State University's Center for Intensive English Studies. For a provisional period of three years, starting in the Fall 2022 semester application period, applicants may substitute a score of either 180 on the Cambridge English Language Assessment, 55 on the Michigan Language Assessment, or 120 on the Duolingo for graduation admission purposes.
- Some departments may require a higher score or may waive the test requirement if the student has received a bachelor's degree or master's degree from a U.S. institution or other institution where English is the required language of instruction. International students expecting to receive appointments as teaching assistants are required to pass the SPEAK test which evaluates the English-speaking ability of non-native speakers of English and is administered at Florida State University. Students who receive a score of 26 or higher on the speaking section of the Internet-based TOEFL examination meet the University requirement to serve in all capacities as a teaching assistant; however, some departments may still require that the student take the SPEAK test.

Provisional Graduate Students

An academic program may recommend that a student be admitted to the University as a provisional graduate student. This requires that the program stipulate conditions that the student must meet during the initial semester/term of enrollment. The student will remain in this provisional category for only one semester/term and must meet all of the stipulated conditions during the initial semester/term to continue in the program. Students entering the University under this category register in the same manner as regular degree-seeking students. International students cannot be admitted into the provisional category.

A provisional graduate student must be reviewed by the academic program and the University at the end of the initial semester/term to determine whether the stipulated conditions were met. If the conditions were not met, the student will not be able to continue in the program. While in provisional status a graduate student must register for graded graduate-level coursework (5000-level or above; excludes S/U courses) commensurate with the load requirements of the program and must earn at least an average of 3.0 for all graduate-level coursework taken.

A hold blocking future enrollment will be placed on the record of a student who fails to meet the stipulated conditions during the initial provisional semester/term; such students will be ineligible to continue in the academic program. Students who met the minimum requirements for admission to the University either initially or during the provisional semester but failed to meet the program-specific conditions may subsequently seek admission to a different academic program as a degree or non-degree seeking student. A provisional student who does not earn at least a 3.0 average during the initial provisional term is not eligible for probationary status in the subsequent semester. Otherwise, a provisional graduate student is subject to the retention and dismissal regulations appropriate to a regular graduate student. For information on non-degree classification, see the subsection on ‘Non-Degree Students' in this chapter.

Continuous Enrollment

Please refer to the "Academic Regulations and Procedures" chapter in this Graduate Bulletin for continuous enrollment policies.

Readmission

Returning students seeking readmission to any student status, including graduate degree-seeking or non-degree seeking students who (1) have been absent from the University for two or more consecutive terms (including Summer); (2) have been dismissed from the University and have been absent for two or more consecutive terms (including Summer); (3) have withdrawn from the University and have been absent for two or more consecutive terms (including Summer); (4) have had their last term of enrollment at the University administratively cancelled and have been absent for two or more consecutive terms (including Summer); or (5) have earned a graduate degree from the University and wish to enroll in a second graduate program, must submit an application for readmission to the Office of Graduate Admissions. Academically dismissed students are not eligible for readmission unless they have been reinstated by their academic dean. Reinstatement to continue does not guarantee a favorable readmission decision or admission into a specific major. Refer to the 'Dismissal and Reinstatement' section of the "Academic Regulations and Procedures" chapter of this Graduate Bulletin.

Students who have attempted college work (including correspondence work) at any college or university since their last enrollment at Florida State University must have official transcripts sent to the Office of Graduate Admissions. Transcripts are considered official when they are sent directly from a college or university to the Office of Graduate Admissions and contain an official seal and/or signature. Transcripts bearing the statement "Issued to Student," notarized transcripts, or transcripts submitted by the applicant are not considered official.

The University reserves the right to deny admission to any student that has an unsatisfactory academic, conduct, or health record. Students who are denied readmission to the University may appeal that decision by filing a written petition with the appropriate deans' office.

Returning graduate degree-seeking students who have been absent from the University for seven or more years or former provisional graduate students must submit a graduate application to the Office of Graduate Admissions according to the procedures prescribed for new admission.

The readmission application and all supporting documents should be submitted by the published deadline of the term for which readmission is desired. (Consult the "University Calendar" chapter of this Graduate Bulletin for specific deadlines.)

Readmitted students are subject to retention requirements in effect at the time of reentrance. In addition, students claiming Florida residency must reestablish their eligibility for this classification when applying for readmission.

Admission/Readmission Appeal Procedure

Applicants to graduate programs who meet minimum University requirements for admission and who are denied admission or readmission to a graduate program, or as a non-degree student, may request reconsideration of their applications. The following procedures apply for all applicants who seek review of an admission or readmission decision:

1. Written requests for reconsideration must be received by the Graduate School within thirty days of the notification of denial. Specific reasons for the request and all supporting evidence should be included with the appeal.
2. The Graduate School shall forward the appeal to the appropriate academic department within three working days.
3. The appeal shall be reviewed by a standing committee of the appropriate academic department. This committee shall be composed of members of the graduate faculty and at least one graduate student. The committee has thirty days to review the appeal.
4. Decisions by the committee shall be immediately forwarded to the Graduate School who will notify the applicant of the decision within fifteen business days. This decision shall be final, and there shall be no further appeals.

Applicants who are denied admission or readmission to the University for judicial and/or conduct reasons may appeal by filing a written petition to the Admissions Committee through the Director of Admissions.

Readmission after Multiple Withdrawals

When a student has withdrawn from the University three or more times, subsequent readmission must first be considered by a committee whose charge it is to assess the student's capability of making satisfactory progress toward the degree. This committee, appointed by the Council of Associate and Assistant Deans, will make a recommendation to the dean of the student's college who will make the final decision.

Second Graduate Program

A student who has completed one graduate degree program at Florida State University must secure the approval of the proposed department before undertaking a second graduate program. Readmission is through the Office of Graduate Admissions. Work taken without such approval will not count toward a graduate degree.

Admission as Non-Degree Student

The non-degree student status is open to any post-baccalaureate student for either undergraduate or graduate coursework provided the student is in good academic standing at the last institution attended. Applicants who have been denied admission as degree-seeking students or who missed the deadline for submitting a degree-seeking application will not be considered for enrollment as a non-degree student. Registration begins the day before the beginning of the term and is on a space-available basis. In some cases, registration may require departmental approval.

The non-degree application is available online at **https://admissions.fsu.edu**. The completed non-degree application must be accompanied by a nonrefundable $30.00 processing fee and all official college transcripts. FSU transcripts or official transcripts already on file will be obtained by the Office of Graduate Admissions. Applications should be submitted for consideration one semester prior to the desired term of enrollment. Consult the "University Calendar" chapter of this *Graduate Bulletin* for specific application deadlines. The University reserves the right to close the application process earlier than the published deadlines if warranted by enrollment limitations.

A non-degree student at Florida State University who subsequently decides to seek reclassification from non-degree status to regular degree-seeking status must apply for graduate admission through the Office of Graduate Admissions. Enrollment as a non-degree student does not guarantee admission to a graduate program.

Work taken as a non-degree student does not automatically carry graduate degree credit; however, if the work is taken within the time limits prescribed by the degree program and approved by the department chair and dean, up to twelve hours of graduate-level credit with a grade of "B" or better in each course may count toward the degree, provided the student qualifies for admission to a graduate degree program.

The University generally does not issue I-20 or DS-2019 visa documents for international non-degree students. Direct questions related to international students and non-degree study to the Center for Global Engagement (**CGE@fsu.edu**).

For more details, see the "Academic Regulations and Procedures" chapter of this *Graduate Bulletin*.

Transient Graduate Students

A graduate student seeking a degree from a university other than Florida State University may register for coursework at the graduate level as a non-degree transient student at Florida State University. Transient students must receive prior approval from their graduate deans at their home institution for any courses taken at Florida State University for transfer to their home institutions. The transient application, with approved signatures, must be submitted to the Office of Graduate Admissions. Transient applications can be found at **https://admissions.fsu.edu**.

Florida Agricultural and Mechanical University-Florida State University Interinstitutional Registration

A Florida Agricultural and Mechanical University (FAMU) student planning to participate in the Cooperative Program at Florida State University must obtain specific approval from the designated representative in the Office of the Registrar at FAMU. Approval is also required from the department offering the course at FSU. The completed co-op application must be returned to the Office of the Registrar at FAMU by the published deadline. (Consult the "University Calendar" chapter of this *Graduate Bulletin* for specific application deadlines.) If approval to co-op is granted, the student will be registered for courses at Florida State University by a representative in the Office of the University Registrar at FSU. Some courses may have limited availability, and registration for these courses may be denied or delayed until drop/add at the beginning of the term. The approval of one institution does not bind the other to comply. All tuition and fees are paid at FAMU unless the course has additional departmental fees associated with it. Any departmental fees will be paid at FSU. Florida State University students planning to co-op at FAMU should refer to the "Academic Regulations and Procedures" chapter of this *Graduate Bulletin*.

Traveling Scholar Program

The University participates in the Interinstitutional Academic Collaborative Traveling Scholar Program that enables a graduate student to take advantage of special resources available on another Atlantic Coast Conference campus but not available at the home campus, such as special course offerings, research opportunities, unique laboratories, and library collections.

A traveling scholar's graduate advisor will approach an appropriate faculty member at the proposed host institution and recommend the scholar for a visiting arrangement. After agreement by the student's advisor and the faculty member of the host institution, graduate deans of both institutions will be fully informed by the advisor and have the power to approve or disapprove. A student will register at the host institution and will pay tuition and/or registration fees according to fee schedules established by that institution. Credit for the work taken will be recorded at the home university.

Each university retains its full right to accept or reject a student who wishes to study under its auspices. A traveling scholar will normally be limited to one term on the campus of the host institution. A traveling scholar accepted by the host institution will be regarded as being registered at that institution for the period.

A traveling scholar is not entitled to displacement allowance, mileage, or per diem payments. The home university, however, may elect to continue the financial support of the traveling scholar in the form of a fellowship or graduate assistantship with any work obligation to be discharged either at the home or host institution.

Academic Common Market

The Academic Common Market (ACM) is an interstate agreement among southern states for sharing academic programs. Participating states approve their residents who qualify for admission to enroll in specific graduate programs in other states on an in-state tuition basis. Arrangements traditionally are limited to unusual programs or programs not offered within the state of residence. To enroll as an ACM student, an applicant must obtain certification from the State Coordinator in the student's home state. Students must be admitted to the appropriate degree program by the Office of Graduate Admissions, and the letter of certification must be received in the Office of Admissions before the first day of classes for the effective term. Information on the state's authorization of programs or the identity of the coordinator for a particular state may be found at **http://home.sreb.org/acm/choosestate.aspx**. For information on the programs in which FSU participates, contact the Academic Common Market Coordinator, 115 Westcott, *(850) 644-7497*.

Cooperative Programs in the State of Florida, Division of Colleges and Universities

Cooperative graduate degree programs may be established in which the faculties of two or more of the universities within the state of Florida, Division of Colleges and Universities system join in offering a degree program in a particular discipline. The degree is given by the university authorized by the State Board of Education to offer it, but coursework and faculty participation within agreed upon limits can occur on the campus of either or all of the participating universities. For information on possibilities in a particular discipline, students should contact the academic department.

International Applicants

Notice of Admission

Formal notification of admission to Florida State University comes from the Office of Graduate Admissions and is for a specific term. Admission to FSU is a two-step process. Step one is acceptance by the academic department and a recommendation for admission sent to the Office of Graduate Admissions. Step two is formal admission completed by Graduate Admissions. Students receive an e-mail notifying them of an update to their application status which can be viewed by logging into the Application Status Portal.

If the student is unable to enroll for the term indicated on the Application Status Check, the Office of Graduate Admissions should be informed immediately. If the student wishes to be reconsidered for a different term, the student must submit a new application and application fee.

Finances

International students needing an I-20 or DS-2019 document to apply for an F-1 or J-1 student visa, or to apply to USCIS for a change of status, must demonstrate that they have adequate financial resources. Outside agencies issue DS-2019 forms for sponsored J-1 students, such as Fulbright grantees, admitted to FSU.

After admission, the Center for Global Engagement provides information on the funding documents required and how to submit them. More information on financial requirements is available at **https://cge.fsu.edu**. In addition to providing the Center for Global Engagement with evidence of funding available for all expenses of the first year of study, international student must certify that funding will continue to be available for the duration of their academic program.

Students should have access to approximately half of the estimated total yearly amount at the beginning of each semester since University fees must be paid upon registration at the start of each term. Students should also be prepared for initial expenses such as housing deposits, insurance, utilities, etc. The most up-to-date cost estimates for international students can be found at **https://cge.fsu.edu/international-students/new-students**.

On-campus employment opportunities are limited, and international students are not permitted to work off campus except under special circumstances. Students should not expect their department to provide a graduate assistantship with a stipend and tuition waivers unless it was offered at the time of admission or before arrival.

If the student's government limits the amount of money that can be sent to students in the United States, the applicant should make sure that they have access to funds that are sufficient to cover all costs while at the University. If the applicant's government requires verification of enrollment before money can be forwarded, the student may request verification from the Office of the Registrar after registration is completed at the University.

International students offered a graduate assistantship or other on-campus employment may be subject to additional state screening procedures as required by applicable state laws.

Passports and Visas

International students admitted to FSU and coming from abroad need a valid passport from their own government and an F-1 or J-1 visa (unless a qualified citizen of Canada or Bermuda) obtained by application through a United States Embassy/Consulate. The passport must be valid for at least six months from the date the student plans to enter the United States.

Health Insurance and Immunization Requirements

Florida State University requires all students to have adequate health insurance coverage and the Florida Board of Governors mandates specific levels of coverage for F-1, F-2, J-1, and J-2 enrolled international students. In addition, international students with J-1 visa status who will be accompanied by J-2 dependents are required by federal regulations to purchase health insurance coverage for them. For more information regarding the health insurance requirement, refer to **https://uhs.fsu.edu**.

All students must be immunized according to State of Florida requirements and must submit proof of such immunization prior to registration.

Center for Intensive English Studies

English is the language of instruction and communication at the University. International applicants who lack sufficient English language preparation must correct this deficiency before being admitted to the University. Students may do this in their home country or in the United States at a school that offers an intensive English language program. Florida State University offers such a program through the Frederick L. Jenks Center for Intensive English Studies. Detailed information on the Center may be obtained at **https://cies.fsu.edu**.

Successful completion of English Studies at the Frederick L. Jenks Center for Intensive English Studies does not guarantee admission to Florida State University.

Admission to the Panama City Campus

Graduate students interested in attending the Panama City campus may request information from the Panama City Office of Admissions and Records, Florida State University, 4750 Collegiate Drive, Panama City, FL 32405-1099, or online at **https://pc.fsu.edu/academics/graduate-programs**.

The same policies, procedures, and requirements that pertain to the Tallahassee campus apply to the Panama City campus.

Deadlines for applications and supporting documents at the FSU Panama City campus are the same as the Tallahassee campus. Further information is available by calling the Panama City Office of Admissions and Records at *(850) 770-2160* or by visiting their website at **https://pc.fsu.edu/admissions**.

Admission to the College of Law

For information regarding the College of Law and for receipt of a complete application packet, interested students should contact: Florida State University, College of Law Admissions, P.O. Box 3061601, Tallahassee, FL 32306-1601 or visit **https://law.fsu.edu/**.

Admission to the College of Medicine

Primary application for admission to the College of Medicine should be made to the American Medical College Application Service (AMCAS). For information regarding the secondary application and admission to the College of Medicine, interested students should contact: Florida State University, College of Medicine Admissions, P.O. Box 3064300, Tallahassee, FL 32306-4300 or visit **https://med.fsu.edu**.

New Student & Family Programs

Director: Robyn Brock; **Assistant Director:** Madeline Thompson

New Student & Family Programs welcomes and supports new students and families in their transition to the Florida State University community through innovative partnerships, dynamic programs, and helpful campus resources. We of-fer more than 25 orientation sessions a year, customized to the unique needs of undergraduate students and families, as well as the Chart Your Course class for new students, First Day Photos, Family Weekend, Family Connection newsletter, and other opportunities for family engagement and support. We create a welcoming and informative transition and connection to FSU for all new students and family members through New Nole orientation, campus traditions and events, and on-going communication with families.

New Nole Orientation is required for all degree-seeking undergraduate students. There is a $35 non-refundable fee required for all attendees (students and family members). Prior to attending New Nole Orientation, students are required to complete an online module of campus resources including academic colleges, involvement, and campus traditions and information. Information about the pre-orientation modules will be sent about a week prior to the orientation session.

New Nole Orientation focuses on academic requirements, campus resources, and ways to get involved with student groups, internships, and events. Students will also get practical advice from student Orientation Leaders in small and large group settings. The last part of orientation is dedicated to students meeting with an academic advisor and registering for classes.

During New Nole Orientation there is a program that runs concurrently for family members with a similar focus that is tailored more to family needs. Family members can tailor the information they want to receive through the Family Connection newsletter and learn more about Family Weekend.

For more information, visit nsfp.fsu.edu or call our office *850.644.2785*.

Center for Global Engagement

Director: Cynthia Green

Associate Director International Student & Scholar Services: Tanya Schaad

The Center for Global Engagement (CGE) is the department assigned by the University and designated by the federal government to provide services to international students in F-1 and J-1 visa classifications and ensure FSU compliance with federal immigration law.

In addition to the University Orientation mentioned above, the Center for Global Engagement provides required orientation sessions specifically for new international undergraduate students prior to the beginning of each semester. The orientation includes information and guidance on various topics such as CGE programs and services, healthcare and insurance, essential immigration regulations, transportation, registration and fee payment, and more, to better prepare students for living and studying in Tallahassee. Federal regulations make it essential that students know and understand their responsibilities under federal immigration law.

Upon arrival in the U.S., international students must submit an Arrival Confirmation form and report their U.S. address so that the CGE can register the student's record in the federal government's immigration system (SEVIS) as required by U.S. immigration regulations.

The CGE provides a variety of social and cultural programs such as International Coffee Hour, Global Café, Engage Your World Intercultural Dialogue Series, and other intercultural programs to promote interaction and increase cultural understanding among all FSU students. International students receive ongoing information about programs and services through email, newsletters, CGE's Canvas Organization, and social media.

The Center for Global Engagement is located in the Global and Multicultural Engagement building (The Globe) at 110 S. Woodward Avenue, Tallahassee, FL 32306-4216. The CGE's International Student and Scholar Services office is located on the second floor of the building. For more information, visit **https://cge.fsu.edu**, call *(850) 644-1702*, or e-mail **cge@fsu.edu**.

Graduate Orientation and Information Sessions

The Graduate School hosts a face-to-face New Graduate Student Orientation before classes begin each Fall semester. The goals of Orientation are to provide students with an understanding of what to expect academically and financially as graduate students, describe the professional ethics associated with graduate research and creative endeavors, highlight award-winning faculty and graduate students, and showcase campus services and extracurricular opportunities for graduate students. In addition to the New Graduate Student Orientation, professional development workshops are offered collaboratively by The Graduate School, Center for Leadership and Service, Center for Global Engagement, the University Libraries, and the Career Center throughout the academic year.

Departments/units often offer their own formal or informal orientation sessions; queries regarding these meetings should be made directly to the chair of the student's department.

Center for Global Engagement – International Student Orientation

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Professional Development

Professional development, improving and increasing one's skill sets, is important at every stage of graduate education and beyond. For example, improving one's oral and written communication skills and developing an understanding of research and creative ethical behavior are types of professional development. At FSU, numerous professional development opportunities are offered by academic departments/programs, the Center for the Advancement of Teaching, Center for Global Engagement, the Center for Leadership & Social Change, the Career Center, and the Graduate School. One professional development program administered by the Graduate School is the Preparing Future Faculty (PFF) Graduate Certificate, which provides a range of faculty experiences for graduate students, (e.g., presentations by faculty at FSU).

Another approach to professional development is the series of workshops offered during the academic year for FSU graduate and postdoctoral students by The Fellows Society, Office of Graduate Fellowships and Awards, and the Office of Postdoctoral Affairs. Working closely with outstanding research faculty, administrators, and the Career Center, the Graduate School offers a wide range of workshops designed to equip students to achieve their educational and career goals.

Preparing Future Faculty (PFF) Graduate Certificate Program

The Preparing Future Faculty (PFF) Graduate Certificate program assists Florida State's doctoral students (and others headed toward academic careers) prepare for future faculty work. Through participation in coursework, workshops/seminars, trainings, and mentoring, PFF Fellows increase their awareness of expectations for faculty performance and of resources available to aid in scholarly careers, and build their readiness to address research, teaching and related demands of faculty life. Goals include enhancing the placement of FSU students in university positions and supporting the finest scholarly accomplishments of FSU's graduates in their future careers. The PFF Graduate Certificate Program is an academic certificate program that is offered by The Graduate School and requires 12 graduate credit hours. The program has five components: Research Preparation, Teaching Preparation, Career Development, Mentoring, and Portfolio Development.

To earn the PFF Graduate Certificate, doctoral students must complete a minimum of 12 graduate hours in the areas of Teaching Preparation, Research Preparation, and Career Development. Events are either discipline-specific or campus wide. All FSU doctoral students are eligible to participate. Candidates who meet specified requirements, often involving participation over a two-year period, are awarded a completion certificate, but PFF events are open to all graduate students regardless of whether they intend to earn a graduate certificate.

FSU's PFF Graduate Certificate program coordinates with the national Preparing Future Faculty initiative of the Council of Graduate Schools and the Association of American Colleges and Universities, involving forty-five doctoral degree-granting institutions and more than 300 partner institutions.

To learn more about FSU's PFF program, check with your academic department/unit and visit **https://gradschool.fsu.edu/academics-research/preparing-future-faculty-pff**.

Graduate Teaching Assistant Support

The Graduate School

Two programs that support graduate student teaching include the Center for the Advancement of Teaching (CAT) and the Preparing Future Faculty (PFF) Graduate Certificate Program. See the "Preparing Future Faculty (PFF) Graduate Certificate Program" entry above.

Center for the Advancement of Teaching (CAT)

The Center for Advancement of Teaching (CAT) provides a variety of resources and programs in support of the teaching and learning development of graduate student teaching assistants (TAs), and any graduate student or postdoctoral scholar interested in learning about and developing best practices in teaching and learning. CAT's programs also strive to create opportunities that foster a sense of collaboration and community among graduate students.

CAT offers the Essential Policies and Practices Training for TAs to orient TAs and/or postdoctoral scholars to teaching at FSU. Participants learn strategies, methods, and tools for teaching; the role of the TA as a student, instructor, and apprentice; and learn about University policy issues such as academic integrity and Family Educational Rights and Privacy Act (FERPA). The training satisfies the required training elements as stated in the University-wide policy on teaching standards for TAs. The CAT program also offers a variety of ongoing programming to promote interdisciplinary learning, including pedagogy-based reading groups, peer-teaching observations, consultations, teaching recognition programs, and online and face-to-face teaching workshops during the Fall, Spring, and Summer semesters. All workshops qualify for PFF credit. CAT's programming is open to all FSU graduate students, postdoctoral scholars, faculty, and staff.

For more details about the conference and other programs offered by CAT, please visit the CAT website at **https://teaching.fsu.edu**.

Office of Graduate Fellowships and Awards

The Office of Graduate Fellowships and Awards (OGFA), a unit of The Graduate School, assists current graduate students with articulating their interests and ambitions in support of identifying and applying for external fellowships and awards. Through participation in individual and group meetings, workshops, and ongoing mentoring and advising, graduate students engage in the fellowship application process as an integral part of their professional development. OGFA's professional development opportunities support early career development, academic portfolio building, and development of writing and communication skills. The Office of Graduate Fellowships and Awards offers workshops during the Fall, Spring, and Summer semesters. Several OGFA workshops qualify for PFF credit.

To learn more about the Office of Graduate Fellowships and Awards, visit **https://ogfa.fsu.edu** or call *(850) 645-0850*.

Office of Digital Learning

The Office of Digital Learning (ODL) serves as a steward of distance education at FSU, providing leadership, policy guidance, faculty support and development, and other resources. ODL's services to students, faculty, and staff support student achievement in technology-mediated learning environments. In accordance with The Graduate School's professional development efforts, ODL instructional development faculty offer consultations and workshops on online design standards, instructional technology, and online pedagogy. Learn more at **https://odl.fsu.edu/training-workshops**. For information on quality course design, visit **https://odl.fsu.edu/online-instruction/quality-course-design**.

Canvas serves as the learning management system for the FSU community at **https://canvas.fsu.edu**. For access to Canvas, visit **https://my.fsu.edu** to activate your FSUID. Visit the FSU Canvas Support Center at **https://support.canvas.fsu.edu** for FAQs, news, and an extensive knowledge base of support articles. For more information on Canvas, visit **https://odl.fsu.edu/learning-technologies/canvas**.

The FSU Testing Center at University Center C-1100 provides secure, on-site proctored testing for FSU course exams and specialty exams like CLEP, Modern Language Placement, and Certiport professional certification. The Assessment & Testing team also facilitates online proctoring for the university's distance learning students. Scantron (bubble-sheet) form scanning services are offered, including online form viewing, item analysis, and reports. For more information, visit **https://testing.fsu.edu**.

General Financial Information

Vice President for Finance and Administration: Kyle Clark

Associate Vice President: Michael Williams

Controller: Judd Enfinger

Director, Office of Student Business Services: Gilman Page

Tuition and fees are collected by the Office of Student Business Services. Payment of registration fees and tuition detailed below is an integral part of the registration process.

Students with accounts owing greater than $499.99 which are not paid by the established due date will not be permitted to register for current or future semesters nor will they be permitted to receive transcripts or diplomas.

Tuition Payments and Arrangements. The student's username and password are required to access the Online Account Statement at **https://my.fsu.edu/** (from **myFSU Portal**, click Student Central, My Bill, **$ Make a Payment**). Tuition and fees are due according to the established due dates found through MyFSU. Financial aid is disbursed up to ten days prior to the start of classes and as received by the University any time thereafter. We encourage students to submit their third-party agency billings as soon as they have registered for classes. All third-party agency billings, departmental billings, FSU employee scholarships, state employee waivers, and Veteran's deferments are due by the third day of classes each semester.

Assessment of Fees. Fees are established by the Florida State University Board of Trustees and the Florida State Legislature and are subject to change. The University will calculate and assess the charges to be settled for fees due based on the fee rates authorized by the Florida State University Board of Trustees and the student's schedule. Students should review their **Account Summary** at **https://my.fsu.edu/** (from **myFSU Portal**) to verify the accuracy of the charges. At the time of payment, students should also review their payment receipt to verify the payment made, any outstanding charges owed, or any outstanding arrangements. Credit and debit card payments can be made at **https://fees.fsu.edu/**. Payments made by credit card will incur a 2.75% service fee for cards drawn on domestic bank accounts and 4.25% service fee for international cards. ACH/Electronic Check transactions will not carry a service fee. Payments made by International Wire do not carry a service fee, but the student's bank may charge wire fees or other administrative costs. **Students who do not pay tuition and fees or make payment arrangements by the established deadline for each term will be assessed a $100.00 late payment fee and may have their course schedule cancelled.**

Panama City Campus. Students who intend to enroll at the Panama City campus of Florida State University may pay their fees at: *Cashier's Office, 4750 Collegiate Drive (Barron Building, 1st Floor), Panama City, FL 32405*. Students may pay by check, money order, or cashier's check when paying in person. Credit card payments can ONLY be made at **https://fees.fsu.edu/**. Payments made by credit card will incur a 2.75% service fee for cards drawn on domestic

bank accounts, and a 4.25% service fee for international cards. ACH/Electronic Check transactions will not carry a service fee. Payments made by International Wire do not carry a service fee, but the student's bank may charge wire fees or other administrative costs. For further information, please call *(850) 770-2119* or e-mail **cashier@pc.fsu.edu**.

Florida Residency Requirements for Tuition Purposes

The Florida Residency for Tuition Purposes Policy is based upon state statute, rules of the two higher education governing boards in Florida, and statewide guidelines developed by college and university administrators in conjunction with the Statewide Residency Committee and the Florida Department of Education. Section 1009.21, Florida Statutes, outlines the broad legal parameters for establishing residency for tuition purposes in Florida public higher education institutions. It is the highest level of authority regarding residency as established by the Florida Legislature. This statute also provides authority for the Department of Education to establish rules related to residency for tuition purposes.

At Florida State University there are three offices responsible for the review of residency for tuition purposes: the Office of Admissions, the College of Law, and the College of Medicine. The Office of Admissions determines residency for first-time-on-campus students except for the applicants to the College of Law or College of Medicine which are handled by their respective admissions staff. Reclassification determinations for students who enroll as out-of-state students for tuition purposes and wish to change to in-state students for tuition purposes are handled by the Office of Admissions. Each residency decision will be determined based upon all available information from the application for admission and the "Florida Residency Declaration for Tuition Purposes" form. The University reserves the right to request additional information if warranted.

For the full text of Florida Statute, Section 1009.21: https://flsenate.gov/Laws/Statutes/2014/1009.21

For the full text of State Board of Education Rule 6A-10.044: https://flrules.org/gateway/RuleNo.asp?ID=6A-10.044

For the full text of State Board of Education Rule 6A-20.003: https://flrules.org/gateway/RuleNo.asp?ID=6A-20.003

For the full text of Board of Governors Residency Regulation 7.005: https://flbog.edu/regulations/active-regulations/?fwp_chapters=chapter-07

Residency Appeal Committee

Students who are denied the classification of Florida resident for tuition purposes have the right of appeal. The appeal must be based upon new information that was not made available during the initial review. All appeals must be in writing to the Residency Appeal Committee, care of the Office of Admissions. Appeals should be submitted as soon as possible after receipt of the initial decision and no later than the end of the term for which Florida residency for tuition purposes is desired. All appeals will be reviewed by the Residency Appeal Committee and Committee decisions are final.

Residency Guidelines

A Residency Guidelines document was adopted by the Articulation Coordinating Committee to assist college and university administrators in implementing Florida Residency for Tuition Purposes Policy. The Guidelines are maintained by the Statewide Residency Committee which is comprised of residency experts from the state's public colleges and universities. Detailed information about initial and reclassification of Florida residency for tuition purposes can be found at **https://admissions.fsu.edu/residency**.

Basic Definition of Residency for Tuition Purposes

A Florida resident is a student who has, or a dependent person whose parent or legal guardian has, established and maintained legal residency in Florida for at least twelve months preceding the first day of classes of the term for which residency is sought. **Residence in Florida must be as a bona fide domicile rather than for the purpose of maintaining a residence incident to enrollment at an institution of higher education.** To qualify as a Florida resident for tuition purposes, the student must be a U.S. citizen, permanent resident alien, or in legal status as determined by U.S. Citizenship and Immigration Services (USCIS).

Other persons not meeting the twelve-month legal residency requirement may be considered as Florida residents for tuition purposes only if they fall within one of the exception categories authorized by the Florida Legislature and State Board of Education. All other persons are ineligible for classification as a Florida resident for tuition purposes.

Living in or attending school in Florida will not establish legal residence for tuition purposes. Each student shall submit a Florida Residency Declaration for Tuition Purposes form, electronically or in another format, and the documentation required to establish Florida residency for tuition purposes. The burden of providing clear and convincing documentation that justifies the University's classification of a student as a resident for tuition purposes rests with the student. For documentation to be "clear and convincing," it must be credible, trustworthy, and sufficient to persuade the University that the applicant has established legal residence in Florida. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents.

Tuition & Instructional Fees

The "Academic Calendar" appearing in the *Registration Guide* each term sets forth the beginning and ending dates of each term and all deadlines.

Actual Course Fee Charge per Credit Hour 2021–2022 at the FSU Main Campus

Course Level	In-State & Enrolled in a Florida Prepaid Account Before 7/1/07	In-State /*	Out-of-State /*
0001–4999	$165.96	$215.55	$721.10
Repeat Course Fee per credit hour (undergraduate only)		$189.74	$189.74

*Includes Tuition Differential Fee

Course Level	In State**	Out-of-State**
5000 and above	$479.32	$1,110.72
Law	$688.11	$1,355.18
Medical per year	see med.fsu.edu/	

**Per credit hour does not include the Student Facilities Use Fee assessed to Main Campus Students at the rate of $20 per semester.

Actual Course Fee Charge per Credit Hour 2023–2024 at the FSU Panama City Campus

Course Level	In-State	Alabama/Georgia Special Rate*	Out-of-State
0001–4999	$180.49	$200.49	$686.04

*Visit **pc.fsu.edu/**

Course Level	In State	Alabama/Georgia Special Rate*	Out-of-State
5000 and above	$444.26	$464.26	$1,075.66

*Visit **pc.fsu.edu/**

Zero Credit-Hour Course Fees

Registration for zero credit hours provides for examinations, graduations, use of facilities, etc., when deemed appropriate by the institution. The student is assessed Resident tuition and fees for one credit hour. If the student is simultaneously registered for other credit courses, the charge for the zero-hour registration will not be assessed.

Students enrolled in cooperative education courses with zero semester hours will be charged for one semester hour of Florida resident undergraduate work, unless also enrolled in other credit courses at Florida State University during the same academic term.

Students registered in courses for zero semester hours (master's comprehensive examination, master's thesis defense, dissertation defense, or other graduate-level zero semester hour courses) will be charged for one Florida resident graduate semester hour, unless also enrolled in other credit courses at Florida State University during the same academic term.

Special Fees, Fines, and Penalties

Note: All fees subject to change.

Application Fee: $30.00. Applicants for admission as degree-seeking or non-degree-seeking are assessed a nonrefundable application fee.

Admission Deposit: $200.00. Admitted first-year and law school students who plan to attend Florida State University must pay a **non-refundable fee** that will be applied to their tuition.

New Student Orientation Fee: $35.00. This **non-refundable** fee is assessed when new students register for the required University orientation program. Students are charged a base orientation fee of $35.00 per person, regardless of the session type or term entering FSU. The $35 charge per person also applies additional guests (family members). This fee covers educational sessions, materials, and staffing.

Additional fees may include but are not limited to dining and/or housing plans for the orientation sessions only. Attendees make selections upon orientation registration. Changes can only be made up to the week before the selected orientation session.

Late Registration Fee: $100.00. A late registration fee is assessed when a student does not begin registration during the time provided under the academic calendar.

Late Payment Fee: $100.00. A late payment fee is assessed against students who do not pay their tuition in full by the required due dates (see the "Academic Calendar" in this *General Bulletin*).

FSUCard Term Fee: An FSUCard semi-annual fee of $5.00 is assessed to students each Fall and Spring semester based on campus and location.

Replacement FSUCards: $15.00. A fee for the preparation of a new card is assessed against those students, including high school students, who lose their FSUCards.

Duplication/Photocopying Fee: At cost. A fee is assessed for duplicating or photocopying documents.

Standard Tests Fee: At cost. A fee is assessed for test materials and related factoring or grading charges levied by an external agency used in standardized tests, such as the Graduate Record Examinations.

Transcript Fee: $10.00. This fee is assessed for each official transcript issued.

Installment Contract Fee: $15.00 per contract. This fee is assessed for executing an installment contract for tuition payment.

Transportation Access Fee: $8.90 per credit hour. **Rate subject to change.** This fee is assessed per credit hour to all main campus students. It covers all modes of transportation on campus such as sidewalks, bikes, mass transit (on- and off-campus buses), and vehicles. Revenue generated by this fee is used to improve the overall infrastructure of campus for all students. For additional information about parking locations, rules, regulations, and rates, go to **https://transportation.fsu.edu/**.

Returned Check Charge/Stop Payment Charge: $25.00 or five percent (5%) of the amount of the check, whichever is greater (rate subject to change). A returned check/stop payment charge is assessed against the account of a student who has a check or electronic authorization for payment returned by the bank to Florida State University. Florida State University automatically submits all personal checks twice for payment if the check was returned once for insufficient or uncollected funds. This is an automated process, and the second submission cannot be stopped; however, there is no charge assessed by Florida State University for this second submission.

Returned check charges are assessed for all personal checks written and electronic payments authorized for tuition, fees, or any services provided by the University that are returned to Florida State University for insufficient funds, uncollected funds, and stop payments placed on checks. In addition to the returned check charge, if the initial payment is for tuition and redemption of the returned item is not made prior to the tuition payment deadline, a late payment fee is assessed to tuition and student may be subject to tuition cancellation. Florida State University places a hold on accepting any personal checks or electronic payment authorizations from anyone on the student's account for ninety days after redemption for any services, tuition, or fees that are owed to the University if a personal check or electronic payment is returned. Redemption must be paid with cash, money order, or cashier's check. If a second check is returned or a stop payment is placed on it and **no personal checks will be accepted from anyone on the student's account from that day forward.**

Notification will be sent to the student via email the day that the item is returned. If not paid in a timely manner, a paper letter is sent to the address on the check or to the last maintained address in Florida State University's records. A copy of the notification letter will be sent to the maker of the check at the address on the check, if the student is not the person on whose account the funds are drawn. After notification that a check has been returned, redemption including the service charge must be made by seven working days with cash, money order, or cashier's check. Florida State University reserves the right to forward returned checks to the State Attorney's office for redemption and prosecution after collection efforts are exhausted. After a returned check is forwarded to the State Attorney's office, redemption of the check will not prevent prosecution.

Thesis, Treatise, and Dissertation Fees: All Thesis, Treatise, and Dissertation students are required to submit their manuscripts to ProQuest directly. There is no fee associated with traditional publishing. Students may choose to pay a copyright fee, an open access fee, or may order bound copies, if desired.

- **Copyright Fee:** Optional through UMI/ETD at cost.
- **Open Access Fee:** Optional through UMI/ETD at cost.

Loss and Damage Fees: At cost. Students who lose or damage equipment may be assessed a breakage or loss fee to pay for breakage or loss of equipment. Upon completion of the course, the instructor will prepare a listing of the cost of all such lost and damaged equipment and assess the student a loss or damage fee. The charge varies, based on the cost of the item, and generally applies to students taking laboratory courses.

Scientific Laboratory Fees: Varies. Students enrolled in certain laboratory courses are assessed a fee that is used to offset the cost of scientific materials or items consumed during the students' laboratory activities. These fees are assessed based on the course.

Library Fees

Note: All fees subject to change.

	Overdue Fees	Replacement Fees
Books		Billed for replacement cost at 60 days overdue, or damaged
Failure to Return Recalled Items		Billed for replacement cost at 10 days overdue, or damaged
Interlibrary Loan	Cost determined by the loaning library	Cost determined by the loaning library
Reserves	$3.00 per hour	Billed for replacement cost if lost or damaged
Media Equipment	Varies	Varies, information available at **lib.fsu.edu**
Laptops	$10.00 per hour	$1,800 replacement cost if lost or damaged
Laptop Power Cords	$5.00 per hour	Billed for replacement cost if lost or damaged
Headphones	$0.25 per hour	Billed for replacement cost if lost or damaged
Study Room Keys	$10.00 per hour	Replacement charge of up to $75 for lost keys

Housing Costs

For complete descriptions of housing facilities, services, costs, and how to contract for University Housing, refer to the Undergraduate Housing chapter of this *General Bulletin*.

Annual Estimate of Cost

The annual estimated costs listed below are for the 2023–2024 academic year and do not include Summer tuition and related expenses. The estimate is taken from Student Business Services website at https://tuition.fsu.edu.

Note: International students should refer to **https://cge.fsu.edu/international-students/new-students/step-2-obtain-your-form-i-20** for an estimated cost of attendance.

Undergraduate	Florida Residents	Non-Florida Residents
Tuition/Fees1	$5,616	$18,746
Housing2	$7,490	$7,490
Food3	$5,170	$5,170
Books/Supplies	$800	$800
Personal/Health Insurance4	$4,794	$4,794
Transportation	$1,562	$2,362
TOTAL	$25,682	$39,612

1 The tuition and fee estimate is based on thirteen semester hours for undergraduate students attending two terms (Fall and Spring) per year at the Tallahassee campus. Refer to the Student Business Services Website at **https://studentbusiness.fsu.edu** for tuition rates for all campuses or specific programs.

2 Students at the Tallahassee campus may refer to **https://housing.fsu.edu/** for on-campus rental rates.

3 Refer to **https://seminoledining.campusdish.com** for all meal plan options.

4 Students who currently have health insurance may show proof of comparable coverage and may not be required to purchase the University policy. Refer to **https://uhs.fsu.edu/** for additional information.

Payment of Fees

Payment of registration fees and tuition detailed below is an integral part of the registration process. Registration (including payment of fees) must be completed on or before the proper due date. The appropriate University office must be provided a properly executed authorization to defer fees prior to the deadline published in the academic calendar in those cases where fees are to be paid by a previously approved loan, scholarship, or other third-party arrangement. Florida Prepaid College Program does not pay the full amount due, nor do Intern Participation Certificates. Students must pay the remaining balance due by the published deadline.

Method of Payment

Students who enroll must pay fees and tuition in full or initiate an installment contract by the tuition payment deadline. We encourage students to submit their third-party agency billings as soon as they have registered for classes. All waivers, agency billings, and department billings for all students must be submitted by the third day of the term. Financial aid deferments will be entered by the Office of Financial Aid for eligible student accounts. If tuition is not paid or arrangements have not been made by the posted deadlines, a late payment fee will be assessed. Any course added after the tuition payment deadline must be paid in full within five days or a $100.00 late payment fee will be assessed. The University does not send out a paper bill because students may change their course schedule and therefore the amount owed through the fourth day of the semester will be inaccurate. Tuition and fees should be paid by the fee payment deadline as posted at **https://studentbusiness.fsu.edu/**. Note that other University related fees have separate and earlier deadlines. Students can, however, get the amount of their tuition and fees due on the Internet at **https://my.fsu.edu/** (from **myFSU Portal**, click, Student Central, My Bill, **$ Make a Payment**) or when they register for classes through the Web. Other options include calling the Office of Student Business Services at *(850) 644-9452*, or going to *A1500 University Center*, 8:30 a.m.–4:30 p.m. Monday–Friday.

In-person payments are no longer accepted, but agents are available to review student accounts and answer questions. Florida State University does not accept two-party checks or foreign checks for payment. Make checks payable to Florida State University and include one of the following on your check: your EMPLID, the last four digits of your social security number, or your FSU e-mail address, your driver's license number, as well as your local phone and address. We accept FSUCards, American Express, Discover, MasterCard, Visa, and electronic checks via Internet only. Payment methods are described below. Credit card payments can only be made through the Internet at **https://fees.fsu.edu/**, Student Central at **my.fsu.edu/**. There is a 2.75% nonrefundable fee for each transaction.

Installment Contracts. The Student Business Services Tuition Installment Contract is a form of tuition payment plan that the University offers. Through this plan, students may elect to pay in two or four installments for the fall and spring terms. The first installment is due by the established fee-payment deadline. During the summer term, a two- installment plan is available for only the A and C sessions. A $15.00 Installment Contract Fee is due with the first installment. Students can sign up for payment plans entirely through the Transact system and will receive emails as payment dates are approaching. To enroll in the Traditional Installment Plan, log into myFSU.

Convenient Drop Box for Payments. Student Business Services will accept check, money order, or cashier's check in our drop box. Our secure payment drop box is located outside our office at *A1500 University Center*. It is available for check payments 24 hours a day, 365 days a year, including holidays and weekends. All payments will be receipted by the next business day. All checks, money orders, and cashier's checks should be made payable to Florida State University or FSU. Insert a check, money order, or cashier's check in the provided envelope, and put the envelope in the drop box. Payments are processed the next business day. Payments received in the drop box by 4:30 p.m. on the tuition payment deadline will be considered on time. Payments inserted after 4:30 p.m. will be considered late and assessed a $100.00 late payment fee. Please do not deposit cash. We will not process foreign checks or two-party checks. Make checks payable to Florida State University and include **one** of the following on your check: your EMPLID, the last four digits of your social security number, or your FSU e-mail address, driver's license number, as well as your local phone and address. Checks not completed properly will be considered late.

Mail-In Tuition and Fee Payments Must Be Received by the Deadline. When paying fees by mail, send a personal check, money order, or cashier's check for the full amount of fees due. Please do not send cash. Checks not received by the tuition payment deadline will be considered late and will be assessed a $100.00 late payment fee. We will not process foreign checks, checks not completed properly, or two-party checks. Make checks payable to Florida State

University and include **one** of the following on your check: your EMPLID, the last four digits of your social security number, or your FSU e-mail address, your driver's license number, as well as your local phone and address. Checks not properly completed will be considered late. Payments should be mailed to *Florida State University*, *Office of Student Business Services*, *A1500 University Center*, *Tallahassee*, *FL 32306-2394*.

Agency Billing. Students are responsible for all tuition and fees upon registration. Third-party billing forms are available at **studentbusiness.fsu.edu**. Students who are requesting their tuition be paid by an agency must submit the required documents as soon as possible, but no later than the third day of the semester, and preferably thirty days in advance. Those students receiving financial aid should submit the documents by the third day of the semester; otherwise, tuition will be deducted from the student's financial aid and refunds will not be made to the student until the agency or department makes their payment to the Office of Student Business Services. Financial aid students must report this payment as an income source on their application, or upon further evaluation by the Office of Student Financial Aid, the student may be "over-awarded" and may be required to repay financial aid to the University. If the agency or department has not paid the tuition by the end of the current semester, a late payment fee of $100.00 will be assessed to the student's account and the student is required to pay it before being granted other University services. Accounts left unpaid at the end of the semester will be put in a delinquent status and the student will not be able to receive University services if the unpaid balance exceeds $499.99 (registration, transcripts, diplomas, etc.) Agencies that do not pay in a timely manner may cause the Office of Student Business Services to put the student's account in a non-billing status for subsequent semesters; consequently, the student will be required to pay tuition by the regularly scheduled deadline, and the University will refund to the student the amount that the agency pays (less University charges) after they have paid it. Students with agency payments that are contingent upon grade(s) received are not eligible for agency billing, and tuition must be paid by the regularly scheduled deadline. The Office of Student Business Services does not bill agencies for housing, books, meals, etc.

Departmental Billing. Departmental billings must be submitted to the Office of Student Business Services by the appropriate college or school by the third day of each semester. Financial aid students must report this payment as an income source on their application, or, upon further evaluation by the Office of Student Financial Aid, the student may be "over-awarded" and may be required to repay financial aid to the University. For information regarding departmental billings, undergraduate students should contact the Office of Faculty Development and Advancement at *(850) 644-6876*; graduate students should contact the Dean of the Graduate School at *(850) 644-3501*.

State Employee Tuition Waiver

Full-time state employees may use the state employee tuition waiver to register for Florida State University classes. Registration in classes using the state employee tuition waiver is limited to a space-available basis. Individuals using the state tuition waiver must be fully admitted degree-seeking or non-degree students. Florida State University does not consider the following to be space-available courses: remedial courses; dissertation, thesis, and directed individual study (DIS) courses; internship courses; Center for Academic and Professional Development (CAPD) courses; College of Medicine courses; College of Law courses; other one-to-one instruction courses; and all non-state funded courses (including some distance learning courses that are funded solely by student tuition and fees). Please contact the academic department to inquire about course funding. Accordingly, state employee tuition waivers may not be used for these courses.

Florida State University accepts only the official FSU State Employee Tuition Wavier form. Agencies may require additional paperwork or forms that will not be accepted at Florida State University unless accompanied by the FSU State Employee Tuition Waiver form.

State employees using a tuition waiver must complete the registration process and submit the tuition waiver to the Office of Student Business Services.

Panama City Campus

Students who intend to enroll at the Panama City campus of Florida State University may pay their fees at: *Cashier's Office*, *4750 Collegiate Drive*, *Panama City, FL 32405*. Students may pay by check, money order, or cashier's check when paying in person. Credit card payments can ONLY be made via the Internet at **https://fees.fsu.edu/** or by logging into **my.fsu.edu/** and visiting Student Central. Payments made by credit card will incur a 2.75% service fee for cards drawn on domestic bank accounts, and 4.25% service fee for international cards. ACH/Electronic Check transactions will not carry a service fee. Payments made by International Wire do not carry a service fee, but the student's bank may charge wire fees or other administrative costs. For further information, please call *(850) 770-2119* or e-mail **cashier@pc.fsu.edu**.

Florida Prepaid College Program

This program was created by the State of Florida to guarantee payment of tuition and may include optional dormitory contract guarantees and an optional local fee plan, and differential fee plan (note: the differential fee is waived for semesters during which plans contracted in summer of 2007 or earlier are billed). **The primary plan pays the rate the University assesses for tuition (i.e. the matriculation fee), plus student financial aid and capital improvement fees, but excludes local fees (i.e. athletics, activities and services, student health) unless the local fees plan was purchased.** Additionally, there are fees that no Florida Prepaid plan covers, including laboratory and equipment fees, transportation access, technology, student facilities use fee, online class fees, and books. Fees not covered by Florida Prepaid must be paid by the student using one of the options described above and by the deadlines stated above. The student is to verify that the billing is being processed by reviewing the FSU bill available at **my.fsu.edu/**. **Students using the Florida Prepaid College Program are responsible for paying any fees not covered by Florida Prepaid by the tuition payment deadline or they will be assessed a $100.00 late payment fee. (Rate subject to change).** Additional information may be obtained by writing: *Florida Prepaid College Program*, *P.O. Box 6448*, *Tallahassee*, *FL 32314-6448*; by calling *1 (800) 552-4723*; or by visiting **https://www.myfloridaprepaid.com**.

Fee Liability

Liability is incurred for all credit hours at the time of registration for classes. The student is responsible for dropping classes or withdrawing from school. For more information on policies regarding attendance and schedule cancellation, please refer to the section on 'Cancellation of Student Schedules for Non-Payment of Tuition and Fees'. Out-of-state tuition and matriculation fee waivers will not cover dropped or withdrawn classes.

Repeat Course Surcharge

Section 1009.29, Florida Statutes, mandates that each student attempting the same non-repeatable undergraduate course more than twice beginning with the Fall Semester 1997 shall be assessed an additional per credit hour surcharge beginning with the third attempt. Attempted hours include those hours dropped, withdrawn, and repeated that are fee liable. Undergraduate level courses are numbered 1000 to 4999.

The repeat course surcharge is subject to change annually based upon calculations by the Florida Board of Governors.

The only exceptions:

- Any course taken prior to Fall 1997;
- Attempts taken at an institution other than FSU;
- Graduate level courses (courses numbered 5000 and above);
- Any non-fee-liable course dropped or withdrawn;
- Courses taken through cooperative education, military, waivers, and audits; and,
- Individualized study, courses that are repeated as a requirement of a major, and courses that are intended as continuing over multiple semesters. However, courses repeated more than two times to increase GPA or meet minimum course grade requirements are eligible for the surcharge.

Repeat Course Surcharge Appeal

Section 1009.285, Florida Statutes, provides authority to universities to consider appeal of the repeat course surcharge based on documented evidence of financial hardship. Appeal forms are available in the Office of the University Registrar, *A3900 University Center, Tallahassee, Florida 32306-2480, (850) 644-3403*. Appeals must be submitted to the Office of the University Registrar no later than the last day of classes for the term in which the surcharge is assessed.

Excess Credit Hour Surcharge

Section 1009.286, Florida Statutes, mandates that each student shall be assessed an additional per credit hour charge equal to fifty percent or one hundred percent of the tuition for each hour exceeding a specified percentage of the total number of credit hours required to complete the baccalaureate degree, depending on their first term of enrollment in a post-secondary institution. This law is in effect for students who began their postsecondary education at any institution Fall 2009 or later. Any break in continuous enrollment requiring readmission or reinstatement may cause the student to be subject to current legislative Excess Credit policies and fees.

Post-secondary Start Term	Surcharge Percentage	Excess Hours Threshold
Fall 2009–Summer 2011	50%	120%
Fall 2011–Summer 2012	100%	115%
Fall 2012–Spring 2019	100%	110%
Summer 2019 and later	100%	120%

Credit hours earned under the following circumstances are included in the calculation of the threshold for surcharge assessment, unless they otherwise meet one of the exception criteria provided for in statute:

All enrolled classes including:

- Failed courses;
- Hours dropped after the Universities' drop/add period;
- Courses for which a student withdraws;
- Repeated courses, except repeated courses for which the student has paid the repeat course surcharge as provided in Section 1009.285, Florida Statutes;
- All credit earned at another institution and accepted for transfer and applied toward the baccalaureate degree program.

Credit hours earned under the following circumstances are not included as hours earned toward the baccalaureate degree for purposes of determining the threshold for surcharge assessment. They may otherwise count toward and satisfy university, college, or departmental hour requirements according to University policy.

- College credit earned through articulated accelerated mechanisms such as AP, IB, CLEP, dual enrollment, national standardized tests (ACT or SAT), etc. as defined in Section 1007.27, Florida Statute;
- Credit hours earned through internship;
- Credit hours required for certification, recertification, or certificate programs;
- Courses from which the student withdraws for reasons of medical or personal hardship;
- Credit taken by active-duty military personnel;
- Credit hours taken to achieve a dual major while pursuing a baccalaureate degree;
- Remedial and English-as-a-second-language credit hours;
- Credit hours earned while participating in a Reserve Officer's Training Corps (ROTC) program.

Students have one year from the first term of enrollment at FSU to appeal the initial excess credit hour determination.

Delinquent Fees

Students who have amounts owed to the University greater than $499.99 may not complete their registration, receive a diploma, or receive an Associate of Arts degree until all amounts owed to the University have been satisfactorily settled. This includes, but is not limited to, library charges, health center

charges, parking fines, and University debt. All payments will be applied to the current tuition first and then to the oldest outstanding debt. Nonrefundable collection fees, as well as legal fees and interest assessment through court judgments, are added to a student's account if the student has had an outstanding debt for 120 days or longer. When an account is sent to a collection agency, the customer must make payment arrangements directly with the agency. Payment arrangements do not permit student privileges such as registration, official transcripts, etc. Accounts must be paid in full to obtain further privileges.

Registration Stop for Outstanding Charges

A "stop" is placed on all academic progress for those students who have outstanding charges due to the University. Students owing an amount equal to or greater than $500.00, including current semester tuition, are not permitted to register for classes. The "stop" will not be removed, and such students will not be permitted to register or receive other University services, until the debt is cleared. A hold on diplomas will be placed on students for outstanding charges of any amount.

Cancellation of Student Schedules for Non-Payment of Tuition and Fees

In accordance with Florida State University Regulation 5.081 *Tuition, Fees, Payment*, students who do not pay tuition and fees or make arrangements to pay tuition and fees by the end of the established fee payment deadline may have their schedules cancelled and academic progress discontinued for the semester. Students will be notified using their FSU e-mail account concerning outstanding tuition delinquencies and given an opportunity to pay tuition and fees or make arrangements for tuition and fee payment with the Office of Student Business Services prior to cancellation. Students whose schedules are cancelled for non-payment of tuition and fees will have their academic progress discontinued for the term in question and will not be able to attend class or receive grades. For more information, please reference FSU Adopted Regulations, Chapter 5 - Academic Matters available at **https://regulations.fsu.edu/regulations/adopted-regulations**.

Reinstatement of Student Schedules Cancelled for Non-Payment of Tuition and Fees

Students whose schedules are cancelled for non-payment of tuition and fees may appeal to the University Registrar for reinstatement and continuation of academic progress for the term. A written appeal must be submitted to the University Registrar by the end of the seventh week of classes as identified in the University Academic Calendar (consult the *Registration Guide* for deadline dates). Prior to a student's appeal being approved, the Office of Student Business Services must verify that payment for the current term has been received or that appropriate arrangements have been made for tuition and fee payment. Students whose schedules are reinstated are subject to a $100.00 late registration fee and a $100.00 late payment fee. Check or credit card payments that are returned or refused will negate any tuition payment agreement for the reinstatement of a student's schedule. The University reserves the right to deny reinstatement when a demonstrated pattern of tuition delinquencies over two or more semesters has occurred.

Note: The appeal must be submitted by the seventh week deadline for the term that was cancelled. Appeals received during the next term, for a prior term's cancellation, will be deemed to have missed the deadline and may not be considered.

Tuition Waivers, Deferments, and Financial Arrangements

Out-of-State

In the interest of the general welfare of the State of Florida, and in order for Florida to contribute to the fulfillment of national and international obligations, the State Board of Education authorizes the University to waive portions of out-of-state tuition for a limited number of students in specific categories. Students in the following categories may apply:

- Out-of-state graduate students having at least a one-quarter time assistantship (teaching or research) or a fellowship equivalent in value to at least a one-quarter time assistantship
- Foreign student programs, or student exchange programs
- Students having special skills in music, dance, theatre, or athletics
- Graduate students with outstanding academic credentials and abilities

Special and part-time students at the undergraduate and graduate level are not eligible for out-of-state tuition waivers. Tuition waivers must be submitted by the appropriate college or school preferably by the fourth day of each semester but definitely no later than the fifth day of the term. **Tuition waivers do not cover the total amount of fees due and may have an effect on financial aid awards.** For information regarding out-of-state waivers, undergraduate students should contact the Vice President for Faculty Development and Advancement; graduate students should contact the Dean of the Graduate School. Tuition and fees not covered by waivers must be paid in full by the deadline as posted at **https://studentbusiness.fsu.edu/**.

Military Veterans, Service Members, and Their Dependents

For information regarding out-of-state tuition waivers for military veterans, service members, and their dependents, please see the Student Veteran Information chapter in this Bulletin.

Florida Residents Over 60 Years of Age

When registering to audit courses not for credit, all fees are waived for citizens sixty years of age and older who are Florida residents. All requirements pertaining to auditing courses must be met, and, in addition, proof of age and residency must be presented. For further information, refer to the "Academic Regulations and Procedures" chapter of this *General Bulletin*.

Note: Audited courses do not earn credit hours or appear on a student's permanent record.

Waiver of Late Fees

A student may request a waiver of the late registration fee at the Office of Student Business Services. Documentation supporting University error or extraordinary circumstances will be required.

A student may request a waiver of the late payment fee with the Office of Student Business Services if payment was not made by the established deadline because of a University error, administrative error, or extraordinary circumstances beyond the control of the student. Supporting documentation is required.

Note: Lack of funds, not applying for financial aid on time, or not being aware of the payment deadline are not valid reasons for waiving the late fee. Request to waive late payment fees must be made by completing a waiver request form available online at **studentbusiness.fsu.edu**.

Deferments and Financial Arrangements

Financial aid is disbursed early in the semester. Students must pay or make arrangements to pay all fees due by the tuition payment deadline.

Financial aid deferments are authorized by the Office of Financial Aid. Departmental billings are authorized by the school or college issuing the billing. Agency billings are authorized by the approved agency to pay fees on behalf of the student. The third-party billings are to be completed by the student online at *studentbusiness.fsu.edu* no later than the third day of the term. Outstanding tuition from a previous semester will be deducted from financial aid received during a current semester. A refund will not be processed until payment is made by the agency or department. Agency billing forms are at **https://studentbusiness.fsu.edu**.

Veterans Deferments. For information regarding out-of-state tuition waivers for military veterans, service members, and their dependents, please see the Student Veteran Information chapter in this *Bulletin*

Application Fee

Individuals who apply to Florida State University shall pay a nonrefundable application fee of $30.00. First-year-in-college students who apply via the Common Application pay an additional $5.00 processing fee. Accepted application fee waivers include a fee waiver from the American College Testing (ACT) Program, the College Board (SAT), or the National Association for College Admission Counseling (NACAC). Students that are Pell eligible or qualify for free and reduced lunch are also eligible to receive a waiver of the application fee. Graduate applicants in designated sponsored programs may also be eligible for a waiver of the application fee.

Refund of Fees

Regulations Concerning Refund of Fees Paid

Students incur a liability for all credit hours that remain on their schedule of courses as of the end of the official drop/add period. The amount of this liability is identified on the Student Assessment Payment Schedule. Any amount paid in excess of the amount owed (assessed fee and outstanding University charges) during the term will be carried forward and will be applied against subsequent University charges incurred or may be refunded by request.

Full refunds of tuition fees may be granted in instances of withdrawal from the University under the following conditions:

1. Involuntary call to active military duty
2. Death of the student or death in the immediate family (parent, spouse, child, sibling)
3. Illness of the student of such duration or severity, as confirmed in writing by a physician, that completion of the term is precluded
4. Cancellation of the course by the University
5. Exceptional circumstances that could not have been foreseen and were beyond the control of the student, as approved by the University refund committee.

Students who drop a course without fee liability after their tuition and fees are paid may be eligible for a tuition refund. Any amount paid in excess of the amount owed to the University during the semester/term will be carried forward and may be applied against subsequent University charges incurred or will be refunded upon request; however, **any outstanding charges owed to the University will be deducted and the balance will be issued as a refund.** The refund will be processed as a credit to the student's direct deposit bank account or by check when required. Payments made by credit card will be refunded to the payment card. Refunds requested during the fiscal year close-out, during the last two weeks of June, will not be processed until the first week of July.

Students who withdraw after the fourth day of the semester/term but prior to the end of the fourth week of the semester (or for Summer sessions by the first twenty-five percent of the term) are eligible for a twenty-five percent refund of tuition and fees. After this period, students who withdraw are held fully liable for fees. Students who withdraw and have received federal financial aid (Title IV programs), state or university aid may be required to repay to the aid source the amount of unearned financial aid funds disbursed to them as of their withdrawal date as described in the section on 'Withdrawals and Return of Financial Aid.'

Note: In the case where a withdrawal petition is approved, a refund can only be provided **if the refund withdrawal request is submitted and completed within six months after the end of the semester/term in which the withdrawal occurred.** If financial aid is received by the student during the term in which the refund is granted, state and federal regulations may require that the refund be returned to the aid source.

An application for a request for refund of fees should be submitted as follows:

- **Food Plan.** *Director of Food Services, 144 Oglesby Union*
- **Housing Fees.** *Assistant Director of Housing for Contracts and Assignments, 109 Student Life Building*
- **Parking Decals.** *Director of Transportation & Parking Services, 104 North Woodward Avenue*
- **Textbooks.** *Manager of Florida State University Bookstore, Parking Garage, Main Level*

Withdrawal and Return of Financial Aid

Per federal regulation (34 CFR 668.22), students who withdraw and have received financial aid will be required to repay to the program sources the amount of unearned financial aid funds disbursed to them as of their withdrawal date. The unearned amount of program funds is calculated based on the last date of academic activity, which indicates the percentage of the semester completed.

Both the University and students receiving financial aid are required to return unearned financial aid to the aid source. A school must return Title IV funds to the programs from which the student received aid during the payment period or period of enrollment as applicable, in the following order, up to the net amount disbursed from each source: Unsubsidized Direct Loans (other than Direct PLUS Loans), Subsidized Direct Loans, Direct PLUS Loans (parent or graduate), Federal Pell Grants, for which a return of Title IV funds is required; Iraq and Afghanistan Service Grant, for which a return of Title IV funds is required; FSEOG, for which a return of Title IV funds is required; and TEACH Grants, for which a return of Title IV funds is required.

The University is required to return the unearned portion of financial aid funds that was used to pay institutional charges such as tuition, fees, housing, and other education-related expenses assessed by the institution. Students will owe the University the amount returned to the aid source for institutional charges.

Additionally, any student who receives Title IV funds who stops attending classes during the semester or fails to earn credit for any classes during the term and does not officially withdraw from the University is considered an unofficial withdrawal according to Title IV federal regulations. The University is required to return unearned financial aid to the federal government for all unofficial withdrawals in the same manner as students who withdraw officially.

Students who owe grant overpayments remain eligible for Title IV program funds for forty-five days if, during those forty-five days, the student: 1) repays the overpayment in full to the University; 2) enters into a repayment agreement with the University; or 3) enters into a repayment agreement with the Department of Education. Entering into a repayment agreement does not mean the student is eligible to register for additional classes, receive a transcript, diploma, etc. Students can lose financial aid eligibility if they do not comply with the options above and should consider their repayment responsibilities for these programs as part of any withdrawal decision.

Bright Future Repayment Requirement

Florida Statute requires that students who drop or withdraw from any course(s) must repay any Florida Bright Futures Scholarship disbursed for the course(s). However, a student who receives an award under this program and subsequently drops one or more courses or withdraws from all courses after the end of the drop and add period due to a verifiable illness or other documented emergency may be granted and exception pursuant to s. 1009.40(1)(b)4., **unless the institution's policy is to refund the cost of the courses.**

Financial Aid

Director of Financial Aid: Suzanne Vickers

General Information

Florida State University recognizes the high cost of education today and makes every effort to offer financial assistance through a variety of programs to qualified students. In addition to providing funds based on demonstrated financial need in the form of grants, work-study offers, and loans, the University offers scholarships to recognize and reward talent, academic achievement, and meritorious performance.

The Office of Financial Aid is committed to serving and guiding students through the process of applying for financial aid. Help in completing the Free Application for Federal Student Aid (FAFSA) is available from professional financial aid counselors located in the *University Center Building A, Room 4400*.

After a student completes the FAFSA and is admitted, the financial aid status should be monitored by visiting **https://my.fsu.edu/**. This site also provides information on any outstanding documents required to complete the financial aid file. Upon admission and completion of the financial aid file a student's financial aid offer may also be found on this site.

The hours of operation for the Office of Financial Aid are 8:00 a.m. to 5:00 p.m., Monday through Friday. Counseling is available by phone at *(850) 644-0539* or at the information center *A4400 University Center*, Monday through Friday, 8:00 a.m. to 5:00 p.m.

Panama City Campus

Students who intend to enroll at the Panama City campus and need financial support should contact: *Coordinator for Financial Aid/Veteran Affairs, Office of Student Affairs, 4750 Collegiate Drive, Panama City, FL 32405*, or by phone at *(850) 770-2177*.

Undergraduate Students

Undergraduate students may apply for many types of aid, including scholarships, grants, work study, and loans. To apply for federal and state grants, federal work-study and/or federal loans, students must complete the Free Application for Federal Student Aid (FAFSA) at **https://studentaid.gov/h/apply-for-aid/fafsa**. Students who have previously completed a baccalaureate degree may not be eligible for all types of aid when seeking a second undergraduate degree.

Eligibility

Financial aid offers have eligibility requirements. Please see Financial Aid Terms and Conditions for specific award requirements. Visit **https://financialaid.fsu.edu/** for additional information.

Degree Applicable Hours

Degree-seeking students, regardless of academic career, will be provided a multitude of advising resources, ranging from in-person advising, online program of study guides, academic maps, and/or graduate committee review. Qualitative and quantitative metrics are maintained to ensure student

enrollment in courses relevant to their academic degree programs and majors, as such these courses are deemed degree-applicable for financial aid purposes. Inclusion in a degree progression initiative may require students to enroll in specific classes. These classes are considered degree-applicable by the University. Students not actively assigned to a structured degree progression initiative may self-identify as needing additional support and may enroll in the same classes, where allowed. In these cases, the courses are considered elective hours and are considered degree-applicable by the University. Courses not deemed degree applicable may be ineligible for certain types of financial aid.

Deadlines

The federal financial aid application period for the 2024–2025 year begins December 30, 2023 and ends June 30, 2025. Some federal and institutional grant funds and federal work-study funds are limited, students are encouraged to apply as soon as possible December 30, 2023.

This application is valid for Fall 2024, Spring 2025, and Summer 2025.

Financial Aid Application Process

To apply for federal, state, and institutional aid at Florida State University, students must complete the Free Application for Federal Student Aid (FAFSA). Students are encouraged to apply online at: **studentaid.gov/h/apply-for-aid/fafsa**.

To apply, the following materials will be necessary to complete the data required:

- The student's social security card and driver's license
- W-2 forms or other records of income earned for tax year 2022 (Student and Contributors 1 and Contributor 2)
- Student's and student's spouse's Primary Contributor(s) Federal Income Tax Return for tax year 2022
- Identified contributors must provide consent and approval to have the IRS transfer federal tax information into the FAFSA form to determine eligibility for funding. Failure to provide consent suspends eligibility for financial aid.
- Records of other untaxed income received, such as welfare benefits, social security benefits, TANF, and child support
- Current bank statements and records of stocks, bonds, and other investments
- Business or farm records, if applicable; and
- Student's alien registration card if student is not a U.S. citizen.

Note: Students may apply for financial aid before being admitted to Florida State University, but while early application for aid is recommended, a student cannot be awarded aid until he/she is officially accepted for admission to Florida State University.

Loan Entrance Counseling Sessions and Master Promissory Note

Federal regulations require all students receiving a Federal Stafford/Subsidized Loan or Federal Stafford Unsubsidized Loan to participate in a loan entrance counseling session and endorse a master promissory note prior to receiving the first distribution of the loan. No Federal Stafford loan can be disbursed until this requirement is met.

A student accepting a loan award for the first time at Florida State University can complete the loan entrance requirement by accessing the Federal Department of Education Website at **studentaid.gov/h/manage-loans** and clicking on the loan entrance counseling and the master promissory note links. Students will need their Federal Student Aid ID (FSA ID) to access their profile. Students can obtain an FSA ID by visiting **http://studentaid.gov/fsa-id**. The student will be asked to provide certain information, including reference addresses for future use. Students are strongly encouraged to print a copy of the completed confirmation page to retain for their records. Students who prefer an alternative format or who have questions about loans, the loan entrance counseling, or the master promissory note information process may contact the Office of Financial Aid.

Fees and Financial Aid Students

Financial Aid Payments & Refunds: When financial aid is processed to the student's account, the University first applies financial aid payments towards tuition and housing charges (and towards other charges as allowed) before issuing refunds. Financial aid is processed to accounts beginning with the published disbursement dates and continues through the semester. For more information and upcoming dates, visit **https://studentbusiness.fsu.edu**. To receive your aid, you must comply with Financial Aid Terms and Conditions located at **https://financialaid.fsu.edu/Terms-and-Conditions**. You must also confirm that your financial aid file is complete prior to disbursement by checking your status and clearing any holds or to-do list items at **https://my.fsu.edu**. Financial aid refunds are sent by Electronic Funds Transfer (EFT) to any US-based bank account, so students must designate a refund bank account and enroll in direct deposit to receive a refund of excess Financial Aid or a refund of financial aid that cannot be applied to University charges. Additionally, the University must receive written permission to apply federal financial aid to charges other than tuition, dining, books, and housing. Federal aid cannot be applied to excess-hours fees. For instructions on how to provide that permission, or for direct deposit enrollment instructions, see **https://studentbusiness.fsu.edu**.

If you have any questions, please call the Office of Student Business Services at *(850) 644-9452*. For financial aid questions, please contact the Office of Financial Aid at *(850) 644-0539*.

Deadline: If the financial aid payment is not sufficient (or allowed) to cover all charges, or if a student's schedule, university bill, or financial aid offer changes after application of financial aid, then the student is responsible for paying the balance by the tuition payment deadline, (see the "Academic Calendar" in the *Registration Guide*). After this date, a $100.00 late payment fee is assessed, and grades will be held at the end of the semester until fees are paid in full.

Note: Financial Aid students who are having their tuition paid by an agency, department billing, or Florida Prepaid College Program should submit the required documents no later than the fifth day of the semester (see the "Academic Calendar" in the *Registration Guide*). The basic Florida Prepaid College Program does not pay the full amount of tuition owed to the University, nor do Intern Participation Certificates. Students must pay the remaining balance due by the posted payment due date.

Deferments, Loans, and Check Cancellation

Deferments

Students must confirm their application is complete by the first week of the semester by going to **https://my.fsu.edu/** and viewing their Financial Aid. Students may qualify for a deferment or extension of the tuition due date if they are awarded financial aid that is not disbursed by the published tuition deadline. Students who have been awarded aid (and in the case of loans, have accepted aid) sufficient to meet their tuition cost and who have submitted all To-Do-List items may receive an automatic extension of the tuition deadline if their aid is not disbursed by the published deadline. Students should review their Student Account Invoice after the end of Drop/Add and before the published tuition deadline to determine if all aid has been applied, or to check to see if the tuition deadline has been extended. If tuition is still owed by the initial published deadline and aid is still pending, students should contact the Office of Financial Aid prior to the tuition payment deadline.

Financial aid students who do not receive a financial aid deferment or extension must pay their tuition in full by the tuition payment deadline. See the dates published in the "Academic Calendar" included in the *Registration Guide*. Failure to pay by the published deadline will result in a late payment fee assessment.

Note: Financial aid deferments expire before the end of the semester. See the *Registration Guide* for the expiration date. Students must confirm that their financial aid has posted, and all requirements have been met by the deferment expiration date. Go to **https://my.fsu.edu** (from **Student Account Quicklinks**, click **Account Statement**). Students will then see courses and fees detailed. With a temporary deferment, the total balance may show ($0.00) for the Current Term Tuition. When financial aid posts, the screen will show how much has been paid toward tuition. Students must ensure financial aid pays tuition in full by the deferment deadline. If the student's financial aid is not available by the expiration date, it is the student's responsibility to pay tuition in full. Failure to pay by the expiration date will result in a late payment fee assessment of $100.00, and the schedule for the semester may be cancelled. Additionally, registration will not be permitted, and transcripts and diplomas will not be mailed until debts are paid in full.

Short Term Loans

Students in need of funds as a result of financial aid being delayed may apply for a short-term loan (also known by the name delayed delivery loan) by contacting the Office of Financial Aid. Eligibility for the loan will be determined by the type of aid awarded and the hours enrolled. Accounts in delinquent status (past due) are not eligible for loans. Short term loans will be disbursed approximately 1–2 business days after the loan has been approved and disbursed according to the disbursement method indicated on the student's disbursement permissions. Students must have either paid or deferred their full amount of tuition by the tuition payment deadline in order to be eligible for short term loans. Short term loans are due when the financial aid arrives, or by the financial aid deferment deadline, whichever comes first. Debts not paid will prohibit students from using University services such as registration, transcripts, etc.

Short term loans **are not available** until the financial aid distribution period. Students should come prepared to buy books and pay initial living expenses until financial aid disbursement. Students meeting the eligibility for the loan must contact the Office of Financial Aid for further assistance.

Emergency Loans

Students who have a documented emergency, such as eviction or utility suspension, may apply for an emergency loan at the Office of Financial Aid. Documentation and a picture ID are required to receive an emergency loan. Accounts in delinquent status are not eligible for an emergency loan. These loans must be paid by the due date, and University services will not be granted until paid in full. For emergency guidelines and requirements to determine eligibility for the loan, students must contact the Office of Financial Aid for further assistance.

Check Cancellation

Any Federal Direct Stafford Loan disbursed by check that remains uncashed at the check cancellation deadline will be returned to the lender for cancellation.

Loan Cancellation and Refusals

Students should notify the Office of Financial Aid to decline or refuse an awarded loan (Federal Subsidized Stafford, Federal Unsubsidized Stafford Loans, Federal PLUS for Parents, Federal Graduate PLUS or Private loans) prior to it being disbursed to the student. Financial aid is processed 10 days before the semester. If the loan has already been disbursed and a student wishes to partially or fully refuse a loan, the student is required to notify the Office of Financial Aid and complete a cancellation form within fourteen days. To request a loan refusal or cancellation, complete the Loan Refusal Application a t **https://studentbusiness.fsu.edu/how-pay/financial-aid/loan-refusals**. The Loan Refusal Application is an Adobe PDF which requires electronic signatures. Students will need to download the form to their computer in order to sign and return it; the form cannot be completed in the browser. Once completed, click "Route to Financial Aid" which will open the form in a default e-mail client to be returned to Financial Aid. Do not attempt to change the "To" field or "Subject" line or Financial Aid may not receive the application.

If the student's default e-mail client will not send the form, send a signed copy manually to **ctl-loanrefusal@fsu.edu** with the subject line "Loan Refusal – Student." Repayment can be made to Florida State University by FSUCard, cashier's check, or money order, or the original check can be brought to the Office of Student Business Services, *A1500 University Center*.

Loan Exit Interviews

Federal and University regulations require that all recipients of federal loans participate in an exit interview counseling session upon graduation, withdrawal from the University, or dropping below six semester hours. Counseling sessions can be completed online at **https://studentaid.gov/h/manage-loans**. For more information, contact the Office of Financial Aid at **financialaid@fsu.edu** or *(850) 644-0539*.

Additional Sources of Financial Support

Scholarships may be available from many sources, including community agencies, local and national businesses, scholarship organizations and professional associations. Donations to FSU to establish scholarships for FSU students may be applied for through the FSU Foundation. These scholarship opportunities can be found on the FSU Scholarship Foundation, FS4U, at **https://fsu.academicworks.com**.

It is the student's responsibility to report all additional sources of financial aid via "Outside Aid" located at **https://my.fsu.edu** within the Financial Aid student portal. By federal and state regulation, we must include scholarship resources when awarding other aid. Late scholarship awards may require review of an existing award, and in some cases, adjustments to aid already disbursed.

The Federal Work Study Program (FWSP)

The FWSP is a federally funded, need-based financial aid program, administered by the Office of Financial Aid. This program enables students to earn a portion of their financial aid offer through student employment. This program offers a positive alternative to loan indebtedness through meaningful part-time employment. Weekly work schedules are mutually determined by the student and the employing department to suit the student's class/exam schedule and the employer's needs. According to federal regulations, the work schedule cannot interfere with a student's class schedule.

Students may also utilize their Federal Work Study offers by participating in community service through the **Community Service Work Study Program (CSWSP)**. This program is designed to locate and develop off-campus community service jobs and offer referrals for eligible students. Students may assist with programs related to health care, childcare, literacy training, education (including tutoring), welfare, and social services. Some students may serve as mentors for educational and recreational activities or work as counselors in areas such as career counseling.

To determine eligibility for the FWSP and CSWSP, students must apply for financial aid at Florida State University by completing the *Free Application for Federal Student Aid (FAFSA)*, and by submitting all other required documentation.

Undergraduate Scholarships

Florida State University recognizes and rewards high academic achievement and awards scholarships on a competitive basis. All eligible students will automatically be considered at the time of their admission for these scholarships, which are administered by the Office of Admissions. Additional information can be found by visiting **https://admissions.fsu.edu/freshman/scholarships**.

In addition, the individual departments described in the "Academic Departments and Programs" section of this *General Bulletin* list scholarships and assistantships available for students of specific majors. The University also has a Foundation Scholarship search site, FS4U, at **https://fsu.academicworks.com**.

The Florida Department of Education, located in Tallahassee, FL, offers several programs for scholarships, grants, and loans to help defray a student's cost of education. These programs are available only to Florida residents. Contact the Florida Department of Education at *(888) 827-2004*; **https://fldoe.org/finance/financial-aid-scholarships**. Residents of other states should check with their state's Department of Education for additional aid that may be available to them.

Students receiving scholarship checks directly from a donor must bring them to the Office of Student Business Services for processing at *A1500 University Center*.

Seminole Dining™

Our nationally ranked culinary program, Seminole Dining™, offers well-balanced menus utilizing seasonal ingredients with the support of our local vendors, ensuring we serve the freshest food available. Menus are centered on the latest trends and student feedback to provide value through the best-tasting, most nutritious, and diverse options.

With two all-you-care-to-eat dining halls, Seminole Café, and Suwannee Room, along with a variety of restaurants, cafés, and markets, we have something for every appetite!

Enjoy a delicious meal regardless of your food allergy at the True Balance station, located in Suwannee Room; all food items in this station are made without the top eight most common food allergens. You can also prepare your own meal in the Worry-Free Zone, our campus "pantry" where food items are stored with precautions against cross-contact. There is an array of vegan and vegetarian options throughout our venues on campus, including plant-based stations in both dining halls. Plus, our full-time Registered Dietitian ensures you're receiving proper nutrition, dietary advice, and information.

Your brain can't do its best work on an empty stomach. Having a meal plan gives you an unmatched dining experience full of healthy options, diverse cuisine, themed events, and more. The meal plan options are flexible, transparent, and simple to use. Visit our Meal Plan Office in the FSUCard™ Center to sign up and save money with a meal plan or add funds to your Dining Dollars account. All dining locations accept Dining Dollars, FSUCash, Visa, MasterCard, American Express, Google Pay, Apple Pay, and Samsung Pay. New locations and events are always in the works. Stay up to date on all Seminole Dining™ has to offer by following us on Instagram @Seminole_Dining and on Facebook, Twitter, and TikTok @SeminoleDining. To learn more, visit **https://seminoledining.com** or call *(850) 644-3663*.

Student Services Statement on University Housing

University Housing provides exceptional living opportunities to help students succeed academically. University Housing offers over 6,700 beds located in suites or apartments for full-time, degree-seeking, fee-paying students. Approximately 85 percent of the first-year class chooses to live on campus. Residence hall staff provide resources and seek to create living environments that foster the lifelong learning of every resident through promoting

connection, respect, scholarship, and wellness. Approximately 550 students live within ten different academic living-learning communities. First-year students who live on campus earn higher GPAs and retain at a higher rate than those who live off campus. Rental rates and information about contracting for on-campus housing can be found at **https://www.housing.fsu.edu**.

For more information, see the "Housing" chapter of this *General Bulletin*.

Undergraduate Housing

Executive Director of University Housing: Shannon Staten, *109 Student Life Building*

Residence Halls

The **Office of University Housing** is responsible for all on-campus housing facilities and programs for residents. The office provides living accommodations for full-time, degree-seeking, fee-paying students. All assignments are made without regard to race, religion, sexual orientation or national origin. Some rooms and apartments are adapted for residents who have physical disabilities.

University facilities on the main campus include eighteen residence halls accommodating approximately 6,700 single undergraduates and graduate students in a variety of suite and apartment-style housing spaces. The chart below lists each residence hall and the special programs available in each residential area. All of the residence halls are co-ed.

For the security of the residents, entrances to residence halls are locked at all times. Residents must use their FSUCards to enter. Visitors must be escorted in the building at all times by a resident.

Each room is furnished with a bed for each resident, study desks, chairs, dresser space, a small refrigerator, and Internet access for each resident. Residents must provide their own linens. Bicycle pads for parking are situated outside each hall, but residents must provide their own lock and chain.

Halls	Special Programs/Comments
Azalea	Business Living Learning Community; Suite Style
Broward	Suite Style
Bryan	Exploration and Discovery Learning Community- freshmen only; Suite Style
Cawthon	Women in Math, Science, and Engineering (WIMSE); Music Living-Learning Community; Suite Style
DeGraff	Suite Style
Deviney	Entrepreneurship and Innovation Learning Community; Suite Style
Dorman	Global and Public Affairs Learning Community. Suite Style
Gilchrist	Suite Style
Jennie Murphree	Suite Style
Landis	Suite Style; Honors Community
Magnolia	Engineering Learning Community; Suite Style
McCollum	Apartment Style
Ragans	Apartment Style
Reynolds	Health Professions Learning Community; Suite Style
Rogers	Apartment Style
Salley	Suite Style
Traditions	Apartment Style
Wildwood	FGEN Noles Living-Learning Community; Nursing Learning Community; Suite Style

Costs

Semester rate includes utilities, mail service, wired and wireless Internet, and a refrigerator. Rental rates and payment due dates are provided on the University housing Website at **https://housing.fsu.edu**.

Note: All housing rental fees are established by Florida State University and are subject to approval by the State Board of Education. University Housing is a self-supporting auxiliary, and rental rates must reflect operating costs.

Contracts

Upon notice of admission, students receive information about housing which includes information about how to submit a housing contract electronically. The contract is available at **https://housing.fsu.edu**.

As space is limited, interested students are urged to submit their contract and advance payment as quickly as possible. Assignments are made on a priority basis: 1) returning residents–based on the number of completed credit hours on file with the Office of the University Registrar, and 2) all new residents–based on the date the contract is submitted. No guarantee can be given that specific room or hall preferences can be met.

The **Housing Contract** for residence hall students is for the contract period for the semester(s) for which the student contracts. All students who submit the Housing Contract and enroll in the University are rent obligated for the period of the contract. Academic year contracts include both Fall and Spring semesters and are not eligible for cancellation except as stated in the contract terms and conditions.

Special Living Units

Although no student is required to reside in University housing facilities, entering freshmen are encouraged to do so to avail themselves of the opportunities provided by the University Housing staff. University Housing has developed a housing program that is committed to providing a comfortable environment that promotes and supports the educational mission of the University. Great effort is taken to provide students with a variety of alternatives and choices in residence hall living.

In addition to its variety of facilities, University Housing is committed to providing students with a wide range of activities and programs that are designed for their needs. Full-time student affairs professionals, graduate assistants, and student staff reside within the halls both to assist residents with academic and interpersonal problems and to organize social, recreational, and educational events. Residents are encouraged to be active in their communities through their hall governments.

Several special living units help to develop a sense of community among their residents. Here students join together to share personal and academic interests. Students admitted to the FSU Honors Program receive priority for assignment to Landis Hall, where staff and residents share a commitment to the honors program. Ten living-learning communities (LLCs) are housed in residence halls across campus. These LLCs are designed to help students succeed during the critical first year of college.

For additional information about special programs, please visit the University Housing Website at **https://housing.fsu.edu**.

Other Options

Students who are unable or choose not to live in University housing have several housing options. A considerable number of apartments and homes located near campus are available for rent. Greek organization houses accommodate some of their members.

The **Southern Scholarship Foundation** provides free rent housing in a cooperative living environment for a limited number of students who have excellent academic records and financial need. The eligibility requirements are a GPA of 3.0 or higher and a FAFSA EFC of 7500 or lower. Students share all household duties and each foundation house is supervised by a House Manager upper-level student who resides with the students. Online applications are due on November 1st for Spring applicants and on April 1st for Fall applicants. The application is available on the SSF Website. *Southern Scholarship Foundation*, *322 Stadium Drive*, *Tallahassee*, *FL 32304*; *(850) 222-3833*; **https://www.southernscholarship.org**.

Off campus housing listings can be found online at offcampushousing.fsu.edu. This website compiles lists of local apartments and houses for rent to students, including rental cost, distance from campus, and amenities. Properties on the website are not endorsed by the University.

FSU Panama City On-Campus Student Housing

Seminole Landing Residence Hall is a public/private partnership between FSU Panama City, Zimmer Development, and Asset Living Management providing affordable rates for on-campus luxury student apartments.

The FSU Panama City Office of the Dean and Asset Living Management are responsible for all on-campus housing facilities. The Asset Living Management office provides living accommodations for full-time, degree seeking, fee-paying students. All assignments are made without regard to race, religion, sexual orientation, or national origin. Some rooms and apartments are adapted for residents who have physical disabilities.

Apartment Type	Students per Bedroom
1 bedroom / 1 bath	1
2 bedroom / 1 bath	2
2 bedroom / 2 bath	2
4 bedroom / 2 bath	4

For the security of the residents, entrances to residence hall apartments are locked at all times. Residents must use keys to enter, and visitors must be escorted by a resident at all times in the building.

Costs

For cost information, please contact the Seminole Landing Leasing Office at *(850) 640-3031*.

Seminole Landing

Semester rates includes utilities, mail service, wired and wireless Internet, cable, in-room kitchens, and a refrigerator. Rental rates and payment due dates are provided on the Seminole Landing website at **https://www.seminolelandingfsu.com**.

Note: All housing rental fees are established by Florida State University, Zimmer Development, and Asset Living and are subject to approval by the State Board of Education.

Contracts

Students may submit a contract for housing after notice of admission. The housing contract is available at **https://www.seminolelandingfsu.com**.

As space is limited, interested students are urged to submit their contracts as quickly as possible. Assignments are made on a priority basis: 1) returning residents – based on the number of completed credit hours on file in the Office of the University Registrar and 2) all new residents – based on the date the contract is submitted. Although graduate student spaces are typically in the buildings listed above, an assignment could be made in a different building based on space available.

The terms and conditions of occupancy are for the contract period for the semester(s) for which the student contracts. All students who submit the Housing Contract and enroll in the University are rent obligated for the period of the contract. Academic year contracts include both Fall and Spring semesters and are not eligible for cancellation except as stated in the contract terms and conditions.

Other Options

Students who are unable or choose not to live in University housing have several housing options. A considerable number of apartments and homes located near campus are available for rent through local real estate agencies and private owners.

Housing

Graduate Housing

Executive Director of University Housing: Shannon Staten, 109 Student Life Building

Residence Halls

The Office of University Housing is responsible for all on-campus housing facilities. The office provides living accommodations for full-time, degree-seeking, fee-paying students. All assignments are made without regard to race, religion, sexual orientation, or national origin. Some rooms and apartments are adapted for residents who have physical disabilities.

University facilities on the main campus include four apartment buildings with varying bedroom/bathroom and roommate configurations that are available for unmarried students. Most residents are undergraduates, but a limited number of rooms are reserved for single graduate students.

Halls	Apartment Type	Students per Bedroom
McCollum	2 bedroom / 1 bath	2
	1 bedroom / 1 bath	1
Ragans	3–4 bedroom / 2 bath	1
Rogers	1 bedroom / 1 bath	2
Traditions	2 bedroom / 1 bath	1

For the security of the residents, entrances to residence hall apartments are locked at all times. Residents must use keys to enter, and visitors must be escorted by a resident at all times in the building.

Costs

McCollum, Ragans, Rogers, Traditions Halls

Semester rate includes utilities, mail service, wired and wireless Internet, and a refrigerator. Rental rates and payment due dates are provided on the University Housing Website at **https://housing.fsu.edu/**.

Note: All housing rental fees are established by Florida State University and are subject to approval by the State Board of Education. University Housing is a self-supporting auxiliary, and rental rates must reflect operating costs.

Contracts

Students may submit a contract for housing after notice of admission. The housing contract is available at **https://housing.fsu.edu/**.

As space is limited, interested students are urged to submit their contracts as quickly as possible. Assignments are made on a priority basis: 1) returning residents–based on the number of completed credit hours on file in the Office of the University Registrar and 2) all new residents–based on the date the contract is submitted. Although graduate student spaces are typically in the buildings listed above, an assignment could be made in a different building based on space available.

The terms and conditions of occupancy are for the contract period for the semester(s) for which the student contracts. All students who submit the Housing Contract and enroll in the University are rent obligated for the period of the contract. Academic year contracts include both Fall and Spring semesters and are not eligible for cancellation except as stated in the contract terms and conditions.

Other Options

Students who are unable or choose not to live in University housing have several housing options. A considerable number of apartments and homes located near campus are available for rent through local real estate agencies and private owners.

The **Southern Scholarship Foundation** provides free rent housing in a cooperative living environment for a limited number of students who have excellent academic records and financial need. The eligibility requirements are a GPA of 3.0 or higher and a FAFSA EFC of 7500 or lower. Students share all household duties and each foundation house is supervised by a House Manager upper-level student who resides with the students. Online applications are due on November 1st for Spring applicants and on April 1st for Fall applicants. All applicants, including those reapplying, must be 25 years or younger on or before their first day of school of the semester they are applying. The application is available on the SSF Website. *Southern Scholarship Foundation, 322 Stadium Drive, Tallahassee, FL 32304; (850) 222-3833*; **https://www.southernscholarship.org/**.

The Off-Campus Housing Office, a Student Government funded agency, serves as an information center, assisting students who seek off-campus housing. The office maintains a list of area houses, apartments, and private residence halls. The information available includes rental cost, deposit, distance from campus, lease terms, and amenities.

FSU Panama City On-Campus Student Housing

Seminole Landing Residence Hall is a public/private partnership between FSU Panama City, Zimmer Development, and Asset Living Management providing affordable rates for on-campus luxury student apartments.

The FSU Panama City Office of the Dean and Asset Living Management are responsible for all on-campus housing facilities. The Asset Living Management office provides living accommodations for full-time, degree seeking, fee-paying students. All assignments are made without regard to race, religion, sexual orientation, or national origin. Some rooms and apartments are adapted for residents who have physical disabilities.

Apartment Type	Students per Bedroom
1 bedroom / 1 bath	1
2 bedroom / 1 bath	2
2 bedroom / 2 bath	2
4 bedroom / 2 bath	4

For the security of the residents, entrances to residence hall apartments are locked at all times. Residents must use keys to enter, and visitors must be escorted by a resident at all times in the building.

Costs

For cost information, please contact the Seminole Landing Leasing Office at *(850) 640-3031*.

Seminole Landing

Semester rates include utilities, mail service, wired and wireless Internet, cable, in-room kitchens, and a refrigerator. Rental rates and payment due dates are provided on the Seminole Landing website at **https://www.seminolelandingfsu.com/**.

Note: All housing rental fees are established by Florida State University, Zimmer Development, and Asset Living and are subject to approval by the State Board of Education.

Contracts

Students may submit a contract for housing after notice of admission. The housing contract is available at **https://www.seminolelandingfsu.com/**.

As space is limited, interested students are urged to submit their contracts as quickly as possible. Assignments are made on a priority basis: 1) returning residents – based on the number of completed credit hours on file in the Office of the University Registrar and 2) all new residents – based on the date the contract is submitted. Although graduate student spaces are typically in the buildings listed above, an assignment could be made in a different building based on space available.

The terms and conditions of occupancy are for the contract period for the semester(s) for which the student contracts. All students who submit the Housing Contract and enroll in the University are rent obligated for the period of the contract. Academic year contracts include bother Fall and Spring semesters and are not eligible for cancellation except as stated in the contract terms and conditions.

Other Options

Students who are unable or choose not to live in University housing have several housing options. A considerable number of apartments and homes located near campus are available for rent through local real estate agencies and private owners.

Transportation & Parking Services

Transportation and Parking Services (TAPS) is responsible for the administration of the transportation programs and parking on campus. Parking on our urban campus is limited; save yourself time and money by taking advantage of the many transportation options available. Walk, bike, carpool, or ride the Seminole Express™, the University's free campus bus service, featuring an all-electric bus fleet!

The Seminole Express™ has seven routes that serve on- and off-campus locations. The buses operate from 7 am to 8 pm, Monday through Friday during the Fall and Spring semesters, and from 7 am to 5 pm in the Summer. Students needing evening transit services around campus and surrounding neighborhoods can use the Night Nole™ bus route, which operates from 8 pm to 3 am, Monday through Saturday during the Fall and Spring semesters. Students, faculty, and staff with a valid FSUCard™ may also ride any StarMetro bus (City of Tallahassee public transportation) at no charge. See routes, schedules, and real-time tracking at https://transportation.fsu.edu/bus.

The Student Government Association in partnership with TAPS offers **Student Alert Force and Escort (SAFE) Connection**, a free transportation service available to students, faculty, and staff. Arrangements for a ride can be made by calling 644-SAFE (7233). Operating hours vary throughout the year. For more details, visit **https://transportation.fsu.edu/commuting-options**.

The University requires students, faculty, staff, and visitors who park on campus to have a valid FSU parking permit. Student parking permits are valid from August 15 of one year to August 15 of the next year. Permit enforcement hours are from 7:30 am to 10 pm, Monday through Friday. All other parking regulations are enforced twenty-four hours a day. Transportation and Parking Services is located at 104 North Woodward Avenue, 8 am to 5 pm, Monday through Friday. Register for your student virtual permit online at **https://permits.parking.fsu.edu**. Temporary permits are also available online or in the office.

Transportation and Parking Services has the authority to ticket, tow, or immobilize illegally parked vehicles as well as the right to charge a fee for past due payments of citations. If you believe you received a citation in error, you may appeal the citation online. Appeals may also be escalated for review by the Transportation Violations Appeals Board, an administrative body representative of the University community. For more information about these and other

transportation and parking services please visit: **https://transportation.fsu.edu**.

Bicycles on Campus

Florida State University holds a silver level status with The League of American Bicyclists and continues to invest in bicycle infrastructure campus wide. Bicycle racks are available outside of most buildings on campus and are monitored by FSUPD. When parking your bike, make sure to secure it with at least one lock and be sure to protect your bike by registering it with FSUPD. This is a free service and is useful if your bike is tampered with or stolen. All Seminole Express™ and StarMetro buses are equipped with bike racks so that you can travel by bike both on- and off-campus. Take advantage of the free CyclingSavvy course in Canvas to learn skills & strategies to make cycling safer and more enjoyable for bikers and drivers. For more information, visit **https://transportation.fsu.edu/bicycles**.

Open configuration options

FSU Child Care and Early Learning Center

The FSU Childcare and Early Learning Program provides, for a fee, care and educational experiences for children ages six weeks to four years of age. The center is located at 612 Copeland Street, just a quick walk from the main campus. The hours for the center are 7:30 a.m. to 5:30 p.m. Monday through Friday when classes at FSU are in session. There are limited spaces when classes are not in session, but the University is open. Children of Florida State University students, faculty, and staff are given priority for enrollment, but enrolment is available for the greater community as space is available. Space is limited, so please apply early. Applications are available at **https://www.childcare.fsu.edu**.

The FSU Childcare and Early Learning Development Program also provide sites for research by faculty members and graduate students in a variety of areas as well as a laboratory setting in which students may observe, complete practicums/internships, or work with young children. The Childcare Center is licensed by the Department of Children and Families and accredited by the National Association for the Education of Young Children. It also serves as an approved Military Child Care in Your Neighborhood (MCCYN) Provider by Child Aware. Additionally, the Center offers a Fee Assistance Program, through grant funding, to meet the student parent's childcare needs through community-based care when space is not available at the Center. For additional information, contact *FSU Childcare and Early Learning Programs, 612 Copeland St, Tallahassee, FL 32304-4174, (850) 644-7970*, or visit the Website at **https://www.childcare.fsu.edu**.

FSU Police Department

Florida State University's **Police Department** (FSUPD) is responsible for all safety, security, and law enforcement functions on FSU owned or leased campus properties. The FSUPD is comprised of sworn law enforcement officers and supported by non-sworn security staff who patrol and respond to calls for service on the FSU campuses in Tallahassee and in Panama City. In addition to providing patrol, crime prevention, investigative, and Real-Time Crime Center services to the community, the Department promotes campus safety and security by presenting public-safety programming and classes at the FSUPD headquarters, residence halls, Greek organizations, scholarships houses, and other locations on and surrounding the FSU campus properties.

FSUPD is part of the Capital Region Real-Time Crime Center (CRRTCC), which is a local interagency between the FSU Police Department, Leon County Sheriff's Office, Tallahassee Police Department and Florida Department of Law Enforcement tasked with improving communication, intelligence sharing and coordination between state, county and city law enforcement agencies. The FSU College of Criminology and Criminal Justice is also a partner of the CRRTCC by using researchers and students to provide innovative, timely and comprehensive analysis of crime data to the CRRTCC analysts and law enforcement partners in an effort to keep the community safe.

The FSUPD is a State accredited full-service police agency which operates year-round 24 hours a day.

The Police Department also houses the University's office of Campus Access and Security Services (CASS), responsible for the implementation and management of a wide array of security and safety related technologies including card access, burglar alarm systems, CCTV and LPR systems across FSU campuses.

Likewise, the Office of Emergency Management (EM) is also housed within the FSUPD. This Office is charged with the facilitation of the University's all-hazards emergency framework that drives preparedness, response, recovery, and mitigation actions for a variety of emergency conditions. This is accomplished by a comprehensive approach that includes engaging internal and external stakeholders in plan development, training, exercises, and outreach. Emergency Management coordinates, FSUALERTS, the University's emergency alert and notification process and maintains constant situational awareness of conditions that could adversely affect the health, safety, and/or general welfare of students, faculty, staff, visitors, and families. For more information about **FSU Alerts** please visit **https://emergency.fsu.edu/services/fsu-alert-emergency-notification-warning-system**.

The FSU Police Department and the Office of Emergency Management collaborate on plans and maintain mutual aid agreements with state, county and local law enforcement and emergency management agencies in both Leon County for the Tallahassee campus, and Bay County for the Panama City campus.

Florida State University's Annual Security and Fire Safety Report, prepared in compliance with the Campus Security Act of 1990, is published and distributed annually online, with a hard-copy available upon request. This report describes safety programs and security services available at the University. It also contains crime statistics; safety tips, emergency numbers, and policy statements, concerning alcohol and drug use, emergency notifications, crime prevention, and sexual assault; and the process for reporting of crimes and other safety related resources. Copies are available in person at the FSU PD, online at **https://police.fsu.edu** and via the **SeminoleSafe** App.

Division of Student Affairs

Vice President for Student Affairs: Dr. Amy Hecht

Associate Vice President for Student Affairs & Dean of Students: Angela Lauer Chong, J.D.

Associate Vice President for Student Affairs: Dr. Brandon Bowden

Assistant Vice President for Student Affairs: Dr. Zduy Chu

The Florida State University Division of Student Affairs empowers and supports all students to achieve their full potential. We believe in the power of the student experience to develop graduates who positively impact the world. The Vice President for Student Affairs and staff are responsible for the following departments:

- Campus Recreation
- The Career Center
- Center for Academic Retention and Enhancement (CARE)
- Center for Global Engagement
- Center for Leadership & Service
- Counseling and Psychological Services
- Department of Student Support and Transitions
    - Case Management Services
    - Office of Accessibility Services
    - Investigations & Assessment
    - Victim Advocate Program
    - Withdrawal Services
- Department of Fraternity and Sorority Life
- New Student & Family Programs
- Student Union
- Student Engagement
    - Student Governance and Advocacy
    - Student Agencies and Institutes
    - Student Organizations and Involvement
- Student Conduct and Community Standards
- Title IX
- University Health Services
    - Center for Health Advocacy and Wellness
- University Housing
- FSU Childcare and Early Learning Center

These departments and some of their programs and services are highlighted below; however, for more complete information, refer to the Division of Student Affairs website at **https://www.studentaffairs.fsu.edu**.

The University also offers the following services in support of students, which are administered by their individual offices or departments:

- DSA Strategic Planning and Assessment
- DSA Office of Marketing and Communications
- FSU Police Department
- FSU Emergency Management
- Radio and Television
- Seminole Dining™
- Student Veterans Center
- Transportation and Parking Services
    - Bicycles on Campus

For academic support services, refer to the "Academic Advising and Academic Support Services" chapter of this *General Bulletin*. For employment services, refer to the "Financial Information" chapter.

New Student & Family Programs

New Student & Family Programs welcomes and supports new students and families in their transition to the Florida State University community through innovative partnerships, dynamic programs, and helpful campus resources. We offer more than 25 orientation sessions a year, customized to the unique needs of undergraduate students and families, as well as first-year seminar courses, First Day Photos, Family Weekend, Family Connection newsletter, and other opportunities for family engagement and support. We create a welcoming and informative transition and connection to FSU for all new students and family members through New Nole orientation, campus traditions and events, and on-going communication with families.

New Nole Orientation is required for all degree-seeking undergraduate students. To register for New Nole Orientation, students must be admitted and must have activated their **https://my.fsu.edu** account. There is a non-refundable $35 fee for each student and family member who attends. Orientation includes information on academics, how to get involved, and campus resources. During New Nole Orientation, family specific programs run concurrently.

New Student & Family Programs provides a variety of resources to students and families. Chart Your Course is a first-year seminar class designed to help

students discover all that FSU has to offer: campus history and traditions, FSU resources, academic success skills, campus involvement, and more. New Student & Family Programs also hosts various Welcome FSU activities like Ask a Nole, which helps students find their classes on the first day of school and get answers to general questions about FSU and First Day photos each semester!

Family Weekend is a signature event we host in the fall in conjunction with a home football game. Ticketed events may include tailgates, brunch, Flying High Circus shows, 5k Fun Run, and more! More information can be found at familyweekend.fsu.edu. We also support the Family Connection newsletter that family members can tailor to their needs. Family Connection shares important updates and resources while connecting family members to campus events and initiatives.

For more information about New Student & Family Programs or any of the programs and initiatives mentioned above, please visit **https://nsfp.fsu.edu**. For questions, please contact New Student & Family Programs at *(850) 644-2785* or via e-mail at **nsfp@fsu.edu**.

Department of Student Support and Transitions

The Department of Student Support and Transitions (DSST) provides services, resources, and advocacy for all students at Florida State University through creative problem-solving, accessibility, and an emphasis on personal accountability. We aspire to create welcoming and inclusive environments by helping students navigate the University, develop resilience, and make meaning of their unique experiences. For more information, visit DSST at *4109 UCA*, call *(850) 644-2428* or *(850) 644-8504* (TDD), or visit **https://dsst.fsu.edu**.

Case Management Services works with students to provide emotional support, brief crisis counseling, and advocacy, identifying immediate needs and making appropriate referrals to campus/community resources. Cases are monitored, as needed, to ensure individuals receive the support necessary to improve their life situation. Case Managers may also assist in sending crisis notification letters to faculty. Case management is available to assist with questions, and to take referrals from any faculty, staff, family, friend, or community member concerned about an individual's well-being. For more information, please call *(850) 644-9555* or visit **https://dsst.fsu.edu/cms**.

The **Office of Accessibility Services (OAS)** is committed to ensuring universal access for each Florida State University student. Through the provision of academic, housing and dining accommodations, testing support, facilitation of equal access to programs and services, assistive technologies, and a welcoming space for students to feel part of the FSU community, the OAS creates an environment of success. Applications for students to utilize these services can be found on the OAS website or by visiting the office. In addition to the OAS Testing Center, the OAS maintains the **Theodore and Vivian Johnson Adaptive Technology Lab**, a facility that houses computers and adaptive equipment, which supports students with disabilities as they navigate their academic programs. Any student in need of accommodations should contact the Office of Accessibility Services *108 Student Services Building*, or call *(850) 644-9566* or *(850) 644-8504* (TDD), or visit **https://dsst.fsu.edu/oas**.

The **Food for Thought Pantry** provides free food for currently enrolled FSU students in need. It is our mission to ease the problem of hunger, promote proper nutrition, and provide FSU students with every opportunity to succeed. Limits are provided on specific items for each visit, but a student may visit as many days as necessary in a week. For more information or assistance call (850) 644-2428 or visit http://dsst.fsu.edu/resources/food-for-thought-pantry.

The **Victim Advocate Program** provides free, confidential advocacy services to victims of crime. An advocate is on-call twenty-four hours a day to respond to Florida State University students, faculty, and staff who are victimized, and to any person victimized on Florida State University's campus or by a member of the FSU community. The services offered include emotional support, evaluation of legal or medical options, crisis intervention, instructor notification, academic support, referrals to campus and community partners, and educational programming for the campus community. For information or assistance call *(850) 644-7161 (24/7)*, *text (850)756-4320* (24/7) or visit **https://dsst.fsu.edu/vap**.

The **Withdrawal Services** staff provides support to students and their families when a student's enrollment is unexpectedly interrupted for personal, medical, or mental health reasons, and/or other crises. The Withdrawal Advisor explains the withdrawal application process and its various stages, evaluates grade liability for completed coursework, refers students to their Academic Dean and offers other University support services as needed, notifies each student of the final decision, and maintains a University record of the completed withdrawal. Before meeting with the Withdrawal Advisor, students should meet with their Academic Dean to discuss the implications of withdrawing, the viability of their withdrawal application, and any alternative academic options that may exist. Academic Deans and their staff evaluate applications and make a final determination to approve or deny student withdrawals from a semester of enrollment. For more information call *(850) 644-1741* or visit **https://dsst.fsu.edu/withdrawal**.

The **Office of Investigations and Assessment** reviews reports of student organization misconduct that are not of a criminal or Title IX nature to review for possible violations of the Student Conduct Code or Student Organization Conduct Code. The Office of Investigations and Assessment investigates reports of possible misconduct and provides a report to the Office of Student Conduct and Community Standards for follow up. Additionally, I&A provides University and departmental decision-makers with timely, relevant data on trends in student and organization behaviors. For more information, call *(850) 644-2428* or visit https://dsst.fsu.edu/ia.

Department of Student Engagement

The Department of Student Engagement consists of the Office of Student Agencies and Institutes, Student Goverance and Advocacy, and Student Organizations and Involvement. Student Engagement cultivates environments of student connection, engagement, inclusion, and experiential learning. The Student Engagement Team (SET) creates and supports tailored opportunities for students' personal and professional growth, where they practice leadership, use their voice, manage funds and resources, and are actively engaged members of their community. Whether getting involved in a recognized student organization (RSO), running for office, showing school spirit at Homecoming or a Garnet & Gold Tailgate, participating in Market Wednesday, Student Agencies, Class Councils, Cultural Celebrations or giving back to the community through The Big Event or Dance Marathon, there are dozens of ways for students to get involved and engaged.

Student Governance and Advocacy (SGA) supports the Student Government Association, Congress of Graduate Students, Freshmen and Transfer Student

Leadership initiatives, student organization accounting and money management, student publications and media, campus tradition programming, and student-driven events and activities. The Student Government Association is the students' voice at Florida State University. The mission of SGA is to provide "quality leadership for, and accountability to, its constituency by recognizing that strength arises from diversity, engagement, and dialogue." Elected and appointed officials enjoy many opportunities to acquire leadership and administrative skills and to serve their fellow students and the University. SGA annually allocates approximately $14 million of activity and service fees. SGA funds or partially funds activities of the student senate, the executive branch, student government agencies, and numerous student organizations and University units. Those units receiving funds include the Campus Recreation, Student Union, Child Development Center, COGS, Homecoming, the Golden Torch Lecture Series, seven Student Agencies, Student Council for Undergraduate Research and Creativity, Class Councils, First Responders Unit, SAFE (escort service), the SGA Publications Office, the Office of Governmental Affairs, WVFS V-89 (student-run radio station), and the College Leadership Councils. This means that most events on campus are free to FSU students. For more information on these offices or services, please visit our website at **https://www.sga.fsu.edu**.

The **Congress of Graduate Students (COGS)** is an elected body of all post-baccalaureate, graduate, professional, and doctoral students at the University. COGS is a unified voice and advocate for all graduate-related matters. It also offers travel grants to graduate students, funds graduate organizations, and sponsors a variety of programs and services.

Student Organizations and Involvement (SOI) supports more than 650 student organizations on-campus as well as Homecoming, Garnet & Gold Tailgates, Dance Marathon, The Big Event, Relay for Life, Welcome FSU and other campus events. Students can visit Nole Central to learn more about the array of student organizations or meet fellow students and organizations each Wednesday at a favorite FSU tradition, Market Wednesday. SOI also hosts the Involvement Fair at Florida State University every semester, connecting students to their interests and introducing them to leadership opportunities. If you are not sure where to start, stop by the SOI office for involvement consultation or visit us online at **https://nolecentral.dsa.fsu.edu**.

Student Agencies and Institutes (SAI) supports the seven agencies, four class councils, Power of We and the Student Government Association (SGA) Diversity and Inclusion Institute. The SGA agencies include the Asian American Student Union, Black Student Union, Hispanic/Latinx Student Union, Jewish Student Union, Pride Student Union, Veteran Student Union, and the Women Student Union. The mission of SAI is to understand the needs of students to promote a sense of belonging, build collaborative communities, and develop emerging leaders. SAI hosts a variety of engagement events, activities, heritage celebrations and holidays.

Florida State University Standards of Conduct

State of Florida statutes declare that it is unlawful for any person under 21 years of age to consume or possess alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute, or possess alcohol on University properties or as part of any University activity.

It is unlawful to sell, give, serve, or permit to be served alcoholic beverages to a person under 21 years of age. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

It is unlawful to be under the influence of, to use, possess, distribute, sell, offer, or agree to sell, or represent to sell, narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law.

IX Ref

Title IX

For more information, see the President's Statement on Title IX in the "University Notices" section of this *General Bulletin*.

DSA Strategic Planning and Assessment

Strategic Planning and Assessment supports the Division of Student Affairs in facilitating assessment, evaluation, and research projects. Results from these projects provide the DSA and the university community with an understanding of the value of student affairs. We strive to: communicate the strengths of the Division of Student Affairs to stakeholders; provide education, training, and resources for research, assessment, and evaluation initiatives; gather data to support student learning and division-wide initiatives; maintain information for accreditation requirements and government mandates; and engage in inclusive assessment.

DSA Office of Marketing and Communications

The Division of Student Affairs Office of Marketing and Communications helps build awareness for the division's mission and initiatives. The office offers strategic communications and integrated marketing services including internal and external campaign development, graphic design, social media, website development, news release writing, and marketing plan consulting for DSA departments.

Campus Recreation

"Find what moves you" with Campus Recreation. The department supports the FSU students, faculty, and staff in their pursuit of lifelong wellness by providing a diverse array of high-quality recreational programs, services, and facilities.

Two fitness facilities, the **Dr. Bobby E. Leach Student Recreation Center** and the **Fitness and Movement Clinic**, offer a variety of fitness and wellness services to the University community. Cardiovascular and strength training equipment along with free weights are available to all patrons. Nearly one hundred group fitness classes are offered each week in addition to fitness assessment and personal training services, all from nationally certified staff. The Leach Center also welcomes users to enjoy its indoor jogging track, basketball and racquetball courts, and grab a snack at our fresh shake and on-the-go

food bar. Leach Center patrons can also swim in the sixteen-lane, twenty-five-yard lap pool or relax in one of our whirlpool spas, steam rooms, or the dry sauna. The **FSU Aquatics** staff provides health and safety instruction, including CPR/AED, first aid, and lifeguard training, swim lessons, and other certification programs.

FSU's Lakefront Park and Retreat Center is the University's seventy-three-acre lakefront facility located just five minutes from campus. Students gain free entry into the park, where they can enjoy kayaking, canoeing, sailing, or stand-up paddle boarding on Lake Bradford. Sunning, swimming, sand volleyball, disc golf, a climbing wall, and picnic pavilions are also available. Student organizations, University programs, and other community groups can rent space in the lakeside retreat center for meetings. The park is also home to Campus Recreation's high and low challenge (ropes) courses, which host teambuilding and leadership development events led by the FSU **Challenge Program**. Students can explore the outdoors with **Outdoor Pursuits**, which coordinates and leads outdoor adventure trips near campus and around the region including backpacking, climbing, mountain biking, paddling, and stargazing.

The Intramural Sports and Sport Club programs welcome students of all skill and talent levels for competitive and recreational sports. Over forty intramural sports leagues and events are offered each year, from flag football to soccer, basketball to kickball and more. Opportunities are available for men's, women's, and co-ed teams in various divisions to accommodate highly competitive players and just-for-fun participants. Most IM sports are free for students. Over 2,000 students participate in one of over 40 sport clubs. The student-led clubs provide various instructional, recreational, and competitive opportunities for the more dedicated athlete. Students can also enjoy pick-up games nearly every day at FSU's outdoor sports facilities including the award-winning Rec SportsPlex, the Main Campus Fields, and Westside Courts. Access to all Campus Recreation facilities is free for students. Faculty, staff, alumni, and affiliates may purchase monthly or annual memberships.

For more information on Campus Recreation offerings, visit **https://campusrec.fsu.edu**.

Student Union

The Student Union operates as a student-centered organization that engages in shared decision making and holistic development through employment and involvement; advocates student learning of ethnic community, fosters respect, and affirms the identities of all individuals; educates students in leadership and social responsibility and offers firsthand experiences in global citizenship and provides gathering spaces to encourage formal and informal community interactions that build meaningful relationships. The Union cultivates high impact experiences, experiential learning, and participation in FSU campus life traditions that enhance student engagement and a sense of belonging. The Union department consists of the Art Center and Frame Shop; Campus Event Services; Information Desk and Lost and Found; Bowling, Billiards, and Pro-shop; Flying High Circus; Askew Student Life Center; and Union Productions/Club Downunder. The FSU Flying High Circus is one of only two student-run collegiate circuses in the country. The circus offers a unique student experience that provides for team building, skill acquisition and performance opportunities, intentional education and community building, as well as supporting University town and gown relationships. The Union buildings include the new Student Union, Askew Student Life Center (ASLC), Haskin Circus Complex, and the Student Services Building (SSB). Each facility provides amenities, conveniences, programs, and services that the university community utilizes in their daily lives.

For more information on the FSU Union, visit **https://union.fsu.edu**.

Housing

University Housing provides exceptional living opportunities to help students succeed academically. University Housing offers over 6,700 beds located in suites or apartments for full-time, degree-seeking, fee-paying students. Approximately 85 percent of the first-year class chooses to live on campus. Residence hall staff provide resources and seek to create living environments that foster the lifelong learning of every resident through promoting connection, respect, scholarship, and wellness. Approximately 550 students live within ten different academic living-learning communities. First-year students who live on campus earn higher GPAs and retain at a higher rate than those who live off campus. Rental rates and information about contracting for on-campus housing can be found at **https://www.housing.fsu.edu**.

For more information, see the "Housing" chapter of this *General Bulletin*.

Department of Fraternity and Sorority Life

The **Department of Fraternity and Sorority Life** advises and advocates for the more than 6,500 students involved with fraternities and sororities. These organizations are divided into the following governing councils: the Interfraternity Council (IFC), the Multicultural Greek Council (MGC), the National Pan-Hellenic Council (NPHC), and the Panhellenic Association (PHA). Fraternities and sororities at Florida State University provide students with an opportunity to establish community and build a strong support group that promotes and develops the values of scholarship, service, leadership, brotherhood/sisterhood, and belonging. These organizations have been an integral part of the holistic education, development, and engagement at FSU since 1904.

Fraternity and Sorority Life is in the Global and Multicultural Engagement Building (The Globe) Suite 3100 at 110 S. Woodward Avenue, Tallahassee, FL 32306; For more information, visit **https://fsl.fsu.edu** or call *850-644-9574*.

Radio and Television

The University-owned and operated **WFSU-FM** and **WFSQ-FM** are Tallahassee's only listener-supported, noncommercial public radio stations. Listeners tune into classical music, jazz, big band, and new-age music on WFSQ, and listen to local and state news and information programs through National and Florida Public Radio on WFSU.

Florida State University students interested in a career in broadcasting are encouraged to participate in the station's volunteer and internship programs. Participants are given an opportunity to work within a professional public-radio setting and gain valuable experience in many facets of the station's operation, including programming, production, announcing, public relations, and management.

WFSU-TV is an award-winning, noncommercial public television station licensed to the State Board of Education and operated by Florida State University. One of the fastest growing PBS stations in the nation, it recently extended coverage to the western area of the state transmitting on Channel 56, **WFSG-TV**, Panama City.

Both WFSG-TV and WFSU-TV broadcast PBS favorites and locally produced programs that offer news and feature stories, sports events, and community-interest spots.

Fund-raisers, staffed entirely by volunteers, give students an opportunity to gain broadcasting experience as members of the camera crew or production staff. Another way to learn production, public relations, or fund-raising techniques is through a professional-level internship, available only to a few students who are willing to invest a great deal of time and energy.

WVFS Tallahassee 89.7FM, the Voice of Florida State, is FSU's round-the-clock student-run radio station. An Affiliated Project of the Student Government Association and the College of Communication and Information, WVFS's mission is two-fold: to provide quality and diverse radio programming for the campus and community while serving as a top-notch training facility for those interested in gaining experience in all facets of radio station operations. WVFS airs new and different music emphasizing independent artists, a wide array of specialty shows, news, sports, and public issues programming pertinent to students and the greater community.

Students enrolled at Florida State University are eligible to work at WVFS, regardless of major or class standing. Staff members work on a volunteer basis and may also earn class credit via School of Communication courses offered through the radio station (including Formative Experience credit). WVFS recruits for all positions (News, Sports, Announcing, Continuity, Development, Public Relations, and Production) three times a year, during the first week of the fall and spring semesters, and mid-April for the summer. No experience is required. For more information, students can tune in to 89.7FM, or stream online at **https://wvfs.fsu.edu**.

University Health Services

University Health Services (UHS) provides a coordinated continuum of care through prevention, intervention, and treatment services. Services include general medical care, priority care, gynecological services, annuals, allergy injection clinic, immunizations, nutrition, confidential HIV testing, diagnostic imaging, physical therapy, and a medical response unit. UHS bills the student's insurance for any charges incurred.

Additionally, there are vendors providing dental, chiropractic, and massage care in the Health and Wellness building.

UHS clinical staff includes board-certified physicians, advanced registered nurse practitioners, physician assistants, licensed practical nurses, x-ray technologists, registered nurses, physical therapists, and dieticians. The health center has more than one hundred full-time employees and employs many part-time and student staff members.

The 140,000 square foot Health and Wellness facility has ample space dedicated to comprehensive prevention and treatment services for FSU students. UHS offers a volunteer Medical Response Unit which trains students as advanced first responders who then serve the campus community.

All students must meet State Board of Education immunization requirements. Immunization requirements for FSU are explained in the Health Compliance checklist, which can be found at **https://uhs.fsu.edu**. Immunization documents can be faxed, mailed, hand-delivered, or submitted through the FSU electronic drop box to the Health Compliance Office. Immunization documentation forms must be submitted to the Health Compliance Office in sufficient time to be processed before the student will be able to register for classes.

All incoming full-time students are required to have health insurance coverage. As a condition of their admittance to Florida State University, all non-United States citizens on a J-1 or F-1 visa must have appropriate health insurance regardless of their credit hour load. Florida State University sponsors reasonably priced policies that meet insurance requirements for both domestic and international students. Information about the policies available for students is posted on the student insurance Website at **https://studentinsurance.fsu.edu**. For student insurance policy information, students may call the Health Compliance Office at *(850) 644-3608*. Other insurance options for international students are also accessible on the student insurance website. Medical care outside the health center facility is the financial responsibility of the student.

The UHS **Center for Health Advocacy and Wellness (CHAW)** encourages students to make healthy lifestyle decisions that facilitate academic success and lead to life-long health and wellness. CHAW provides quality, research-based wellness services and health promotion programs available to all FSU students through wellness initiatives that focus on alcohol, tobacco, and other drugs, collegiate recovery, sexual health, interpersonal violence prevention, nutrition and body image, bystander intervention, hazing prevention and general wellbeing. The Center for Health Advocacy and Wellness provides a variety of engagement opportunities through outreach, presentations, employment, direct service and student involvement. CHAW sponsors the following initiatives: Healthy Noles (trained peer health educators); kNOw More Student Advisory Board (student advocacy group to prevent interpersonal violence); Green Dot (bystander intervention program); and LIFT (peer collegiate recovery program supporting students in recovery from addiction and substance misuse). Visit **https://chaw.fsu.edu** for additional information.

All students are encouraged to visit the University Health Services Website at **https://uhs.fsu.edu** for more complete information, or call *(850) 644-6230* or *(850) 644-4567* for an appointment.

Counseling and Psychological Services

Counseling and Psychological Services, a department in the Division of Student Affairs, provides counseling services and programs to help students resolve psychological issues and personal concerns that interfere with academic progress, social development, and emotional well-being. Our goal is to help

students function to the best of their abilities and make the most of their years at FSU. Because student fees cover these services, there is no out-of-pocket expense for any visit for all currently enrolled FSU Students. The services are provided by licensed psychologists, licensed mental health counselors, licensed clinical social workers, and trainees on varying levels. These services include but are not limited to brief individual therapy, group therapy, crisis intervention, consultation, online treatment options, and referrals.

Outreach presentations on mental-health topics and life skills are available to students, residence halls, student organizations, faculty, and staff. Those interested can complete the online request form at **https://counseling.fsu.edu**. Counseling and Psychological Services sponsors RENEW (Realizing Everyone's Need for Emotional Wellness), a peer-educator student organization whose mission is the promotion of emotional health and coping skills to FSU students. Students can receive individual instructional sections by RENEW members on various topics including time management, stress management, healthy communication, self-esteem, and test anxiety.

Enrolled students may initiate counseling services by walking in to Counseling and Psychological Services during regular office hours and requesting to speak with a clinician. When meeting with a clinician at walk-in, the clinician will determine the best plan for meeting the individual student's mental health needs. In addition, students who are experiencing a mental health crisis at a time outside of Counseling and Psychological Services' regular office hours have the option of calling the after-hours service at 850-644-TALK (8255) and immediately speaking with a clinician. Records of visits to CAPS as well as after-hours crisis calls are strictly confidential and are not included in the student's University records. Confidential information will not be released to anyone without written permission unless there appears to be clear and imminent danger to the student or others.

Students who are aware that they will require longer-term treatment are encouraged to plan for private care in the community before entering the University. However, if necessary, the Counseling and Psychological Services staff will make referrals for ongoing treatment in the Tallahassee community. Treatment outside the center will be at the student's expense.

Counseling and Psychological Services is located on the second floor of the Askew Student Life Center, Suite 250 with office hours between 8:00 a.m. and 4:00 p.m. on weekdays (Monday through Friday). For more information about Counseling and Psychological Services, call *(850) 644-TALK (8255)* or visit our website at **https://counseling.fsu.edu**. Counseling and Psychological Services is accredited by the International Accreditation of Counseling Services, Inc (IACS).

Career Center

Nationally recognized for its comprehensive career services, the Florida State University Career Center provides students and alumni with the services and resources they need for career success. With individualized career advising, thousands of information resources, employability skills workshops, mock interviews, and more, The Career Center helps students and alumni design their careers.

Career advisors, liaisons, and staff assist students with choosing a major, researching occupations and potential employers, identifying internship opportunities, exploring post-graduate study, and developing job search strategies. No appointment is necessary to meet with a career advisor or liaison. For students who would like to design their career plans with the assistance of an instructor, The Career Center offers a one to three-credit hour course, SDS 3340 Introduction to Career Development. The course gives students indispensable resources to help make a successful transition to their future career opportunities.

The Career Center connects students directly with employers through career fairs, on-campus interviewing, job shadowing, a mentorship program, and a powerful network of Florida State alumni and friends of the University. These programs and services allow students to network with employers and apply for full-time, part-time, and internship positions as well as for other career-related work experience such as cooperative education, externships, or volunteer opportunities through NoleNetwork, an extensive online jobs database. Through online badging programs like ProfessioNole Ready and ProfessioNole Pathways, The Career Center assists students with developing and strengthening career-readiness competencies through co-curricular engagement to make themselves more appealing to potential employers.

FSU students can stand out from the competition by taking advantage of the Experience Recognition Program (ERP). ERP enables students participating in an internship, research, creative experience, or significant community service engagement to earn recognition on their résumé through either a certificate or transcript notation. The Career Center also offers customized mock interviews, where students can practice and improve their interviewing skills, as well as workshops where Career Center staff present on employability and career development skills, including job searching, writing résumés and cover letters, interviewing, going to graduate school, and more.

The Career Center is in the Dunlap Student Success Center at the corner of Woodward Avenue and Traditions Way and is open from 8:00 a.m. to 5:00 p.m. (EST), Monday through Friday. Drop-i manages the FSU Global Exchange Program with 45 international partners in over 20 countries. In addition, The CGE ensures FSU's compliance with federal immigration law and provides immigration advising and ongoing support to over 2,600 international students in F-1 and J-1 status and to over 100 international Visiting Scholars each year.

The Center for Global Engagement is located in the Global and Multicultural Engagement Building (The Globe) at 110 S. Woodward Avenue, Tallahassee, FL 32306; For more information, visit **https://cge.fsu.edu**, call *(850) 644-1702*, or e-mail **cge@fsu.edu**.

Student Veterans Center

For information about the programs and services offered by the Student Veterans Center, please refer to the Student Veteran Information chapter in this *General Bulletin*.

Center for Leadership & Service

The Center for Leadership & Service transforms lives through leadership education, community service, and self-exploration, helping students develop skills and knowledge to become more effective leaders and engage responsibly with communities. The center offers more than 20 programs that foster opportunities to create positive, sustainable change on campus, in our communities, and around the world. Leadership LOGIC, Florida State Alternative Breaks, EngageTLH service trips, and PeaceJam Southeast are just a few examples of the opportunities offered for any schedule, ranging from low commitment (one to a few hours) to high commitment (a term, year, or four years).

Students are welcome to schedule a meeting with a staff member to learn more about programs and opportunities by visiting our office or the "Get Involved" section of our website at **https://thecenter.fsu.edu**. The center also offers the ServScript Program, which allows Florida State University students to enhance their of ficial academic transcript by documenting their service hours.

For more information, contact the Center for Leadership & Service, Division of Student Affairs, Dunlap Student Success Center, 100 S. Woodward Avenue, Tallahassee, FL 32306; *(850) 644-3342*; Fax: *(850) 644-3362*; website: **https://thecenter.fsu.edu**; e-mail: **thecenter@fsu.edu**.

Center for Global Engagement (CGE)

The mission of the Center for Global Engagement (CGE) is to facilitate international diversity and foster global understanding and awareness within the FSU community. The CGE is committed to enhancing FSU's internationalization initiatives by offering academic classes and several certificate programs designed to help develop a more intercultural and competent campus community. The Global Citizenship Certificate Program helps prepare undergraduate students for today's global society through a combination of curricular and co-curricular programs. The Global Partner Certificate Program provides training and workshops to increase intercultural competence for faculty and staff. The CGE also offers many enriching co-curricular opportunities for all FSU students to explore other cultures and cur-rent global issues through intercultural programs, the Engage Your World Intercultural Dialogue Series, International Coffee Hour, and Global Café. The CGE manages the FSU Global Exchange Program with 45 international partners in over 20 countries. Additionally, the CGE ensures FSU's compliance with federal immigration law and provides immigration advising and ongoing support to over 2,0600 international students in F-1 and J-1 status and to over 100 international Visiting Scholars each year. The Center for Global Engagement is located in the Global and Multicultural Engagement Building (The Globe) at 110 S. Woodward Avenue, Tallahassee, FL 32306. For more information, visit https://cge.fsu.edu, call *(850) 644-1702*, or e-mail cge@fsu.edu.

Center for Academic Retention and Enhancement

Center for Academic Retention and Enhancement (CARE)

Florida State University and the Center for Academic Retention and Enhancement (CARE) are committed to re-cruiting, retaining, and graduating students traditionally underrepresented in higher education, with particular focus on first-generation and students with limited income at FSU. CARE is a multifaceted department that provides preparation, orientation, and academic support programming for students who face unique challenges in college because of economic and educational circumstances. CARE is designed to help students who are traditionally underrepresented in higher education enroll, persist, and graduate from college by connecting them to the resources, tools, and network of support that will aid in their academic and personal development.

CARE programs and services are organized into three-unit portfolios – Student Access, Student Learning and Student Development. Student Access includes focuses on pathways to college, collaborations with K-12 partners, and assisting students with navigating finan-cial barriers to college. Programs and services within Student Access include the Summer Bridge Program, Upward Bound Programs, and Financial Wellness advising. Student Learning focuses on academic skill-building, peer learning, learning communities, and experiential learning opportunities. Programs and services within Student Leaning include FGEN Noles Living Leaning Community, Illuminate Schol-ars and Enrichment Program, QUEST Scholars Program, Student Networks, Transitional Colloquium/ Seminar Courses, and Tutoring. Student Development supports students in understanding and navigating academic expectations for degree completion and provides in-tentional, case management style support to influence student success. Student Development consists of Academic Advising, College Life Coaching, Student Persistence Planning, Student Support Services Program and Unconquered Scholars Program.

For more information on CARE's programs and services, please visit https://care.fsu.edu, or contact the Department at CARE@fsu.edu or *(850) 644-9699*.

General Bulletin Statement of Purpose & Notice

This *General Bulletin* is not a contract, either expressed or implied, between the University and the student, but represents a flexible program of the current curriculum, educational plans, offerings, and requirements that may be altered from time to time to carry out the administrative, academic, and procedural purposes and objectives of the University. The University specifically reserves the right to change, delete, or add to any provision, offering, academic curriculum, program, or requirement at any time within the student's period of study at the University. The University further reserves the right to withdraw a student from the University for cause at any time. Students are on notice that admission to the University or registration for a given semester does not guarantee the availability of a course at any specific time. Likewise, admission to the University or registration for a given program of study within the University, or a department or college of the University, is not a guarantee of a degree or of certification in a program.

Office of the University Registrar

University Registrar: Kimberly A. Barber; **Associate Registrars:** Jeremy Johnson, Robin Queen, Taylor Gomez

Location: *A3900 University Center*; phone: *(850) 644-1050*; e-mail: **registrar@fsu.edu**; Web: **https://registrar.fsu.edu**

The Office of the University Registrar is the official custodian of permanent academic records of all past and currently enrolled students at Florida State

University. It is responsible for assisting departments and students with registration activities; maintaining student and departmental records for the term in progress; posting FSU credit, transfer credit, and grade changes; preparing FSU transcripts; scheduling academic space; maintaining and updating curricula; certifying eligibility to receive credit for Credit by Examination; certifying attendance for loan purposes; implementing and monitoring academic regulations; certifying eligibility to graduate; and providing services and information to students, faculty, and administration. Reports and certifications of attendance and grade point average are made to governmental agencies, such as the Veterans' Administration, with the student's permission.

Students should consult this office with questions concerning registration, locations and meeting times of courses, errors in registration records, dropping and adding courses, cancellation of registration, grade problems, application for graduation, and degree or enrollment verification.

All changes in permanent and local addresses, name, social security number, and residency should be made online or reported to this office immediately.

Persons with Disabilities. Any student in need of specific services and reasonable accommodations should contact the *Office of Accessibility Services*, *108 Student Services Building*, *(850) 644-9566*, or visit **https://dsst.fsu.edu/oas**.

FloridaShines Information

All current and prospective students of higher education in the state of Florida can access the FloridaShines website, and FSU students can do so by logging in at **https://www.floridashines.org** using their University FSUID and password. At the site, you can perform a variety of tasks including the following:

- view a map showing the location of every participating college or university
- search course catalogs from all public and many private Florida colleges and universities
- obtain answers to questions about financial aid
- plan your course of study and compare majors and degree requirements
- obtain a copy of your unofficial transcript
- investigate career options through your institution's career center
- learn general information about every participating college or university in the program

Student Catalog-Year

The *General Bulletin* (matriculation catalog) governs each student's graduation requirements. This catalog remains in effect for six years for the bachelor's degree unless the student elects to meet the requirement of any subsequent *General Bulletin* published during the period of enrollment.

The Registration Guide and Class Schedules

FSU's Office of the University Registrar publishes the *Registration Guide*, which contains a list of all registration deadlines, fee and payment information, and important announcements specific to the semester. This information is published online at **https://registrar.fsu.edu**.

Lists of class offerings, meeting times, locations, and instructors (when known) are available 24-hours-a-day, 365-days-a-year online through the **Class Search**; however, the Class Search is only available to newly admitted and current students through the myFSU portal (**https://my.fsu.edu**).

Anyone else can access weekly "snapshots" of the class schedule as well as archival PDF listings of classes for the years spanning 2013 to the present at **https://registrar.fsu.edu/class_search**.

Undergraduate Programs for Acceleration

Florida State University has established several avenues that permit a reduction in the normal amount of time required to complete the requirements for a baccalaureate degree.

Dual Enrollment

Students who are enrolled in college coursework prior to graduation from high school may be awarded college credit at Florida State University. Refer to the 'Transfer Credit' section of this chapter for specific information concerning what may transfer. The Academic Center for Excellence (ACE) provides academic advising and registration for local high school students who meet eligibility requirements to take dual enrollment classes at FSU. For more information related to program qualifications and application procedures, visit **https://ace.fsu.edu/dual-enrollment** or call *(850) 645-0852*.

Credit by Examination

The University recognizes the following examination programs for which students may receive academic credit or exemption in lieu of coursework. These programs permit the qualified student to earn by examination up to thirty credit hours of credit toward General Education requirements and up to forty-five credit hours of credit toward total baccalaureate degree requirements.

Florida law requires the Articulation Coordinating Committee (ACC) to establish passing scores and course and credit equivalents for Advanced Placement (AP), Advanced International Certificate of Education Program)AICE), International Baccalaureate (IB), DSST (DANTES), Defense Language Proficiency Test (DLPT), UExcel (Excelsior College Exam) and College-Level Examination Program (CLEP) exams. Public community colleges and universities in Florida are required to award the minimum recommended credit for AP, AICE, IB, DSST, DLPT, UExcel (Excelsior), and CLEP exams as designated. The ACC Credit-by-Examination Equivalency List can be found on the Florida Department of Education website at **http://www.fldoe.org/policy/articulation**.

Students earning credit by examination must still satisfy departmental major and/or minor requirements; the University's coursework requirement of forty-five credit hours in courses numbered 3000 and above; and the Section 1007.25, Florida Statutes writing requirement, which is met with General Education coursework in Quantitative and Logical Thinking, English Composition, and the E-Series and "W" (State-Mandated Writing) requirements at Florida State University (see the "Undergraduate Degree Requirements" chapter of this *General Bulletin*).

Credit toward the baccalaureate degree will not be granted for courses taken that are judged equivalent to credit already earned through one of the examination programs and vice versa. In addition, duplicate credit by examination will not be awarded.

A course may not be dropped in anticipation of receiving examination credit. The successful score must be in hand at the time the request is made to drop an equivalent course.

Credit earned by examination may be declined by the student. Students must notify the Office of University Registrar, section of Records Audit and Analysis of this intention as soon as possible after successful scores have been received.

In accordance with the articulation agreement, students who have earned CLEP credit in partial fulfillment of the requirements for the AA degree from a Florida public institution will be awarded credit on the basis of their presentation of the AA degree. An individual evaluation will not be made.

Transfer students who have completed a general education program at a Florida public institution and whose transcript is so marked will be considered to have completed the General Education courses within the CoreFSU Curriculum program at Florida State University. A second evaluation of CLEP credits in the CoreFSU Curriculum areas will not be made.

Advanced International Certificate of Education (AICE)

Students who have completed **AICE** examinations should submit their official score reports to Florida State University. Refer to the AICE Table at the end of this chapter for college course equivalents and credits earned.

Advanced Placement (AP)

Students who have participated in the **AP** Program in high school and received a score of three or better on the national examinations will receive college credit in the appropriate subject areas. Refer to the AP Table at the end of this chapter for college course equivalents and credits earned.

International Baccalaureate (IB)

Students in an **IB** Program will receive up to forty-five credit hours of credit for scores of four or higher on both higher-level and standard-level examinations. Refer to the IB Table at the end of this chapter for college course equivalents and credits earned.

College-Level Examination Program (CLEP)

Florida State University grants credit in lieu of coursework for the CLEP subject matter examinations. Credits are awarded to any regularly admitted, degree-seeking undergraduate student who scores at or above the 50th percentile level of the sophomore norms on the CLEP examinations. Students receive appropriate credit, provided they have not completed the course, whether or not they received credit, at the college level in the subject area or received credit in the subject area through AICE, AP, or IB. Courses dropped prior to completion will not count against the student as attempted credit. Academic deans shall have the authority to make exceptions concerning examinations that may fall within a subject area for which a student has existing credit. Students must have the permission of the academic dean to take a CLEP exam for any mathematics or English composition course.

At Florida State University, CLEP examinations are administered through the Office of Evaluation Services, an open test center for CLEP.

Departmental Examinations

Departments and programs of the University may offer examinations for academic credit in lieu of coursework to undergraduate students upon request. Interested students should consult with their colleges or departments concerning the availability of examinations in lieu of specific courses.

Academic Credits

Florida Statewide Common Course Numbering System (SCNS)

The state of Florida utilizes a common course numbering system to facilitate the transfer of credit for equivalent courses among the state's colleges and universities. SCNS is now used at all public and selected nonpublic institutions of higher education in Florida.

Courses that have the same academic content and that are taught by faculty with comparable credentials are given the same prefix and last three numerical digits, and are considered equivalent courses; thus, THE 1234 taken at one institution is equivalent to THE 3234 at another institution. Equivalent courses are guaranteed to transfer to any other institution participating in SCNS.

Receiving Credit for Nontraditional Courses Prior to Initial Enrollment

(Including Short Courses and Massive Open Online Courses [MOOCs])

Non-traditional courses have many different purposes, including the recertification of persons for various subject matters and professional specialties. Short courses for credit shall have the same number of contact hours as do regularly scheduled courses, i.e., a one-hour course must have 15 total contact hours; a two-hour course must have 30 total contact hours; and a three-hour course must have 45- total contact hours. Alternatively, other nontraditional courses/settings must have an appropriate substitute(s) for the above contact hours, e.g., distance learning might include student/teacher interaction, student interaction with professor-designed materials, or other appropriate interactions. In no case can credit be given with less student participation than the above stipulated hours. Any alternative course(s) must document equivalency with traditional course(s) when such traditional courses exist.

Undergraduate students who are admitted to the University and who have completed online college-level courses prior to initial enrollment in undergraduate education may request that the University evaluate that work to determine if credit might be awarded. These may include, but are not limited to, massive open online courses (MOOCs). Students wishing to have such online coursework evaluated for the purpose of receiving credit should inform the Office of Admissions as soon as possible but prior to enrolling in classes at the University.

Courses that follow nontraditional scheduling patterns, such as running over from one semester to the next, may be scheduled through the Center for Professional Development and Public Service or through the Office of the University Registrar. Course hours must be scheduled in keeping with the above policy on credit for nontraditional courses, including short courses, adopted by the Faculty Senate.

Undergraduate students who are admitted to the University and who have completed massive open online courses (MOOCs) may request evaluation of that coursework for transfer credit. The evaluation process will follow the standard transfer credit evaluation processes used for all transfer credit.

Award of credit for that work must meet the following conditions:

- University faculty have determined the course content and learning outcomes to be comparable to a course offered at the institution;
- Courses meet the quality and accreditation standards intended for a transfer course, and
- The subject-area faculty have determined that the course is relevant to the student's intended program of study.

Students wishing to have such MOOC coursework evaluated for the purpose of receiving credit should inform the Office of Admissions as soon as possible but prior to enrolling in classes at the University.

Applicants will be notified if the credit has been approved. If they wish to appeal the decision, they may do so following the normal University grievance process for transfer-credit evaluation.

Credit awarded to MOOC coursework completed prior to the initial semester of enrollment shall be posted on the student's transcript.

Transfer Credit

The University accepts transfer credit from all nationally accredited institutions (or comparable international institutions) for coursework with grades of "D–" or better. All grades earned at other institutions are entered exactly as earned on a student's Florida State University permanent record at the time of transfer. The Florida State transcript displays the FSU GPA, the transfer GPA, and a cumulative GPA comprised of FSU and transfer grades combined.

Note: Effective fall term 2014, credit earned while on academic dismissal from FSU may be transferred to FSU and count toward the total hours required for the degree. All transfer credit policies pertaining to the nature and type of credit apply in the same manner as credit while not on dismissal.

Florida Statewide Articulation Agreement

The state of Florida guarantees Associate of Arts (AA) degree recipients from Florida public institutions acceptance of a minimum of 60 credit hours toward the baccalaureate degree with no additional general education core requirements.

The Transfer Credit Process

Students who have taken college-level coursework are required to submit official transcripts from all institutions attended. Transfer credit will be evaluated and applied towards a student's academic program in one of three ways: 1) applied as a major/minor requirement replacing the equivalent required or optional course taught by the University; 2) applied as a CoreFSU Curriculum requirement replacing the equivalent required or optional course taught by the University; or 3) applied as a general elective that may or may not satisfy degree requirements.

At the undergraduate level, credit is first evaluated by the Office of the University Registrar's Records Audit and Analysis section to determine if the institution is regionally accredited (or comparable accreditation at international institutions), and if the credit is college level, vocational, or technical. Vocational or technical credit is not normally accepted for transfer; however, the baccalaureate dean may approve up to six hours of technical or vocational credit on appeal. The credit is then evaluated by the Office of Undergraduate Studies to determine if it is applicable to General Education requirements. Undergraduate-level or graduate-level courses are also evaluated by the student's chosen major department to determine degree applicability for major/minor requirements. During the review by the Office of Undergraduate Studies or the Upper-Level Department, the individual course prefix, number, description, host institution catalog, syllabus, and other supporting documentation are reviewed to determine if the course is logically and qualitatively equivalent to a Florida State course. All college-level coursework that is not applicable to CoreFSU Curriculum or major/minor requirements will be designated as general elective credit.

At the graduate level, all transfer credit must: 1) be recommended by the major department; 2) be evaluated as graduate work by the Office of the University Registrar at Florida State University; and 3) have been completed with grades of 3.0 ("B") or better.

Grievance Process. Students who allege that transfer credit was improperly evaluated and applied may have their grievances addressed by:

- the Director of Admissions for initial posting of examination credit,
- the University Registrar for the initial posting of general elective credit,
- the academic dean of their selected major for major coursework and degree program requirements, and
- the dean of Undergraduate Studies for General Education equivalency.

If no resolution is reached, the student may file a grievance with the University. The University grievance policy is outlined in the "Academic Integrity and Grievances" chapter of this *General Bulletin*.

Correspondence-Study Credit

All correspondence instruction for the Florida State University System is administered through the University of Florida's Division of Continuing Education, Department of Flexible Learning.

College credit and continuing professional education courses are available anytime and anywhere through an online-learning management system. Flexible Learning offers several courses to students who would like either a flexible schedule or an opportunity to take extra courses. You can enroll at any time

during the year.

Regularly enrolled students may not engage in correspondence study while in residence at the University. Students who expect to take correspondence courses during a break in residence should discuss these plans with their faculty advisor and then obtain written approval from their academic deans.

College courses include Economics, Education, English, History, Journalism, Marketing, Political Science, Psychology and more. Professional Development courses include a Dietary Manager Certificate and a Bail Bond Agent Certificate.

Any teacher in the state of Florida can now use correspondence course credit as appropriate to apply toward the recertification of their teaching licenses. Moreover, there is no limit to the number of courses that may fulfill the requirements.

Additional information on Flexible Learning college courses and fees can be found at **https://flexible.dce.ufl.edu**, and information for the Professional Development courses can be found at **https://hub.aa.ufl.edu**. We can also be contacted by phone from 8:00 a.m. to 5:00 p.m. Monday through Friday, except holidays at *(800)-327-4218*, *(352)-392-1711*, or by e-mail at **learn@dce.ufl.edu**.

General Credit Limitations

Courses taken by correspondence through the state of Florida, Board of Governors approved off-campus courses, and/or courses evaluated and recommended as suitable for credit by the American Council on Education (ACE) may be accepted by the University. The number of hours of such courses acceptable in any individual case is at the discretion of the academic dean. The total number of such courses accepted cannot exceed thirty credit hours. An undergraduate student may be granted a baccalaureate degree under degree requirements specified in the *General Bulletin* at the time of admission, insofar as course offerings will permit, provided the student graduates within a period of six years from date of first entry to the University. If a student exceeds six years in pursuit of the baccalaureate degree, the University may specify that the degree requirements of the most current *General Bulletin* will apply. A student may elect instead to meet the degree requirements specified in any subsequent *General Bulletin* covering a period of the student's enrollment. When credits are more than ten years old, they are subject to reevaluation by the appropriate dean before they can be applied toward graduation.

Other Types of Credit

Vocational, Technical, or Below College-Level Credit. No credit is allowed for vocational, technical, or below college-level coursework. However, a student's academic dean may allow credit for up to six hours of vocational or technical credit upon appeal.

Experiential Credit. The University does not award credit or accept transfer credit based on professional work experience.

International Credit. An official course-by-course evaluation is required for all academic records from non-U.S. institutions. We recommend the evaluation be done by a member of the National Association of Credential Evaluation Services (**https://www.naces.org**).

Military Credit. For information regarding military credit, please refer to the "Student Veteran Information" chapter in this *General Bulletin*.

Graduate Students Transfer & Other Credits

Transfer Credit

The University accepts transfer credit from all nationally accredited institutions (or comparable institutions with certain limitations depending on the type of degree being pursued. See the "Graduate Degree Requirements" section of the *Graduate Bulletin* for details.

Supervised Research and Teaching

A student's department may grant credit for supervised research and supervised teaching. A student may register for such credit in more than one term, using the same numbers and, again at the option of the department, may count the hours toward meeting residency requirements for the degree program. No more than three credit hours of supervised research credit and three credit hours of supervised teaching credit may be counted toward the master's degree. The limit for candidates for doctoral degrees is five credit hours in each category.

Credit for Short Courses

Short courses are not regular curricular offerings, and credit is not given for any short course or any similar program in excess of the equivalent of one credit hour for each week of the program (provided that each week contains the equivalent of 15 contact hours). In no case shall credit be given for any short course (or similar institutional program) whose duration is less than two full weeks.

Individual Study Courses

A student registered for an individual study course must attend at least one conference a week on the campus. Directed individual studies are not permitted during an intersession period. The academic department determines if graduate-level directed individual study (DIS) is for S/U or letter-grade credit.

AICE Scores and University Course Equivalents

(Numbers in parentheses indicate the number of credits awarded)

AICE Exam	Level	A, B, C, D, E
ACCOUNTING	AS-Level	ACG 1001 (3)

	A-Level	ACG 1001 (3) ACG 1004 (3)
APPLIED ICT – INFORMATION, COMMUNICATION TECHNOLOGY	AS-Level	CGS 2060 (3)
	A-Level	CGS 2060 (3), CGS **** (3)
ART AND DESIGN	AS-Level	ART 1300C (3)
	A-Level	ART 1300C (3) ART 1201C (3)
BIBLICAL STUDIES	AS-Level	REL 2210 (3)
	A-Level	REL 2210 (3) REL 2240 (3)
BIOLOGY	AS-Level	BSC 1005 (3) BSC 1005L (1)
	A-Level	BSC 2010 (3) BSC 2010L (1) BSC 2011 (3)
BUSINESS	AS-Level	GEB 1011 (3)
	A-Level	GEB 1011 (3) GEB 1012 (3)
CHEMISTRY	AS-Level	CHM 1020 (3) CHM 1020L (1)
	A-Level	CHM 1020 (3) CHM 1020L (1) CHM 1045 (3) CHM 1045L (1)
CLASSICAL STUDIES	AS-Level	CLA 2010 (3)
	A-Level	CLA 2110 (3) CLA 2123 (3)
COMPUTING	AS-Level	CGS 2060 (3)
	A-Level	CGS 2060 (3) CGS 1074 (3)
COMPUTER SCIENCE	AS-Level	COP 2000 (3)
	A-Level	COP 2000 (3), COP 2220 (3)
DESIGN AND TECHNOLOGY	AS-Level	ETI 1930 (3)
	A-Level	FSU **** (3) ETI 1930 (3)
DIGITAL MEDIA AND DESIGN	AS-Level	DIG 1*** (3)
	A-Level	DIG 1*** (3)
DRAMA	AS-Level	TPP 2100 (3)
	A-Level	TPP 2100 (3) TPP 2*** (3)
ECONOMICS	AS-Level	ECO 2000 (3)
	A-Level	ECO 2013 (3) ECO 2023 (3)
ENGLISH GENERAL PAPER	AS-Level only	IDS 2*** (3)
ENGLISH – LANGUAGE OR LANGUAGE & LITERATURE	AS-Level	ENC 1101 (3)
	A-Level	ENC 1101 (3) ENC 1102 (3)
ENGLISH – LITERATURE IN ENGLISH	AS-Level	ENC 1101 (3)
	A-Level	ENC 1101 (3), LIT 2000 (3)
ENVIRONMENTAL MANAGEMENT	AS-Level only	EVR 1001C (4)
GEOGRAPHY	AS-Level	GEA 1000 (3)
	A-Level	GEO 2200 (3) GEO 1400 (3)
GLOBAL PERSPECTIVES	AS-Level	INR 2*** (3)
	A-Level	INR 2*** (6)
HISTORY – U.S. (c. 1840 – 1941)	AS-Level	AMH 2*** (3)
(c. 1840 – 1990)	A-Level	AMH 2*** (3) AMH 2020 (3)
HISTORY – EUROPEAN (c. 1789 – 1917)	AS-Level	EUH 2*** (3)
(c. 1789 – 1941)	A-Level	EUH 2*** (3) EUH 2001 (3)
HISTORY – INTERNATIONAL RELATIONS/HISTORY (c. 1871 – 1945)	AS-Level	WOH 2030 (3)
(c. 1871 – 1991)	A-Level	WOH 2030 (3) WOH 1*** (3)
HISTORY - ALL OTHER AREAS	AS-Level	Subject to institutional review (3)
	A-Level	Subject to institutional review (6)
INFORMATION TECHNOLOGY	AS-Level	FSU **** (3)
	A-Level	FSU ** **(3) FSU**** (4)
LATIN	AS-Level	LAT 1120 (4) LAT 1121 (4)
MARINE SCIENCE	AS-Level	OCE 1001 (3)
	A-Level	OCE 1001 (3) OCB 2*** (3)
MATHEMATICS	AS-Level	MAC 1140 (3) MAC 1114 (3)
	A-Level	MAC 1114 (3) MAC 2311 (4)
MATHEMATICS, FURTHER	A-Level only	MAC 2311 (4) MAC 2312 (4)
MEDIA STUDIES	AS-Level	DIG 1000 (3)

	A-Level	DIG 1000 (3), DIG 1001 (3)
MUSIC	AS-Level	MUL 2010 (3)
	A-Level	MUL 2010 (3), MUH 2011 (3)
PHYSICAL EDUCATION	AS-Level	PET 2*** (3)
	A-Level	PET 2*** (6)
PHYSICS	AS-Level	PHY 1020 (3) PHY 1020L (1)
	A-Level	PHY 2053C (4) PHY 2054C (4)
PSYCHOLOGY	AS-Level	PSY 2012 (3)
	A-Level	PSY 2012 (3) PSY 4930 (3)
SOCIOLOGY	AS-Level	SYG 1000 (3)
	A-Level	SYG 1000 (3)
SPORT & PHYSICAL EDUCATION	AS-Level	PET 2*** (3)
THINKING SKILLS	AS-Level	PHI 2100 (3)
	A-Level	PHI 2100 (3) PHI 2010 (3)
TRAVEL AND TOURISM	AS-Level	HFT 3000 (3)
	A-Level	HFT 3000 (3) HFT 1*** (3)
WORLD LANGUAGE		
CHINESE	A-Level	CHI 3240 (3)
CHINESE LANGUAGE	AS-Level	CHI 2220 (4)
CHINESE LANGUAGE & LITERATURE	A-Level	CHI 3240 (3) CHT 3930 (3)
FRENCH LANGUAGE	AS-Level only	FRE 2220 (4)
FRENCH LITERATURE	AS-Level only	FRW 3100 (3)
FRENCH	A-Level	FRE 2220 (4) FRE 3420 (3)
GERMAN LANGUAGE	AS-Level only	GER 2220 (4)
GERMAN	A-Level	GER 2220 (4) GER 2221 (4)
PORTUGUESE LANGUAGE	AS-Level	POR 2220 (4)
PORTUGUESE	A-Level	POR 2220 (4) POR 2*** (3)
SPANISH FIRST LANGUAGE	AS-Level	SPN 2340 (3)
SPANISH LANGUAGE	AS-Level only	SPN 2220 (4)
SPANISH LITERATURE	AS-Level only	SPW 3030 (3)
SPANISH	A-Level	SPN 2220 (4) SPN 2240 (3)
FOREIGN LANGUAGE, LITERATURE - ALL OTHER AREAS	AS-Level	Subject to institutional review (3–8)
	A-Level	Subject to institutional review (6–8)

Note: This table is subject to change. Recent legislation calls for an annual review to determine the appropriate examination scores and courses for which credit is to be granted.

AP Scores and University Course Equivalents

(Numbers in parentheses indicate the number of credits awarded)

AP Exam	3	4	5
2-D ART & DESIGN	ART 1201C (3)	Same as 3	Same as 3
3-D ART & DESIGN	ART 1203 (3)	Same as 3	Same as 3
ART HISTORY	ARH 2000 (3)	ARH 2000 (3) ARH 2050 (3)	Same as 4
BIOLOGY	BSC 1005 (3) BSC 1005L (1)	BSC 2010 (3) BSC 2010L (1)	BSC 2010 (3) BSC 2010L (1) BSC 2011 (3) BSC 2011L (1)
CALCULUS–AB	MAC 2311 (4)	Same as 3	Same as 3
CALCULUS–BC	MAC 2311 (4)	MAC 2311 (4) MAC 2312 (4)	Same as 4
CAPSTONE SEMINAR	IDS 1350 (3)	Same as 3	Same as 3
CAPSTONE RESEARCH	IDS **** (3)	Same as 3	Same as 3
CALCULUS AB–SUBSCORE	MAC 2311 (4)	Same as 3	Same as 3
CHEMISTRY	CHM 1020 (3) CHM 1020L (1)	CHM 1045 (3) CHM 1045L (1)	CHM 1045 (3) CHM 1045L (1) CHM 1046 (3) CHM 1046L (1)
CHINESE LANGUAGE & CULTURE	CHI 2220 (4)	CHI 2220 (4) CHI 2300 (4)	Same as 4

COMPUTER SCIENCE A	CGS 2060 (3)	Same as 3	Same as 3
COMPUTER SCIENCE AB	CGS 1076 (3)*	Same as 3	Same as 3
COMPUTER SCIENCE PRINCIPLES	CGS 1000 (3)	Same as 3	Same as 3
DRAWING	ART 1300C (3)	Same as 3	Same as 3
ECONOMICS–MACRO	ECO 2013 (3)	Same as 3	Same as 3
ECONOMICS–MICRO	ECO 2023 (3)	Same as 3	Same as 3
ENGLISH–LANGUAGE & COMPOSITON	ENC 1101 (3)	ENC 1101 (3) ENC 1102 (3)	Same as 4
ENGLISH–LITERATURE & COMPOSITION	ENC 1101 (3)*	ENC 1101 (3) and LIT 2000 (3)*	Same as 4
ENVIRONMENTAL SCIENCE	GEO 1330 (3)	Same as 3	Same as 3
FRENCH–LANGUAGE & CULTURE	FRE 2220 (4)	FRE 2220 (4) FRE 3420 (3)	Same as 4
FRENCH–LITERATURE	FRW 3100 (3)	FRW 3100 (3) FRW 3101 (3)	Same as 4
GERMAN–LANGUAGE & CULTURE	GER 2220 (4)	GER 2220 (4) GER 2221 (4)	Same as 4
GOVERNMENT & POLITICS: COMPARATIVE	CPO 2002 (3)	Same as 3	Same as 3
GOVERNMENT & POLITICS: UNITED STATES	POS 1041 (3)	Same as 3	Same as 3
HISTORY–EUROPEAN	EUH 1009 (3)	EUH 2000 (3) EUH 2001 (3)	Same as 4
HISTORY–UNITED STATES	AMH 2010 (3)	AMH 2010 (3) AMH 2020 (3)	Same as 4
HISTORY–WORLD	WOH 2023 (3)	Same as 3	WOH 2023 (3) WOH 2030 (3)
HUMAN GEOGRAPHY	GEO 1400 (3)	Same as 3	Same as 3
ITALIAN LANGUAGE & CULTURE	ITA 2220 (4)	ITA 2220 (4) ITA 2240 (3)	Same as 4
JAPANESE LANGUAGE & CULTURE	JPN 2220 (4)	JPN 2220 (4) JPN 2300 (4)	Same as 4
LATIN	LNW 3211 (3)	Same as 3	Same as 3
MUSIC THEORY (if composite score is 3 or higher)	MUT 1001 (3)	Same as 3	Same as 3
MUSIC THEORY (if both aural and non-aural sub scores are 3 or higher)	MUT 1111 (3) MUT 1241 (1)	Same as 3	Same as 3
PHYSICS 1	PHY 2053C (4)	Same as 3	Same as 3
PHYSICS 2	PHY 2054C (4)	Same as 3	Same as 3
PHYSICS B	PHY 2053C (4)	PHY 2053C (4) PHY 2054C (4)	Same as 4
PHYSICS C–ELECTRICITY & MAGNETISM	PHY 2054C (4)	PHY 2049C (5)	Same as 4
PHYSICS C–MECHANICS	PHY 2053C (4)	PHY 2048C (5)	Same as 4
PSYCHOLOGY	PSY 2012 (3)	Same as 3	Same as 3
SPANISH–LANGUAGE & CULTURE	SPN 2220 (4)	SPN 2220 (4) SPN 2240 (3)	Same as 4
SPANISH–LITERATURE	SPW 3030 (3)	SPW 3030 (3) SPW 3132 (3)	Same as 4
STATISTICS	STA 2023 (3)	Same as 3	Same as 3

Note: This table is subject to change. Recent legislation calls for an annual review to determine the appropriate examination scores and courses for which credit is to be granted.

CLEP Scores and University Course Equivalents

(Numbers in parentheses indicate the number of credits awarded)

CLEP Exam	Course	Minimum Score
Algebra, College	MAC 1105 (3)	50
American Government	POS 1041 (3)	50
American Literature	AML 1000 (3)	50
Analyzing & Interpreting Literature	No credit	
Biology, General	BSC 1005 (3)	50
Business Law, Introduction to	BUL 2241 (3)	50
Calculus with Elementary Functions	MAC 2233 (3)	50
Chemistry, General	CHM 1020 (3)	50
College Composition (includes essay)*	ENC 1101 (3) ENC 1102 (3)	50
College Composition Modular	No credit	
Educational Psychology, Introduction to	EDP 1002 (3)	50
English Literature	ENL 1000 (3)	50
Financial Accounting	ACG 1001 (3)	50
History of the US to 1877	AMH 2010 (3)	50
History of the US from 1865	AMH 2020 (3)	50
Humanities	HUM 2235 (3)	50
Human Growth & Development	DEP 2004 (3)	50
Information Systems	CGS 2060 (3)	50
Macroeconomics, Principles of	ECO 2013 (3)	50
Management, Principles of	MAN 2021 (3)	50
Marketing, Principles of	MAR 2011 (3)	50
Mathematics, College	MGF 1130 (3)	50
Microeconomics, Principles of	ECO 2023 (3)	50
Natural Science	No credit	
PreCalculus	MAC 1140 (3)	50
Psychology, Introductory	PSY 2012 (3)	50
Social Science & History	No credit	
Sociology, Introductory	SYG 1000 (3)	50
Western Civilization I, to 1648	EUH 2000 (3)	50
Western Civilization II, from 1648	EUH 2001 (3)	50

*No credit will be awarded for ENC 1102 if credit has already been earned for ENC 1101.

World Language Exam:	Level 1 (current level in brackets)	Level 2 (current level in brackets)	Level 3 (current level in brackets)
French	[50] FRE 1120 (4)	[59] FRE 1120 (4) FRE 1121 (4)	[66] FRE 1120 (4) FRE 1121 (4) FRE 2992 (4)
German	[50] GER 1120 (4)	[60] GER 1120 (4) GER 1121 (4)	[66] GER 1120 (4) GER 1121 (4) GER 2992 (4)
Spanish	[50] SPN 1120 (4)	[63] SPN 1120 (4) SPN 1121 (4)	[68] SPN 1120 (4) SPN 1121 (4) SPN 2992 (4)
Spanish with Writing	[50] SPN 1120 (4)	[65] SPN 1120 (4) SPN 1121 (4)	

Note: These tables are subject to change. Recent legislation calls for an annual review to determine the appropriate examination scores and courses for which credit is to be granted.

IB Scores and University Course Equivalents

(Numbers in parentheses indicate the number of credits awarded)

IB Exam	4	5	6–7
BIOLOGY	BSC 1005 (3) BSC 1005L (1)	BSC 1005 (3), BSC 1005L (1) BSC 2010 (3), BSC 2010L (1)	Same as 5
BIOLOGY (HL)	BSC 1005 (3) BSC 1005L (1) BSC 2010 (3) BSC 2010L (1)	Same as 4	Same as 4
BIOLOGY (SL)	BSC 1005 (3) BSC 1005L (1)	Same as 4	Same as 4
BUSINESS AND MANAGEMENT	GEB 1011 (3)	GEB 1011 (3) GEB 1012 (3)	Same as 5
CHEMISTRY	CHM 1020 (3) CHM 1020L (1)	CHM 1020 (3) CHM 1020L (1) CHM 1045 (3) CHM 1045L (1)	Same as 5
COMPUTER SCIENCE	CGS 2060 (3)	CGS 2060 (3) CGS 1074 (3)	Same as 5
DESIGN TECHNOLOGY	ETI 1410 (3)	ETI 1410 (3) ETI 1930 (3)	Same as 5
ECONOMICS	ECO 2000 (3)	ECO 2013 (3) ECO 2023 (3)	Same as 5

ECOSYSTEMS AND SOCIETIES	GEO 1330 (3)	EVR 1017 (3), GEO 1330 (3)	Same as 5
ENGLISH A1	ENC 1101 (3)	ENC 1101 (3) ENC 1102 (3)	Same as 5
ENGLISH LANGUAGE A: LANGUAGE & LITERATURE	ENC 1101 (3)	ENC 1101 (3) ENC 1102 (3)	Same as 5
ENGLISH LANGUAGE A: LITERATURE	ENC 1145 (3)	ENC 1145 (3) LIT 2000 (3)	Same as 5
ENVIRONMENTAL SYSTEMS	GEO 1330 (3)	GEO 1330 (3) ISC 1050 (3)	Same as 5
ENVIRONMENTAL SYSTEMS & SOCIETIES (SL)	EVR 1001 (3)	Same as 4	Same as 4
FILM STUDIES	FIL 2001 (3)	FIL 2001 (3) FIL 2002 (3)	Same as 5
FRENCH: LANGUAGE B	FRE 1120 (4) FRE 1121 (4)	FRE 1120 (4) FRE 1121 (4) FRE 2220 (4)	Same as 5
GEOGRAPHY	GEA 1000 (3)	GEO 1400 (3) GEO 2200 (3)	Same as 5
GERMAN: LANGUAGE B	GER 1120 (4) GER 1121 (4)	GER 1120 (4) GER 1121 (4) GER 2220 (4)	Same as 5
GLOBAL POLITICS (HL)	INR 2002 (3)	INR 2002 (3) INR **** (3)	Same as 5
GLOBAL POLITICS (SL)	INR 2002 (3)	Same as 4	Same as 4
HISTORY	WOH 2030 (3)	WOH 2023 (3) WOH 2030 (3)	Same as 5
HISTORY (HL) –HISTORY OF AFRICA & THE MIDDLE EAST	WOH 2030 (3)	AFH 1000 (3) WOH 2030 (3)	Same as 5
HISTORY (HL)–HISTORY OF THE AMERICAS	WOH 2030 (3)	AMH 2010 (3) WOH 2030 (3)	Same as 5
HISTORY (HL)–HISTORY OF ASIA & OCEANIA	WOH 2030 (3)	ASH 3100 (3) WOH 2030 (3)	Same as 5
HISTORY (HL)–HISTORY OF EUROPE	WOH 2030 (3)	WOH 2023 (3) WOH 2030 (3)	Same as 5
HISTORY (SL)	WOH 2030 (3)	Same as 4	Same as 4
INFORMATION AND TECHNOLOGY FOR A GLOBAL SOCIETY	FSU **** (3)	FSU **** (6)	Same as 5
ISLAMIC HISTORY	ASH 1044 (3)	ASH 1044 (3) REL 3363 (3)	Same as 5
ITALIAN: LANGUAGE B	ITA 1120 (4) ITA 1121 (4)	ITA 1120 (4) ITA 1121 (4) ITA 2220 (4)	Same as 5
LATIN	LAT 1121 (4)	LAT 1121 (4) LAT 2220 (4)	Same as 5
LITERATURE AND PERFORMANCE	THE 1300 (3)	Same as 4	Same as 4
MARINE SCIENCE	OCB 1000C (4)	BSC 1311C (4) OCB 1000C (4)	Same as 5
MATH ANALYSIS & APPROACHES (HL)	MAC 1114 (3) MAC 1140 (3)	MAC 1114 (3) MAC 1140 (3) MAC 2311 (4)	Same as 5
MATH ANALYSIS & APPROACHES (SL)	MAC 1105 (3)	MAC 1105 (3) MGF 1130 (3)	Same as 5
MATHEMATICS	MAC 1140 (3) MAC 1114 (3)	MAC 1140 (3) MAC 1114 (3) MAC 2233 (4)	MAC 1140 (3) MAC 1114 (3) MAC 2311 (4)
MATH APPLICATIONS AND INTERPRETATIONS (SL and HL)	MAC 1140 (3)	MAC 1114 (3) MAC 1140 (3) MGF 1130 (3)	Same as 5
MATHEMATICS–FURTHER (Advanced)	MGF 1130 (3)	MGF 1130 (3) MHF 1202 (3)	Same as 5
MATHEMATICS–FURTHER (effective exams taken after 9/23/2020)	MGF 1130 (3)	MHF 1202 (3) MGF 1130 (3)	Same as 5
MATHEMATICS–METHODS	MAC 1105 (3)	MAC 1105 (3) MAC 1140 (3)	MAC 1140 (3) MAC 2233 (3)
MATHEMATICS–STUDIES	MAT 1033 (3)	MAT 1033 (3) MGF 1130 (3)	Same as 5
MATHEMATICS–STUDIES (SL) (after 5/16/2018)	MAC 1105 (3)	Same as 4	Same as 4
MUSIC	MUL 2010 (3)	MUL 2010 (3) MUT 1001 (3)	Same as 5
PHILOSOPHY	PHI 2010 (3)	PHI 2010 (3) PHI 2630 (3)	Same as 5
PHYSICS	PHY 1020 (3) PHY 1020L (1)	PHY 2053C (4) PHY 2054C (4)	Same as 5
PHYSICS (HL)	PHY 2053C (4) PHY 2054C (4)	Same as 4	Same as 4
PHYSICS (SL)	PHY 1020 (3) PHY 1020L (1)	Same as 4	Same as 4
PSYCHOLOGY	PSY 2012 (3)	PSY 2012 (3) PSY 4930r (3)	Same as 5
SOCIAL & CULTURAL ANTHROPOLOGY	ANT 2410 (3)	ANT 2410 (3) ANT 4930r (3)	Same as 5
SPANISH: LANGUAGE B	SPN 1120 (4) SPN 1121 (4)	SPN 1120 (4) SPN 1121 (4) SPN 2220 (4)	Same as 5
THEATRE ARTS	THE 2000 (3)	THE 2000 (3) THE 3931r (3)	Same as 5
THEATRE (SL and HL)	THE 2000 (3)	Same as 4	Same as 4

VISUAL ARTS	ART 2003C (3)	ART 2003C (3) ART 1201C (3)	Same as 5
WORLD RELIGION	REL 1300 (3)	Same as 4	Same as 4

Credit may be awarded for other exams based on content and score.

Note: This table is subject to change. Recent legislation calls for an annual review to determine the appropriate examination scores and courses for which credit is to be granted.

Academic Careers and Academic Levels

An "academic career" is composed of a student's status as degree-seeking or non-degree-seeking, plus the type and academic level of the degree being pursued.

- The undergraduate academic level is calculated based on semester hours.
- Where a student is non-degree-seeking, the academic career depends on the student's current degree status.
- Students with a career of Law or Medicine are classified based on their year within the program.
- Graduate students and various non-degree seeking students do not have specific academic levels or classification.

The University recognizes six academic careers, four degree-seeking and two non-degree-seeking. Rarely, a student may be simultaneously active in more than one career, subject to the academic policies and requirements of each career and the degree requirements.

Degree-Seeking Careers

Undergraduate. The Undergraduate academic career applies to students pursuing any type of baccalaureate degree.

Graduate. The Graduate academic career applies to students pursuing any type of master's degree, specialist degree, or doctorate degree, except the juris master, master of law letters, juris doctorate, or doctor of medicine degrees.

Law. The Law academic career applies to students pursuing the juris doctorate (JD) degree, juris master (JM), or master of law letters (LLM).

Medicine. The Medicine academic career applies to students pursuing the doctor of medicine (MD) degree.

Non-Degree-Seeking Careers

Non-Degree without Baccalaureate. This academic career applies to students without a baccalaureate degree.

Non-Degree with Baccalaureate (post-baccalaureate). This academic career applies to students who have previously earned, at a minimum, one baccalaureate degree or higher-level degree.

NOTE TO ONLY GRADUATE STUDENTS: Students with Law or Medicine careers are classified based on their program year (first, second, etc.). Graduate students and various non-degree students do not have specific academic levels or classifications.

Academic Levels

The University may record a student's advancement toward degree completion by tracking their academic level, which is calculated based on the number of hours the student has earned. Academic levels with their hour requirements are:

- **First-Year Student:** zero through 29 credit hours
- **Sophomore:** 30 credit hours
- **Junior:** 60 credit hours
- **Senior:** 90 credit hours
- **Post-Baccalaureate:** previously earned bachelor's degree
- **Graduate:** admitted to a graduate program
- **Law (JD degree):** first through third year of program
- **Medicine (MD degree):** first through fourth year of program
- **Non-Degree Seeking without Baccalaureate Degree**
- **Non-Degree Seeking with Baccalaureate Degree**
- **Transient Students**
- **High School Students**

Reclassification of Non-Degree-Seeking Student to Degree-Seeking Status

Non-degree-seeking students who want to change to degree-seeking-student status must apply for admission through the Office of Admissions. Refer to the "Admissions" chapter of this *General Bulletin* for admission procedures and deadline dates.

Work taken as a non-degree-seeking student carries no degree credit. Up to 15 credit hours earned as a non-degree-seeking student, except where noted below, may be applied toward an undergraduate degree with the approval of the appropriate dean at the time of formal admission as a degree-seeking student or later.

NOTE TO ONLY UNDERGRADUATE STUDENTS: Students who enrolled in Florida State University as high school dual-enrollment students, while classified as non-degree students, are not subject to the 15-hour credit limitation that is established for non-degree-seeking students. Instead, they may count up to the maximum hours of allowed high school dual-enrollment credit.

Degree-Seeking Status at Two Separate Institutions

Under certain circumstances students may wish to pursue degrees at Florida State University and another institution simultaneously. In all cases students in this situation must consult their Florida State University academic advisor and academic dean to request approval in advance. If approval is granted, students may enroll at Florida State University and another institution under the following conditions:

- Students are responsible for complying with all rules, regulations, and policies of both institutions, including but not limited to admission standards; academic rules; residency; fees; graduation requirements; university, college, and departmental deadlines; and student codes of conduct. Florida State University is under no obligation to waive or otherwise modify any policies, requirements, or deadlines to facilitate the student's enrollment at another institution.
- Enrollment certification and degree verification issued by Florida State University will be based solely on current registration hours with Florida State University and any awards, honors, or degrees posted by Florida State University. The University will not combine enrollment or degree verification with another institution.
- Students receiving financial aid must designate one institution as the primary institution for financial aid distribution. The primary institution will be responsible for monitoring awards and delivery of financial aid. Florida State University will not combine enrollment hours with another institution for financial aid purposes.
- Students who are planning to transfer courses to Florida State University should seek advising in advance of doing so. The University limits the number of transfer hours a student may bring in depending on the type of degree and program. Hours used to satisfy a previous degree, either at Florida State or another institution, cannot be counted toward the current degree the student is pursuing.
  General Note: Different conditions, rules, and policies may apply if Florida State University has an approved consortia or cooperative agreement with the second institution. Students should be aware that approval by Florida State University to pursue degrees at Florida State and another institution in no way binds the other institution to a similar approval. Students are encouraged to consult with the second institution about its policies before enrolling in any courses.

Universal Pre-Registration Tasks

Academic Advisement and Registration Responsibility

All degree-seeking students are expected to participate in academic advising before registering for classes each semester. Students should check their FSU email regularly, as that is the main mode of communication advisors use to contact their students.

Students are responsible for meeting prerequisites and co-requisites for each course in which they are enrolled. Students who do not meet course prerequisites and co-requisites may be dropped by the academic department. Students are also responsible for any changes made to their schedule without an advisor's approval through the drop/add process. All permits such as underloads, overloads (see the "*Student Course Load*" section of this chapter), graduate class requests while an undergraduate, DIS, modified credit, and S/U grading should be discussed with an academic advisor. All such permits must then be approved by the student's academic dean. The student is responsible for ensuring that the Office of the University Registrar has copies of these permits on file.

Students may attend and receive credit only for those classes in which they are properly registered. Likewise, students will be held responsible for every class for which they register unless they officially drop the class or cancel registration.

Those students who register during late registration (normally the first four days of classes) will be assessed a $100.00 late registration fee.

Approval of Directed Individual Study Courses

Students may enroll in courses directed by an instructor for individual study of a particular area. Individual academic departments or programs determine directed individual study policies for students taking directed individual study courses in that department or program. The directed individual study course title must be approved in writing by the instructor offering the course and the departmental chair, or representative, and is posted on the student's record.

Guidelines for Field Placement Fitness

These guidelines apply to all student field-placements, including internships, practicum experiences, and student teaching. The University has the authority to determine both the fitness of its students to be placed in field placements and the suitability of particular field placement sites. The academic judgment of qualified faculty, on issues relevant to the professional requirements of a given field, is critical to this process.

Students may either be denied a field placement or removed from a placement on the basis of the academic judgment of qualified faculty. Students have the right to be informed of the academic and non-academic requirements for obtaining a field placement early in their majors. They also have the right, except in emergency cases, to receive notice of their deficiencies and an opportunity to correct those deficiencies prior to a final decision. Students should consult the information provided by each specific college, department, or academic program of interest for more detailed information.

Health Requirements

Health-Insurance

All full-time students at Florida State University must show proof of health insurance coverage. Additionally, all non-United States citizens in F or J status, regardless of their credit load, are required to show proof of health insurance as a condition of their admission to the University. You may elect the student health insurance plan or waive the insurance requirement by providing proof of comparable coverage through the student-insurance website at **http://studentinsurance.fsu.edu**. When the insurance waiver is successfully completed, it remains in effect for three semesters. Students that purchase semester only policies will be required to elect or waive the requirement at the end of the semester in which their policy expires.

If no action is taken, the student will automatically be enrolled in the Student Health Insurance Policy and the premium will be added to their student account.

Students seeking degrees in majors where they are exposed to hazards associated with the major are required to carry health and accident insurance prior to registration every Fall.

Note: The insurance purchase clears the student for the length of the coverage purchased. You can purchase insurance for annual coverage, for Fall term only, or for the Spring/Summer terms. No Spring-only coverage option is offered. Summer-only coverage is offered for full-time students taking classes during the Summer term.

Immunization

The State Board of Education requires all entering students born on or after 1/1/1957 to complete Florida State University's Student Immunization Record and show documented proof of immunization against measles (rubeola), German measles (rubella), and mumps prior to registration.

College-age individuals living in residence halls, shared apartments, and other group housing are at an increased risk for developing meningococcal meningitis and hepatitis B—serious infections that can have devastating consequences. State of Florida law mandates that all University students be informed of the risks of infection. Students currently enrolled must either be vaccinated against meningococcal meningitis and hepatitis B or sign a waiver stating that they have declined to receive the vaccine.

All students are required to show proof of two MMRs, meningococcal meningitis, and hepatitis B vaccinations before they are permitted to register for classes. Information about these vaccinations may be obtained at University Health Services or online at **https://studentinsurance.fsu.edu/** under the Immunization Requirements tab.

All students are required to complete and submit the Student Immunization Record to University Health Services before registration. Students born before 1/1/1957 must complete the form and decline the meningococcal meningitis and hepatitis B vaccines. The form with its specific instructions is available at **http://studentinsurance.fsu.edu**. Please call *(850) 644-3608* if you need assistance.

Health Insurance Questions

Questions about basic health insurance coverage or purchasing school-sponsored health insurance can be addressed to the Health Compliance Office a t **healthcompliance@fsu.edu** or *(850) 644-3608*. Questions about specific benefits included in the school-sponsored health insurance should be addressed directly to United HealthCare Student Resources, the University's health insurance carrier, at *(800) 767-0700*. Billing questions for services rendered at University Health Services should be addressed to the billing office at *(850) 644-5453*. The plan brochures and summaries of coverage and benefits for the student health plans are posted on the United HealthCare website (**http://uhcsr.com/fsu**). The student health plan does not cover participation in intercollegiate athletics. Contact the FSU Athletics department at *(850) 645-2700* for more information for insurance for athletes. The student health plan does cover cheerleaders and members of the Golden Girls as sports club members.

Students insured by other carriers should contact their carriers for policy limitations and special requirements.

Universal Pre-Registration Tasks

Pre-Registration Tasks for Only Undergraduates

- Establish your FSU identity by activating your FSUID and obtaining your FSUCard (**https://fsucard.fsu.edu/your-fsucard**) before preparing for registration. For further details, see the *"Types of FSU Identification and Contact Information"* section of this chapter below.
- Log into **http://my.fsu.edu** to check for any checklists, stops, or holds. Be sure to click through the details of each hold to review the contact information and instructions provided there. Contact your departmental office for any clearances or class authorizations you may need.
- Prior to registration, all undergraduate students are expected to access **Schedule Assistant** to review any remaining degree and major requirements.
- Health compliance requirements are found at **https://uhs.fsu.edu**. The student's immunization record may be used to show proof of immunizations. Students may also turn in records from their health care provider. Students under the age of 18 must have a parent's or guardian's signature on the student immunization record authorizing care at the Wellness Center before the student can be treated. Health insurance compliance can only be completed online at **http://studentinsurance.fsu.edu**. Healthcare Compliance gives step-by-step instructions for completing this requirement.

Required Preparatory Classes

First-year students who have a score on the SAT or ACT that falls within the ranges below will be required to enroll in supplementary instruction for English Composition, Reading, and/or Mathematics during their first term of enrollment (unless they pass an on-campus skills test). Students must earn a satisfactory grade in their preparatory coursework to move on to taking General Education courses in these areas without supplemental support.

Test	Scores	Placement
SAT Writing ACT English CLT, Classic Learning Initiatives Verbal/Writing	0–480 0–16 0-37	ENC 1905
SAT Critical Reading ACT Reading	0–480 0–18	REA 1905
SAT Mathematics ACT Mathematics CLT, Classic Learning Initiatives Quantitative Reasoning	0–470 0–18 0-15	MAT 1033 or MGF 1130/1131 with support lab

Second Majors and Academic Regulations

Students pursuing a second, or additional, major should be aware that the **primary major only** determines the selection of the student's academic dean for the purposes of academic regulations at Florida State University. That is, rules regarding student dismissal, reinstatement, and all general academic qualifications at the University are governed and enforced by the primary major and that major's corresponding academic dean. Conflicts between primary and secondary major policies shall in all cases be resolved in favor of the primary major. Second major academic deans shall only be concerned with the student's completion of all requirements, prerequisites, etc., for that second major.

Students pursuing two or more majors are advised that the degree earned, posted on the transcript, and appearing on the diploma will be the official *degree name* associated with the primary major. Major name(s) are not printed on diplomas and only appear on the academic transcript. When declaring a second major, students should consult with their academic advisor to determine which major is primary as this will determine the academic dean, the degree requirements that must be satisfied, and the degree name that will appear on the diploma.

Dual degrees and double majors must be declared by the end of the semester in which students will earn 90 cumulative credit hours toward their degree program at Florida State University.

In special circumstances, students may petition their primary academic dean for an exception. Petitions should document the students plan to graduate within four years at Florida State University. Special consideration will be given to consider accelerated credit earned while in high school. If a dual degree or double major is declared but not completed, students will not be eligible for a refund of excess credit charges accrued while working on their dual degree or double major.

Enrolling in Classes

During each academic term, an official registration window is established for all currently enrolled, degree-seeking students who expect to enroll for the following term. Students registering for their first semester do so during their orientation. Graduate students registering for their first term should consult with the departmental/program advisor prior to registering for classes.

Please note that by registering, students accept both fee and grade liability.

Students are advised to organize their materials and plan their schedule before attempting to register online. Class listings for an upcoming term will be available one-to-two weeks prior to the first enrollment appointment for that term. Students must contact the appropriate departmental office for any clearances or authorization needed. Individual instructors should be contacted for courses requiring instructor permission. It is important to take care of any academic or administrative hold (stop) before attempting to register.

UNDERGRADUATE Student Course Load

Florida State University regards 14- to 15-credit hours as a normal, full-time course load. Students who carry fewer than 12 credit hours are not considered to be full-time students. Students should also consider the University requirement to complete nine credit hours during summer sessions when calculating their pace to degree completion. A student who maintains below a 12 credit hour course load will not graduate in four academic years unless a total of 24 credit hours is taken during summer sessions. (See *Required Summer Attendance Policy* below.)

A course load of more than 18 credit hours or less than 12 credit hours must be approved by the academic dean, and in no case may a student register for or receive credit for more than 21 credit hours. A student on academic probation must enroll for no fewer than 12 credit hours and no more than 15 letter-graded credit hours. Non-degree-seeking students are not required to obtain an underload permit.

International undergraduate students must enroll in at least 12 credit hours during each of the fall and spring semesters to maintain legal immigration status. An international student advisor may authorize a reduced course load in certain circumstances. Students who want to enroll in a reduced course load for a given term must submit a request for authorization to an advisor at the Center for Global Engagement before the end of the drop/add period for that semester. An unauthorized reduction in course load may result in serious immigration consequences. For a complete definition of the full course of study for immigration purposes, and to access the reduced course load information and request forms, please refer to **https://cge.fsu.edu**.

For graduate students, the minimum number of hours allowed is nine credit hours per term and the maximum is 15 credit hours per term. See the *Graduate Bulletin* for policies regarding course loads for graduate students.

Course/Credit Modification

Course credit may be modified downward with the approval of the chair of the department that is offering the course and the appropriate academic dean. No course may be modified upward. Any student wishing to modify credit may obtain the necessary forms in the Office of the University Registrar.

Permission for Undergraduate Students to Register for Graduate Courses

A student of senior standing or an upper-division honors student may carry graduate courses for undergraduate credit provided the student: (1) has earned either an FSU grade point average (GPA) of at least 3.0; (2) carries a course load of no more than 15 credit hours; and (3) has the advance approval of the college dean, the department chair, and the instructor offering the course. Prior to registration, students will be required to present the college and/or departmental approval to the Office of the University Registrar. Staff in the Registrar's Office will complete the registration process for the student.

Students who wish to receive graduate credit for such coursework must obtain approval of the college dean, the department chair, and the instructor offering the course prior to registration for the graduate course. After approval, up to 12 credit hours may be counted toward a graduate degree at Florida State University, provided the course has not been counted toward a previous degree. Undergraduate students who have been approved to participate in

the combined bachelor's/master's pathways may work with their academic advisors to designate up to 12 credit hours as "shared" hours. Shared hours may count toward the undergraduate degree and the approved master's degree. Students must coordinate with an academic advisor to have their records updated to reflect approval to participate in a combined degree pathway.

GRADUATE Student Course Load

Recipients of stipends from the University, whether holders of fellowships or assistantships, must be full-time students as defined below. Non-degree-seeking students are not required to obtain underload permission. The University reserves the right to determine full-time status based on course and/or research load and stage of degree completion.

Graduate assistantship holders of appointments that combine to a quarter-time or greater than nine credit hours per term is defined as a full-time load for those university policies that require a student to be considered full-time. Academic deans or designees may grant exceptions to this policy for teaching assistants in those departments which conform to national course load policies in their disciplines.

For graduate students receiving a university or externally funded fellowship as defined by the Office for Graduate Fellowships and Awards, nine credit hours per semester constitutes a full-time load.

A graduate student may not carry more than 15 credit hours without obtaining permission. A heavier load may be permitted by the student's academic dean or designee. Graduate credit hours outside of formal coursework (such as thesis or dissertation credit hours, directed individual study (DIS) credit hours, and hours spent in supervised research and/or teaching) are included in student-load calculation.

Students who wish to register for fewer than nine credit hours per term must initiate the request, have it approved by the student's faculty advisor, and it may require written approval from their academic dean or designee prior to registration. Guidelines for dean's level approval vary by college and are available at respective Dean's Offices. An approved Tuition Underload Form may be needed, when applicable.

Enrollment designation of full-time or half-time is a key element in determining eligibility for Financial Aid awards. Financial Aid eligibility is determined by the requirements set forth by the type of loan, scholarship, grant, fellowship, etc. and may require a student to enroll in more than nine hours to meet the eligibility requirement for full-time enrollment. To be eligible to receive Financial Aid, all graduate students must be enrolled for at least six credit hours per semester. To maintain eligibility for financial aid (federal, state, or institutional), students must be enrolled at least half-time. For financial aid purposes, graduate students at FSU must be enrolled for a minimum of six credit hours each semester to be eligible for financial aid.

Standard Graduate Full-Time Load and Underload Definitions

The standard full-time load for graduate students for certification purposes is nine credit hours per term unless otherwise noted.

Some departments may permit students to register for less than full-time enrollment, also called an underload. This part-time underload registration may consist of individualized graduate credit hours and must be initiated by the student, approved by the student's faculty advisor, and may require approval by the academic dean or designee. Guidelines for dean's level approval by college and are available at respective Dean's Offices. An approved Tuition Underload Form may be needed, when applicable.

The Undergraduate Registration Process

Ensure that you have completed all the items listed under the "*Prior to Registration*" section above.

Step 1: Prepare for Registration:

- If you are an undergraduate student, review your degree requirements using **Schedule Planner's "Undergraduate Degree Progress"** tool. Contact your advisor if you have any questions about your requirements in Degree Progress. Students are also encouraged to use the "**Schedule Assistant"** tool. This tool allows you to find, view, and select from a variety of schedule options. Alternately, you use the **Class Search** feature, too. Information on how to use Undergraduate Degree Progress Schedule Assistant, and Class Search tools can be found in the "How-To Videos" tile of your FSU Student Homepage.
- Consult the *General Bulletin* or *Graduate Bulletin* to check if a class requires a laboratory or has pre- or co-requisites that you must complete prior to enrolling in the class. **The system does not check for these requirements**; students are responsible for ensuring they have completed all the necessary labs/requisites before enrolling in classes with these requirements.
- Search for alternate classes as well.
- Make sure you have met the immunization- and health-insurance compliance requirements noted above.

Step 2: Register through the myFSU Portal:

- You can use the myFSU portal to register for, drop, or add classes at any time during the enrollment appointment assigned to you. Your enrollment appointment is determined by the number of credit hours you have earned toward graduation. You cannot register after the ending date of your assigned enrollment appointment.
- Be prepared to request non-primetime class sections to complete your schedule. Be persistent; the effort you spend during registration will save you a great deal of time and effort during the drop/add period.
- The system does not allow you to register for more than 18-credit hours. Your academic dean can provide overload authorization. To register for overload hours, you must go to the Office of the University Registrar. See the "*Student Course Load*" section of this chapter.

- The system allows you to register for an underload, but you still must obtain authorization from your academic dean. Remember, if you register for an underload as a domestic student, you may request exemption from the health-insurance requirement from the Health Compliance Office. Students enrolling for at least three-credit hours may purchase the student health insurance on a voluntary basis.

Step 3: Pay Tuition:

- Tuition must be paid by the posted deadline at **https://studentbusiness.fsu.edu**. Visit **http://my.fsu.edu** for account status and fee-payment options.

Stops to Registration

A student cannot register if they have not fulfilled all their academic and/or administrative requirements prior to the term. A stop may be placed on the student's record if any of the following deficiencies exist:

- academic dismissal
- incomplete admissions documents
- fiscal deficiency
- failure to process readmission papers after a withdrawal, or
- failure to process readmission papers after a three-term absence (including the summer term) from the University (undergraduate and non-degree seeking students).

Also, failure to meet specific requirements of a University college, school, or department, or the Office of Student Rights and Responsibilities, may result in a stop in registration activities, the release of transcripts, or the release of diplomas.

A stop is placed on all students who have outstanding University charges. Students who owe any fees cannot register for classes, and they are not permitted to register until the debt is cleared.

Students notified of a stop should contact the notifying office immediately to arrange for removal so they can register for classes, receive official transcripts, and/or receive a diploma.

If students with a stop on their record are allowed to register in error, they are considered illegally enrolled in the University. If the stop is not removed after notification of such an error, the student's registration is subject to cancellation.

For additional information, see the section in this chapter below titled “Cancellation-of-Schedule Policies.”

Graduate Student Enrollment

Master's Students

Master's students completing a coursework-only program need to meet full-time or minimum enrollment requirements as described above. Master's students on the thesis- or project-track must complete a minimum of six thesis or project hours for the master's degree. They need not be enrolled in thesis or project hours continuously after completing six thesis or project hours if they meet the minimum university requirement for full-time enrollment through other coursework. Master's students may be able to register for the University minimum enrollment of two credit hours per semester. The decision to register for two credits must be initiated by the student, approved by the student's faculty advisor, and may require approval by the academic dean of designee. Guidelines for dean's approval vary by college and are available at respective Dean's Offices. An approved Tuition Underload Form may be needed, when applicable. Before registering, the student must consult with the major professor as to the proportion of time to be devoted to thesis or project work. A master's student must be enrolled in a minimum of two thesis or project hours in the semester of graduation.

Doctoral Students

After completing the required coursework, passing the Preliminary Examination, submitting an Admission to Candidacy to the Office of the Registrar, and continuing to use campus facilities and/or receiving faculty supervision, but not yet having been cleared by the Manuscript Clearance Office, a full-time doctoral student shall register for a minimum of two credit hours of dissertation (or treatise hours for College of Music doctoral students) per semester, including Summer term, plus additional credit hours adding up to the required full-time load, until completion of the degree. A doctoral student also must be enrolled in a minimum of two hours of dissertation (or treatise hours for College of Music doctoral students) in the semester of graduation as part of any full-time load or underload.

Some students may be eligible to register for an underload. Such an underload may consist of two credit hours of dissertation (or treatise hours for College of Music doctoral students) per semester (or term) until completion of degree, plus any additional credit hours deemed necessary by the student's major professor, adding up to less than a full-time load. Such an underload constitutes minimum enrollment on a part-time basis and does not equate to full-time enrollment. Underload requests must be initiated by the student, approved by the student's faculty advisor, and may require approval by the academic dean or designee. Guidelines for dean's level approval vary by college and are available at respective Dean's Offices. An approved Tuition Underload Form may be needed, when applicable. Before registering for dissertation hours (or treatise hours for College of Music doctoral students), the student must consult the major professor as to the proportion of time to be devoted to dissertation work.

F-1 and J-1 International Graduate Students

The “Standard Full-Time Load and Underload Definitions” and the “Doctoral Students” sections above do not apply to F-1 and J-1 students, except where specified. F-1 or J-1 international students meet federal enrollment requirements with enrollment in a minimum of nine credit hours in the fall and spring

semesters while completing required course work and the university's required minimum number of thesis (6), project (6), or dissertation (24) credit hours. After completion of required course work and the required minimum number of thesis, project, or dissertation credit hours, F-1 or J-1 graduate students may be able to register for the University minimum enrollment requirement of two credit hours per semester until completion of degree after consulting with the academic advisor or the major professor as to the proportion of time to be devoted to thesis, project, or dissertation work. For F-1 or J-1 doctoral students, the minimum enrollment requirement of two hours per semester or term must be fulfilled by registering for a minimum of two dissertation hours per semester or term until graduation. F-1 and J-1 master's students should follow the "Master's Students" section above. Minimum enrollment registration requests must be initiated by the student, approved by the student's faculty advisor, and may require approval by the academic dean or designee. Guidelines for dean's level approval vary by college and are available at respective Dean's Offices. The student's academic advisor, academic dean or designee, assistantship, department, or scholarship may require additional enrollment or course/credit modification

Graduate students who are seeking to modify course credit downward should consult with their supervising committee and academic dean before contacting the unit teaching the course. Course credit may be modified downward with the approval of the chair of the department that is offering the course and the appropriate academic dean. No course may be modified upward. Any student wishing to modify credit may obtain the necessary forms in the Office of the University Registrar.

Changing of Major Department

Admission to graduate study is contingent on approval by the department in which the student proposes to major. Therefore, an enrolled student is not free to change major departments at will. A change must have the approval of the chair of the department into which the student proposes to transfer and of the academic dean of that department. The appropriate signed documentation should be forwarded to the Office of the University Registrar.

Faculty Members Seeking Advanced Degree

No faculty member in a tenure-earning position (e.g., assistant professor, associate professor, or professor) may work toward an advanced degree at the University. Exceptions are made when the faculty member already holds the terminal degree in their field and wants to pursue either another PhD in a different field or a less advanced degree than they already hold (e.g., a faculty member holding a PhD may pursue a master's degree).

Stops to Registration

A student cannot register if they have not fulfilled all their academic and/or administrative requirements prior to the term. A stop may be placed on the student's record if any of the following deficiencies exist:

- academic dismissal
- incomplete admissions documents
- fiscal deficiency
- failure to process readmission papers after a withdrawal, or
- failure to process readmission papers after a two-term absence (including the summer term) from the University (graduate, law, and medical students).

Also, failure to meet specific requirements of a University college, school, or department, or the Office of Student Rights and Responsibilities, may result in a stop in registration activities, the release of transcripts, or the release of diplomas.

A stop is placed on all students who have outstanding University charges. Students who owe any fees cannot register for classes, and they are not permitted to register until the debt is cleared.

Students notified of a stop should contact the notifying office immediately to arrange for removal so they can register for classes, receive official transcripts, and/or receive a diploma.

If students with a stop on their record are allowed to register in error, they are considered illegally enrolled in the University. If the stop is not removed after notification of such an error, the student's registration is subject to cancellation.

For additional information, see the section in this chapter below titled "Cancellation-of-Schedule Policies."

Drop/Add & Schedule Changes

During the first four days of the term, students can add or drop individual classes, or they may change one class section for another. Students are financially liable for all courses appearing on their schedule after the fourth day of classes. To add courses after the first four days of classes may require the academic dean's approval. Classes dropped during this period do not appear on the student's transcript. Individual courses may be dropped through the seventh week of classes except for mandated college preparatory courses, freshman composition, and courses involved in allegations of academic dishonesty; however, tuition charges remain. Approval by the student's academic dean is required to:

- for **undergraduate** students, reduce the academic load below12 credit hours or
- for **graduate** students, reduce the academic load below 9 credit hours;
- increase an undergraduate academic load above 15 credit hours (to a maximum of 21 credit hours); or
- increase a graduate academic load above 18 credit hours (to a maximum of 21 credit hours).

Dean's approval for an overload or underload must be submitted to the Office of the University Registrar. If the student is appointed as a graduate assistant or is supported on a fellowship, an underload request form mut be completed and submitted to the Dean of the Graduate School for approval.

Undergraduate students may drop a cumulative maximum of two courses **between the eighth and twelfth weeks of classes during the semesters in which the student has earned fewer than 60 HOURS of college credit**; tuition charges will remain. A student may only drop one course after earning 60 hours of

college credit and until graduation; tuition charges remain. In addition to courses involved in allegations of academic dishonesty, other courses may be designated by the dean as not subject to this "late drop" provision. Courses dropped during this period appear on the student's transcript with the notation "W." See the "Academic Calendar" in the *Registration Guide* for the semester specific deadlines.

Seventh Week Deadline & Drops

Undergraduate Students

Except in cases where a student is petitioning to use one of the three drops allowed under the policy above, any course-drop petition after the seventh week of classes (with dates prorated for individual summer sessions), will be considered only in documented exceptional circumstances that are beyond the student's control as determined by the student's academic dean. Course drops approved by the academic deans appear on the student's transcript with the notation "WD." Academic deans exercise their administrative and academic judgment in making final determinations about drop eligibility. Course drops are never approved when there are unresolved allegations of academic dishonesty in a course or when a course grade reflects an Academic Honor Policy penalty.

Students who register for courses but who do not attend the classes receive a grade of "F" if the courses are not officially dropped. Students changing from a previous *Bulletin* year should consult their academic dean regarding limitations concerning the policy described above.

Graduate Students

After the seventh week of classes, courses may be dropped only in exceptional circumstances. Approval is required by the advisor and the academic dean. Such courses will appear on the student's transcript with the notation "WD." Students who register for courses but who do not attend the classes will receive grades of "F" if the courses are not officially dropped. Students changing from a previous *Bulletin* year should consult their academic dean regarding limitations concerning the policy described above.

Note: Students who have a bachelor's degree and return for a second bachelor's degree may petition for a late drop within the same semester timelines as noted above.

FORGIVENESS POLICY

Effective Fall 2004, Florida State University discontinued the "forgiveness policy" for all students.

Policies for Cancellation of Student Schedules

Student Cancellation of Schedule

To cancel scheduled class enrollment, a student can drop all classes during the first four days (the drop/add period) of any term; any semester; or in the case of summer term, any session, through the online student portal. Alternately, students can submit a written request to the Office of the University Registrar (*Office of the University Registrar*, *Florida State University*, *Room A3900 UCA*, *282 Champions Way*, *P.O. Box 3062480*, *Tallahassee*, *FL 32306-2480)* or to Withdrawal Services. Notification may also be sent from the student's official e-mail account to Office of the University Registrar at **registrar@fsu.edu**. Students who cancel their registration during the official drop/add period are not fee liable for tuition; if tuition has been paid, such students should request a full refund of fees. **Undergraduate and non-degree-seeking students who cancel their registration and are not enrolled for the following two semesters (non-enrollment for three consecutive semesters) must apply for readmission**.

Beyond the fourth day of classes, a student cannot voluntarily cancel registration but must apply for withdrawal from the University. Students who must drop all classes after the official drop/add period should contact Withdrawal Services, *A4300 University Center Tallahassee*, *FL 32306*; *(850) 644-1741*. Panama City students should contact Student Affairs, *Barron Building*, *Panama City*, *FL 32405*; *(850) 770-2172*.

International students who wish to cancel their registration or withdraw from the term must request and receive prior authorization from a Center for Global Engagement advisor.

Note: Students who have received some or all financial aid prior to the end of a term's drop/add period may be subject to repayment of financial aid if there is a change in their financial aid eligibility. Examples of this may include, but are not limited to, reduction of course load below required levels, cancellation of schedule, failure to meet satisfactory academic progress requirements, and other conditions required to maintain financial aid eligibility.

Registrar Cancellation of Schedule

Students allowed to register in error are cancelled by the Office of the University Registrar.

Students who are dropped or deleted from their last or only course by an academic department because of nonattendance on the first day of class are cancelled by the Office of the University Registrar. This cancellation is without liability for tuition. **Undergraduate and non-degree-seeking students whose registration is cancelled by the University Registrar must apply for readmission if they have not been enrolled for three consecutive terms**. For this policy, the cancellation term is considered a non-enrolled term for the student.

Graduate, law, and medical students whose registration is cancelled by the University Registrar must apply for readmission if they have not been enrolled for two consecutive terms. For this policy, the cancellation term is considered a term of non-enrollment.

Note: Students who have received some or all their financial aid prior to the end of drop/add for a term, may be subject to repayment of financial aid if there is a change in their financial aid eligibility. Examples of this may include, but are not limited to, reduction of course load below required levels, cancellation of schedule, failure to meet satisfactory academic progress requirements, and other conditions required to maintain financial aid eligibility.

Cancellation of Student Schedules for Non-Payment of Tuition and Fees

In accordance with Florida State University Regulation 5.081 *Tuition*, *Fees*, *Payment*, students who do not pay tuition and fees or make arrangements to pay

tuition and fees by the end of the established fee payment deadline may have their schedules cancelled and academic progress discontinued for the semester. Student's whose schedules have been cancelled may not attend class or receive grades. Students will be notified using their FSU e-mail account concerning outstanding tuition delinquencies and given an opportunity to pay tuition and fees or make arrangements for tuition and fee payment with the Office of Student Business Services prior to cancellation. For more information, please reference **https://regulations.fsu.edu/sites/g/files/imported/storage/original/application/f63ce880bfa04fa18f1d2103e0fd4ec9.pdf**.

Reinstatement of Student Schedules Cancelled for Non-Payment of Tuition and Fees

Students whose schedules are cancelled for non-payment of tuition and fees may submit a written appeal to the University Registrar for reinstatement and continuation of academic progress for the term. A written appeal must be submitted to the University Registrar no later than the end of the seventh week of classes as identified in the University Academic Calendar (consult the *Registration Guide* for term deadlines). Prior to a student's appeal being approved, the Office of Student Business Services must verify that payment for the current term has been received or that appropriate arrangements have been made for tuition and fee payment. Students whose schedules are reinstated are subject to a $100.00 late-registration fee and a $100.00 late-payment fee. Check or credit card payments that are returned or refused will negate any tuition payment agreement for the reinstatement of a student's schedule. The University reserves the right to deny reinstatement when a demonstrated pattern of tuition delinquencies over two or more semesters has occurred.

Note: The appeal must be submitted by the seventh-week deadline for the term that was cancelled. Appeals received during the next term for a prior term's cancellation will be deemed to have missed the deadline and may not be considered.

Cancellation of Student Health Insurance

Cancellation of a student's full class schedule does not trigger the termination of the insurance policy or the premium. The student must contact the Health Compliance Office of University Health Services via e-mail at **healthcompliance@fsu.edu** to advise of the cancellation of schedule and request termination of the insurance. If the student has attended the first 31 calendar days of classes for the term for which coverage was purchased, the student has met the eligibility requirement to retain the coverage through the termination date and the cost of the insurance premium must be paid. Students leaving the University to enter the military may receive a prorated premium refund. The student must contact the Health Compliance Office of University Health Services via e-mail at **healthcompliance@fsu.edu**.

Registration/Enrollment by Student Categories

Registration of Non-Degree Seeking Students

All non-degree-seeking students may register for up to 18-credit hours; enrollment beyond this limit may be subject to approval by the Registrar. All registration by non-degree-seeking students is on a space-available basis. Because of excessive demand for some undergraduate and graduate classes, non-degree-seeking students may be enrolled in such classes only with the permission of the unit.

Non-Degree-Seeking Student Regulations

The Office of the University Registrar serves as the academic dean for all non-degree-seeking students. Academic rules governing regular students (e.g., fees, drop/add, withdrawal, grading policies) also apply to non-degree-seeking students with the following exceptions:

- Non-degree-seeking students may enroll for fewer than 12-credit hours (underload) and up to 18-credit hours without permission.
- Non-degree-seeking students may register for any class or classes on an S/U basis.
- Non-degree-seeking students selecting classes for enrichment or other reasons where grades are not essential are advised to register on an S/U basis or on an audit basis. in this Bulletin.
- In place of the retention schedule for regular students, non-degree-seeking students **without** a baccalaureate degree must meet the following requirement:
    - after attempting 15 credit hours, non-degree-seeking students must have achieved and maintained a 2.0 (“C”). average in all courses attempted.
    - In place of the retention schedule for regular students, non-degree-seeking students **with** a baccalaureate degree must meet the following requirements:
    - after attempting 12 credit hours, non-degree-seeking students with a baccalaureate must have achieved and maintained a 3.0 (“B”) average in all courses attempted. Failure to achieve or maintain the appropriate grade point average (GPA) will result in a loss of registration privileges and dismissal from the University.

Consult the “*Academic Regulations and Procedures*” chapter of the *Graduate Bulletin* for policies relating to non-degree-seeking student status at the graduate level.

Veterans Priority Registration

Active-military students, student veterans, and military/veteran dependents using federal benefits are eligible for priority registration, which allows these students to register for future-semester class during the first selection window of each class-registration cycle. However, each of these students must first be coded as receiving federal benefits before they are eligible for priority registration and should contact the Student Veterans Center at *(850) 644-9562* or **veteran@admin.fsu.edu** to make sure they are properly coded. After registering for their classes, each of these students must submit the university's online Request for Benefits form to have their benefit-certification documents submitted within the required timeframe.

MILITARY SHORT-TERM ABSENCE OR CALL TO ACTIVE DUTY

For policies pertaining to accommodations for short-term absence of call to active duty, please see the “Student Veteran Information” chapter.

Interinstitutional Transient-Student Registration

This program enables students to take advantage of special resources and/or programs not available at their home institution. An interinstitutional transient student, by mutual agreement of the appropriate academic authorities in both the sponsoring and hosting institution, will receive a waiver of admission requirements of the host institution and a guarantee of acceptance of earned resident credits by the sponsoring institution except in the case of international credits. An official course-by-course evaluation is required for all academic records from non-U.S. institutions. We recommend the evaluation be done by a member of the National Association of Credential Evaluation Services (**https://www.naces.org**).

Interinstitutional transient students must be recommended by their own academic dean, who will initiate a visiting arrangement with the appropriate dean at the host institution. Students will register at the host institution, paying tuition and/or registration fees established by that institution. The approval of one institution does not bind the other to comply.

Students from other institutions who wish to take courses at Florida State University should submit an approved Interinstitutional Transient Student application to the Office of Admissions by the published deadline. (Consult the "University Calendar" chapter for specific application deadlines.) Students may complete the transient form online at **https://www.floridashines.org**.

Note: Academic rules governing regular students (e.g., fees, drop/add, withdrawal, grading policies) also apply to transient students. Transient students attending Florida State University are, by definition, classified as non-degree-seeking students.

Florida Agricultural and Mechanical University–Florida State University Interinstitutional Registration (FAMU–FSU Cooperative Program)

A full-time student at one institution may enroll in one or more courses at the other institution under the following conditions:

- The academic dean of the student's home university must grant permission.
- Courses taken at the host university should be those normally not offered at the student's home university.
- Students taking courses at the host university on a satisfactory/unsatisfactory (S/U) basis will be held to the home institution's policies regarding the total number of courses allowed on S/U basis or in a specific degree or major. Students are encouraged to consult their academic advisor about any limitations prior to registration.
- The student's final grade is directly reported to the student's home university for entering on the student's transcript. Grades, credits, and quality points are treated as home-institution work.
- All tuition and fees are paid to the home institution.
- Students must maintain a minimum 2.0 cumulative Florida State University GPA to be eligible to participate in the co-op program. Prior to attempting 12 credit hours, students who fail to maintain the 2.0 GPA may consider themselves on probation, although no entry will be placed on their transcript. They may continue to enroll, assuming they meet all other conditions of eligibility. After attempting 12 credit hours, students must meet and maintain the minimum 2.0 cumulative GPA to continue enrolling through the program.

To register, see the FAMU–FSU Cooperative Program representative in the Office of the University Registrar. You may also obtain additional information and forms at **http://registrar.fsu.edu/records/services/co_op**. For engineering requirements, see the "FAMU–FSU College of Engineering" chapter of this *General Bulletin*.

Before students can register for classes, they must provide proof of immunizations. Immunization compliance requirements are listed at **https://uhs.fsu.edu/**. If the immunization document being submitted is the FAMU immunization form, two copies of the form are required.

Note: Faculty and full-time students at either institution have equal access to the library facilities at both institutions.

Registration for FSU Employees

Employees of Florida State University intending to take Florida State University classes may do so through the FSU Employee Scholarship program. See the Human Resources website at **http://www.hr.fsu.edu/index.cfm?page=benefits/benefits_perks/benefits_perks_employee_scholarship** for details, restrictions, and deadlines.

Registration by State Employee Tuition Waiver

Full-time state employees may use the State Employee Tuition Waiver to register for classes at Florida State University on a space-available basis. Registration takes place during the regular registration appointment assigned to each student. FSU accepts only the official State Employee Tuition Waiver Form to process waivers. Individuals using the waiver must be fully admitted degree-seeking or non-degree seeking students. The form is available online at **http://registrar.fsu.edu/records/waivers/state_employee**. Agencies may require additional paperwork or forms that will not be accepted at FSU unless accompanied by the State Employee Tuition Waiver Form. State employees using a tuition waiver must obtain supervisor signatures and academic-department approval on the tuition waiver form and then scan and e-mail the signed and completed document to **CTL-StateEmployee@fsu.edu** by the tuition payment deadline. State employees using a tuition waiver must complete the registration process and submit the tuition waiver to the Office of Student Business Services.

Registration in classes using the state employee tuition waiver is limited to a space-available basis. Individuals using the state tuition waiver must be fully admitted, degree-seeking or non-degree students. Florida State University does not consider the following to be space-available classes: audited classes, approved undergraduate specialized admissions programs, remedial classes; dissertation, thesis, and directed individual study (DIS) classes; internship classes; Center for Academic and Professional Development (CAPD) classes; College of Medicine classes; College of Law classes; other one-to-one instruction classes; and all non-state-funded classes (including some distance learning classes that are funded solely by student tuition and fees). As such, state employee tuition waivers may not be used for these classes. Please contact the academic department to inquire about a class's funding type.

Additional restrictions and deadlines apply. For more information, including the link to download the State Employee Tuition Waiver Form, visit the Office of the University Registrar's website at **http://registrar.fsu.edu/records/services**.

Registering for Auditor Seating Privileges

All regularly enrolled students and persons not enrolled in the University are afforded seating privileges after registration on a space-available basis with permission of the instructor, presentation and approval of the appropriate form obtained from the Office of the University Registrar, and payment of the prescribed fee for each class. The Office of the University Registrar serves as the academic dean for all non-degree students, including those individuals enrolling in classes on an audit basis. Since no credit is allowed for attendance via auditor seating privilege, formal admission to the University is not required; however, minimal demographic data must be provided as part of the approval and enrollment process. The class(es) taken will not appear on the student's permanent record.

Students are cautioned not to pre-register for any class they intend to audit. They will have to drop the class(es) from their official schedule and will incur additional financial liability.

Note: Standard tuition costs apply. All individuals auditing classes may register for up to 18-credit hours; enrollment beyond this limit in a single term is not permitted. Seating-privilege fee-information for citizens 60 years of age or older is found below under *"Registration for Floridians over 60 Years of Age."*

Procedures

During the first week of classes, obtain the audit approval form online at **http://registrar.fsu.edu/forms/audit_registration.pdf**, or you may pick up an audit approval form from the Office of the University Registrar.

1. Fill out the form and obtain both the instructor's approval and clearance from University Health Services.
2. Return the approved form to the Office of the University Registrar for final approval and class registration. Registration must be completed to attend a class.
3. Pay fees during the fee payment period at *A1500 University Center*. No waivers or deferments may be used by anyone under 60 years of age.
4. Present the form to your instructor at the next class meeting.

Note: If you have already registered for the class you wish to audit, you must drop it within the drop/add period before the audit request can be processed. For the policy for audited-class refunds please refer to the *"Financial Information"* chapter of this *Bulletin*.

Registration for Floridians over 60 Years of Age

All fees are waived for persons sixty years of age or older who are Florida residents and who attend credit classes. Under this tuition-free option, registration is allowed on a space-available, audit-basis only and does not include thesis, dissertation, applied music classes, or other classes requiring individual instruction. No credit will be given, and no permanent record will be maintained. Audit forms are available online or from the Office of the University Registrar. Proof of age and Florida residency must be presented to the Office of the University Registrar to validate audit-waiver eligibility.

Attendance and Enrollment Policies

Required First Class Meeting Attendance Policy

Attendance at the first class meeting is mandatory unless properly excused by the class's instructor. University-wide policy requires all students to attend the first class meeting of all classes for which they are registered. Students who do not attend the first class meeting of a class for which they are registered will be dropped from the class by the academic department that offers the class. This policy applies to all levels of classes and to all campuses and study centers. This policy does not apply to any class added after its first official meeting. It remains the student's responsibility to verify class drops and check that fees are adjusted.

Note: Students who have received some or all their financial aid prior to the end of the drop/add period for a term may be subject to repayment of financial aid if there is a change in their financial aid eligibility. Examples of this may include, but are not limited to, reduction of class load below required levels, cancellation of schedule, failure to meet satisfactory academic progress requirements, and other conditions required to maintain financial aid eligibility.

Required Summer Attendance Policy

All students entering a state university with fewer than 60-credit hours must earn at least nine-credit hours prior to graduation by attending one or more Summer terms at one of the state universities. The University President may waive application of this rule in cases of unusual hardship to the student. Students initiate appeal through their academic dean to the Vice President for Faculty Development and Advancement (Board of Governors Rule 6C-6.016). Waiver-appeals may be initiated electronically when the student reaches 80-credit hours or more.

General Class Attendance

All students are expected to abide by the class attendance policy set forth by the instructor in each class in accordance with the *Faculty Handbook*. When possible, students also must provide advance notice of absences, as well as relevant documentation regarding absences, to the instructor as soon as possible following the illness or event that led to the absence. Any arrangement to make up work because of class absence is the responsibility of the student. The instructor, who will explain the evaluation (grading) statement at the beginning of the term, determines the effect of absences upon grades.

Students must attend the section of the course for which they are registered. No instructor has the authority to permit a student to shift from one section of the course to another without following official drop/add procedures. No student may drop a course after the seventh week of classes without the permission of his or her academic dean.

Until a student is officially enrolled in a course, they are not permitted to attend class, submit assignments, or take tests. Exceptions are limited to students

auditing the course or making up work for a prior incomplete grade in the course. Students who are not officially registered for a course or do not appear on the course roster after the end of the second week of the semester should be referred to the appropriate office for approval to continue attending class. That may be the Office of Financial Aid, Student Business Services, the Office of the University Registrar, the Office of Admissions, etc. Students may contact the Office of the University Registrar if they are unsure of which office they need to contact for documentation.

University Health Services will issue "Provider Visit Verifications" to students if requested. Such verification may include, at the discretion of the medical provider (Physician, PA, APRN, LCSW, or Physical Therapist), recommendations about bed rest, restricted activity, and follow-ups. Students who need notes for class excuses will be unable to obtain them from University Health Services if they have not been seen by a provider at UHS. Ultimately, the authority for deciding whether the student is excused for medical reasons rests with the instructor.

Students who are members of an intercollegiate team are required to attend all scheduled class meeting times or scheduled online activities associated with the course delivery. Absences due to illness, personal/family emergencies, or injury must be documented. Failure to adhere to the attendance policy may result in sanctions up to and including suspension from the athlete's sport for the remainder of the season. Student-athletes must remain eligible to enroll in order to maintain eligibility for all intercollegiate competition. Arranging to make up work missed because of legitimate class absence is the responsibility of the student.

Within the University there are several categories of students that are expected to exhibit behavior that conforms to the group to which they belong. These units include, but are not limited to: ROTC cadets, academic honor societies, veterans, athletes, medicine, and nursing majors. Membership within these units implies that the student agrees to fulfill the obligations of the organization.

Continuous Enrollment

Continuous enrollment at Florida State University is defined as enrollment without an interruption of three or more consecutive semesters (including summer term). Credits earned at other institutions during any semester while not registered at Florida State University will not constitute continuous enrollment at the University. Undergraduates and both types of non-degree-seeking students, excluding transient and high school dual enrollment students, who are not enrolled at the University for three or more consecutive semesters (or consecutive semester and summer semester) must apply for readmission before resuming their studies. For graduate definitions of continuous enrollment, please see the "Academic Regulations and Procedures" section of the *Graduate Bulletin*.

For example, a student who enrolls in fall term may choose; not to enroll in subsequent spring and summer terms and return to take class in the following fall term without having to go through readmission. However, should this student choose to remain out of school for the spring, summer, and fall terms, readmission will be required prior to being allowed to enroll in any additional terms.

Any break in continuous enrollment requiring readmission or reinstatement may cause the student to be subject to legislative Excess Credit policies and fees. For more information on Excess Credit fees, refer to the "Financial Information" chapter of the *General Bulletin*.

Readmission

Please refer to the "Admissions" chapter in this *General Bulletin* for readmission policies for returning students who have not been dismissed.

Grading Practices

At the end of each term, student's grades are made available at **https://my.fsu.edu**.

Once a final grade in a course has been reported by the instructor to the Office of the University Registrar, it cannot be changed by the instructor except in cases of error in recording with permission of the department chair and the dean of the college, or because of a final determination from a formal grade appeal.

The University will not automatically expire "I" grades earned prior to fall term 2010 or "NG" grades earned for any semester. Students must work with faculty and academic deans to resolve any outstanding "I" or "NG" grades prior to graduation. Outstanding "I" or "NG" grades that are not resolved prior to the degree posting will not be changed except in cases of error in recording. Faculty and academic deans reserve the right to expire an "I" or "NG grade to "IE" or "GE" respectively. These grades are considered final grades and will calculate as an "F" in the student's overall GPA. In cases where the "I" or "NG" grade was earned in a course approved for numeric grades or "S/U", the grade will expire to the lowest possible value, generally a 60 or "U". Grades of "I" are not assigned to any courses if a student withdraws from the University. A grade of "I" or "NG" in a course that is approved for "S/U" or numeric grades will follow the same grading and expiration policy.

Grades earned at another institution cannot be used to improve a grade point average or eliminate a quality point deficiency at Florida State University.

Grading System

Definition	Grade	Quality Points Per Credit Hour
Excellent	A+	4.33 (Law only)
	A	4.00
	A–	3.75
	A–	3.67 (Law only)
Good	B+	3.33 (Law only)
	B+	3.25
	B	3.00
	B–	2.75
	B–	2.67 (Law only)
Average	C+	2.33 (Law only)
	C+	2.25
	C	2.00
	C–	1.75
	C–	1.67 (Law only)
Poor	D+	1.33 (Law only)
	D+	1.25
	D	1.00
	D–	0.75
	D–	0.67 (Law only)
Failure	F	0.00
Honors Medicine	HM	4.00
Pass Medicine	PM	3.00
Administrative Failure Law	AF	N/A
Administrative Disenrollment Law	AD	N/A
Pass	P	N/A
Satisfactory	S	N/A
Unsatisfactory	U	N/A
Incomplete	I	N/A
Incomplete Expired	IE	0.00
No Grade Received from Instructor	NG	N/A
No Grade Expired	GE	0.00
Withdrawn while Passing	W	N/A
Withdrawn with Dean's Permission	WD	N/A
Examination Credit	EC	N/A
Departmental Examination	ED	N/A

Grade Point Average

Undergraduate Students

Florida State University reports three types of grade point averages (GPAs) on the transcript: 1) semester (or FSU Cumulative) GPA; 2) transfer credit; and 3) combined overall. Quality points are assigned for each semester hour as listed above. In computation of the required grade point average for retention and conferral of a degree, the total number of quality points is divided by the total number of credit hours for which letter grades are received. A student will not be allowed additional credit in subsequent attempts unless the course is specifically designated as repeatable to allow additional credit.

All regulations tied to a specific grade average should be interpreted to mean the numerical average associated with that specific grade. Hence, the required "'C' average or better" on all General Education courses is interpreted as "2.0 average or better."

Students may repeat courses in which they received a grade of "D" or "F." Both the original and repeat grades will be used in the computation of GPA but credit for only one attempt will apply toward graduation.

A student will not be allowed additional credit for a course repeated in which the student originally made a "C–" or better unless the course is specifically designated as repeatable to allow additional credit. Repeatable courses may be taken to a maximum number of times or hours as spelled out in the course description. Course enrollment beyond these limits may not be counted towards the student's earned credit hours. Should a student enroll in a non-repeatable course, the quality points associated with the subsequent enrollment will be calculated into the FSU cumulative GPA.

Graduate Students

Florida State University reports three types of grade point averages (GPAs) on the transcript: 1) term (or FSU Cumulative) GPA; 2) transfer credit; and 3)

combined overall. Quality points are assigned for each semester hour as listed above. In computation of the required grade point average for retention and conferral of a degree, the total number of quality points is divided by the total number of credit hours for which letter grades are received. A student will not be allowed additional credit in subsequent attempts unless the course is specifically designated as repeatable to allow additional credit.

Repeatable courses may be taken to a maximum number of times or hours as spelled out in the course description. Course enrollment beyond these limits may not be counted towards the student's earned credit hours. Should a student enroll in a non-repeatable course, the quality points associated with the subsequent enrollment will be calculated into the FSU cumulative GPA.

With the approval of the department, the academic dean, and the Dean of The Graduate School, some graduate coursework taken at Florida State University will be excluded from the student's GPA. Permission for the Florida State University GPA to begin as a new calculation for graduate students shall be granted in the following admission/readmission circumstances:

- When seven or more years have elapsed since a student was actively enrolled in a graduate degree program at Florida State University;
- A student has earned a master's/specialist/doctoral degree from Florida State University and is seeking a second master's/specialist/doctorate; or
- A student has earned a master's/specialist degree from Florida State University and is seeking a doctorate in a different major.

Aside from these exceptions, the Florida State University GPA will not begin as a new calculation for graduate students in the following circumstances:

- During any period of time fewer than seven years in which the student was not actively enrolled in a graduate degree program at Florida State University; or
- A student has earned a master's/specialist degree from Florida State University and is seeking a doctorate in the same major.
- A student who transfers from one degree program and/or major to another.

All requests for exception to this policy and its specifications must be endorsed by the students' academic dean and submitted to the Dean of The Graduate School (or designee) for approval.

Dean's List

Undergraduate students who are registered for at least 12 credit hours of letter-graded courses (A–F) are eligible for the dean's list. The required grade point average is 3.5, in all colleges, for any given semester.

President's List

Undergraduate students who are registered for at least twelve credit hours of letter-graded courses (A–F) are eligible for the president's list. The required grade point average is 4.0, in all colleges, for any given term.

Satisfactory/Unsatisfactory Grading

Undergraduate Students

A. Undergraduate Courses Approved on a Letter-Grade Basis

To encourage liberal arts education and focus on learning, the University permits limited enrollment in elective courses outside the major, minor, and CoreFSU Curriculum areas on a satisfactory/unsatisfactory basis. Except for students in their first term at FSU, at least a 2.5 grade point average is required. S/U permit forms must be obtained and eligibility certified by the Office of the University Registrar no later than the end of the seventh week of classes. No undergraduate courses in the College of Business are offered under this option.

Except for courses in the College of Business, a course outside a student's major, minor, and CoreFSU Curriculum areas normally approved for letter grades may be elected on the S/U basis and, if completed with an "S" grade, will count toward the minimum credit hours required for graduation and upper-division distribution but will not be included in the grade point average. The course grade will be recorded officially as satisfactory ("S") or unsatisfactory ("U"). Registration on an S/U basis is limited to one elective course per term (exclusive of physical education activity courses) and to a maximum total of 18 credit hours. (See exceptions under section B below.)

In addition to the one elective course, a student may elect to take concurrently a physical education course to be graded on the S/U basis by obtaining proper approvals prior to registration.

Students will be allowed seven weeks to decide whether they want to take a course on a satisfactory/unsatisfactory basis. They may change to S/U from a letter grade at any time before the end of the seventh week of the term. Courses initially elected on the S/U basis may be changed back to a letter-grade basis prior to the end of the seventh week of the term or the equivalent prorated summer deadline.

Approval forms are available at **https://registrar.fsu.edu/forms**.

B. Courses Approved on an S/U Basis

Certain other courses that are approved for S/U grades exclusively (practicum, internship, laboratory, student teaching, individual work, research) may be applied toward the major or minor. There is no student letter-grade option for courses approved on the S/U basis; all students must be graded on an S/U basis. The credits earned in these courses are excluded from the total stipulated in section A (above) as permissible. Also, enrollment in a course offered on the S/U basis only does not exclude enrollment in an elective course under the S/U option (in section A above) in the same semester.

Graduate Students

With the permission of the major professor or chair of the student's major department, a student may enroll in as many as six credit hours during the master's degree program, or up to nine credit hours during the doctoral program, on a satisfactory/unsatisfactory basis. A student's registration in a class

under the S/U option must be indicated on the proper form to the Office of the University Registrar from the major professor or chair of the student's major department. A student may change to a letter-grade (A, B, C) or S/U basis during the first seven weeks of the Fall/Spring term or, in the case of Summer terms, by the prorated deadlines published in the Summer 'Academic Calendar' in the *Registration Guide*. Please note that some courses are offered for S/U grade only and are not available for a letter grade.

Credit hour restrictions as stated above on the S/U option do not apply to classes normally offered on the basis of the S/U grading system, including classes in the College of Law for students of other graduate programs. Such hours are exempt from the total stipulated as permissible in the preceding paragraph.

In individual study, thesis, dissertation, recital, supervised research, and internship credit, as well as for classes taken with the S/U option, the assigned grade will be "S" (satisfactory) or "U" (unsatisfactory). Although class hours with a grade of "S" will be credited toward a degree, the "S" and "U" grades are not used in determining grade averages for admission to candidacy or for conferral of a degree.

Incomplete Grade Policy

Incomplete ("I") grades should be recorded only in exceptional cases when a student, who has completed a substantial portion of the course and who is otherwise passing, is unable to complete a well-defined portion of a course for reasons beyond the student's control. Students in these circumstances must petition the instructor and should be prepared to present documentation that substantiates their case. Incomplete grades should not be granted to allow students to do extra coursework in an effort to increase their grade.

Even under these circumstances, the authority for determining whether to grant an incomplete rests solely with the instructor. A graduate teaching assistant must have approval from a supervising faculty member to grant an incomplete. One exception to this guideline occurs when an incomplete is applied because of allegations of academic dishonesty that have not been resolved by the end of a semester. Deans' offices can often provide guidance to instructors regarding the appropriateness of an incomplete grade in individual cases.

To assign an incomplete, an instructor is required to indicate on the grade roster the time frame for resolution of the grade and the default grade to be assigned if the student does not complete the remaining academic work. Some departments also require that an incomplete grade be documented with an "Incomplete Grade Agreement." It is the student's responsibility to complete the remaining academic work within the agreed-upon time frame.

Under University policy, an incomplete grade automatically reverts to the predetermined default grade at the end of the semester that has been specified by the instructor as the time frame for resolution, unless one of two conditions is met:

1. Upon completion of the agreed-upon work, the instructor submits a grade-change form that replaces the "I" with the final grade for the course;
2. The instructor submits a separate "Incomplete Extension of Time" form to the Evaluation and Posting Section of Admissions and Records before the end of the semester in which the "I" is set to expire.

In cases where no default grade or instructor-determined expiration semester exists, incomplete grades will expire to an IE (Incomplete Expired) at the end of the next term of enrollment unless the instructor submits a grade change form prior to the official grade posting deadline. An incomplete grade should not be set as the default grade for an existing incomplete. Furthermore, grades are awarded based on progress of work completed during a set semester/term and as such, a graduate student should not receive several semesters of incomplete grades for thesis, treatise and/or dissertation hours until completion of the defense. No grade changes will be made to default grades or unresolved "I" grades after the degree has been granted. Thus, it is critical that an instructor work closely with the student and department staff regarding the clearance of an incomplete grade.

Grade Changes to Courses Completed Prior to Posted Degree

Once a degree has been awarded, all coursework leading to that degree is considered final and not subject to change. Grade changes or withdrawals for coursework that apply to the awarded degree may be considered only in cases of documented University error or in cases where the courses in question are documented as applying to a degree that is still in progress. Courses that are designated as "shared" between degree programs, such as those used in combined or joint degree pathways may not be changed unless both degrees are still in progress.

Undergraduate should reference the 'Combined Bachelor's/Master's Pathway, Direct Entry Pathways' section in the Undergraduate Degree Requirements chapter of this *General Bulletin* for policies concerning grading in those types of programs.

Transcripts

The Office of the University Registrar issues official transcripts upon a student's request. Individuals requiring official transcripts are encouraged to submit their request online at **https://my.fsu.edu**. In cases where a student is unable to submit an online request, a written request may be made directly to the Transcript Section of the Office of the University Registrar.

Transcript service may be denied if a financial or judicial stop has been placed on a student's record. Clearance from the Controller's Office or the Office of Student Rights and Responsibilities must be obtained prior to the release of the transcript. Transcript service may also be denied if the request is made by a third party without the student's written consent.

A charge of $10.00 will be assessed for each official transcript issued.

The University reserves the right to issue transcripts to other state of Florida schools for those students who attend the University under the state transient process. Students are responsible for any transcript fees incurred for providing these transcripts as required by the transient application process. Unofficial transcripts are available to students free of charge.

Undergraduate Academic Standing, Retention, & Withdrawal

Note: Effective Fall 2020, the following academic standing and retention standards will apply to all current, transfer, or returning undergraduate students.

All students must demonstrate satisfactory academic progress for retention and continued enrollment at Florida State University. Satisfactory academic progress includes, but is not limited to, successful completion of credit hours and progression toward completing a degree. The University reserves the right not to retain students who do not demonstrate satisfactory academic progress.

A minimum Florida State University (FSU) cumulative grade point average (GPA) of 2.0 ("C") or better is required for graduation. Students should maintain at least this minimum at all times to be in good standing. There are five academic status categories at FSU: 1) Good Standing; 2) Academic Probation; 3) Academic Probation Continued; 4) Dismissed and 5) Dismissed, Reinstated on Academic Probation. Statuses of "Academic Probation," "Academic Probation Continued", or "Dismissed, Reinstated on Academic Probation" do not specifically prohibit a student from participating in extracurricular activities unless otherwise specified by University policy, rules, or by-laws governing the activity or organization.

Probation

Any time a student's FSU cumulative GPA falls below 2.0, the student will have a designation of "Academic Probation" placed on their transcript and the student will be placed on academic probation for their next term of enrollment at FSU. A student who has been placed on academic probation must enroll for not less than twelve and not more than fifteen letter-graded semester hours in their next term of enrollment after being placed on academic probation.

If the student fails to remove the probationary status by the end of the probationary term, the student's academic standing will be reassessed. Students who do not return to good academic standing after a semester on academic probation and who earn a term GPA of less than 2.5 will be dismissed from the university. Students on academic probation who do not return to good academic standing but who earn a term GPA of 2.5 or higher at FSU will have their academic standing reflected as "Academic Probation Continued". A student may be on "Academic Probation Continued" for a maximum of two consecutive terms. Students who have not returned to good academic standing after two consecutive semesters of "Academic Probation Continued" status will be dismissed.

Students who earn less than 2.0 FSU cumulative GPA in their first semester at FSU or who must repeat a required college-level preparatory course will be required to enroll in SLS 1122, Strategies for Academic Success, or SLS 3140, Academic Success Strategies for Transfer Students. These are one credit-hour graded courses designed to help students develop the needed study skills to return to good academic standing. Students will be administratively enrolled in one of these courses during the following semester and are responsible for all tuition, fees, and textbook/supplies.

Students on academic probation who elect to enroll in a Florida public postsecondary institution (or in a regionally accredited institution within or outside the state) and who receive an academic Associate of Arts degree with an overall 2.0 average will have the probationary status and their previous Florida State University average excluded upon application for readmission, and will be guaranteed a maximum of sixty semester hours, with approval of the academic dean.

Dismissal and Reinstatement

Academic dismissal constitutes a separation of the student from the University for academic reasons. The dismissed student **must** consult his or her academic dean at the time of dismissal about criteria governing possible reinstatement to the University. Students are not eligible for reinstatement after two academic dismissals. Students dismissed because of low grade point averages (GPA) may be reinstated only with approval of the academic dean. Close consultation with the academic dean is required in order to determine if any of the following options are appropriate for a given student and his or her situation:

1. Achieving the required minimum FSU GPA through online courses taken in the Flexible Learning Program offered by the State of Florida, Division of Colleges and Universities. Students must meet with their academic dean for approval to take courses in the Flexible Learning Program (correspondence coursework) and to determine the minimum GPA that must be earned in the course(s) to be eligible for reinstatement. Courses taken for this purpose will not earn credit toward the total degree hours. *Students taking correspondence coursework are ineligible for financial aid*. Grades earned in courses taken through the Flexible Learning Program will be applied to the student's FSU GPA;
2. Attending and graduating with an academic Associate of Arts (AA) degree from a Florida public postsecondary institution (or a regionally accredited institution within or outside the state) with an overall GPA of 2.0 or higher, with approval of the academic dean. The student's FSU GPA will be reset to 0.00 upon readmission after earning an AA degree. In addition, the student earning an AA degree from a Florida public institution is guaranteed sixty semester hours when granted the GPA reset. Returning to FSU with an AA degree will not guarantee readmission to a specialized admissions major or a major where prerequisite coursework has not been met;

Under documented extraordinary circumstances and when the GPA deficit is minimal, being immediately reinstated on academic probation by the academic dean (Under this option, if the student fails to achieve the required GPA to good academic standing (2.0 FSU cumulative GPA) during the first term of reenrollment, the student will again be dismissed.

1. Consideration of the academic dismissal takes priority over any readmission application and must be resolved first. Students on dismissal are not eligible for readmission or the readmission appeals process unless they have first been reinstated by the academic dean. The academic dean is the final authority for reinstatement consideration when the student is not subject to the multiple withdrawal or dismissal policy. In cases where a student has multiple dismissals or withdrawals, the University Withdrawal/Reinstatement Committee will review the student's request for readmission and render a decision in consultation with the academic dean. Reinstatement by the academic dean does not constitute automatic readmission. Students who have been out of the University for more than three consecutive semesters (including summer) must go through the readmission process and meet University requirements and standards.
2. All students who enter Florida State University for the first time are assured retention for their second term. Students may, however, be placed on academic probation at the end of the first enrolled term.

Students pursuing multiple degrees under different careers (i.e., graduate and undergraduate simultaneously) are subject to the retention standards of the career associated with each degree. Dismissal from one career does not automatically constitute dismissal from the second career when those careers are different (i.e., undergraduate and graduate, or Law and graduate).

Graduate students should refer to the "Academic Regulations and Procedures" chapter of the *Graduate Bulletin*.

Withdrawal Policies

Withdrawal from the University

All students who wish to leave the University during a term must formally withdraw from any classes that remain on their schedule after the end of the drop/add period. Dropping all classes does not constitute formal withdrawal. Students who do not attend classes and fail to withdraw will be assigned grades of "F" for each course.

Withdrawal requests are not automatically approved but must be requested. Withdrawals are initiated in the withdrawal services section of the Department of Student Support and Transitions located in the University Center. The statement "Withdrew from the University" will appear on the transcripts of students who properly withdraw. Under documented exceptional circumstances (beyond the student's control), as determined by the appropriate academic dean, a student withdrawing from the University may receive "WD" grades in all courses taken that term. Students who petition for a withdrawal under medical or mental health reasons will have a transcript notation of "WD" grades for all courses taken that term.

Note: Withdrawals requested after the 7th week of the term (see academic calendar of the specific term for dates) are grade liable and will appear on the transcript for all courses. Students are encouraged to discuss their individual circumstances with their academic dean.

Students who cancel their enrollment during the first four days of classes for a term are not held liable for tuition and registration fees. Those who have paid are eligible for a full refund. Students who withdraw after the first four days of classes, but prior to the end of the fourth week of classes are eligible for a twenty-five percent refund of tuition and registration fees, less the building and capital improvement fees; this deadline is adjusted for shorter Summer terms. Students who withdraw after this deadline are fully liable for fees and are not eligible for a refund, except as provided in policies set forth by the State Board of Education and Florida State University. Students who receive Title IV funds and who decide to cancel their schedule during the first four days of classes or who withdraw from the University may be required to repay some or all of the funds received. For further information on refunds, see the 'Refunds of Fees' section in the "Financial Information" chapter of this *General Bulletin*.

A student wishing to reenter the University in any of the following three semesters after withdrawal must have the approval of their academic dean on the 'Application for Withdrawal and Reentry' form. Degree-seeking students wishing to reenter the University after three semesters (including summer) must submit an application for readmission to the Office of Admissions; non-degree seeking students must complete the original application process. Formal application must be made to the Office of Admissions by the published deadline. Students who left the University on dismissal must resolve the dismissal and be reinstated by the academic dean before any decision can be made on the readmission application. (Consult the "University Calendar" chapter of this *General Bulletin* for specific application deadlines.)

International students who wish to withdraw **must** request and receive prior authorization from a Center for Global Engagement advisor. Student-athletes who wish to withdraw must receive prior authorization from Student-Athlete Academic Support.

Students who are withdrawing and who have purchased the student health insurance through the University should contact the Health Compliance Office at University Health Services for information about their health insurance and whether they are eligible to retain or cancel coverage.

The University Withdrawal/Reinstatement Committee and Deadlines for Requesting and Processing Withdrawals

Students petitioning for a withdrawal are expected to submit their requests and documentation in a timely fashion following the date the withdrawal is initiated. There are three types of withdrawals (see below). Depending on the type of withdrawal, the academic dean may review the withdrawal or it may be required to be submitted to the University Withdrawal/Reinstatement Committee. Students considering a withdrawal should discuss their options with their academic advisor or dean prior to any deadlines.

Current term. Students may request a withdrawal for the current term at any point during the term after the official drop/add period. Withdrawals submitted prior to the last day of classes for the same term are considered current term withdrawals. Students should check the Academic Calendar for the date of the last day of classes for the term in question. The academic dean may render decisions to approve or deny withdrawal requests in accordance with University and college policies and procedures. Students are held grade liable for all classes for withdrawals requested after the 7th week of the term. Current term withdrawals may result in a "WD" grade appearing on the transcript.

Retroactive withdrawals initiated within one year (three terms, including the current term and summer): These withdrawals are considered retroactive withdrawals and are reviewed by the academic dean in a fashion similar to current term withdrawals. Students should first meet with their academic dean to determine the steps to petition for a retroactive withdrawal. Students' academic deans may require additional documentation for retroactive withdrawals. The academic dean may render decisions to approve or deny withdrawal requests in accordance with University and college policies and procedures. No petitions will be accepted after the student's degree has posted. If approved, retroactive withdrawals will have "WD" grades assigned.

Retroactive withdrawal over one year. Withdrawals initiated, but not completed or approved within one year, are only considered by a student's dean's office in extraordinary circumstances. Students should first meet with their academic dean to determine if their request for a withdrawal over one year will be considered and then if so, they should submit any required supporting documentation of extenuating circumstances. The academic dean may render decisions to approve or deny withdrawal requests in accordance with University and college policies and procedures. No petitions will be accepted after the student's degree has posted. If approved, retroactive withdrawals will have "WD" grades assigned.

Note: Withdrawal petitions initiated for terms older than the one year limit, or not completed, are considered exceptional and must be reviewed by committee. The decision of the University Withdrawal/Reinstatement Committee constitutes final university action.

Readmission after Multiple Withdrawals

When any student (undergraduate, graduate, law, or medicine [MD degree]) student has withdrawn from the University three or more times, subsequent readmission must first be considered by the University Withdrawal/Reinstatement Committee whose charge is to assess the student's capability of making satisfactory progress toward degree. This committee, appointed by the Council of Associate and Assistant Deans, will then make a recommendation to the dean of the student's college, who will make the final decision in cases where a student's Florida State University GPA is less than 12 quality points deficient. In cases where the student has multiple withdrawals or dismissals, and a Florida State University GPA that is more than 12 quality points deficient, the University Withdrawal Reinstatement Committee will make the final determination.

Medical Course Drop/Withdrawal

Medical course drops are generally recommended for approval by the dean where unforeseeable illnesses or injuries have interfered with the student's ability to complete specific course(s). Similarly, medical withdrawals (all courses dropped) may be approved for acute, severe illnesses or injuries that incapacitate the student. Chronic conditions generally do not qualify unless the student has been stable for a sustained length of time and then experiences an unexpected change in health status. Students with chronic or recurring health problems should consult with their clinicians and carefully assess a realistic class schedule based on their condition and their likelihood of relapses. Courses approved to be dropped or withdrawn under these circumstances may be noted on the transcript with "WD" grades.

Note: For information regarding medical course drops and medical withdrawals, visit **https://dsst.fsu.edu** or call the Office of Withdrawal Services at *(850) 644-1741*.

Graduate Academic Standing, Retention, & Withdrawal

The University reserves the right to exclude at any time a student whose conduct is deemed improper or prejudicial to the interest of the University community or whose academic performance is substandard, regardless of GPA.

Students in graduate or professional degree programs, excluding College of Law students and MD candidates in the College of Medicine, whose cumulative grade point average for graduate courses (5000 and above) taken at Florida State University falls below 3.0 at the end of a term (not counting courses for which "S" or "U" grades may be given) will be considered not in good standing by the University and will be placed on academic probation. If a 3.0 cumulative grade point average is not attained by the end of the next full term of enrollment, the student will be placed on academic dismissal. Academic dismissal constitutes a separation of the student from the University for academic reasons. Students on dismissal will not be permitted to register for courses, including registering as a non-degree student.

Policy for Dismissing a Graduate Student for Reasons Other Than GPA

The University reserves the right to dismiss graduate students and terminate their enrollment in an academic program based on a number of different criteria, beyond that of GPA alone. Oversight is provided by The Graduate School, Office of Faculty Development and Advancement, and Office of the Registrar. Additional details on the steps involved in the process are available for faculty and administrators from the Office of Faculty Development and Advancement and for graduate students at the Graduate School.

Dismissed students will not be permitted to register for further graduate study, including registering as non-degree students, in the degree program or college from which they had enrollment terminated.

Graduate students who have been dismissed from one degree program may seek admission to another degree program but will not be readmitted or allowed to add the dismissed degree program back as a second major or degree. This includes seeking admission into a different degree program that shared a joint pathway with the dismissed degree program.

Program terminations (dismissal for a reason other than GPA) are generally identified by the faculty with support from the Department Chair (or unit head) in the department/unit or single-unit college level and may occur for a number of different reasons.

As specified by university policy, Graduate policy, or within the unit's Graduate Student handbook, reasons may include but are not limited to:

- Inability to conduct independent research in a fashion appropriate with the accepted norms of a discipline.
- Inability to function within a team environment to the extent that it negatively affects the learning, practice and/or research of fellow graduate students.
- Behavior that does not meet the professional standards of a discipline (typically clinical, social work or school settings, but also including Motion Picture Arts, internship work, etc.).
- Failure to meet artistic or creative performance standards.
- Failure to be approved for an Extension of Time (EOT).
- Failure to complete important degree milestone requirements within a reasonable period of time.
- Inability to pass the doctoral diagnostic exam, preliminary exam for admission to candidacy in, etc.
- Failure to complete the doctoral degree or make timely progress towards the research or writing of their treatise or dissertation.
- Failure to complete the master's degree or make timely progress towards the research or writing of their thesis, or the production of their thesis-equivalent creative project.

In addition, please note that suspension or expulsion from the university may result if a student is found responsible in a formal Academic Honor Policy (AHP) hearing for an egregious AHP violation, or as an outcome from a Student Conduct Code charge for which a student is found responsible.

Graduate program handbooks **MUST** provide information about failure to meet specific milestone or behavioral requirements. Students who are dismissed for reasons other than grades may follow the General Academic Appeals process if they have evidence that academic regulations and procedures have been improperly applied.

Reinstatement After Dismissal

At the time of dismissal, the major professor and/or department chair/director may petition the academic dean for consideration of special circumstances that the professor thinks constitute justification for an exception to this regulation. If approved for reinstatement, the student will have one term to earn a cumulative GPA of 3.0 and return to good academic standing. The academic dean is the final authority for reinstatement considerations.

NOTE: Under no circumstances will a graduate student be allowed more than one additional term of probation after reinstatement. Owing to the differential uses of the designation, "academic probation" shall not appear on permanent records of regular graduate students. Statuses of "academic warning," "probation," or "reinstated from dismissal" do not specifically prohibit a student from participating in extracurricular activities unless otherwise specified by University policy, rules, or by-laws governing the activity or organization. Consideration of the academic dismissal takes priority over any readmission application and must be resolved first. Students on dismissal are not eligible for readmission or the readmission appeal process unless they have first been reinstated by the academic dean.

Students pursuing multiple degrees under different careers (i.e., graduate and undergraduate simultaneously) are subject to the retention standards of the career associated with each degree. Dismissal from one career does not automatically constitute dismissal from the second career when those careers are different (undergraduate and graduate).

Dismissal and Reinstatement for Specific Professional Colleges

Any program classified as a professional program in the FSU Degree Program Inventory (DPI) can apply to the Graduate Policy Committee (GPC) to be excluded from the general retention or dismissal policy.

Retention and dismissal policies of the College of Law are described in the College of Law's Academic Rules, Policies, Procedures, and Bylaws.

The policies for promotion, remediation, probation, and dismissal for the College of Medicine (MD) are specified in the College of Medicine's Student Handbook.

Leave of Absence

Under special circumstances, graduate students may apply for a leave of absence from the University for a specific period of up to three consecutive semesters (includes Summer term). The circumstances justifying a leave include but are not limited to: personal or family medical conditions, call to active military duty, parental leave, death in immediate family, or completion of an off-campus internship. The student must provide appropriate documentation and a rationale for the leave request.

To apply for a leave of absence, a student must complete the Request for Leave of Absence Form at **https://gradschool.fsu.edu** and submit it together with appropriate documentation to the major professor/advisor/Program Director. If the major professor/advisor/Program Director approves the application, it should then be forwarded to the department head and subsequently to the college's academic dean for consideration. If approved at all of these levels, the college academic dean should notify the Registrar's Office and the Dean of the Graduate School (or designee) of the decision. The college academic dean should also notify the student of the decision (approved or denied). The Registrar's Office will place a notation on the student's record. A student who is denied a request for leave at any step may appeal the decision to the Dean of The Graduate School (or designee). Retroactive Leave of Absence Requests are not permissible nor are Leave of Absences Requests for the semester of admission or readmission. A leave of absence is not meant for one semester or term of non-enrollment.

An approved leave of absence preserves the student's academic status in his or her degree program, and the time off will not be counted against the time limits for awarding degrees. Consequently, registration is not required during the leave period and the student need not re-apply to the program to return to active status at the end of the approved leave period. A leave may be extended for additional consecutive semesters (includes Summer term). A student should apply for the leave extension no later than four weeks prior to the end of the final semester/term of his or her initial leave to allow time to consider and process the request. Extension of a leave is subject to approval of the program, college, and the Graduate School. The cumulative number of consecutive leave semesters (including summer term) shall not exceed six. The total consecutive or non-consecutive leave time a student is not registered in the program shall not exceed twenty-four months. At the conclusion of the approved leave, a student must enroll at Florida State University and return to active status no later than the start of the next academic semester. Students cannot be on leave during their semester of graduation and must be registered for a minimum of two hours that semester.

A student on a leave of absence may terminate the leave at any time prior to the approved ending date. In such cases the student would be immediately subject to the continuous enrollment and registration policies. Students returning from a leave of absence of more than one year will be required to disclose any legal or campus disciplinary charges that arose during the leave and provide updated contact and mailing address, residency documentation, and other biographical information as required by the University for reporting and processing purposes.

Programs may have more strict leave of absence and registration policies. For example, a program may decide that under no circumstances would it allow a formal leave of absence or a program may choose to only allow a leave of not more than three consecutive semesters. Such policies shall be detailed in the program's graduate student handbook.

While on leave a student will not have access to campus facilities and personnel. This means a student will not have access to labs, libraries, and online resources that require an FSUID. Students on leave cannot remain in student housing. There is no guarantee that financial aid will be continued.

Students with financial aid or student loans should confer with the Financial Aid Office and review their loan agreements prior to requesting a leave of absence to ascertain the consequences a leave will have on their loan status. University assistantship and fellowship support will be discontinued for the duration of the leave. Programs are not obligated to reinstate funding support that was provided prior to the leave though they are encouraged to do so if funds are available. Students receiving external support, e.g., an NSF Graduate Research Fellowship, should check the terms of the award to determine the impact of being on leave. In-state residency status may be impacted if the student moves out of the State of Florida, and then returns to resume the degree program. Students should seek guidance from the Registrar on the potential impact on in-state residency. International students should check with the Center for Global Engagement to determine if a leave would adversely affect their visa status. Students should also consider other factors that might impact

their circumstances upon their return to active status. For example, a major professor might depart the University, or under extreme circumstances a degree program might be suspended or terminated. The University has an obligation to provide a path to completion for enrolled students as well as students on a formally approved leave of absence.

Note: If allowed by the student's academic program and University policy, an alternative to taking an official leave could involve reducing the standard course load temporarily because of exceptional personal circumstances.

Readmission

Please refer to the "Admissions" chapter in this *Graduate Bulletin* for readmission policies for returning students who have not been dismissed.

Withdrawal Policies

Withdrawal from the University

All graduate, law, or medicine (MD degree) students who wish to leave the University after the close of the drop/add period for a term must formally withdraw. Dropping all classes does not constitute formal withdrawal. Students who do not attend classes and fail to withdraw will be assigned grades of "F" for each course.

Withdrawal requests are not automatically approved but must be requested. Withdrawals are initiated in the withdrawal services section of the Department of Student Support and Transitions located in the University Center. The statement "Withdrew from the University" will appear on the transcripts of students who properly withdraw within the first seven weeks of class. Under documented exceptional circumstances (beyond the student's control), as determined by the appropriate academic dean, a student withdrawing from the University may receive "WD" grades in all courses taken that term.

Students who cancel their enrollment during the first four days of classes for a term are not held liable for tuition and registration fees. Those who have paid are eligible for a full refund. Students who withdraw after the first four days of classes but prior to the end of the fourth week of classes are eligible for a twenty-five percent refund of tuition and registration fees, less the building and capital improvement fees; this deadline is adjusted for shorter Summer terms. Students who withdraw after this deadline are fully liable for fees and are not eligible for a refund, except as provided in policies set forth by the State Board of Education and Florida State University. Students who receive Title IV funds and who decide to withdraw from the University may be required to repay some or all the funds received.

A graduate, law, or medicine (MD degree) student wishing to reenter the University for the following two semesters after withdrawal must have the approval of their academic dean on the 'Application for Withdrawal and Reentry' form. For degree-seeking students wishing to reenter the University after two semesters, an application for readmission must be submitted to the Office of Admissions. Formal application must be made to the Office of Admissions by the published deadline. Students who left the University on dismissal must resolve that and be reinstated by the academic dean before any decision can be made on the readmission application. (Consult the "University Calendar" chapter of this Graduate Bulletin for specific application deadlines.)

International students who wish to withdraw must request and receive prior authorization from a Center for Global Engagement advisor.

For further information on refunds, see the 'Refunds of Fees' section in the "Financial Information" chapter of this Graduate Bulletin.

Student-athletes who wish to withdraw must receive prior authorization from Student-Athlete Academic Support.

Students who are withdrawing and who have purchased student health insurance through the University should contact the Health Compliance Office at University Health Services for information about their health insurance and whether they are eligible to retain or cancel coverage.

University Withdrawal/Reinstatement Committee & Deadlines for Requesting and Processing Withdrawals

Students petitioning for a withdrawal are expected to submit their requests and documentation in a timely fashion following the date the withdrawal is initiated. There are three types of withdrawals (see below). Depending on the type of withdrawal the academic dean may review the withdrawal or it may be required to be submitted to the University Withdrawal/Reinstatement Committee. Students considering a withdrawal should discuss their options with their academic advisor or dean prior to any deadlines.

Current term. Students may request a withdrawal for the current term at any point during the term after the official drop/add period. Withdrawals submitted prior to the last day of classes for the same term are considered current term withdrawals. Students should check the Academic Calendar for the date of the last day of classes for the term in question. The academic dean may render decisions to approve or deny withdrawal requests in accordance with University and college policies and procedures. Students are held grade liable for all classes for withdrawals requested after the 7th week of the term. Current term withdrawals may result in a "WD" grade appearing on the transcript

Retroactive withdrawals initiated within one year (three terms, including the current term and summer): These withdrawals are considered retroactive withdrawals and are reviewed by the academic dean in a fashion similar to current term withdrawals. Students should first meet with their academic dean to determine the steps to petition for a retroactive withdrawal. Students' academic deans may require additional documentation for retroactive withdrawals. The academic dean may render decisions to approve or deny withdrawal requests in accordance with University and college policies and procedures. No petitions will be accepted after the student's degree has posted.

Retroactive withdrawal over one year. Withdrawals initiated, but not completed or approved within one year, are only considered by a student's dean's office in extraordinary circumstances. Students should first meet with their academic dean to determine if their request for a withdrawal over one year will be considered and then if so, they should submit any required supporting documentation of extenuating circumstances. The academic dean may render decisions to approve or deny withdrawal requests in accordance with University and college policies and procedures. No petitions will be accepted after the student's degree has posted. If approved, retroactive withdrawals will have "WD" grades assigned.

Note: Withdrawal petitions initiated for terms older than the one year limit, or not completed, are considered exceptional and must be reviewed by committee. The decision of the University Withdrawal/Reinstatement Committee constitutes final university action.

Readmission after Multiple Withdrawals

When any student (undergraduate, graduate, law, or medicine [MD degree]) student has withdrawn from the University three or more times, subsequent readmission must first be considered by the University Withdrawal/Reinstatement Committee whose charge is to assess the student's capability of making satisfactory progress toward degree. This committee, appointed by the Council of Associate and Assistant Deans, will then make a recommendation to the dean of the student's college, who will make the final decision in cases where a student's Florida State University GPA is less than 12 quality points deficient. In cases where the student has excessive withdrawals or dismissals or has a Florida State University GPA that is more than 12 quality points deficient, the University Withdrawal Reinstatement Committee will make the final determination.

Medical Course Drop/Withdrawal

Medical course drops are generally recommended for approval by the dean where unforeseeable illnesses or injuries have interfered with the student's ability to complete specific course(s). Similarly, medical withdrawals (all courses dropped) may be approved for acute, severe illnesses or injuries that incapacitate the student. Chronic conditions generally do not qualify unless the student has been stable for a sustained length of time and then experiences an unexpected change in health status. Students with chronic or recurring health problems should consult with their clinicians and carefully assess a realistic class schedule based on their condition and their likelihood of relapses. Courses approved to be dropped or withdrawn under these circumstances may be noted on the transcript with "WD" grades.

Note: For information regarding medical course drops and medical withdrawals, visit **https://dsst.fsu.edu** or call the Office of Withdrawal Services at *(850) 644-1741*.

Student ID, Contact Info, & Records Access

Student Addresses and Contact Information

Students must maintain their current local and permanent addresses with the University. Address updates may be done through the online portal at **https://my.fsu.edu** or in person at the Office of the University Registrar, *3900 University Center A*. Students are strongly encouraged to provide emergency text numbers and contact information.

The Florida State University EMPLID

To better protect the identity of individuals within our campus community, Florida State University creates a unique nine-digit number identifier for each student and employee called the EMPLID. You can find your EMPLID by logging in at **http://my.fsu.edu**. It is displayed in My Info.

The FSUCard

The FSUCard is your official University identification card, and it's used across campus for all things FSU. To be identified as an FSU student, you must always have your FSUCard with you. Keep your FSUCard safe, and don't share your FSUCard information with others. Think of it as your license for campus living.

The FSUCard grants access to University libraries; residence halls; buses and other transportation services; campus recreation facilities; the testing center; and other campus and athletic events.

There is no charge for your initial card. However, if you should lose or damage the card, the FSUCard Center will replace it for a fee. An FSUCard semi-annual fee of $5.00 applies to students each Fall and Spring semesters. For more information, please visit **https://fsucard.fsu.edu**. From 8:00 a.m. to 5:00 p.m., Monday through Friday, you can talk to a staff person by dialing *(850) 644-7777*, or you can email **fsucard@fsu.edu**.

FSUCash

All FSUCard holders including students, faculty, and staff automatically receive a FSUCash account. FSUCash is an on-campus "pocket change" account, offering a convenient payment option for on-campus services such as student laundry, copy/print services, vending machine purchases, use at Seminole Dining locations, the FSU Bookstore, the UPS Store, and more. FSUCash is the only tender accepted at the Center for Testing and Assessment, student laundry, and student copy/printing.

FSUCash rolls over from semester to semester and year to year. However, after 12 months of inactivity, a monthly deduction will be taken from the FSUCash account. This fee will not result in a negative balance or affect the card's other functions. To avoid the automatic deduction, a transaction such as a purchase or deposit must be made within a 12-month timeframe. FSUCash refunds are available upon request by e-mailing **fsucard@fsu.edu**.

Current FSUCash balances can be checked using **http://my.fsu.edu**, or by downloading the eAccounts mobile app. For more information, please visit **https://fsucard.fsu.edu**. From 8:00 a.m. to 5:00 p.m., Monday through Friday, you can talk to a staff person at the FSUCard Center by dialing *(850) 644-7777*, or you can email **fsucard@fsu.edu**.

Your FSUCard Is Your Library Card

You must have your FSUCard to enter and exit campus libraries, so make sure to always keep it handy. From borrowing books and equipment to reserving study rooms, your FSUCard does everything a regular library card does, and more. For more information, visit **https://lib.fsu.edu**.

Note: Students aged 60 and older who are registered for tuition-free classes at Florida State University may obtain a library card by presenting proof of

enrollment and identification to the staff at Strozier Library.

Official Email Accounts for All Students at Florida State University

The official method of communication at Florida State University is your FSU email account. To stay informed and aware, you are required to set up and maintain your account and check it regularly. If you choose to have your FSU official account forwarded to another email account, you are still held responsible for all information distributed by the University to your FSU account.

Florida State University's Information Technology Services offers a suite of email and online collaboration services for students, which includes:

- Cloud-based mailbox
- Digital calendar and contacts
- Mobile access to FSU email via Outlook app
- Integration with Microsoft 365 applications, including Word, Excel, PowerPoint and OneNote
- Access to Microsoft 365 services, including OneDrive, SharePoint and Teams

For more information, visit its.fsu.edu/services/fsu-email. Questions regarding FSU email accounts can be answered by contacting the ITS Service Desk at *850-644-4357* or its.fsu.edu/help.

Student Communications and Records—Privacy and Access

Students have the right to access their student records that are on file in the Office of the University Registrar. Students requesting access to their file information, or a third party requesting information held in a student's file, have the right to a response from the Office of the University Registrar within 30 days **if the student provides written consent**. Should the record include information about more than one student, only the information pertaining to the student making the request will be given.

IMPORTANT:

The disclosure or publication of student information is governed by the policies of Florida State University and the State of Education within the framework of state and federal laws, including the **Family Educational Rights and Privacy Act of 1974 (FERPA)**. Student have the right to obtain a copy of Florida State University's student record policy from the Office of the University Registrar, *A3900 University Center, Florida State University, Tallahassee, FL 32306-2480* . For comprehensive information regarding FERPA and all policies related to the release of student information, please reference the 'Notification of Students' Rights under FERPA' and the 'Release of Student Information' sections in the "University Notices" chapter of this *General Bulletin.*

Please refer to the following headings "University Notices" section of this Bulletin for:

- **Notification of Students' Rights under (FERPA),**
- **Release of Student Information, and**
- **Request to Prevent Publication of Directory Information.**

Phone Monitoring

Students should be aware that phone calls placed to Florida State University's interactive telephone network may be periodically monitored to ensure that the appropriate quality control is maintained.

Parental or Third-Party Access to Records

Students may give a designated parent(s)/guardian(s), or other third parties (i.e., sibling, spouse, etc.), authority to review their University financial status, grades, transcript, student profile. Granting access to a parent/guardian or third party to view information in this manner also authorizes University personnel to discuss those records with the designated individual(s). Students should be aware that any individuals granted such access may see the selected student's academic records, including but not limited to preferred name, gender identity, personal pronouns, classes, grades, billings, etc.

Enrollment Verification

Student enrollment verification is granted only through the submission of an official request. Students who require enrollment verification should visit **https://registrar.fsu.edu/records/certification** for further instructions. Written requests may be submitted directly to:

Office of the University Registrar
Florida State University
A3900 University Center
282 Champions Way
P.O. Box 3062480
Tallahassee, FL 32306-2480.

Former students or outside agencies may request an enrollment verification or degree verification online from the National Student Clearinghouse at **https://nscverifications.org/welcome-to-verification-services**.

President's Statement on Equal Opportunity and Non-Discrimination

Florida State University is an equal opportunity employer and educational provider committed to a policy of non-discrimination for any member of the University's community on the basis of race, creed, color, sex, religion, national origin, age, disability, genetic information, veterans' status, marital status, sexual orientation, gender identity, gender expression, or any other legally protected group status. This policy applies to faculty, staff, students, volunteers, visitors, applicants, and contractors in a manner consistent with applicable laws, regulations, ordinances, orders, and University policies, procedures, and processes.

In pursuing its mission of excellence as a comprehensive, graduate-research university with a liberal arts base, the University strives to create and maintain a harmonious, high-performance work and educational environment. Conduct that discriminates, harasses, or intimidates by threat, is contrary to our commitment. Further, workplace behavior that is disruptive to the operations of the University or that impairs workplace discipline interferes with this mission.

It is my expectation that all members of our community are provided equitable opportunities to succeed and enrich the strength, skill, and character of the University. It is also expected that all members of our community will help create a work and educational environment that promotes fairness, respect, and trust, free from discrimination, harassment, or retaliation.

The University will continue to reinforce its commitment of non-discrimination to all groups protected by local, state, and federal law. We will continue to monitor our methods of recruitment, retention, and advancement of qualified faculty, staff, and students and annually examine our affirmative action plan, as prescribed by federal guidelines, to measure whether our campus is reflective of the community we serve.

The University further recognizes that discriminatory or harassing behavior may create an intimidating or hostile environment that interferes with the University's mission. As a result, the University has established internal complaint procedures available to all who believe their experience on any of our campuses has been less than appropriate.

To facilitate University-wide compliance, I have appointed Renisha Gibbs, Associate Vice President for Human Resources/Finance and Administration Chief of Staff, to develop, administer, and coordinate University-wide initiatives and complaint investigations. This will be accomplished through collaboration with the Title IX Director; the Division of Student Affairs; the Office of Faculty Development and Advancement; the Athletics Department; and all University divisions, colleges, and departments.

Questions regarding the above may be directed to your supervisor or Renisha Gibbs at *(850) 644-8082* or *rgibbs@fsu.edu*. To view the University's Equal Opportunity, Non-Discrimination, and Non-Retaliation Policy in its entirety, go to *https://policies.vpfa.fsu.edu/policies-and-procedures/faculty-staff/equal-opportunity-and-compliance-eoc#I3*.

President's Statement on Title IX

"No person in the United States, shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Title IX of the Education Amendments of 1972, and its implementing regulation at 34 C.F.R. Part 106 (Title IX).

In accordance with Title IX, as a recipient of Federal financial aid, FSU does not discriminate on the basis of sex/gender in education programs and activities. In 2020, the US Department of Education adopted new Title IX regulations defining sexual harassment and specifying procedures for the investigation and adjudication of allegation of sexual harassment. FSU has created Policy 2-2a Title IX Compliance Policy to supplement Policy 2-2 Anti-Sexual Misconduct Policy in order to implement the new regulations; both policies can be found at **https://regulations.fsu.edu/policies/office-president**. Effective 8/14/2020, under the Title IX Compliance Policy, sexual harassment is defined as: sexual assault (including forcible rape, forcible sodomy, sexual assault with an object, forcible fondling, incest, and statutory rape); dating violence; domestic violence; stalking; quid pro quo; and unwelcome, severe, and pervasive conduct of a sexual nature. Additionally, other forms of sex discrimination and sexual misconduct not included in this definition are prohibited by law and continue to be included in the Anti-Sexual Misconduct Policy.

Furthermore, the Florida Educational Equity Act prohibits discrimination in schools based on race, ethnicity, national origin, gender, disability, or marital status. Fla. Stat. § 1000.05 (2019). FSU's commitment to addressing and eliminating all forms of discrimination on the basis of sex is reaffirmed in FSU's *Sex Discrimination and Sexual Misconduct Policy* (**https://regulations.fsu.edu/sites/g/files/upcbnu486/files/policies/president/FSU%20Policy%202-2.pdf**), which is applicable to all faculty, staff, students, visitors, applicants, and contractors.

The University's Title IX Coordinator/Director is the designated University authority responsible for overseeing the development of sexual misconduct policies, ensuring compliance with Title IX and relevant federal and state regulations, and investigating Title IX complaints alleging **student** sexual misconduct. The Human Resources Deputy Coordinator will oversee investigations of alleged sexual misconduct by **employees and third parties.** The Athletics Deputy Coordinator will accept Title IX incident reports to forward to the Title IX Director and will ensure athletics equity compliance. The FSUS Deputy Coordinator(s) will oversee investigations of alleged sexual misconduct by **K-12 students.** Reports regarding Title IX, as well as concerns about and complaints of non-compliance (including sexual harassment, sex discrimination, or other sexual misconduct), should be submitted to **https://report.fsu.edu**. Additionally, any questions may be directed to the Title IX Director/Coordinator or a Title IX Deputy Coordinator.

Complaints will be addressed following the University's discrimination and harassment complaint procedures contained in its Equal Opportunity, Non-Discrimination, and Non-Retaliation Policy, Anti-Sexual Misconduct Policy, Title IX Compliance Policy, and the Student Code of Conduct. Some acts of sexual harassment or misconduct may also constitute violations of criminal law and require mandatory reporting to the FSU Police Department, e.g., sexual battery, indecent exposure, sexual abuse. In such instances, refer to the University's Sex Discrimination and Sexual Misconduct Policy and contact the FSU Police Department at *(850) 644-1234*. Questions about the application of Title IX may also be directed to the Office of Civil Rights, US Department of Education.

Title IX Coordinator/Director

Terri Brown,

Title IX Director
Health and Wellness Building
960 Learning Way, Suite 3501A
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tsbrown@fsu.edu
(850) 645-2741
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HR – Deputy Title IX Coordinator

Michelle Brown Douglas
Director
HR – Equal Opportunity Compliance & Engagement Office (EOCE)
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Athletics – Deputy Title IX Coordinator

Alycia Varytimidis
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Athletics Administration
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FSUS – Deputy Title IX Coordinator

Monica Broome
Director of Exceptional Student Education
Office 10-113D
3000 School House Road
Tallahassee, FL 32311
mbroome@fsu.edu
(850) 245-3800

Additional information and resources can be found at: Title IX Office; Equal Opportunity Compliance & Engagement Office (EOCE); FSU Police Department; Victim Advocate Program; Counseling and Psychological Services; Employee Assistance Program; and University Health Services.

It is my expectation that all members of our community are provided equitable opportunities to succeed and enrich the strength, skill, and character of the University. It is also expected that all members of our community will help create a work, educational, and living environment that promotes fairness, respect, and trust, free from discrimination, harassment, or retaliation. Behavior that may be considered offensive, demeaning, or degrading to persons or groups will not be tolerated.

Conflicts of Interest

Sexual relationships between faculty/graduate assistants and students, even if consensual, may become exploitative especially so when a student's academic work, residential life, or athletic endeavors are supervised or evaluated by the faculty member.

The respect and trust accorded a faculty member/graduate assistant by a student, as well as the power exercised by the faculty member/graduate assistant in in their department/unit role, make voluntary consent by the student objectionable. Although consensual sexual relationships between persons of unequal institutional power do not necessarily constitute sexual misconduct, there is an inherent conflict of interest between making sexual overtures and exercising supervisory, evaluative, or other institutional authority. In their relationships with students, faculty members/graduate assistants are expected to be aware of their professional responsibilities and to adhere to university policy, avoid conflict of interest, favoritism, or bias. The following policy concerning conflicts of interest and sexual relationships with students applies:

- Consensual sexual relationships between faculty members and undergraduate students are a conflict of interest.
- Consensual sexual relationships between faculty members and graduate students are a conflict of interest when both parties are affiliated with the same degree program, or department, and any circumstances in which the faculty member directly or indirectly exercises evaluative, or supervisory authority over the student, or may be reasonably expected to do so in the foreseeable future.
- Sexual/romantic relationships between graduate assistants and students where a direct supervisory or evaluative relationship exists are a conflict of interest.Any such relationship must be ended immediately and disclosed to the faculty member/graduate assistant's supervisor immediately.

Direct supervision includes any type of evaluative role. Examples of direct supervision of the student include teaching the student's class, serving as a thesis or dissertation director, instructor of record, member of the student's thesis or dissertation committee, member of the student's comprehensive or

doctoral exam committee, member of other committees where the focus is evaluation or supervision of the student's academic competence or the student's assistantship.

Indirect evaluative or supervisory authority includes any circumstance where the faculty member holds institutional authority over the student or has academic responsibility over the student. Examples include mentoring, advising, participating in decisions regarding funding or other resources, or providing recommendations for admissions, employment, fellowships, or awards. This includes when a faculty member is serving as an advisor in a formal tutoring program or student club.

Individuals with Disabilities

Florida State University adheres to *Section 504 of the Rehabilitation Act* of 1973 and the *Americans with Disabilities Act* of 1990 (ADA), as amended by the *Americans with Disabilities Amendments Act* of 2008, in prohibiting discrimination against any qualified individual with a disability. Any student with a disability may voluntarily self-report the nature of the disability and identify needed accommodations to the Office of Accessibility Services, call *(850) 644-9566*. Florida State University's 504 Coordinator is:

Amber M. Wagner, Assistant Dean & OAS Director,
Office of Accessibility Services
874 Traditions Way (108 Student Services Building)
Phone: *(850) 644-9566*/TDD *(850) 644-8504*
E-mail: *oas@fsu.edu*
Web site: *https://dsst.fsu.edu/oas*

Job applicants, employees, and visitors may request reasonable accommodations by contacting the Florida State University Human Resources Equal Opportunity Compliance & Engagement Office (EOCE), located at *University Center, Bldg. A, Suite 6200*, at *hr-ada@fsu.edu* or call *(850) 645-1458*, or view the applicable policy and procedures at *https://hr.fsu.edu/sections/equity-diversity-inclusion/americans-disabilities-act-ada*.

HIV/AIDS Policy

Students, employees, and applicants for admission or employment at Florida State University who have or who may become infected with HIV will not be excluded from enrollment or employment or restricted in their normal responsibilities and access to University services or facilities due to their HIV/AIDS status, unless individual medically based judgments establish that exclusion or restriction is necessary for the welfare of the individual or of other members of the University community. That is, the University will not discriminate against otherwise qualified HIV-infected applicants, students, or employees.

University Health Services is responsible for monitoring developments with regard to HIV/AIDS, acting upon and administering the policies of the Florida Department of Education Division of Colleges and Universities and the University concerning HIV/AIDS and coordinating the University's efforts in educating the University community on the nature and prevention of the disease.

The University will be guided in its implementation of this policy by current authoritative medical information, applicable federal and state law, Florida Department of Education Division of Colleges and Universities' HIV/AIDS Policy, and the guidelines suggested by the Centers for Disease Control, the Public Health Service, the American College Health Association, and the Florida Department of Health.

Florida State University has designated HIV counselors through University Health Services who are available to provide confidential HIV testing for FSU students. Any interested students should call *(850) 644-4567* to schedule an appointment.

Florida State University Statement for Students on the Unlawful Possession, Use, or Distribution of Illicit Drugs and Alcohol

Florida State University Alcohol Policy

Introduction

Florida State University affirms the guiding ethical principle of responsible freedom. Students, staff, and faculty are expected to show respect for order, ethical conduct, and the rights of others, and to model in daily living a high sense of personal honor and integrity. Florida State University neither encourages nor condemns the legal consumption of alcoholic beverages. The University recognizes, however, that the majority of undergraduate students are below the legal drinking age and that there are serious health risks and behavior problems associated with the use of alcohol in the collegiate environment. Consequently, alcohol will be permitted at Florida State University or programs sponsored by Florida State University or its direct support organizations only in those settings which:

1. comply with federal or state laws, local ordinances, University regulations, foreign country laws (in the case of study abroad programs conducted by Florida State University International Programs, Inc.), Student Conduct Code, Student Organization Conduct Code, and this policy;
2. Present minimal health and safety risks; and
3. In no way inhibit the full participation of those who choose not to drink alcohol.

Events and activities that encourage excessive drinking and/or lead to the endangerment of individuals will not be permitted. Any person or group in violation of federal or state laws, local ordinances, or of this policy will be reported to the proper federal, state, local or university authorities for appropriate action.

1. **Policy Pertaining to All Members, Groups, Events, and Organizations in the University Community and Non-University Members, Groups, Events, and Organizations.**
    1. No individual under the legal drinking age (minimum of 21 years of age permitted by the State of Florida or the minimum age prescribed by the laws of foreign countries, but in no case below the age of 18 years of age) may serve, sell, consume or possess alcohol on University properties, except to the extent allowed by law within licensed premises or designated areas of the University.
    2. Alcohol must be served by a licensed and insured third party vendor. No individual may serve or otherwise provide alcohol to persons under the legal drinking age.
    3. The Consumption of Alcohol: The consumption of alcohol on University properties will be restricted to the following areas:
        1. Florida State University Law School Rotunda;
        2. Licensed areas of the university (e.g., Center for Professional Development, Club Downunder, Crenshaw Lanes, Renegade Grill);
        3. Academic food service facilities;
        4. University Center areas include:
            1. Skyboxes
            2. Miller Hall (C3300, UC)
            3. President's Box (Level 7, UC)
            4. Booster/Alumni Board Rooms (C5300, C5301 UC)
            5. University Club (Building B, Floor 3, UC)
            6. Meeting Rooms (Building B, Floors 5 & 6, UC)
        5. Lounges in Beth Moor at Longmire Building;
        6. WFSU-TV and Radio Broadcast Center;
        7. Premises in and around President's house, Pearl Tyner Alumni Center, and surrounding grounds;
        8. University property not located on the main campus, which has been leased by the University to private entities or persons, referred to in this rule as "private premises," such as Heritage Grove;
        9. Private University living quarters where those present are of legal drinking age (see the Guide to Residence Living, Community Expectations, for further restrictions that may apply in residence halls; or in the case of living quarters provided for study abroad programs, see policies promulgated by Florida State University International Programs Association, Inc.);
        10. Premises in Doak Campbell Stadium area used or licensed for use on football game days;
        11. At the following sites, when provided in conjunction with an artistic or municipal event:
            1. The Fine Arts Gallery;
            2. The reception/hospitality room in the Opperman Music Hall;
            3. The Fine Arts Building; and the
            4. FSU Lab Theater.
        12. Werkmeister Reading Room (201 Dodd Hall);
        13. In common areas for special events approved by the University President or his/her designee. For faculty, the designee is the Vice President for Faculty Development and Advancement, for student groups, the designee is the Vice President for Student Affairs, and for all other groups the designee is the Vice President for University Relations.
    4. The Sale of Alcohol: The sale of alcohol on campus must be approved by the President or designee. Although the President or designee may approve the sale of alcohol on campus, only the Division of Alcoholic Beverages and Tobacco can issue the permit required to sell alcohol in the state of Florida.
    5. Promotional Guidelines: The promotion of activities or events shall not advertise alcohol or sponsorship by alcohol marketers without prior written approval of the Vice President for University Relations. Events that seek advertising approval must meet the following requirements:
        1. Alcohol shall not be used as an inducement to participate in a University event and may not be offered as a prize or gift in any form of contest, drawing or competition. Social events which encourage drinking, drinking contests, or drunkenness, and the advertisement of such events, are prohibited.
        2. Alcohol advertising on campus or in campus media, including that which promotes events as well as product advertising, shall not portray drinking as a solution to personal or academic problems of students or as an enhancement to social, sexual, or academic status.
        3. Advertising for any University event where alcoholic beverages are served shall mention the availability of non-alcoholic beverages as prominently as alcoholic beverages.
        4. Promotional materials, including advertising for any University event, shall not make reference to the amount of alcoholic beverages available. This includes references to kegs or open bars.
        5. Must adhere to University posting policy guidelines.
    6. Florida State University Police shall be notified of all on campus events that are not regularly scheduled that plan to serve alcohol.
    7. Laws and Regulations: All members of the campus community (students, faculty, staff, alumni, and guests) must adhere to all applicable federal or state laws, local ordinances, and University regulations related to the sale and use of alcohol. They include, but are not limited to the following:
        1. It is unlawful for any person to aid or abet an underage person, as defined by Section 1 (a), in the purchase or attempt to obtain alcoholic beverages.
        2. It is unlawful for any underage person to falsify a driver's license or other identification document in order to obtain or attempt to obtain alcoholic beverages.
        3. It is unlawful for any person to permit use of his/her driver's license or any other identification document by an underage person to purchase or attempt to purchase alcoholic beverages.

4. No person may bring any type of alcoholic beverage into a licensed facility or area, nor may any person take alcoholic beverages out of the licensed facility or area, except that a bottle of wine purchased, but not fully consumed, at the University Center Club or similar restaurant establishment on campus may be removed by the person after it has been recorked as allowed by law.
5. Transportation of all alcoholic beverages on campus shall be in unopened and unobservable containers.
6. Damage to or destruction of property, or injury to person(s), which is caused by or can be shown to be related to the consumption of alcohol will be subject to disciplinary action, as will any other violation of this rule.

2. **Guidelines for University Sponsored Events.**
   Definition: Large public and formal events where the University acts in symbolic ways to honor, celebrate, and reward achievements central to its mission (e.g., graduation, convocation, dedications, awards, ceremonies). These events convey important values about what is central to the University. Florida State University is concerned with the image conveyed when alcohol service is included as part of these events.
   All University Sponsored Events are subject to the guidelines outlined in Section I of the alcohol policy. In addition, the following restrictions apply;
   1. Alcohol will not be served at any reception or other function, as defined above, sponsored by the University or taking place on the University campus where attendance is essentially open to the public and is not controlled by such means as individual invitation, registration, reservation and/or a fee payment process.
   2. At those functions where attendance will be predominately alumni and friends of the University, and controlled by individual invitation, registration, reservation, or a fee payment process, alcoholic beverages may be served with the following restrictions:
      1. All persons will be required to show identification, including birth date, to ensure that they are a minimum of 21 years of age in the state of Florida;
      2. The right to refuse to serve anyone who seems to be in danger of over consumption will be reserved and used; and
      3. An ample supply and variety of food and non-alcoholic beverages will be available.
   3. At University sponsored functions where attendance will be predominately students, no alcoholic beverages will be served, regardless of the degree of control exercised over attendance.
3. **Guidelines for University Related Events.**
   Definition: Any organization or group, consisting primarily of Florida State University students, employees, faculty or alumni, and/or which utilizes the Florida State University name or its premises, in which alcohol is served, must adhere to the following guidelines. These guidelines apply to all student organizations, whether or not they have received formal recognition or not.
   All University Related Events, on or off campus, are subject to the guidelines outlined in Section I of the alcohol policy. In addition, the following apply;
   1. Sponsors are required to provide one or more alternative non-alcoholic beverage available in sufficient quantity throughout the event.
   2. Non-alcoholic beverages must be available at the same place as the alcoholic beverages and featured as prominently as the alcoholic beverages.
   3. If the alcoholic beverage is being sold, the alternative beverage should be available at a price equal to or less than the price of the alcohol being provided.
   4. Wherever alcohol is present, food must also be in sufficient quantity throughout the event.
   5. The cost of admission to an event may not include or cover the cost of alcoholic beverages.
   6. No state appropriated, federal funds or A & S fees may be used to purchase or sell alcohol.
   7. The burden of proof for showing legal age is placed upon the person desiring alcohol service. No service will be provided unless clear evidence of legal age is presented. Those of legal age and consuming alcohol will be identified by wrist bands, hand stamps, etc.
   8. It is the responsibility of the serving establishment, at the time that an alcoholic beverage is requested, to check the picture ID. If, for any reason, proof of legal drinking age cannot be provided upon request, it is the responsibility of the server to deny the request.
   9. At social functions where alcoholic beverages are served, direct access should be limited to a person(s) designated as the server(s) by a licensed insured vendor. Servers must not consume alcohol during the event.
   10. The server shall refuse to serve anyone who seems to be in danger of over consumption will be reserved and used.

   Any organization found not to be in compliance with the University alcohol policy at their event may be subject to University disciplinary action and may forfeit its right to any fee support from the University.
4. **Tailgate Events.**
   Definition: Gatherings occurring in the designated parking areas surrounding the area of Doak Campbell Stadium prior to and after scheduled football games.
   1. Florida State University does not support or condemn the consumption of alcohol by individuals 21 years of age or older at tailgate events.
   2. Florida State University does not condone any act related to excessive consumption of alcohol that impairs, interferes, or endangers the safety or enjoyment of anyone attending these events, including the individual who chooses to consume alcohol.
   3. Individuals who choose to consume alcohol are responsible for their behavior and should not operate a motor vehicle after they have consumed alcohol.
5. **Administration and Enforcement of Policy.**
   1. The Vice President for Faculty Development and Advancement is the responsible University official for administration of the alcohol policy for all events involving primarily faculty. The Vice President for Student Affairs is the responsible administrator for students and student groups. The Vice President for University Relations is the responsible University official for administration of the alcohol policy for events managed by the direct support organizations and for those involving all other groups and individuals. Changes and revisions shall be coordinated by the Vice President for Student Affairs in consultation with other Vice Presidents and the General Counsel, subject to final approval of the President of the University.
   2. Enforcement of the alcohol policy shall reside in the Student Conduct and Community Standards department for individual student and student organization cases, and the Office of Faculty Development and Advancement for faculty related violations. Enforcement of the

alcohol policy for all other groups, including outside groups, organizations, and individuals shall reside in the Vice President for University Relations.

3. The University maintains the right to forward possible violations of federal or state laws, local ordinances, and University regulations, to the proper authorities through the Florida State University Police Department.

6. **Health Risks.**

Alcohol consumption may cause a number of changes in behavior which are related to dose, rate of intake, body size and percentage of body fluid, expectations, social environment, physical conditions (disease or, more commonly, hormonal cycles can be factors), enzyme differences, and concentration of alcohol in a drink. It may increase aggressiveness, lower inhibitions, cloud judgment, reduce resistance, and hamper the ability to make decisions.

Alcohol first affects the area of the brain responsible for higher functions, such as decision-making and social inhibitions, suppressing an individual's self-control. Alcohol in the blood can slow reaction time, reduce muscle coordination and impair eyesight, contributing to deficits in performance, judgment, memory, and motor skills. Even low doses can significantly impair the judgment and coordination required to drive a car safely. Florida State University reiterates that no one should ever drink alcohol and drive. The designated driver should never drink alcohol.

Moderate to high doses of alcohol may cause marked impairments in higher mental functions, altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol may produce the effects just described above.

7. **Educational Resources and Support.**

In support of responsible management of alcohol, the University provides numerous resources and support services available to students, faculty, and staff of Florida State University, including alcohol education, counseling, treatment, rehabilitation, re-entry, prevention, and intervention, as well as other educational programs and volunteer opportunities. Below are just a few of these resources and services.

Services

1. Counseling and Psychological Services provides a structured two-session Alcohol and Other Drug (AOD) Evaluation for students who are sanctioned by the University for violations of the University's alcohol and drug policy. In addition to mandated AOD sessions, AOD Evaluations are available on a voluntary basis to all FSU students. Following the AOD Evaluation sessions, a recommendation is made to the student regarding need for counseling treatment. Counseling treatment is provided to students on a voluntary basis only. Any fee-paying student currently enrolled at Florida State University is eligible for services provided by Counseling and Psychological Services. Please contact Counseling and Psychological Services for a current fee schedule [*(850) 644-8255*; Web site is **https://counseling.fsu.edu**].
2. FSU Police Department [*(850) 644-1234*; Web site is **https://police.fsu.edu**].
3. Office of Residence Life [*(850) 644-2860*; Web site is **https://housing.fsu.edu**].
4. The Employee Assistance Program (EAP) at Florida State University was established to assist employees with behavioral, medical and substance abuse problems affecting employment. Employees can enter the program through a self-referral or supervisory referral. The EAP functions as a coordinator of counseling and other appropriate services available both within the University and the community [*(850) 644-2288*; website is **https://www.eap.fsu.edu**].
5. Counseling services are also provided for students, staff, faculty, and the community by the Center for Couple & Family Therapy (CCFT), which fees are based on annual income [*(850) 644-1588*; Web site is **https://humansciences.fsu.edu/ccft/**].
6. The Human Services Center is a training clinic within the College of Education. Counselors are graduate students with counseling majors who offer service for students, staff, faculty, and the community. Services are free [*(850) 644-3857*; Web site is **https://education.fsu.edu/hsc**].
7. The Psychology Clinic is also a training clinic. Counselors are graduate students in clinic psychology programs. They provide one-on-one psychology services (no support groups) to students, staff, faculty, and the community. Fees are based on a sliding scale [*(850) 644-3006*; Web site is **https://psy.fsu.edu/php/about/communityservice/psychologyclinic/psychologyclinic.php**].
8. Helpline 211 is a telephone counseling and referral service for short term counseling, information and referrals mainly for social services in the Big Bend area [*(877) 211-7005*, *(850) 224-6333*, 211; website is **https://www.211bigbend.org**].
9. **Education**
    1. The Center for Health Advocacy and Wellness (CHAWs) is found at University Health Services. You can call *(850) 644-8871* or visit the website at **https://www.chaw.fsu.edu**.
    2. **SMART** (Students Making Alcohol and Other Drug Responsibility Theirs (SMART) Choices consists of two, two-hour class sessions and an interactive online program at University Health Services that presents the legal and personal consequences of substance abuse. The purpose of the course is to introduce the student to a process of self-examination that may lead to improved decision making and behavior change. Students who are sanctioned by Student Conduct and Community Standards [*(850) 644-5136*] or University Housing [*(850) 644-2860*] for on or off-campus violations of the University's alcohol and drug policy must complete the course. Students may also enroll in the course free of charge if they would simply like to gain more knowledge about alcohol. Students may contact the Center for Health Advocacy and Wellness [**https://chaw.fsu.edu**] to sign up.
    3. **AlcoholEdu**: An interactive, two-part on-line program designed to help you make healthy and safe decisions around alcohol use while in college. This program is open to all first year and new transfer students. [**https://healthycampus.fsu.edu/for-students/new-student-requirements**]
    4. **Healthy Noles**: Volunteer opportunities for students seeking to work toward greater alcohol responsibility are available through Healthy Noles, which is an organization directed by the Center for Health Advocacy and Wellness at University Health Services. The Healthy Noles advocate for wellness on campus and alcohol responsibility is a significant component. For more information, contact the Center for Health Advocacy and Wellness (**chaw.fsu.edu)**; or for more information visit **https://healthycampus.fsu.edu/for-students/get-involved**].

5. **LIFT**: LIFT is Florida State University's collegiate recovery community dedicated to helping students in recovery thrive during their college experience. LIFT's goal is to provide a place for accountability within a healthy community and a place to have fun, socialize, and develop friendships with like-minded students. Website: **https://chaw.fsu.edu/services/collegiate-recovery-community**.

State and Local Penalties

Common Alcohol Offenses (Leon County)	Typical Penalty First Offense	Maximum Penalty First Offense
Possession or attempt to purchase alcohol by a person under 21 years of age.	Diversion program; $180 fine; 10 hours community work program.	60 days jail; $500 fine.
Using a false driver's license ID or allowing someone to use your driver's license for an ID card.	Diversion program; $180 fine; 10 hours community work program.	60 days jail; $500 fine.
Providing alcohol to a person under 21.	Diversion program; $180 fine; 10 hours community work program.	60 days jail; $500 fine.

Note: These are only for information. State sanctions are subject to change by the Florida Legislature.

Florida State University Health Risks of Illicit Drugs

Illicit drugs all have some health-threatening qualities—some more than others. Examples include increased heart rate and lung damage from marijuana; central nervous system disorders from cocaine, heroin, and hallucinogens; and liver, lung and kidney damage from inhalants. HIV infection also is spread widely among intravenous drug users. Even infrequent use of illicit drugs can result in physical afflictions, such as hangovers, cardiovascular damage, digestive problems, tremors, impaired sexual response, and injuries due to lost coordination. Other possible effects include reduced alertness and impaired performance at school or work, interpersonal conflicts, and financial difficulties. Dependence and addiction are constant threats to users of illicit substances. Regular abuse of these substances generally exposes users to criminal elements, which may lead to involvement in further criminal activities.

State and Local Penalties: Illicit Drug Penalties

The penalty for possession (second-degree misdemeanor) is sixty days jail and $500 fine. Penalties for trafficking (first-degree felony) range up to thirty years imprisonment and fines of $500,000.

Note: These are only for information. State sanctions are subject to change by the Florida Legislature.

Florida State University Standards of Conduct

State of Florida statutes declare that it is unlawful for any person under 21 years of age to consume or possess alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute, or possess alcohol on University properties or as part of any University activity.

It is unlawful to sell, give, serve, or permit to be served alcoholic beverages to a person under 21 years of age. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

It is unlawful to be under the influence of, to use, possess, distribute, sell, offer, or agree to sell, or represent to sell, narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law.

Illegal Downloading of Copyrighted Songs and Movies

Downloading and distribution of copyrighted music, movie and other entertainment files from online distribution sites that offer these items **free of charge** is illegal, in direct violation of the federal Digital Millennium Copyright Act, the Florida State University Student Conduct Code, and the Florida State University Policy OP-H-6 "Use of University Information Technology Resources."

Illegal downloading and file sharing of copyrighted music, movies or other entertainment files is intellectual property/copyright infringement. Illegal downloading and file sharing activities maliciously expose the University's network, computing systems and personal computers to destructive computer malware (viruses, spyware, worms, trojan horses, rootkits, keystroke loggers, etc.), and denial of service attacks. Illegal downloading activity significantly increases the risk of exposure to personal identity theft and irreparable or costly damage to both University and personally owned computing devices.

The potential consequences of illegal downloading and file sharing are extremely serious. There are both civil and criminal penalties for illegal downloading and file sharing:

- In a civil suit, an infringer may be liable for a copyright owner's actual damages plus any profits made from the infringement. Alternatively, the copyright owner may avoid proving actual damage by electing a statutory damage recovery of up to $30,000 or, where the court determines that the infringement occurred willfully, up to $150,000. The actual amount will be based upon what the court in its discretion considers just. See 17 U.S.C. § 504.
- Penalties to be applied in cases of criminal copyright infringement [i.e., violations of 17 U.S.C. § 506(a)], are set forth at 18 U.S.C. § 2319. Congress has increased these penalties substantially in recent years, and has broadened the scope of behaviors to which they can apply. Statutory penalties are found at 18 U.S.C. § 2319. A defendant, convicted for the first time of violating 17 U.S.C. § 506(a) by the unauthorized reproduction or distribution, during any 180-day period, of at least ten copies or phonorecords, or one or more copyrighted works, with a retail value of more than $2,500 can be imprisoned for up to five years and fined up to $250,000, or both. 18 U.S.C. §§ 2319(b), 3571(b)(3).
- Defendants who have previously been convicted of criminal copyright infringement under 18 U.S.C. § 2319(b)(1) may be sentenced to a maximum of ten years imprisonment, a $250,000 fine, or both. Finally, a defendant is guilty of a misdemeanor violation if he violated rights other than those of reproduction or distribution, or has reproduced or distributed less than the requisite number of copies, or if the retail value of the copies reproduced or distributed did not meet the statutory minimum, or if other elements of 17 U.S.C. § 506(a) are not satisfied. Misdemeanants can be sentenced a maximum of one year and can be fined a maximum of $100,000. See 18 U.S.C. §§ 2319(b)(3), 3571(b)(5).

Law firms representing the entertainment industry aggressively investigate instances of music and movie "pirating", and upon identifying the offenders, are increasingly invoking the applicable laws to reap financial settlements and awards totaling thousands of dollars.

The University is not legally empowered to protect, represent, advise or otherwise assist students who become subject to legal proceedings because of copyright infringement. Students who are sued, offered an out-of-court settlement, or cited for criminal copyright infringement must obtain their own legal representation.

In addition to civil and criminal penalties, violators will be subject to the University's disciplinary proceedings:

Student Conduct Code A student found to be in violation of provision is subject to the outcomes defined in Section G. Examples of outcomes that may be imposed for violations of the Student Conduct Code include reprimand, educational outcomes, restitution, probation, suspension, and dismissal.

Florida State University Policy OP-H-6 "Use of University Information Technology Resources" (*https://policies.vpfa.fsu.edu/policies-and-procedures/technology*)**:** A student found to be in violation of provision C.1.a (11) may lose University computer privileges as defined in paragraph F.2.

For further information regarding the downloading of electronic objects and media, please visit:

https://its.fsu.edu/its-policies-guidelines/illegal-downloading-copyrighted-songs-and-movies.

Florida State University Use of Social Security Numbers

In accordance with *Florida Statute 119.071(5),* students and employees should be aware that Florida State University collects and uses social security numbers for the purpose of performing certain University duties and responsibilities as follows:

- Certain aspects of employment related to federal tax reporting, generation and reporting of I-9 documents, direct deposit, insurance policies, retirement benefits, state and federal reporting requirements;
- Identification and verification of student records, including admission, registration, financial aid, and academic records, as well as verification of identity in connection with the provision of the University's services;
- State and federal reporting of student data as required by law;
- Release to contracted vendors for the purposes of state and federal reporting or provision of contracted services for the faculty, staff, and students of the University;
- Release to commercial entities engaged in the performance of a commercial activity provided the social security numbers will be used only in the performance of a commercial activity and provided the commercial entities make a written request for the social security numbers conforming to the requirements of *Section 119.071(5)(a)7b.(I)-(IV), Florida Statutes*.
- Release to the Florida Board of Governors as follows:
    - When necessary for the performance of the Board's constitutional duties and responsibilities, including but not limited to:
        - Collection of student and employee data from state universities. [Authorized by *Sections 483* and *484* of the Higher Education Act of 1965, Art. IX, s. 7, Fla. Const., Board Regulation 3.007, Fla. Stat. § 1001.706(5)(d), Fla. Stat. § 1008.31(3), and Fla. Stat. § 119.071(5)(a)6]
        - In conjunction with tort claims and tort notices of claim against the Board of Governors [Required by Fla. Stat. § 768.28(6), and Fla. Stat. § 119.071(5)(a)]
        - When the disclosure of the social security number is expressly required by federal or state law or a court order [Authorized by Fla. Stat. § 119.071(5)(a)6]
        - When the individual expressly consents in writing to the disclosure of his or her social security number [Authorized by Fla. Stat. § 119.071(5)(a)6]

The University does not use social security numbers for student identification; instead the University creates a unique identifier for each student called the EMPLID.

Notification of Students' Rights under FERPA

The **Family Educational Rights and Privacy Act (FERPA)** affords students certain rights with respect to their education records. These rights are:

1. The right to inspect and review the student's education records within forty-five days of the day the University receives a request for access. Students should submit to the registrar, dean, or head of the academic department (or appropriate official) written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate or misleading. Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official

committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, DC 20202-4605

Students have the right to obtain a copy of Florida State University's student record policy. You can obtain a copy of the policy from the Office of the University Registrar, *A3900 University Center, Florida State University, Tallahassee, FL 32306-2480.*

Note: Under Federal Statute, the University is authorized to and may release records to other institutions without notification to the student, when the student is applying for admission.

Release of Student Information

The disclosure or publication of student information is governed by the policies of Florida State University and the State of Education within the framework of state and federal laws, including the Family Educational Rights and Privacy Act of 1974.

The written consent of the student is required for the disclosure or publication of any information that is: (1) personally identifiable of the student and (2) a part of the educational record. Certain exceptions to that generality, both in types of information that can be disclosed and in access to that information, are allowed within the regulations of the Family Educational Rights and Privacy Act, as described in the following paragraphs:

1. Subject to statutory conditions and limitations, prior consent of the student is not required for disclosure of information in the educational record to (or for):
    1. Officials of the University with a legitimate educational interest. A school official is defined as a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility;
    2. Certain government agencies;
    3. Accrediting organizations;
    4. Certain financial aid matters;
    5. Certain research circumstances;
    6. Health and safety emergencies;
    7. A court pursuant to order or subpoena, so long as the student is notified in advance of the University's compliance; and
    8. As otherwise provided by law.
2. Subject to statutory conditions and limitations, prior consent of the student is not required for disclosure of certain types of information for:
    1. Portions of the educational record for which the student has signed a waiver;
    2. Portions of the educational record that are exempted by law including records of law enforcement agencies of the University; employment records of the student within the University as long as the student's employment is not predicated upon his or her status as a student; personal records of instructional, supervisory, or administrative personnel; and alumni records related to that student; and
    3. Records transmitted to another school or school system in which the student seeks or intends to enroll, since the University generally forwards these on request.

    Note: More specific information regarding such exempted information can be obtained by contacting the Office of the University Registrar, *A3900 University Center*. For the complete text of the applicable statutes refer to Section 1006.52, Florida Statutes, 20 U.S.C. 1232g, and 34 C.F.R. §99.1, et seq. or write the U.S. Department of Education at *600 Independence Ave., S.W., Washington, D.C. 20202*.
3. **Prior consent of the student is not required** for disclosure of portions of the educational record defined by the institution as "Directory Information," which may be released via official media of the University:
    1. Name
    2. EMPLID
    3. Date and place of birth
    4. Official FSU email address
    5. Local address
    6. Permanent address
    7. Classification
    8. Major
    9. Participation in official University activities and sports
    10. Weight and height of athletic team members
    11. Dates of attendance
    12. Degrees, honors and awards received
    13. Most recently attended educational institution

14. Digitized FSUCard photo

Important: The information above, designated by the University as "Directory Information," may be released or published by the University without prior written consent of the student unless exception is made in writing by the student.

Request to Prevent Publication of Directory Information

Students may inform the University in writing of the student's desire to prevent publication of such "Directory Information" or release of such information except as required by law. Appropriate forms for such action are made available by the Office of the University Registrar.

Caution: Until the University can develop the necessary sophistication in our data systems, a student's request to prevent the release of publication of some of the items of "Directory Information" may result in preventing the publication of all items on that list, including graduation lists, honors, and award lists. The student can help avoid such errors with a gentle reminder to the Office of the University Registrar.

For complete information related to the policies outlined above or concerning the procedures regarding waivers and consent forms, or to challenge the accuracy of the educational record, please contact: *Office of the University Registrar, A3900 University Center, Florida State University, Tallahassee, FL 32306-2480*.

Policy for the Use of Photographs and Videos in University Publications

Florida State University randomly and routinely photographs and makes videos on the main campus, branch campuses, and the international and departmental programs for educational and promotional purposes. These photographs and videos appear in official University publications and materials, which include but are not specifically limited to, *General Bulletin* (undergraduate and graduate), *Registration Guide*, Office of Admissions brochures, international program materials, departmental and college brochures, University Web sites, and other University information publications. For further information contact Media Relations at *(850) 644-4030*.

Academic Integrity and Grievances

A Summons to Responsible Freedom

Values and Moral Standards at Florida State University

The moral norm that guides conduct and informs policy at Florida State University is responsible freedom. Freedom is an important experience that the University, one of the freest of institutions, provides for all its citizens: faculty, students, administrators, and staff. Freedom is responsibly exercised when it is directed by ethical standards.

As the Florida public university most deeply rooted in the liberal arts tradition, Florida State University not only focuses on intellectual development, but as a community engaged in moral discourse, it also recognizes the need for the development of the whole person. The University maintains a comprehensive educational program ranging from classroom instruction to research and creative activities at the frontiers of human knowledge. These modes of searching for the truth are mutually enhancing and provide the context for the liberating experiences students gain from contact with ideas and individuals. Education based in the liberal arts provides an opportunity for students to learn to express themselves; to think critically both quantitatively and qualitatively; to gain an understanding of and respect for self and others; to understand the world by knowing more about its history, the role of science and technology, and social and cultural achievements; and to develop specialized talents for a vocation. This opportunity is provided with the conviction, as reflected in the University seal, that through such an educational experience one can come to a clearer understanding of the complex moral issues inherent in human life and can develop the knowledge and skills for effective and responsible participation in the world.

Florida State University shares a commitment to the dignity and worth of each person and is guided in its many endeavors by that underlying value. Through academic activity, community involvement, social interaction, cultural experience, recreational and physical activity, and religious involvement, students find many avenues in the University community for the development of the whole person.

The University shares this society's commitment to the rule of law and expects members of the community to abide by the laws of the city, state, and nation, as well as University rules and regulations.

The University aspires to excellence in its core activities of teaching, learning, research, creative expression, and public service and is committed to the integrity of the academic process. The Academic Honor Code is a specific manifestation of this commitment. Truthfulness in one's claims and representations and honesty in one's activities are essential in life and vocation, and the realization of truthfulness and honesty is an intrinsic part of the educational process.

The University is a place of both assent and dissent and is committed to academic freedom and civil dialogue. In a free and vigorous academic community an ongoing clash of ideas is to be expected and encouraged. The University has a special obligation to see that all have an opportunity to be heard.

Florida State University is committed to nondiscrimination in matters of race, creed, color, sex, religion, national origin, age, disability, veterans' or marital status, sexual orientation, gender identity, gender expression, or any other protected group status. This commitment applies in all areas with students, faculty, and other University personnel. It addresses recruiting, hiring, training, promotions, and applicable employment conditions. It is also relevant to those aspects of the University concerned with the choice of contractors, suppliers of goods and services, and with the use of University facilities. The University believes in equal opportunity practices that conform to both the spirit and the letter of all laws against discrimination.

A responsible student recognizes that freedom means the acknowledgement of responsibility to the following: to justice and public order; to fellow students' rights and interests; to the University, its rules, regulations, and accepted traditions; to parents, teachers, and all others whose support makes one's advanced education possible; to city, state, and national laws; to oneself; and to the opportunity for specialized training and continuing education

toward the ends of personal fulfillment and social service. Students are urged to use their freedom in the University community to develop habits of responsibility that lead to the achievement of these personal and social values. Responsible student behavior requires observance of the Student Conduct Code, which is based on respect for the dignity and worth of each person and the requirements for successful community life.

Relations among all persons should be characterized by mutual respect and equality. The University denounces all forms of sexism and racism. Sex discrimination, sexual harassment, and sexual coercion of any sort are wrong and constitute a violation of fundamental moral requirements and state and federal law. Minimally responsible behavior requires that no one take sexual advantage of another.

The cultural, ethnic, and racial diversity of the University community provides an opportunity for learning about those different from oneself. The University believes that each individual deserves to be treated with dignity and respect and accorded the full opportunities of the University, without regard to prejudicial assumptions or attitudes. Discrimination based on race or ethnicity resulting from acts or policies is illegal and incompatible with the concept of responsible freedom as espoused by Florida State University.

The University enforces all laws relevant to alcohol and controlled substances and further strongly discourages the use of illegal substances at any time. The University disseminates and encourages the dissemination by others of information concerning the responsible use of alcohol.

The University is a compassionate community. In its treatment of students, it recognizes the wisdom both of letting students experience the consequences of their actions and of providing the opportunity to learn and grow in ways that can overcome past difficulties. The University provides ongoing student support through the health center, counseling services, and the academic advising process.

The university experience is a time for adventure, fun, excitement, the making of new friends, and the discovery of new possibilities. There are numerous individual and organized opportunities for students to develop and to learn in the course of their university years to exercise newly acquired freedom deliberately and responsibly.

Matriculation to Florida State University, then, is a summons to the exercise of responsible freedom in a community of teaching, learning, and discovery.

Integrity in Research and Creative Activity

It is the policy of Florida State University to uphold the highest standards of integrity in research and creative activity, and to protect the right of its employees to engage in research and creative activity. Detailed policies and procedures can be found in the *Faculty Handbook* under "Section 6: Policies and Procedures."

Florida State University Academic Honor Policy

The text below reflects the Florida State University Academic Honor Policy as codified in *FSU Regulation 3.005*, revised July 2022.

Introduction

The statement on Values and Moral Standards says: "The moral norm which guides conduct and informs policy at The Florida State University is responsible freedom. Freedom is an important experience which the University, one of the freest of institutions, provides for all of its citizens – faculty, students, administrators, and staff. Freedom is responsibly exercised when it is directed by ethical standards." The statement also addresses academic integrity: "The University aspires to excellence in its core activities of teaching, research, creative expression, and public service and is committed to the integrity of the academic process. The [Academic Honor Policy] is a specific manifestation of this commitment. Truthfulness in one's claims and representations and honesty in one's activities are essential in life and vocation, and the realization of truthfulness and honesty is an intrinsic part of the educational process."

Guided by these principles, this Academic Honor Policy outlines the University's expectations for all students' academic work on each campus and all virtual platforms, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty throughout the process. This policy is educational in nature and strives to provide students due process at every level. Please refer to memos outlining necessary procedural modifications of the process for the Panama City and Republic of Panama campuses. The Academic Honor Policy Committee may take direct jurisdiction of a case under extraordinary circumstances when it is determined by a majority vote of the committee that taking direct jurisdiction is appropriate.

If a student observes a violation of the Academic Honor Policy, they should report the incident to the instructor of the course. Allegations that come to the instructor's attention after the semester has ended should be communicated to the Office of the Vice President for Faculty Development and Advancement (FDA) for guidance. The scope of the Academic Honor Policy applies to any student enrolled in any credit-bearing course or program. This includes students completing coursework to satisfy "Incomplete" grades and candidates for the degree completing their dissertations. False, fraudulent, or incomplete information and/or statements by an applicant related to admission or residency are addressed by the University Admissions Committee, not by the Academic Honor Policy.

Students in the College of Law and the College of Medicine are governed by the academic integrity policies and procedures of their respective colleges, which are subject to approval by the Academic Honor Policy Committee.

FSU Academic Honor Pledge

I affirm my commitment to the concept of responsible freedom. I will be honest and truthful and will strive for personal and institutional integrity at the Florida State University. I will abide by the Academic Honor Policy at all times.

Academic Honor Violations

Note: Instructors are responsible for following and reinforcing the importance of the Academic Honor Policy in their courses and for clarifying in writing their expectations regarding collaboration and multiple submission of academic work.

Examples have been provided for the purpose of illustration and are not intended to be all-inclusive. All charges include attempting to commit the alleged violation. Failed violation attempts will be construed as similar to completed violations in determining charges and sanctions.

1. PLAGIARISM. **Presenting the work of another as one's own (i.e., without proper acknowledgement of the source).**
   Typical examples include using another's work from print, web, or other sources without acknowledging the source; quoting from a source without citation; using facts, figures, graphs, charts, or information without acknowledgement of the source; utilizing ghostwriting or pay-for-paper services; or submitting another's work through online thesaurus software.
2. CHEATING. **Improper access to or use of any information or material that is not specifically condoned by the instructor for use in the academic exercise.**
   Typical examples include copying from another student's work or receiving unauthorized assistance during a quiz, test, or examination; using books, notes or other devices (e.g., calculators, cell phones, or computers) when these are not authorized; procuring without authorization a copy of or information about an examination before the scheduled exercise; unauthorized collaboration on exams. This includes unauthorized actions taken on any social media platform.
3. UNAUTHORIZED GROUP WORK. **Unauthorized collaborating.**
   Typical examples include working with another person or persons on any activity that is intended to be individual work, where such collaboration has not been specifically authorized by the instructor. This includes unauthorized actions taken on any social media platform.
4. FABRICATION, FALSIFICATION, AND MISREPRESENTATION. **Unauthorized altering or inventing of any information or citation that affects grades given for academic work or attendance.**
   Typical examples include inventing or counterfeiting data or information; falsely citing the source of information; altering the record of or reporting false information about practicum or clinical experiences; altering grade reports or other academic records; submitting a false excuse for a class absence or tardiness in a scheduled academic exercise; lying to an instructor to increase a grade.
5. MULTIPLE SUBMISSION. **Submitting the same academic work (including oral presentations) for credit more than once without instructor permission. It is each instructor's responsibility to make expectations regarding whether students may incorporate existing work into new assignments clear in writing.**
   Typical examples include submitting the same paper for credit in two courses without instructor permission; making minor revisions in a credited paper or report (including oral presentations) and submitting it again as if it were new work.
6. ABUSE OF ACADEMIC MATERIALS. **Intentionally damaging, destroying, stealing, or making inaccessible library or other academic resource material.**
   Typical examples include stealing or destroying library or reference materials needed for common academic purposes; hiding resource materials so others may not use them; destroying computer programs or files needed in academic work; stealing, altering, or intentionally damaging another student's notes or laboratory experiments. (This refers only to abuse as related to an academic issue.)
7. COMPLICITY IN ACADEMIC DISHONESTY. **Intentionally helping another commit an act of academic dishonesty.**
   Typical examples include knowingly allowing another to copy from one's paper during an examination or test; distributing test questions or substantive information about the material to be tested before a scheduled exercise; deliberately furnishing false information.

Student Rights

Students have the following due-process rights, which may have an impact on the appellate process:

1. To be informed of all alleged violation(s) and to be given access to all relevant materials pertaining to the case.
2. To receive an impartial hearing or a meeting with an administrator in a timely manner (as appropriate) where the student will be given a full opportunity to present information pertaining to the case.

Students are also accorded the following prerogatives:

3. When possible and appropriate, to discuss the allegations with the instructor.
4. Privacy, confidentiality, and personal security.
5. To be assisted by a support person who may accompany the student throughout the process but may not speak on the student's behalf. A witness may not serve as a support person.
6. To choose not to answer any question that they do not wish to answer.
7. To dispute the sanctions of a Student & Instructor resolution and to appeal both the decision and sanctions of an Academic Honor Policy hearing or an Administrative Case Resolution.
8. To have an opportunity to provide information in writing to the FDA administrator, prior to a hearing, if they have reason to believe any panel member would not be able to review the case objectively without bias or prejudice.

The student should continue in the course in question during the entire process. Once an alleged violation of the Academic Honor Policy is discovered, or when a student has been found “responsible” for an Academic Honor Policy violation, they are not permitted to withdraw or drop the course or request that the grading basis be changed to a “Satisfactory/Unsatisfactory” grade if the course is letter-graded.

Students who provide false information when requesting to drop a course may be subject to allegations of Student Conduct Code violations. Should no final determination be made in an Academic Honor Policy case before the end of the term, the grade of “Incomplete” will be assigned until a decision is made.

Students who need assistance should seek guidance from a list of volunteers who have been trained in the Academic Honor Policy, which can found on this website: **https://fda.fsu.edu/academic-resources/academic-integrity-and-grievances/academic-honor-policy**.

Student Responsibilities

Students should read the Academic Honor Policy and follow each of its requirements, seek clarificationS from the instructor as needed, and participate actively and appropriately in the resolution of any Academic Honor Policy allegations. All email messages related to cases are sent to official FSU email accounts, which students are required to check and respond to regularly, as stated in the General Bulletin. Students are also expected to communicate respectfully with instructors, fellow students, and staff members throughout the process.

Defining Egregious Allegations

The decision regarding whether an allegation is egregious is made by an FDA administrator and the instructor. Allegations of academic dishonesty involving egregious allegations will be referred to a formal hearing. The following list of egregious allegation examples is provided for illustrative purposes, but is not all-inclusive:

- Coercing current classmates or former course enrollees to provide exam questions and/or answers.
- Stealing or disseminating exam questions and/or answers from an instructor.
- Operating an ongoing, organized scheme to help others violate the Academic Honor Policy in some manner.
- Using analog or technological methods to alter grades for oneself or others.
- Violating the Academic Honor Policy while fulfilling one's graduate program milestones.

Procedures for Resolving Cases

FIRST OFFENSE (that is not considered an egregious violation)

Student & Instructor Resolution. When an instructor believes that a student has violated the Academic Honor Policy in one of the instructor's classes, the instructor must first contact the FDA Office to discover whether the student has a prior record of academic dishonesty and thus whether to proceeding with a Student & Instructor Resolution is appropriate. The instructor must also inform the department chair or dean (Teaching assistants must seek guidance from their supervising faculty member, and adjunct instructors must seek guidance from their department chair). However, faculty members or others who do not have administrative authority to enforce the Academic Honor Policy should not be informed of the allegation unless they have established a legitimate need to know. If pursuing a Student & Instructor Resolution is determined to be possible, the instructor shall share and discuss the evidence of academic dishonesty with the student, in as private and confidential a setting as possible, and explore the possibility of a resolution. Instructors are responsible for outlining all resolution options available to the student. After this discussion, the instructor may drop the charge if it appears to be unsubstantiated, which does not create a record, or the student may accept responsibility for the violation and accept the academic sanction proposed by the instructor. If a Student & Instructor Resolution is agreed to, the matter goes no further and the process is concluded. The signed Student & Instructor Resolution Form becomes a confidential student record of academic dishonesty that is subject to the conditions described in the Records section. Any grade imposed as the result of an academic sanction will remain on the student's transcript indefinitely. Students will not be eligible for a course drop, withdrawal, or modification of grading basis, including changing the grading basis to “Satisfactory/Unsatisfactory.”

Disputing the Sanction. The student may accept responsibility for the alleged violation but contest the proposed academic sanction. In this circumstance, the instructor must submit the “Disputing the Sanction” form along with supporting documentation to the FDA Office. The student's written statement must demonstrate specific reasons why the student believes that the proposed sanction is extraordinarily disproportionate to the offense committed for any modification of the sanction to be considered. An FDA administrator (or designee) will review the submitted written documentation to determine whether the proposed sanction should be imposed. The Vice President (or designee) may affirm or lessen the severity of the instructor's proposed sanction as determined to be appropriate in the circumstances. The decision that results from this review is final.

Administrative Case Resolution. For cases in which the student denies responsibility and after receiving a Hearing Referral, the Office of Faculty Development and Advancement (FDA) administrator will assess the case to determine whether it could be suitable for Administrative Case Resolution rather than the hearing process. Such cases will be straightforward cases that do not require extensive additional information, explanation, or evidence beyond what is contained in the charge letter and documentation provided by the instructor. These cases would also not reasonably result in serious sanctions, such as suspension or expulsion, if the student were to be found responsible. If the FDA administrator determines that the case is eligible for Administrative Case Resolution, the administrator will ask the instructor if they have any objection to the case being resolved by the student meeting with an academic administrator from FDA in lieu of a hearing. If the instructor does not object, the student will have the option to meet with an FDA administrator to discuss the case and attempt to resolve it. If it is possible to resolve in this manner, the administrator will determine whether to find the student “responsible” or “not responsible” for the allegation(s) based on a preponderance of evidence standard, as well as what sanctions to impose, if appropriate. In certain cases when a second allegation against a student meets the criteria above, especially if the student admits responsibility for the alleged violation, an Administrative Case Resolution may be appropriate. A finding of “responsible” creates a formal record that is subject to the conditions described in the Records section. Any grade imposed as the result of an academic sanction will remain on the student's transcript indefinitely and will not be eligible for a course drop, withdrawal, or modification of grading basis, including changing the grading basis to “Satisfactory/Unsatisfactory.”

Hearing at Student's Request. The student may deny responsibility for the alleged violation, making a hearing the appropriate resolution procedure. In this circumstance, the instructor submits the “Academic Honor Policy Hearing Referral” form along with supporting documentation to FDA in preparation for an Academic Honor Policy Hearing. Refer to the section entitled Hearing Process.

SECOND OFFENSE (or first offense considered egregious)

General Conditions Requiring a Hearing. The student may deny responsibility for the alleged violation. In this circumstance, the instructor submits the “Academic Honor Policy Hearing Referral” form along with supporting documentation to FDA in preparation for an Academic Honor Policy Hearing.

If the student is found to have a prior record of academic dishonesty, the student is a graduate student who allegedly violated the Policy in any culminating milestone of their degree program, or the egregious nature of the allegations merits a formal hearing, the instructor must refer the matter for an Academic Honor Policy Hearing by submitting the “Academic Honor Policy Hearing Referral” form and appropriate documentation to FDA.

Allegations involving Graduate Student Culminating Milestones. All alleged violations involving a graduate student engaged in any phase of the preliminary or comprehensive examination, thesis, or dissertation are treated as egregious and are resolved through the Academic Honor Policy Hearing process, in which the major professor will serve as the “instructor” under the hearing procedures. The Vice President for Faculty Development and Advancement, the student's academic dean, (as well as the Vice President for Research in cases involving grant-funded research), and the Dean of the Graduate School or designee should be informed as soon as possible of all such allegations. The decision regarding whether to submit a hearing referral will be made by a committee consisting of the department chair and two faculty members appointed by the academic dean, one of whom should be the student's committee member serving as the University (outside) representative—if one has been identified—excluding the major professor. In rendering its

charging decision, this committee should review all available information and consult with the major professor and the academic dean.

Hearing Process. For cases that were not or could not resolved by one of the other alternatives outlined above, the hearing process will be conducted. The student will be provided notice of the charge(s) in advance of the hearing and, at the hearing, will have the opportunity to provide information, to present documentation, to respond to the evidence presented, and/or to provide witnesses to testify.

Specifically, the student is issued a letter detailing the charges within 20 class days of the receipt of the referral, and the schedule for the hearing will be set as soon as possible and within 120 days from the date of the letter. These timelines may be modified in unusual circumstances. Unless all parties agree, the hearing will not be held any sooner than 10 class days from the student's receipt of the charge letter.

A panel consisting of four members shall hear the case. The panel shall include: One faculty member appointed by the dean from the unit in which the academic work is conducted; one faculty member, who is not from the academic unit, appointed by the Office of the Vice President for Faculty Development and Advancement; and two students. An FDA Administrator manages the logistics of the hearing process.

The hearing will be conducted in a non-adversarial manner with a clear focus on finding the facts within the academic context of the academic work. The student is presumed innocent going into the proceeding. After hearing all available and relevant information from the student, instructor, and any witnesses, the panel deliberates and determines whether or not to find the student "responsible" for the alleged violation using the "preponderance of the evidence" standard. If the student is found "responsible" for the violation, the panel is informed about any prior record of Academic Honor Policy violations and determines sanctioning. The range of sanctions available in the hearing process is broader than in a Student & Instructor Resolution or in an Administrative Case Resolution. In the case of a tie vote amongst the panelists, the student will be found "not responsible" for the allegations.

In cases where a Student & Instructor Resolution is appropriately proposed (i.e., the student has no prior record) and the student denies responsibility of the alleged violation, an Academic Honor Policy Hearing is convened. If the student is found "responsible" in these cases, the panel should uphold the faculty member's proposed sanction unless there is clear justification for imposing a sanction different than what was proposed during the Student & Instructor Resolution process. The rationale for modifying those sanctions should be written in the decision letter.

If the student is found responsible after a hearing, the hearing panel will issue a decision letter, which will address each charge, outline the basis for the finding of "responsible" or "not responsible," and explain the sanctions determined to be appropriate. The facilitator of the Academic Honor Policy hearing panel will report the decision to the student, the instructor, the instructor's academic unit, the supervising faculty member of a teaching assistant or an adjunct instructor, the student's dean, the Office of Student Conduct and Community Standards and the Registrar, if appropriate. If the student is found "responsible" at an Academic Honor Policy Hearing, the outcome will be recorded by FDA and becomes a confidential student record of an Academic Honor Policy violation that is subject to the conditions described in the Records section. Any grade imposed as the result of an academic sanction will remain on the student's transcript indefinitely and will not be subject to course drop, withdrawal, or grade change, including changing the grading basis to "Satisfactory/Unsatisfactory."

Sanctions

Student & Instructor Resolution and Administrative Case Resolution Sanctions

The following sanctions are available in the Student & Instructor Resolution and Administrative Case Resolution procedures and may be imposed singly or in combination. The instructor should consider the seriousness of the violation, the student's circumstances, potential opportunities for learning, and consistency with past sanctions in determining a proposed sanction.

1. Additional academic work, including re-doing the assignment
2. A reduced grade (including "0" or "F") for the assignment
3. A reduced grade (including "F") for the course
4. Educational activities. Examples include, but are not limited to, referrals to improve future educational outcomes, tutoring regarding proper citation practices, development of an academic plan with the assistance of the Academic Center for Excellence, participation in ethics workshops, interviews with appropriate faculty or administrators, or writing educational or reflective essays. Fees may be charged to cover the ethics workshops. Please contact an FDA Administrator before implementing educational sanctions.

Academic Honor Policy Hearing Sanctions

The following sanctions are available in the Academic Honor Policy Hearing process and may be imposed singly or in combination:

1. Additional academic work, including re-doing the assignment
2. A reduced grade (including "0" or "F") for the assignment
3. A reduced grade (including "F") for the course
4. Educational activities. Examples include, but are not limited to, referrals to improve future educational outcomes, tutoring regarding proper citation practices, development of an academic plan with the assistance of the Academic Center for Excellence, participation in ethics workshops, interviews with appropriate faculty or administrators, writing educational or reflective essays. Fees may be charged to cover the cost of educational activities.
5. Restitution, letter of accountability, or other restorative acts.
6. Disciplinary Probation – a period of time during which any further violation of the Academic Honor Policy puts the student's status with the University in jeopardy. If the student is found "responsible" for another violation during the period of Disciplinary Probation, serious consideration will be given to imposing a sanction of Suspension, Dismissal, or Expulsion. Restrictions that may be placed on the student's activities during this time period include but are not limited to: participating in student activities; representing the University on athletic teams or in other leadership positions; and participating in practice for athletic or other competitions.
7. Suspension – Separation from the University for a specified period, not to exceed two years.
8. Expulsion – Separation from the University without the possibility of readmission. Expulsion is noted on the student transcript.
9. Withholding of diplomas, transcripts, or other records for a specified period of time.

10. Suspension of degree, in cases where an offense is discovered after the degree is posted.
11. Revocation of degree, in cases where an offense is discovered after the degree is posted.

Records

An Academic Honor Policy record results from a finding of "responsible" within all resolution routes described in this Policy. Records are kept in a confidential database and will be removed five years from the final decision in the case, except in instances described below. Students who have a single violation on their record and are within one year from graduating (determined and verified by official program-mapping documentation) may petition the FDA Office to request that their Academic Honor Policy record be removed from the confidential database. Requests may be sent to **FDA-Faculty@fsu.edu**, outlining what they have learned from their experience with the Academic Honor Policy. Requests to remove records of single violations early are not automatically approved. On the initial referral form submitted to the FDA Office (i.e., the Student–Instructor Agreement, Disputing the Sanction form, or Hearing Referral), the instructor may indicate whether they are supportive of the student being eligible for early record expungement—if the student does not incur a subsequent AHP offense. This written input from the instructor of record will be the primary consideration taken into account when the FDA Office determines whether a student's record will be expunged early. Records pertaining to egregious cases (see Pages 3-4) will not be removed at the student's request and will stay remain on file for five years. Records involving expulsion will be retained permanently. Records are maintained in a manner consistent with University record retention policy and in compliance with Florida Public Records Law.

Appeals

Decisions of the Academic Honor Policy Hearing Panel may be appealed to the Academic Honor Policy Faculty Appellate Officer. The Appellate Officer will be appointed annually by the President and may be removed at the discretion of the President.

On appeal, the burden of proof shifts to the student to prove that an error has occurred. The only recognized grounds for appeal are:

1. Due process errors involving violations of a student's rights that substantially affected the outcome of the initial hearing.
2. Demonstrated prejudice against the charged student by any panel member. Such prejudice must be evidenced by a conflict of interest, bias, pressure, or influence that precluded a fair and impartial hearing.
3. A sanction that is extraordinarily disproportionate to the offense committed.
4. The preponderance of the evidence presented at the hearing does not support a finding of "responsible."

All appeals will be limited to a review of the record of the initial hearing and appeal documentation submitted by the student. The student will not be invited to appear before the Appellate Officer.

The procedures followed during the appeals process are:

1. The student must send a written letter of appeal to the Office of the Vice President for Faculty Development and Advancement, in care of an FDA Administrator, within 10 class days after being notified of the Academic Honor Policy Hearing Panel decision. This letter should outline the grounds for the appeal (see 1-4 above) and should provide all supporting facts and relevant documentation that the student wishes to be considered by the Appellate Officer.
2. The AHP Faculty Appellate Officer will review all material related to the case, including the student's letter of appeal and supporting documentation, and will recommend a final decision to the Provost. The Appellate Officer may also gather any additional information deemed necessary to make a determination in the case. The instructor is not typically involved in the appellate process.
3. The Faculty Appellate Officer may affirm, reduce, or reverse the initial panel decision, or they may order a new hearing to be held. This decision becomes final agency action issued via the Agency Clerk if and when it is approved by the Provost (or designee). In cases where the Appellate Officer upholds a finding of "responsible," the decision becomes a confidential student record of academic dishonesty as described in the Records section.
4. Appellate decisions are communicated in writing to the student, the instructor, the instructor's academic unit, the supervising faculty member of a teaching assistant or an adjunct instructor, the Office of the Vice President for Faculty Development and Advancement, the student's academic dean, the Office of Student Conduct and Community Standards, and the Registrar, if necessary, within 30 class days of the appellate decision.

Academic Honor Policy Committee

An Academic Honor Policy Committee shall be appointed by the University President. The Committee will include three faculty members selected from a list of six names provided by the Faculty Senate Steering Committee, and three students selected from a list of six names provided by the Student Senate. The Vice President for Faculty Development and Advancement (or designee) and the Director of the Office of Student Conduct and Community Standards (or designee) shall serve ex officio. Faculty members will serve three-year staggered terms, and students will serve one-year terms. The committee will meet at least once a semester during the academic year. It will monitor the operation and effectiveness of the Academic Honor Policy, work with the Faculty Senate and the Student Senate to educate all members of the community regarding academic integrity and make recommendations for changes to the policy.

Amendment Procedures

Amendments to the Academic Honor Policy may be initiated by the Academic Honor Policy Committee, the Faculty Senate, the Student Senate, the Office of Faculty Development and Advancement, or the Provost. Amendments to the policy must be approved by the Faculty Senate, the Student Senate, and the Board of Trustees, as appropriate.

Grievance Procedure

Students who allege that academic regulations and procedures have been improperly applied in specific instances may have their grievances addressed through the general academic appeals process. In this process, the student brings a complaint first to the instructor, then to the department chair, and finally to the academic dean appropriate to the course involved, stopping at the level at which the complaint is resolved. If no resolution is reached, the student brings the complaint to the attention of the Vice President for Faculty Development and Advancement for either resolution or referral to the

Student Academic Relations Committee of the Faculty Senate. A graduate student whose complaint is unresolved must see the Dean of the Graduate School prior to meeting with the Vice President for Faculty Development and Advancement. The Student Academic Relations Committee has the authority to recommend, through the Vice President for Academic Affairs, that corrective action be taken when justified.

Grievance Procedure: Panama City Campus

Students who allege that academic regulations and procedures have been improperly applied in specific instances may have their grievances addressed through the general academic appeals process. In this process, the student brings a complaint first to the instructor, then to the Panama City Associate Dean (or department chair if applicable to the course), and then to the Panama City Dean (or College Dean if applicable to the course), stopping at the level at which the complaint is resolved. If no resolution is reached, the student brings the complaint to the attention of the Vice President for Faculty Development and Advancement for either resolution or referral to the Student Academic Relations Committee of the Faculty Senate. A graduate student whose complaint is unresolved must see the Dean of the Graduate School prior to meeting with the Vice President for Faculty Development and Advancement. The Student Academic Relations Committee has the authority to direct, through the Vice President for Academic Affairs, that corrective action be taken when justified.

Grievance Procedure: Panama, Republic of Panama Campus

Students who allege that academic regulations and procedures have been improperly applied in specific instances may have their grievances addressed through the general academic appeals process. In this process, the student brings a complaint first to the instructor, then to the FSU Panama Vice Rector for Academic Affairs. If the complaint is not resolved at this stage, then the Vice Rector for Academic Affairs forwards the complaint to the Academic Standards Committee, which then must make a recommendation to the FSU Panama Rector. If no resolution is reached at the Republic of Panama campus, then the student will go to the department chair, and finally to the academic dean appropriate to the course involved, stopping at the level at which the complaint is resolved. If no resolution is reached, the student brings the complaint to the attention of the Vice President for Faculty Development and Advancement for either resolution or referral to the Student Academic Relations Committee of the Faculty Senate. A graduate student whose complaint is unresolved must see the Dean of the Graduate School prior to meeting with the Vice President for Faculty Development and Advancement. The Student Academic Relations Committee has the authority to direct, through the Vice President for Academic Affairs, that corrective action be taken when justified.

Student Academic Relations Committee (SARC) of the Faculty Senate

The Faculty Senate Committee on Student Academic Relations hears appeals from students concerning decisions about their academic work which they have evidence to show to have been arrived at improperly or unprofessionally in departments, schools, or colleges. The committee comprises five faculty members (appointed annually by the Faculty Senate steering committee with the advice and consent of the Senate for staggered two-year terms) and two students, one undergraduate and one graduate (appointed annually by the University President). The committee elects its chair annually from among the faculty representatives and reports its findings and recommendations to the Vice President for Academic Affairs. Students wishing to make appeals to the committee on student academic relations should consult the Office of Faculty Development and Advancement. Appeals to this committee are made after all other available remedies have been exhausted.

University Student Ombudsperson

The Office of the University Ombudsperson provides students of the University community an avenue for confidential exploration of decisions regarding academic issues. Once all other appropriate mechanisms have been exhausted, students may present their case to the University Ombudsperson. The ombudsperson is a neutral facilitator and will assist students with any academic problem or grievance that may arise during their interaction with the University. While he/she may be an instrument for change, the ombudsperson does not resolve issues by any direct use of authority or power, but rather requests a reexamination of the problem.

Grade Appeals System

The purpose of the grade appeals system is to afford an opportunity for an undergraduate or graduate student to appeal a final course grade under certain circumstances. Faculty judgment of students' academic performance is inherent in the grading process and hence should not be overturned except when the student can show that the grade awarded represents a gross violation of the instructor's own specified evaluation (grading) statement and therefore was awarded in an arbitrary, capricious, or discriminatory manner. The evaluation (grading) statement utilized during the grade appeals process is the one contained in the instructor's syllabus at the beginning of the semester. This system does not apply to preliminary or comprehensive exams or to thesis or dissertation defenses; these issues are reviewed by the Faculty Senate Student Academic Relations Committee via the Office of Faculty Development and Advancement.

Step 1.

Within 15 class days (defined throughout the Grade Appeals System as Mondays through Fridays during regular fall, spring, and summer semesters, as noted in the FSU Academic Calendar maintained by the University Registrar. Class days are not dependent on whether an individual student has class on a particular day) following the date that final grades are made available to students, the student must contact the instructor in question to discuss the grade and attempt to resolve any differences. The student should document any attempts to contact the instructor in order to establish that the appeal was begun within this 15-class-day period. In the event that the instructor is not available, the student should provide that documentation to the instructor's program or department chair. It is expected that the student will first attempt to resolve the grade dispute with the instructor; however, either the student or the instructor may consult with the appropriate department chair, school director, or designee during this process.

Step 2.

If no resolution is reached within this 15-class-day period, after the student's documented attempt, the student has an additional 10 class days to submit a written statement to the department chair, school director, or designee. This statement must include an account of attempts to resolve the issue, as well as the evidence that forms the basis for the appeal.

Within 20 class days thereafter, the department chair, school director, or designee will set a date for a meeting of a grade appeals screening committee composed of three students enrolled in the academic unit offering the course to review the appeal. These students should be either undergraduate or graduate students, depending on the enrollment status of the student challenging the grade. The meeting should occur within that 20-class-day period, if practicable. Appropriate students who have no conflict of interest will be chosen to serve on this screening committee by a student organization associated with the program or department, if such an organization exists. If none exists or if members of such an organization are not available, the department chair, school director, or designee will select appropriate students who have no conflict of interest. Both the student and the instructor may attend the meeting, as may the department chair, school director, or designee.

The role of the screening committee is solely to determine whether the student has presented sufficient evidence to warrant further review. Within five class days after this meeting, the screening committee will render its decision in writing (indicating that they recommend/do not recommend further review) to the department chair, school director, or designee, the student, and the instructor. A negative decision will end the appeal. A positive decision will trigger the next step in the process.

Step 3.

Within 15 class days of a positive decision from the grade appeals screening committee, the department chair, school director, or designee will appoint and arrange for a meeting of a grade appeals board. The meeting should occur within that 15-class-day period, if practicable. The board is composed of three faculty members and two students other than those who served on the screening committee. These students should be either undergraduate or graduate students, depending on the enrollment status of the student challenging the grade.

The purpose of this board is to determine whether or not to uphold the final grade assigned by the instructor. The board will consider only the evidence provided by the student and the instructor in making the determination. The student, the instructor, and the department chair, school director, or designee may attend the meeting.

The grade will be upheld unless the evidence shows that the grade was awarded in an arbitrary, capricious, or discriminatory manner, as a result of a gross violation of the instructor's own evaluation (grading) statement. If the original grade is not upheld, the board will recommend that an alternative grade be assigned by the department chair, school director, or designee.

If the student has evidence that this grade appeals process has deviated substantially from these established procedures, resulting in a biased decision, the student may consult with the Office of Faculty Development and Advancement regarding referral to the Faculty Senate Student Academic Relations Committee.

Note: For additional information regarding general grading practices and approvals, please refer to the 'Grading Practices' section in the "Academic Regulations" chapter of this *General Bulletin*.

Religious Holy Days

Per Section 1006.53, Florida Statutes, the Florida State University policy on observance of religious work-restricted holy days provides that students shall, upon notifying their instructor within the first two weeks of the semester, be excused from class to observe a religious work-restricted holy day of their faith. While students will be held responsible for the material covered in their absence, each student shall be permitted a reasonable amount of time to make up the work missed. Instructors and University administrators shall in no way arbitrarily penalize students who are absent from academic or social activities because of religious work-restricted holy day observance. Instructors will find the calendar developed by the University of Missouri (**https://diversity.missouri.edu/guide-to-religions/dates-practices-accomodations/**) a useful resource as they respond to student requests for absence. Students who allege that this policy has been improperly applied in specific instances may have their grievances addressed through the general academic appeals process. In this process, the student brings a complaint first to the instructor, then to the department chair, and finally to the academic dean appropriate to the course involved, stopping at the level at which the complaint is resolved. If no resolution is reached, the student brings the complaint to the attention of the Vice President for Faculty Development and Advancement for either resolution or referral to the Student Academic Relations Committee of the Faculty Senate. This committee has the authority to recommend to the Vice President for Academic Affairs that corrective action be taken when justified. Consult the 'Grievance Procedure' section of this chapter for a complete description.

Sexual Relationships and Conflicts of Interest

The following policy concerning conflicts of interest applies to graduate students who are being supervised or evaluated by faculty as well as graduate students who are serving as teaching assistants and thus supervising or evaluating undergraduates. Sexual relationships between faculty members and students where a direct supervisory or evaluative relationship exists are fraught with the potential for exploitation. The respect and trust accorded a faculty member by a student, as well as the power exercised by the faculty member in a direct supervisory or evaluative role, make voluntary consent by the student suspect. In their relationships with students, faculty members are expected to be aware of their professional responsibilities and to avoid conflict of interest, favoritism, or bias:

1. When any direct supervisory or evaluative role exists, a consensual sexual relationship between a student and a faculty member is a conflict of interest.
2. Any situation of direct supervision or evaluation will be ended immediately when a consensual sexual relationship between a student and a faculty member exists.
3. Any such relationship must be disclosed to the faculty member's supervisor immediately.
4. Direct supervision includes any type of evaluative role. Examples of direct supervision of the student include teaching the student's class, serving as a thesis or dissertation director, instructor of record, member of the student's thesis or dissertation committee, member of the student's comprehensive or doctoral exam committee, member of other committees where the focus is evaluation or supervision of the student's academic

competence or the student's assistantship.

Student Veteran Information

IMPORTANT NOTE: All policies outlined in this General Bulletin apply to every university student who matriculates during the fall, spring, or summer semester of the academic year covered herein. The policies outlined below, however, are specific to student veterans, military students, and/or veteran/military dependents. Please familiarize yourself with this Bulletin in its entirety, and refer to the "Student Services," "Academic Regulations," and "Financial Information" chapters for a complete reading of policies and procedures pertaining to those areas. You are responsible for understanding not only the portions of this Bulletin pertaining to veteran/military/dependent students, but all of the policies and procedures that might pertain to you outside of your specific student designation.

Student Veterans Center

The Florida State University **Student Veterans Center (SVC)** provides programs and services designed to enhance the retention, graduation, and career-placement rates of student veterans, active-military students, and veteran/military dependents. SVC services include assistance with and certification of educational benefits provided through the departments of Veterans Affairs (VA) and Defense. In addition, the SVC conducts the breakout orientation sessions (and offers an online orientation) for these students, as well as a one hour/week course each Fall and Spring semester called Strategies for Veteran Success (SLS 3407). The SVC also coordinates the dozens of Veteran Liaisons (**https://veterans.fsu.edu/resources/veteran-liaisons**) who are available for advice and assistance in academic and administrative units throughout campus. For more information, please visit *A4300 University Center*, call *(850) 644-9562*, fax *(850) 645-9868*, e-mail **veteran@fsu.edu**, or go to **https://veterans.fsu.edu/**.

Priority Registration

Priority course registration for an upcoming semester is available to active-military students, student veterans, and military/veteran dependents who have made prior contact with the Student Veterans Center by self-identifying (as one of these types of students) or by submitting an FSU Request for Benefits form. However, priority registration is not available to these students if they are registering for classes for the first time (as either freshmen, transfer students or graduate students). In other words, the priority registration policy takes effect when the course-registration window opens for these students' second semester of classes. Any student who chooses to use VA education benefits must submit to the Student Veterans Center the required form(s) and supporting documentation.

Note that Section 303 of Public Law 115-48 requires the federal Department of Veterans Affairs to publicly report if a school offers priority course registration (or enrollment) to veteran/military students. In addition, Florida law 1004.075 requires public universities to offer priority course registration to veteran/military/dependent students who are using G.I. Bill® benefits, until these benefits expire. Florida State University exceeds this state law by offering priority course registration, until the time they graduate, to all veteran/military students – including those not using G.I. Bill® benefits – and veteran/military dependents (if dependents have used G.I. Bill® benefits during part of their time at FSU).

Military Short-Term Absence or Call to Active Duty

The University recognizes and appreciates the important contributions made by active duty service members, Reserve and National Guard members, and their dependents. To accommodate these students, University faculty and staff will provide them with the following options pertaining to unexpected training/drill, deployment, or change-of-station orders:

Students affected by training/drill, deployment, or change-of-station orders must attempt to make arrangements with their instructors to maintain and/or make up classwork as needed. Registration for courses in which instructors accommodate the absence will remain unchanged and tuition and mandatory fees will be assessed in full for those courses. Military service members should provide instructors with maximum advance notice of absences, as well as copies of training/drill, deployment, and/or change-of-station directives from their branch of service, Reserve, or National Guard units.

Instructors will work with students wherever possible to assign grades as appropriate (including incompletes to be made up later). Instructors must accommodate absences of up to two weeks in duration (or equivalent in Summer) in accordance with the preceding paragraph.

When unable to make satisfactory arrangements with all instructors, courses will be dropped and the tuition and mandatory fees for those courses will be rescinded. When a student withdraws due to receiving orders for a period of service, FSU will refund payments made by the student, or on behalf of the student, for on-campus housing rent charges.

When unable to make arrangements with any instructors for unexpected orders requiring longer than a two-week absence, the student's entire registration will be withdrawn or cancelled and 100% of the tuition and mandatory fees will be rescinded.

Tuition Waivers – Military Veterans, Service Members, and Their Dependents

An out-of-state tuition waiver is offered to FSU students physically residing in Florida who are current or former members of the U.S. Armed Services – including honorably discharged veterans, and members of the Reserve or National Guard – as well as eligible veteran/military dependents who are using certain federal Veterans Affairs educational benefits. The out-of-state tuition waiver is also extended to active-duty members of the U.S. Armed Services who are stationed or reside outside the state of Florida.

In accordance with Public Law 115-251, students using VA educational benefits must also submit a written request for an out-of-state tuition waiver to the FSU Student Veterans Center. In addition, these students must provide the SVC with their Certificate of Eligibility prior to the tuition-payment deadline each semester.

Contact the FSU Student Veterans Center for additional information on out-of-state tuition waivers and their requirements.

Military Credit

Current and former members of the U.S. Armed Services may receive college credit for certain military experience, training, or coursework. Undergraduate and/or graduate-level academic credit acquired while in the military is awarded only if that credit is recognized by the American Council on Education (ACE) *Guide to the Evaluation of Education Experiences in the Armed Services*. Undergraduate students may reference the Florida pre-approved military course-equivalency list on the Admissions website at **https://admissions.fsu.edu/first-year/credit/military** for recognized credits. Graduate courses are evaluated on a case-by-case basis.

Credits earned are evaluated after the application review process is completed and admission to the university is granted. The Audit and Evaluation Section of the Office of the University Registrar will post all credit earned for military experience, training, or coursework as recommended in the ACE *Guide* or the undergraduate course-equivalency list available on the Admissions website.

Notes: ACE recommendations for vocational or technical credit are not accepted as transfer credit.
Academic credit earned through the Community College of the Air Force is evaluated through the standard transcript-review process.

Deferments and Financial Arrangements

Students using VA education benefits who are entitled to an additional monthly stipend from the federal government should be aware that the first of these stipend payments is sometimes delayed. Therefore, students should be prepared to meet all their expenses for the first two months.

Any time there is a delay in the receipt of VA educational benefits, students using these benefits to cover tuition and health fees can defer (postpone) their payment in accordance with Florida law 1009.27(2). FSU extends these deferments automatically, provided a student using VA educational benefits has submitted their Request for Benefits form to the Student Veterans Center. Students using all other types of military-connected benefits, however, must explicitly request a deferment through Student Business Services by the fifth day of the semester, provided all required documents (military Tuition Assistance and third-party billing forms) have been submitted to Student Business Services. Any requests submitted after the fee-payment deadline for the term will be assessed a $100 late-payment fee. Students receiving deferments who have other types of financial aid pending will have their tuition paid by that financial aid and their veterans deferment nullified.

With certain exceptions (see the next paragraph), students who receive a veteran deferment but whose tuition is still not paid by the deferment expiration date will be assessed a $100.00 late payment fee and may have their course schedule cancelled. Moreover, such students may not be eligible to receive a veteran deferment in the future. (Note also that course registrations, transcripts, or diplomas will not be processed until all university debts are paid in full.)

In accordance with Public Law 115-407, students using VA educational benefit Chapters 31 and 33 are protected from portions of the above policy, but only after these students provide additional documents to the FSU Student Veterans Center. The protection starts when a Chapter 31/33 student submits their Request for Benefits form, or their Certificate of Eligibility, or a Statement of Benefits, or their Chapter 31 authorization. The protection ends when the VA makes payment or 90 days after the date FSU certifies the tuition and fees.

Return of Military Tuition Assistance Funds Due to Withdrawal

Florida State University will return any unearned tuition assistance (TA) funds to the respective military service branch on a prorated basis through at least 60 percent of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. Questions concerning return of funds may be emailed to **CTL-TPC@fsu.edu**.

U.S. Department of Veterans Affairs Approved Facilities

Branch Campus Locations

Sub Facility Code	Name	Address	Site Type
11816010	Florida State University	600 W College Avenue, Tallahassee, FL 32306 United States 222 South Copeland Street	Main Campus
11816210	Florida State University Panama City	4750 Collegiate Drive, Panama City, FL 32405 United States	Branch Campus
11816110	Florida State University Republic of Panama	FSU-Panama Edificio 227, Ciudad del Saber, Panama, Republic of Panama	Branch Campus

Off-Campus Instructional Locations

Sub Facility Code	Description	Address	City	Zip Code
11X18710	**Extensions Located in 32301 zip code**			
	Jim Moran Building	111 S Monroe St.	Tallahassee	32301
	Law School Advocacy Center	301 S M L King Jr Blvd.	Tallahassee	32301
	Warren Bldg.	201 W Bloxham St.	Tallahassee	32301
11X18310	**Extensions Located in 32304 zip code**			
	Dunlap Success Center	100 S Woodward Ave.	Tallahassee	32304
	Honors Scholars & Fellows	127 Honors Way	Tallahassee	32304
	Deviney Hall	111 S Woodward Ave.	Tallahassee	32304
	Carnaghi Arts Building	2214 Belle Vue Way	Tallahassee	32304
11X18910	**Extensions Located in 32310 zip code**			
	Middleton Golf Center	2550 Pottsdamer St.	Tallahassee	32310
	FAMU-FSU Engineering Bldg. B	2525 Pottsdamer St.	Tallahassee	32310
	FAMU-FSU Engineering Bldg. A	2525 Pottsdamer St.	Tallahassee	32310
	I.P. - Johnson (Robert M.)	2035 East Paul Dirac Dr.	Tallahassee	32310
	Materials Research Building	2005 Levy Ave.	Tallahassee	32310
	Multi-Purpose Education Facility	2566 Pottsdamer St.	Tallahassee	32310
11X18510	**Extension Located in 34142 zip code**			
	Collier (Immokalee) Clinic	1441 Heritage Blvd.	Immokalee	34142
11X18410	**Extension Located in 34243 zip code**			
	Center for the Performing Arts	5555 N Tamiami Trail	Sarasota	34243
	Ringling-Art Museum	5401 Bayshore Road	Sarasota	34243
11X19210	**Extension Located in 32772 zip code**			
	Saint Petersburg College- University Partnership Center	FSU Suite 122, 9200 113th Street North	Seminole	32772
11x18810	McKennon Hall/Daytona Beach CC	1200 W International Speedway Blvd.	Daytona Beach	32120
11x18610	Ft. Pierce Regional Medical Facility	2498 S 35th St.	Ft. Pierce	34981
11x19010	Orlando Regional Medical Facility	250 E Colonial Dr., Suite 100	Orlando	32801
11x19110	Pensacola Regional Medical Facility	1000 University Parkway	Pensacola	32504
11x19310	Sarasota Regional Medical Facility	201 Cocoanut Ave.	Sarasota	34236
11x19410	Tallahassee Regional Medical Facility	3331 Capital Oaks Dr.	Tallahassee	32308

Overseas Locations

Sub Facility Code	Region	Address	City	Country	Country Code
11X23010	International	The Alpine Lodge, Route De Belvédère, 1854 Leysin, Switzerland	Leysin	Switzerland	SZ
11X23110	International	Calle La Chimba - Rio Oro, San José, Santa Ana, 10904,	San Jose	Costa Rica	CR
11X23210	International	Ul. Myasnitskaya, 20 Moscow, 101000 Russian Federation	Moscow	Russia	RU
11X23310	Italy	Via de Neri 25, 50122	Firenze	Italy	IT
11X23410	Spain	2 Caller Blanquerias	Valencia	Spain	ES
11X23510	United Kingdom	99 Great Russell Street, Greater London	London	England	GB