ADMISSION TO THE UNIVERSITY OF TENNESSEE, KNOXVILLE

As the state's largest and most comprehensive university, The University of Tennessee, Knoxville seeks to provide high quality educational programs for all students who have the academic ability and motivation to adapt to and profit from a baccalaureate education. Similar opportunities are available at the graduate level, see the Graduate Catalog. While the majority of students at UT Knoxville are residents of the State of Tennessee, the university welcomes qualified students from other states and from outside the United States. Students from a variety of cultures and richness and diversity to the total educational experience for all.

The curricula, supporting programs, and administrative structure at UT Knoxville are designed to serve students bringing with them a variety of academic backgrounds and experience.

Honors courses and sections and special programs challenge a student who previously has demonstrated outstanding overall academic attainment or skills in a particular subject area. However, experience has shown that other students can achieve a high level of attainment. This achievement is of vital importance to the student, the University, and the State. The student's motivation must be sufficiently strong and the University must provide the necessary attention of concerned teachers and advisors.

UT Knoxville encourages persons whose interests and goals have changed with time. Many adults who have little or no college work find that, after some years in the working world, they are both willing and able to take advantage of the study opportunities provided by a major university such as UT Knoxville. Others who have completed a program of study or have received a degree may desire to expand their knowledge or prepare for a different vocation and may seek to complete a program leading to a degree. UT Knoxville encourages persons whose interests and goals have changed with time. Many adults who have little or no college work find that, after some years in the working world, they are both willing and able to take advantage of the study opportunities provided by a major university such as UT Knoxville. Others who have completed a program of study or have received a degree may desire to expand their knowledge or prepare for a different vocation and may seek to complete a program leading to a degree. UT Knoxville encourages persons whose interests and goals have changed with time. Many adults who have little or no college work find that, after some years in the working world, they are both willing and able to take advantage of the study opportunities provided by a major university such as UT Knoxville. Others who have completed a program of study or have received a degree may desire to expand their knowledge or prepare for a different vocation and may seek to complete a program leading to a degree.

REQUIREMENTS FOR ADMISSION

Minimum requirements for admission are outlined in detail in the Academic Policies and Regulations section of the Undergraduate Catalog available at the Office of Admissions. Students who wish to major in the College of Business Administration must complete a minimum of sixty semester hours of coursework and receive a cumulative grade point average of 2.30 and a high school average of 3.2 on a 4.0 scale. A prospective student must have completed at least:

- Four (4) units of English;
- Three (3) units of math including two (2) units of algebra and one (1) unit of advanced math, trigonometry, geometry, or calculus (The College of Engineering requires 3.5 years of math including trigonometry and geometry as prerequisites for all courses. Students intending to major in the College of Business Administration should also take 3.5 years of math including trigonometry and geometry in preparation for the calculus(math) requirement.)
- Two (2) units of a single foreign language.
- One (1) unit of visual or performing arts.

Applicants with foreign language deficiencies from those high schools that do not offer the required two years of a single foreign language may, with proper approvals, be admitted to the University. However, this deficiency must be removed during the first two years (60 semester hours) of University work; courses taken to satisfy foreign language deficiencies may be taken only as electives.

In addition to the application form, a freshman applicant must:

1. Have a transcript of all high school coursework mailed to the Admissions Office directly from high school. Transcripts carried by the student are not acceptable for the admissions file. If any courses have been taken for college credit, the institution's grading credit must be indicated and a copy mailed to the UT Knoxville Admissions Office.
2. Have the score report of the American College Testing program (ACT) or the Scholastic Aptitude Test (SAT) sent to the Admissions Office directly from the high school or testing agency.
3. Pay a nonrefundable application fee of $25.00.
4. Submit any additional items and information requested in the application materials or by the Office of Admissions.
Only those courses in which at least a C was earned shall be eligible for transfer credit. Grades earned at other institutions are used only for admission, course placement and other academic decisions.

GRADUES

ADMISSION TO THE SCHOOL OF ARCHITECTURE

A student who has attempted 12 or more semester hours at one or more regionally accredited colleges or universities and has less than 60 semester hours of transfer credit is exempt from high school course unit requirements. Other transfer applicants with more than one deficiency of high school course unit requirements do not qualify for transfer credit. The faculty, through the deans and directors of the colleges and schools at UT Knoxville, has the responsibility for determining guidelines for which courses are accepted for transfer credit. Students with a single deficiency who graduated from high school in 1989 or later who have earned less than 60 semester hours are required to complete the high school course unit requirements within the first 30 semester hours at UT Knoxville.

POTENTIAL APPLICANTS

In addition to meeting the requirements for admission; the Office of Undergraduate Admissions, Transfer students who have not taken the ACT or SAT are not required to do so.

INTERNATIONAL STUDENT APPLICANTS

All foreign nationals on non-immigrant visas are classified as international students whether they are applying to UT Knoxville as freshmen or transfer students. In addition to the information below, additional information for international students is available from the Admissions Office or from the Center for International Education. To apply for admission as an undergraduate student, each international student is required to provide the following:

1. A completed application for undergraduate admission.
2. Authenticated copies of all academic records. These records should describe the courses of instruction, the type of school and the type of subject matter covered, with grades earned in each subject.
3. Evidence of English proficiency according to the following requirements for students whose first language is not English.
   a. A TOEFL score of at least 525 or an IELTS score of 6.0. The IELTS test must be taken prior to registration; this test will determine whether the student needs to take English instruction for one or more years. All foreign students are required to complete the English Placement Test, which is designed to assess the student's level of English proficiency. The test is available from the Office of Undergraduate Admissions.
   b. Students who have achieved a high school diploma through the General Education Development (GED) Program must have the GED scores sent directly from the testing center to the Office of Admissions to the University. The GED score is evaluated based on the individual's level of education.

COURSE EVALUATION

Following the applicant's admission to UT Knoxville, a transcript evaluation will be initiated by the Office of Admissions to determine:

1. Which courses will transfer as general elective credit,
2. Which courses, if any, will not transfer. Upon admission, a student may be classified as a freshman, sophomore, junior, or senior, according to the number of hours approved for transfer credit.

HIGH SCHOOL UNITS

In addition to the credits accepted as college credit courses, certain transferable courses are not eligible for transfer credit.

COURSE EVALUATION

Following the applicant's admission to UT Knoxville, a transcript evaluation will be initiated by the Office of Admissions to determine:

1. Which courses will transfer as general elective credit,
2. Which courses, if any, will not transfer. Upon admission, a student may be classified as a freshman, sophomore, junior, or senior, according to the number of hours approved for transfer credit.

APPLICATION PROCESS

1. A completed application for admission must be submitted to the Office of Admissions along with the $25 non-refundable application fee.
2. A complete and official transcript of all work from each school or university attended must be sent by the student or directly received from the sending institution. The rules described above must apply for admission as a transfer student. Remedial, developmental, and vocational or technical courses do not qualify as college credit for purposes of admission.

3. Complete high school transcripts should be sent by the high school directly to the Office of Undergraduate Admissions. Transfer students who have not taken the ACT or SAT are not required to do so.
Any other United States citizen or permanent resident whose first language is not English must conform to the regulations stated in (a) and (d) above. Non-English speaking applicants must complete an application for readmission at UT Knoxville. Additionally, an official transcript from the home institution must be submitted with the application. All applications, regardless of the student's previous status, must conform to the regulations stated in (a), (b), and (d) above.

Academically talented high school students may enroll in courses for credit at UT Knoxville. Freshman students with a grade point average (GPA) of 3.5 or above, or an SAT score of at least 1280, or an ACT score of at least 29, may be admitted as a transfer student.

A student who has attended another college or university since the summer term or who has been academically dismissed from the university community must conform to the regulations stated in (a), (b), and (d) above.

A student who has previously attended UT Knoxville and wants to reenter as a degree seeking student must complete an application for readmission at UT Knoxville. Freshman students may register for correspondence courses through The University of Tennessee Evening School and receive regular college credit from a Tennessee institution personnel; (2) they have a grade point average of at least 3.0; and (3) such placement is a part of the student's planned individual educational Placement (IEP) as established by the multidisciplinary team process.

FRESHMAN ADMISSION

Freshman early-admission students are those who have completed the junior year of high school, have a grade point average of at least 3.5, and have an ACT composite of 29 or above and an SAT of 1280 or above (1180 if taken after April 1995). Applicants are subject to a thorough and accurate response to this question. Subsequent discovery of false information may result in readmission or reclassification.

EXCEPTIONS TO ADMISSIONS REQUIREMENTS

The University reserves the right to deny admission or reclassification to candidates who, in its sole discretion, pose an unreasonable risk to the University community. The University also reserves the right to deny admission or reclassification to any candidate relating to any question. Undergraduate admission decisions may result in readmission or reclassification.

READMISSION

Any other United States citizen or permanent resident whose first language is not English must conform to the regulations stated in (a) and (d) above. Non-English speaking applicants must complete an application for readmission at UT Knoxville.

A student who has attended another college or university since the summer term or who has been academically dismissed from the university community must conform to the regulations stated in (a), (b), and (d) above.

A student who has previously attended UT Knoxville and wants to reenter as a degree seeking student must complete an application for readmission at UT Knoxville.
2) "Residence" shall mean continuous physical presence and maintenance of a dwelling place in the State, provided that absence from the State for short periods of time shall not affect the establishment of a residence.

3) "Domicile" shall mean a person's true, fixed, and permanent home and place of habitation; it is the place where he intends to remain, and to which he or she returns without intending to establish a new domicile elsewhere.

4) "Emancipated person" shall mean a person who is no longer in the care, custody and control of his or her parent.

5) "Parent" shall mean a person's father or mother.

6) "Parental guardian or legal custodian" shall mean, provided that there are no circum-
stances of a person's unlawful absence from the State, the person who is the custodian, guardian or legal custodian of a person.

7) Any dependent child not domiciled in Tennessee but who qualifies and is selected to receive a scholarship under the Dependent Children Scholarship Act (T.C.A. 4-4-704) shall be classified "in-state" when one parent, regardless of domicile elsewhere, is domiciled in this State by reason of service in the United States military.

8) The spouse of a student classified as "in-state" shall be classified "in-state".

9) Students not domiciled in Tennessee but who are selected to participate in specified institutional undergraduate or graduate student exchange programs shall be classified out-of-state but shall not be required to pay out-of-state tuition.

10) A person whose domicile is in Mississippi County, Arkansas, or a county of the Tennessee Valley Authority or for a period of time not exceeding the academic year in which the person resides in the State for the purpose of attending a public higher educational institution shall be classified out-of-state but shall not be required to pay out-of-state tuition.

11) A person who is not domiciled in Tennessee, but who has a bona fide place of residence in a county which is adjacent to the Tennessee state line and which is also within 30 miles radius (as determined by the University's THEC) of a city or town in the State of Tennessee, shall be classified "in-state" for the purpose of paying University fees and tuition and for admission purposes of paying University fees and tuition.

12) A person whose domicile is in the Kentucky counties of Fulton, Hickman, or Graves shall be classified out-of-state but shall not be required to pay out-of-state tuition if he or she is transferred on military orders.

13) A person whose domicile is in the county or another state lying immediately adjacent to the State of Tennessee but who qualifies and is selected for the purpose of attending a public higher educational institution shall be classified out-of-state but shall not be required to pay out-of-state tuition.

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Unlawful activities, alcohol on University property or during University events, are prohibited. "Controlled substances" as defined in the Controlled Substances Act, 21 U.S.C. 801, are subject to the requirements of the Drug-Free Workplace Act of 1988 (Public Law 100-690) and the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, 102 Stat. 416, c. 726). Local ordinances also provide various penalties for drug and alcohol-related offenses. The University is bound to take all appropriate action against violators, which may include referral for legal prosecution or requiring the individual to participate satisfactorily in an approved drug counseling or rehabilitation program. If a person asserts that he or she has established domicile in this State, he or she has the burden of proving that he or she has done so. Such a person is entitled to provide to the public higher education institution by which he seeks to be classified as or reclassified in-state, his or her evidence concerning such claim of domicile and is subsequently obtained. Inquiries concerning such claim of domicile but will not be conclusive as evidence that domicile has or has not been established.

POLICY ON A DRUG-FREE CAMPUS AND WORKPLACE: In support of the Drug-Free Workplace Act of 1988 (Pub. L. 100-203) and the Drug-Free Schools and Communities Act of 1986, The University of Tennessee is notifying all students, faculty and staff of the following policy approved by the UT Board of Trustees on 21 June 1990. It is the policy of the University of Tennessee to prevent a drug-abusing environment for its students and employees. Therefore, University policy prohibits the unlawful use, manufacture, possession, distribution, or dispensing of drugs ("controlled substances") as defined in the Controlled Substances Act, 21 U.S.C. 812 and alcohol on University property or during University activities.

The basic unit of credit at The University of Tennessee is the hour. This represents one hour of lecture or instruction or two hours of laboratory work per week. Each course at the University carries a number of credit hours specified in the course description. At the completion of each course, a student will be assigned a grade reflecting the student's performance in the course. A student's grade point average is calculated on a 4.0 scale. This scale is based on a graded letter system. A grade of A represents excellence; B represents good work; C represents fair work; D represents poor work. A grade of F represents failure in the course. A grade of I represents incomplete work in the course. A grade of W represents withdrawal from a course prior to the test date. A grade of P represents pass/fail. A grade of S represents satisfactory. University's receipt of notification.


SOCIAL SECURITY NUMBER USE The University of Tennessee, Knoxville requires assignment of an individual student number for internal identification of each student's record. The University began using the social security number as the student identification number prior to January 1, 1975, therefore, the federal law allows continued use of this number. However, if a student does not desire the social security number to be used, notification to the University must be made at the time of application for admission; a student identification number will be assigned instead. In printed and accurate records of records and for conducting business about their own records, students and alumni may give their student identification number. Student identification numbers are assigned administratively within the University only and are never to third parties without expressed consent of the concerned student.

STATE BOARD OF EDUCATION: Effective October 1, 1985, the Tennessee State Board of Education requires all students to pass a standardized test of basic skills (Pre-Professional Skills Test) prior to admission to teacher education programs.

CREDIT HOURS, GRADES AND GRADE POINT AVERAGE The basic unit of credit at The University of Tennessee, Knoxville, is the semester hour. This represents one hour of lecture or instruction or two hours of laboratory work per week. Each course at the University carries a specified number of semester hours. The number of semester hours specified in the course description is to be considered by the student's record. The University began using the social security number as the student identification number prior to January 1, 1975; therefore, the federal law allows continued use of this number. However, if a student does not desire the social security number to be used, notification to the University must be made at the time of application for admission; a student identification number will be assigned instead. In printed and accurate records of records and for conducting business about their own records, students and alumni may give their student identification number. Student identification numbers are assigned administratively within the University only and are never to third parties without expressed consent of the concerned student.

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The instructor of a conventionally graded course will note whether the instructor, if any, has elected non-conventional grading. For grades of A, B, C+, C, D, and F or D/F or NC, the grade of the instructor will be recorded as an S, which will not be computed in the average. A student is permitted to change the system of grading in a course taken on an S/NC basis. The changing of an S/NC grade to a conventional letter grade or vice versa is not permitted unless an error is detected by the Registrar.

FRESHMAN ENGLISH

English 101, 102, 118, 121, 131, and 132 are offered on a system of A, B+, B, C+, C, D, and F grading. When a course is taken on an S/NC basis, the grade of S is awarded for an S grade in the course. The student only receives credit in the final semester. S is given for C or better work. A, B+, B, C+, C, D, and F grades will be included when computing the grade point average. All grades for all courses remain on the transcript. The following grades carry no quality points, and hours for which these grades are received are not counted in computing a student's grade point average. NC (no credit) indicates failure to complete a course satisfactorily. A grade of S/NC (carries credit hours, but no quality points), a temporary grade (no quality points), extremely unsatisfactory performance and cannot be used to satisfy degree requirements. No student may graduate with an I on his or her academic record. I grades are not counted in the cumulative grade point average until a final grade is assigned. A grade of W (withdrawal) is assigned in courses when a student has officially withdrawn from the course after the 10th day of the semester.

REPEATING COURSES

For the first time, a student may repeat a course without penalty. No student may repeat a course for the purpose of raising a grade already received. A student may not repeat a course for S/NC credit unless indicated in the course outline. A student may only repeat a course for S/NC credit once. A student may not repeat a course more than once for credit. A student may not repeat a course more than once for credit. A student may only repeat a course for S/NC credit once.

GRADUATE SCHOOL GRADES

Graduate students and undergraduates taking courses for graduate credit are graded as follows:

- A (4 quality points per hour), superior performance
- B+ (3.5 quality points per hour), better than satisfactory performance
- B (3 quality points per hour), satisfactory performance
- C+ (2.5 quality points per hour), less than satisfactory performance
- C (2 quality points per hour), performance below the standard expected of graduate students
- D (1 quality point per hour), clearly unsatisfactory performance and cannot be used to satisfy degree requirements
- F (0 quality points), performance so poor as to delay degree requirements
- NP indicates no progress or inadequate performance
- I indicates no progress or inadequate performance
- W indicates no credit hours or quality points. I and W grades are not included in the computation of the grade point average. A course is repeated only once for credit. A student may not repeat a course more than once for credit. A student may only repeat a course for S/NC credit once.

S/NC (carries credit hours, but no quality points). S is equivalent to B or better, and NC means no credit earned. Courses where NC is received may be repeated for S. S/NC grading is allowed only where indicated in the course description. The number of S/NC courses in a student's program is limited to one-fourth of the total credit hours required. The changing of an S/NC grade to a conventional letter grade or vice versa is not permitted unless an error is detected by the Registrar.
CLEG CREDIT
When approved by a given department, nationally recognized examinations, such as the examinations of the College Level Examinations Program (CLEP) of the College Entrance Examination Board, may be used as proficiency examinations in one or more courses offered by that department. The final decisions for specific courses for which such examinations are to be taken as evidence of acceptable proficiency, and as to the minimum score required for credit to be given, rest with the department. The CLEG examinations may be taken at the State Testing and Evaluation Center. The Center supplies information on test dates and procedures and current test policies concerning the acceptance of CLEG credit.

CORRESPONDENCE WORK
A student may offer by correspondence as much as one-fourth of the total hours required for the degree sought and have this work count toward the degree. Credit for undergraduate courses in correspondence in the major subjects may be limited to one-fourth of the total credit hours required. Correspondence credits are not accepted for students enrolled in the College of Law, or, except by prior permission, for students in the Center for Health Sciences. All courses taken by correspondence for which degree credit is given must meet degree program requirements of the Knoxville campus. In addition, all currently enrolled UT Knoxville students who intend to take correspondence courses must have the approval of the dean of the college or school in which they are enrolled prior to registering for any college-credit correspondence courses. This means, for example, that an instructor. special reasons must obtain the consent of the advisor, bear the ultimate responsibility for selecting courses, meeting course prerequisites, and adhering to policies and procedures concerning the acceptance of correspondence credit.

ACCELERATED PROGRAM
The University operates on a semester calendar, and a majority of its courses, especially at the lower division, are offered every term. Through appropriate arrangements of courses and attendance during the summer term, students may frequently complete their degree programs in less than four years. A student's faculty advisor should be consulted for assistance in planning an accelerated program.

ADVANCED MILITARY SERVICE AND AIR FORCE AEROSPACE STUDIES
Students who wish to enroll in the advanced military courses (junior and senior years) are obligated by written agreement with the government to complete the courses and to accept a commission if tendered.

ELIGIBILITY
Undergraduate students who are not eligible to progress in a college, school, or major with such requirements will be notified and assigned to the advisor for such students who will advise the student and approve enrollment requests until the student is enrolled in another college or major.

FINAL EXAMS
Any final exams must be given during the final exam period at the scheduled time, although alternative uses of the scheduled exam period may be approved. Students are required to take more than two written exams on any day. The instructor(s) of the last non-departmental exam(s) on that day must reschedule the students' exams during the exam period. It is the obligation of students with such conflicts to make appropriate arrangements with the instructor at least two weeks prior to the end of classes. No in-class, written quizzes or tests counting more than 10% of the term grade may be given after the last day of classes prior to the study period. Courses that are exempt from the final exam are so indicated in the catalog course description.

GRADE APPEAL PROCEDURE
APPEALS TO THE UNDERGRADUATE COUNCIL
The Undergraduate Council hears appeals concerning grades only after grievances have been duly processed, without resolution, through appropriate procedures at the department and college levels. The Council does not review grievances concerning academic dishonesty. Procedures for consideration of such matters are published in the university under "Student Rights and Responsibilities." In the appeals process, the Undergraduate Council has authority to (1) deny the appeal,
4. An exam setting which makes concentration impossible.

1. The student should first consult with the Chairperson.

3. Inability of instructor to deal with course content.

COMPOSITION OF THE APPEALS COMMITTEE

Members of the Appeals Committee are appointed by the President of the Undergraduate Council. The committee consists of at least five members, one of whom is named chairperson.

GROUNDS FOR APPEAL

Students may appeal grades on the basis of one or more of the following:

1. A clearly unfair decision (such as lack of proper evaluation, or personal bias).

2. Unreasonable instructional evaluation procedures (such as deviation from stated grading policies).

3. Inability to resolve conflict with the instructor.

4. An exam setting which makes concentration extremely difficult.

THE APPEALS PROCEDURE

1. The student should first consult with the instructor and an agreement cannot be reached.

2. The Associate Vice Chancellor, after consulting with the student and the college officer to determine that the appeal does in fact fall under the jurisdiction of the Undergraduate Council, has been brought forward in the proper form, will, first, forward the appeal to the Appeals Committee of the Undergraduate Council for review and, second, notify the Dean, the Department Head, the course instructor, and the student that the Appeals Committee has the case under review.

3. Upon receipt of the appeal, the chairperson of the Appeals Committee will call a special meeting of the committee for purposes of hearing the appeal. The chair will invite the student, the instructor, and the department head to appear in person if they choose to or to supply a written statement of the reasons for the student's case. This statement will be considered in addition to the appeal.

4. After hearing the appeal, the Appeals Committee will vote as to whether the grade should be confirmed. A majority vote will constitute the decision of the committee. A tie vote will be decided by the chair.

5. The decision of the Appeals Committee will be relayed by the chair of the committee in writing to the principal department head.

6. If the appeal has been denied by the Appeals Committee, the student may appeal to the full Undergraduate Council. If the Council holds the appeal, the decision of the Appeals Committee will stand.

7. If the student's appeal is upheld by the Appeals Committee, the student may appeal to the full Undergraduate Council. If the Council holds the appeal, the instructor may either refuse to change the grade to a higher grade or refuse to do so.

8. If the instructor refuses to change the grade, the Associate Vice Chancellor will refer the case to the Registrar to change the course grade to "Pass".

In all cases of appeal to the full Undergraduate Council, the committee may request the student to submit a written statement (or question) to the instructor and, in writing, state the committee's decision and, if applicable, the right to further appeal.

In accordance with Article 5, Section 7, of the University by-laws:

Officers, faculty and staff members, students, and employees of the University, and all other officials who feel that they may have a grievance against the University shall have the right of appeal through the appropriate Chancellor, Vice President, or President of the University.

An appeal to the Chancellor must be filed within 60 days of the Undergraduate Council decision.

GRADUATING SENIOR PRIVILEGES

A senior who fails one subject during the semester of intended graduation may, with approval, take an examination or other appropriate form of evaluation. The senior must receive the approval of the instructor and appropriate collegian personnel which may include the department head and dean. The evaluation may take place at the beginning of, or during the next semester and, if successful, the senior will receive the degree at the normal commencement.

HONOR STATEMENT

All faculty of the University community have responsibilities associated with the Honor Statement. These responsibilities are unique to each sector of the University community.

Each student is responsible for his/her own personal integrity in academic life. While there is no affirmative duty to report the academic dishonesty of another, each student, given the dictates of his/her own conscience, may choose to act on any violation of the Honor Statement.

The specific expectations of plagiarism are:

- copying without proper documentation (source, date, page numbers, and other appropriate form of evaluation);

- summarizing without proper documentation (source, date, page numbers, and other appropriate form of evaluation);

- altering the source information (such as ideas from another source, unless such information is recognized as common knowledge);

- borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledgment of the source (unless such information is recognized as common knowledge);

- summing-up without proper documentation (source, date, page numbers, and other appropriate form of evaluation);

- altering the source information (such as ideas from another source, unless such information is recognized as common knowledge);

- using a professional service and using words or phrases from any source.

Students are also responsible for any acts of plagiarism. Plagiarism is the use of intellectual property of someone else without giving proper credit. The undocumented use of someone else's ideas or words in any medium of communication (unless such information is recognized as common knowledge) is a serious offense, subject to disciplinary action that may include, but is not limited to, assignment of a grade of "Pass". In such a case, all other restrictions to use of the grade to satisfy graduation requirements are waived.

If the student wishes to pursue appeal further, he or she may appeal in writing to the Dean of the college in which the department is located.

If the appeal is still unresolved, the student may initiate the formal Undergraduate Council appeals procedure.

1. The student may forward to the Associate Vice Chancellor and Chair of the Undergraduate Council a statement respecting the issue of the student's complaint concerning the grade or the grade itself.

2. The Associate Vice Chancellor, after consulting with the student and the college official to determine that the appeal does in fact fall under the jurisdiction of the Undergraduate Council and has been brought forward in the proper form, will, first, forward the appeal to the Appeals Committee of the Undergraduate Council for review and, second, notify the Dean, the Department Head, the course instructor, and the student that the Appeals Committee has the case under review.

3. Upon receipt of the appeal, the chairperson of the Appeals Committee will call a special meeting of the committee for purposes of hearing the appeal. The chair will invite the student, the instructor, and the department head to appear in person if they choose to or to supply a written statement of the reasons for the student's case. This statement will be considered in addition to the appeal.

4. After hearing the appeal, the Appeals Committee will vote as to whether the grade should be confirmed. A majority vote will constitute the decision of the committee. A tie vote will be decided by the chair.

5. The decision of the Appeals Committee will be relayed by the chair of the committee in writing to the principal department head.

6. If the appeal has been denied by the Appeals Committee, the student may appeal to the full Undergraduate Council. If the Council holds the appeal, the decision of the Appeals Committee will stand.

7. If the student's appeal is upheld by the Appeals Committee, the student may appeal to the full Undergraduate Council. If the Council holds the appeal, the instructor may either refuse to change the grade to a higher grade or refuse to do so.

8. If the instructor refuses to change the grade, the Associate Vice Chancellor will refer the case to the Registrar to change the course grade to "Pass".

In all cases of appeal to the full Undergraduate Council, the committee may request the student to submit a written statement (or question) to the instructor and, in writing, state the committee's decision and, if applicable, the right to further appeal.
A senior at The University of Tennessee, Knoxville, who needs 30 semester hours or less to complete the requirements for a bachelor's degree and has at least a 3.0 grade point average, may take sufficient work for graduate credit to fill out a schedule of 16 hours of combined undergraduate and graduate work per semester, subject to the approval of each of the Dean of the Graduate School. A maximum of 15 hours of graduate credit can be obtained in this status. Some departments do not permit seniors to register for graduate courses without prior permission (See Majors and Degree Programs chart for information on registered programs).

Courses taken for graduate credit may not be used toward both the baccalaureate and a graduate degree.

SPECIAL REQUIREMENTS FOR STUDENT-ATHLETES

Student-athletes participating in intercollegiate sports under the provisions of the National Collegiate Athletic Association and the Southeastern Conference must fulfill the NCAA academic requirements in addition to the University's own academic requirements. Students may participate in intercollegiate sports under the provision of the UT Knoxville English Proficiency Examination and in those cases, when entering, attend counseling sessions to determine the appropriae assistance in academic work, thus affirming my own personal commitment to honor and integrity.

THE STATEMENT

Each member of the University of Tennessee, Knoxville, is a member of a community. Each faculty member is responsible for defining, in specific terms, guidelines for preserving academic integrity in that small world of the classroom. Each student has the responsibility to maintain an atmosphere conducive to academic integrity by insuring that each quiz, test, and exam is adequately procured.

MINIMUM CLASS SIZE

An undergraduate course will not normally be given for fewer than fifteen students at the lower division, twelve at the upper division, and nine at the graduate division. In the event of inclement weather, it is not possible to maintain a minimum of five faculty members per class, and staff will be expected to make every reasonable effort to maintain their regular work assignments, but are advised to avoid undue risks.

The university remains open, all faculty, administrative staff, non-exempt employees, students and faculty. When the university is officially closed, certain essential activities such as food services, physical plant, police, steam plant, and telephone services will continue to operate. Some facilities such as the library and University Center will, if possible, continue to function as a service to students and faculty. When the university is officially closed, its policy of Days of Administrative Closing will apply for staff exempt and staff non-exempt employees.

Certification must meet general education, professional education, and area of specialization requirements described in the College of Education section of this catalog.

UNIVERSITY STUDENTS

Many students are undecided about their major when they enter UT Knoxville. All undecided students are designated University Students and are advised by the Arts and Sciences Academic Advisor. Students are encouraged to explore alternative choices, students should also aim at pursuing a course of study that culminates in graduation. For these reason students who enter UT Knoxville as freshmen may remain as University Students no longer than through the completion of the second full term of study (30 semester hours). Students who transfer from another college or university may enroll as University Students, however, if the total number of hours transferred is more than thirty semester hours, transfer students may remain as University Students no longer than through the completion of 15 semester hours. UT Knoxville academic policies do not apply to freshmen in a specific college, or school and are subject to those specific college policies. These students may continue at UT Knoxville as University Students for a maximum of 15 semester hours.

SECOND MAJORS AND MINORS

Students may pursue any available minors or second majors which will be so noted on their transcripts upon graduation. Students should understand that meeting the requirements for minors or second majors may lengthen their academic programs and should consult closely with advisors in those areas. The minimum class size for a professor class is eight semester hours. In the field of science that offer four credit hour courses, the number of credit hour courses, the maximum total may be eight semester hours.

A student will be expected to maintain the required effort to maintain their minimum work assignments, but is also suggested to avoid undue risks. It is also important that faculty maintain an atmosphere conducive to academic integrity by insuring that each quiz, test, and exam is adequately procured.
WRITING COMPETENCE

The faculty of all colleges expect students to communicate effectively in standard written English, in laboratory reports, examinations, essays, and other written assignments.

WRITING DEFICIENCY

If a student cannot fulfill the requirements for a course because of an inability to communicate in writing, the instructor will give the student an "FW" to designate "Incomplete due to writing." Student work is to be reviewed and a letter sent to the Writing Center Director. Any student who receives a "FW" should contact the Writing Center Director for instruction. The Writing Center will determine the appropriate requirements for remediation. Upon the Writing Center Director's recommendation, if it will be returned to the instructor who will change the grade accordingly. As with other incompletes, the instructor may be required to add a course to the student's transcript. The student's name will appear on the class roll to inform the instructor that the student is properly enrolled as auditor. Auditors are required to register and pay fees. Prior to the add deadline, a change from credit to audit or from audit to credit may be made by completing the change of credit form and having it processed. The Special Services Officer or the Dean of Student Conduct and Orientation, the signature of the Special Services Officer or College Adjunct member (special classes). The university will determine the appropriate requirements or procedures for withdraw. The word "withdrawn" will be posted on the transcript. It is the responsibility of the student who has registered for classes to attend them or, if that is impossible, to notify the Registrar's Office. evening School students who have withdrawn from the previous term should consult the University Evening School timetable for registration times. Undergraduate students who have been conditionally admitted must meet the regular University standards for the first term, or any subsequent term before attaining good standing.

UNDERGRADUATE RETENTION STANDARDS

TRANSFER STUDENTS

A student who has been conditionally admitted must meet the regular University standards for the first term, or any subsequent term before attaining good standing.

ACADEMIC SECOND OPPORTUNITY

The Academic Second Opportunity is designed to assist the student who was not successful in progressing toward a degree during a previous attendance at UT Knoxville but is now performing satisfactory work. Granting an Academic Second Opportunity by the University that the student's earlier work is not acceptable with his or her academic potential but that the work earned since return is. This policy is not intended to allow students to progress directly into higher divisions. The second opportunity must be completed at the college level. An undergraduate student may petition for Academic Second Opportunity upon meeting the following requirements:

1) the student has re-enrolled following an additional 12 credits at UT Knoxville at least 3 years;
2) the student's previous academic record

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1) the student has re-enrolled following an additional 12 credits at UT Knoxville at least 3 years;
2) the student's previous academic record
To receive a bachelor's degree from The University of Tennessee, Knoxville, a student must complete all of the requirements listed below. Some of the colleges and schools within the University have special requirements above and beyond those stated here, and students are advised to consult the appropriate sections for any further degree requirements. Each program presented for a bachelor's degree is reviewed and approved for meeting the degree requirements by the Office of the Dean of Admissions and Records.

(1) Complete the last 30 hours of credit offered for the bachelor's degree in residence at The University of Tennessee, Knoxville. Credit for correspondence courses taught by the faculty of the Knoxville campus may be counted as part of this requirement if the course content is equivalent to that taught in the University. A student who is enrolled in an off-campus program may apply to the Records Office to have work taken at other University of Tennessee campuses to be counted as part of this requirement. Work transferred after Fall, 1985 is not used in computation of the GPA.

(2) Complete the last 30 hours of credit offered for the bachelor's degree in residence at The University of Tennessee, Knoxville. Credit for correspondence courses taught by the faculty of the Knoxville campus may be counted as part of this requirement if the course content is equivalent to that taught in the University. A student who is enrolled in an off-campus program may apply to the Records Office to have work taken at other University of Tennessee campuses to be counted as part of this requirement. Work transferred after Fall, 1985 is not used in computation of the GPA.

(3) Attend the University for at least two academic semesters beyond the minimum time required for the first bachelor's degree. Students who wish to participate in their graduating class Commencement Ceremony will need to place a Cap and Gown order with the University Center Book and Supply Store. Orders placed after the deadline date established by the Book and Supply Store will be subject to a late fee.

HONORS CATEGORIES FOR GRADUATION

Honors are conferred upon graduating students who have displayed a high level of achievement during their university career. Recipients of honors receive degrees with:

- "Cum laude"........... 3.50 through 3.99
- "Magna cum laude"..... 3.65 through 3.79
- "Summa cum laude"... 3.80 through 4.00

These honors categories are based on a student's cumulative average at the end of the semester preceding the graduation semester. For all students entering Fall, 1985 and after, honors categories are based only on the average earned at UT Knoxville in order to qualify for honors categories. For those students who entered prior to Fall, 1985, the honors category is based on the average earned at UTK and the transfer work brought in prior to that date, or the average earned at UTK, with the lower of the two averages determining the honors category. Work transferred after Fall, 1985 is not used in computation of the GPA. If, at graduation, a student's grade point average would allow a higher honors category than that determined at the end of the semester preceding the graduation semester, the student may, upon the request of their faculty advisor and college dean, in consultation with the Registrar’s Office.

SECOND BACHELOR'S DEGREE

A student who holds a bachelor's degree may receive a second bachelor's degree at The University of Tennessee, Knoxville, by

(1) Meet all requirements of both degrees, as specified above.

(2) Complete at least 30 semester hours beyond the total hours required for the first bachelor's degree.

(3) Attend the University for at least two additional semesters beyond the minimum time required for the first bachelor's degree.

(4) Declare the intention to work for a second bachelor's degree with the Office of Registrar.
The goal of general education is to develop those basic skills, knowledges, attitudes, and judgments that are necessary for effective citizenship at all levels, from the local to the global; for responsible and fulfilling interactions with others and the environment; and for an enriched personal life. General education may also provide the basis for a major or professional concentration, but it should not carry specific requirements. The following areas define the general education program for undergraduate curricula:

### Historical Studies (2 courses)
Courses used to meet this requirement should develop the student's ability to analyze and solve quantitative and logical problems.

### English Composition (2 courses)
Courses used to meet this requirement should develop the student's ability to use a foreign language as a tool for oral and written communications and reading, including an understanding of the cultures for which it is the native language.

### Humanities and The Arts (2 courses)
Courses used to meet this requirement should develop the student's ability to analyze and solve quantitative and logical problems.

### Mathematical Sciences (2 courses)
Courses used to meet this requirement should develop the student's ability to analyze and solve quantitative and logical problems.

### Social Sciences (2 courses)
Courses used to meet this requirement should describe the structures of society, clarify the dynamics of cognitive and personal development through the life cycle, or analyze social, economic, or political issues.

### Natural Sciences (2 courses)
Courses used to meet this requirement should describe the world around us using scientific methods and examine natural phenomena in terms of scientific principles. Such courses would normally contain a laboratory or field experience.

### Foreign Languages (2 courses at the intermediate level)
Courses used to meet this requirement should facilitate the student's ability to use a foreign language as a tool for oral and written communications and reading, including an understanding of the cultures for which it is the native language.

### Integrative Studies (2 courses)
Courses used to meet this requirement may be of three broad types:
- a. Multicultural studies, which analyze international dimensions of critical issues or explore elements and values that shape a culture other than the student's own;
- b. Interdisciplinary studies, which incorporate the methods and approaches from two or more disciplines to explore major issues; or
- c. Disciplinary perspective courses, which explore the potential and limits of a discipline in terms of its impact on individuals and society or examine a student's major course of study from a value-oriented perspective.

All majors and college or school curricular requirements described in this catalog are in accordance with the University Requirement.
学术载荷
学术载荷是指在特定学期，夏季学期或其他特殊会期中学生所选所有课程的总学分小时数。

认可
认可是指被某些国家或地区组织所认可的学校或特定课程，这些组织认可该课程满足特定的学术标准。

增加和删除截止日期
增加和删除截止日期是指在特定学期中，学生可以增加或删除课程的最后时间，而无需其他人的批准（除非增加的课程会导致学分超负荷）。

入学
入学是指被大学录取并有机会学习课程的过程。

入学文件
入学文件是指与入学申请相关的所有文件。入学文件通常包含申请表、转学课程的证明、特殊课程的证实或其他信息。

AP考试
AP考试是指在特定学科领域中，美国大学理事会提供的全国性考试，通常用于高中的学生。

AP考试
AP考试是指在特定学科领域中，美国大学理事会提供的全国性考试，通常用于高中的学生。

CETE测试
CETE测试是指美国大学理事会提供的全国性考试，通常用于高中的学生。

课程
课程是指在大学中的一门特定学科，通常由一个或多个主题组成。

先修课程
先修课程是指在某门课程中必须同时学习的课程。

核心课程
核心课程是指在某门课程中必须同时学习的课程。

英语语言测试
英语语言测试是指在大学入学后，为国际学生进行的英语水平测试。

晚上学校
晚上学校是指在大学中，为在白天工作的人提供的教育课程。

全日制
全日制是指在学期中，学生注册了12学分或更多。

学分点
学分点是通过将总质量点除以总学分小时数来计算的平均数。

荣誉课程或部分
荣誉课程或部分是指为有特定学科的荣誉课程设计的课程，通常包括英语荣誉、化学荣誉、数学荣誉。

学术政策
### Lower division

1. A course normally taken during the freshman and sophomore years. In the courses numbering system, lower division courses carry 100 and 200 numbers. Credit for lower division courses completed at another institution may be labeled "LD credit."

2. A term referring to a student's location in the progression of coursework leading to an undergraduate degree and implying freshman or sophomore classification.

### Major

The principal educational interest of a student as represented by one of the curricula offered by the various colleges. The undergraduate degree may or may not carry the same title as the major. Every student has one or more majors but may or may not have a concentration within a major.

### Minor

A secondary subject area interest (to the major) represented by a specified set of hours and/or courses. Differs from "concentration" in that a minor is not a subdivision of the major subject area.

### Option

A concentration of elective courses within a major which emphasizes one aspect of the major, chosen by a student according to his/her interests.

### Orientation

A meeting (or series of meetings) designed to acquaint a new student with the facilities, policies, sources of information and assistance, and academic and social atmosphere.

### Prerequisite

A requirement to be completed (or a level of skill or knowledge to be demonstrated) before enrollment in a course, a degree program, or association with a college.

### Proficiency exam

A test given to an admitted student to evaluate knowledge or skills normally acquired through completion of a particular course.

### Progression

An internal evaluation process in some colleges or degree programs by means of which a student's academic standing is examined to determine if prior work is complete and if the student should proceed towards completion of the remaining degree requirements. The most common evaluation point is at the end of the sophomore year.

### Quality points

Academic performance records are compiled through use of a scale assigning 4 "quality points" per semester hour of credit for an "A" grade ranging to 1 quality point per semester hour of credit for a "D" grade.

### Registration

The process of officially gaining entrance into one or more courses.

### Semester

The division of the calendar year used in academic scheduling. A semester is roughly 4 months in duration.

### Semester hour

The unit of academic credit at UT, Knoxville.

### TOEFL test

An internationally administered examination measuring ability to use the English language. Required of any international student applying whose native language is not English. For information and to make arrangements to take the examination, contact:

The Test of English as a Foreign Language
Educational Testing Service
Princeton, N J 08540

### University honors

Non-departmental enrichment courses available (by invitation only) from the University Honors Program.

### Upper division

1. Courses normally taken during the junior and senior years (300 and 400 numbers). A student taking primarily junior and senior courses is said to be an upper division student. Credit for upper division courses may be labeled "UD credit" on a transfer evaluation.

2. The state of being classified as a junior or senior.
## MAJORS, MINORS AND CONCENTRATIONS

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<td>Bachelor of Science in Plant and Soil Science</td>
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</table>

| **College of Architecture and Planning** | | | | |
| Architecture | Architecture | Architecture | Bachelor of Architecture |
| Interior Design | Interior Design | Interior Design | Bachelor of Science in Interior Design |

| **College of Arts and Sciences** | | | | |
| Anthropology | Anthropology | Anthropology | Bachelor of Arts |
| Art | Art | Art | Bachelor of Fine Arts |
| Biological Sciences | Biological Sciences | Biological Sciences | Bachelor of Science in Biological Sciences |
| Chemistry | Chemistry | Chemistry | Bachelor of Science in Chemistry |

1. Minor available for students in other colleges
2. Minor available in Elementary Education and Secondary Education
3. Minor available in Applied Music or Music History and Literature
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<tr>
<th>DEPARTMENT (UNIT)</th>
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<th>DEGREE</th>
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<td>Pre-M.B.A., Pre-Dental, Pre-Medicine, Pre-Dental Hygiene, Pre-Medical Records Administration</td>
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*Minor available in Elementary Education and Secondary Education
*Minor available in Applied Music or Music History and Literature
*Minor available in Portuguese and Japanese

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50 Academic Policies
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<th>DEPARTMENT (UNIT)</th>
<th>MAJOR</th>
<th>CONCENTRATION WITHIN THE MAJOR</th>
<th>DEGREE</th>
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<td>(Interdepartmental Unit)</td>
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<td>Education of the Hearing Impaired</td>
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*Minor available: Bachelor of Science in Education*  
*Minor available for students in other colleges: Bachelor of Science in Education*  
*Minor available: Bachelor of Science in Education for Elementary Education and Secondary Education*  
*Minor available: Bachelor of Science in Education for Applied Music or Music History and Literature*  
*Minor available: Bachelor of Science in Education for Driver and Traffic Safety and Health Education*  
*Minor available: Bachelor of Science in Education for Portuguese and Japanese*
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<th>MAJOR</th>
<th>CONCENTRATION WITHIN THE MAJOR</th>
<th>DEGREE</th>
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1 Minor available
2 Minor available for students in other colleges
3 Minor available in Applied Music or Music History and Literature
4 Minor available in Portuguese and Japanese
5 Minor available in Dance

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Academic Policies