**Purpose of the Catalog**

The Undergraduate Catalog is the official source of the University’s undergraduate academic programs, courses, policies, and procedures. The catalog should be used as a guide in planning a course of study and in meeting requirements for graduation. See the Table of Contents and Index for an overview of the information provided.

The course offerings and requirements of The University of Tennessee are continually under examination and revision. This catalog is not intended to state contractual terms and should not be regarded as a contract between the student and the institution.

Each semester a Timetable of Classes is produced and is available on the web at http://cpo.utk.edu. The Timetable lists those courses that will be offered during the semester, as well as times and locations. Not all courses listed in this catalog are offered every semester.

Current information about the University, its programs and policies can be found at:

The University of Tennessee Homepage: http://www.utk.edu/
Office of the Vice-President and Provost: http://provost.utk.edu/
Office of the University Registrar: http://web.utk.edu/~registra/
Undergraduate Admissions: http://admissions.utk.edu/undergraduate/
Division of Student Affairs: http://web.utk.edu/~student/
Office of the Dean of Students: http://web.utk.edu/~homepage/
Office of the Bursar: http://web.utk.edu/~bursar/
Office of Financial Aid and Scholarships: http://web.utk.edu/~finaid/

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**EEO/TITLE IX/AA/SECTION 504 STATEMENT**

The University of Tennessee does not discriminate on the basis of race, sex, color, religion, national origin, age, disability, or veteran status in provision of education programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the University.

The University does not discriminate on the basis of race, sex, or disability in the education programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990.

Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA, the Age Discrimination in Employment Act (ADEA), or any of the other above referenced policies should be directed to the Office of Equity and Diversity (OED); 1840 Melrose Avenue; Knoxville, Tennessee 37996-3560; telephone (865) 974-2498 (TTY available). Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Human Resources Management; 600 Henley Street; Knoxville, Tennessee 37996-4125.

In accordance with the Tennessee College and University Security Information Act of 1989 and the Student Right-to-Know and Campus Security Act, the University of Tennessee has prepared a report containing campus security policies and procedures, data on campus crimes, and other related information. A free copy of this report may be obtained by any student, employee, or applicant for admission or employment from the Office of the Dean of Students; The University of Tennessee; 413 Student Services Building; Knoxville, Tennessee 37996-0248.

A project of the Office of the University Registrar, 209 Student Services Building, Knoxville, Tennessee 37996-0200, with assistance from Creative Services, (865) 974-2225. Revisions: 6451.
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May 31, 2008
May 31, 2007

From Anderson, Bedford, Coffee, Franklin, Lincoln, Moore, and Warren Counties

J. Steven Ennis
R. Clayton McWhorter
James L. "Bucky" Wolford
Susan Richardson-Williams
James A. Haslam II
John Pontius
Rynette N. Hurd

Service Begins
1988
1993
2002
1995
1980
2002
2000

Term Ends
May 31, 2006
May 31, 2005
May 31, 2008
May 31, 2007
May 31, 2007
May 31, 2008
May 31, 2008

From Weakley County

Barbara C. Castelman

Service Begins
1996

Term Ends
May 31, 2008

Student Member

Natalie A. Tate

Faculty Member

Lawrence J. Hak

Officers of the Board

Governor Phil Bredesen, Chairman
R. Clayton McWhorter, Vice Chairman

Administration

John W. Shumaker, B.A., M.A., Ph.D., President
Cathy L. Cole, B.S., M.A., Ph.D., Chief of Staff
Steven D. Leonard, B.S., M.B.A, Executive Vice President
Thomas B. Ballard, B.S., Vice President for Public and Governmental Relations
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Loren W. Crabtree, B.A., M.A., Ph.D., Vice President and Provost
Sylvia S. Davis, B.S., M.S., CPA, Vice President for Budget and Finance
James Gibb Johnson, B.A., M.D., Interim Vice President and Chancellor, Health Science Center
Catherine S. Mizell, B.A., J.D., Vice President, General Counsel, and Secretary
Charles M. Peccolo, Jr., B.S., M.Acc., CPA, CCM, Vice President and Treasurer
Theotis Robinson, Vice President for Equity and Diversity
Philip A. Scheurer, B.A., M.S., Vice President for Knoxville Operations
Jack E. Williams, B.S., Vice President for Development and Alumni Affairs
Buddy Mitchell, Associate Vice President for Federal Relations
Anne Mayhew, B.A., Ph.D., Vice Provost for Academic Affairs and Dean of Graduate Studies
W. Timothy Rogers, B.A., M.A., J.D., Vice Provost for Student Affairs
Clifton Woods, III, B.S., M.S., Ph.D., Vice Provost
John Caruthers, B.S., M.S., Ph.D., Chief Operating Officer, UT Space Institute

Colleges and Schools

Jack H. Britt, B.S., M.S., Ph.D., Interim Dean, College of Agricultural Sciences and Natural Resources and the Tennessee Agricultural Experiment Station

Marleen K. Davis, B.Arch., M.Arch., Dean of the College of Architecture and Design
Stuart Riggsby, A.A., B.A., M.S., Ph.D., Interim Dean of the College of Arts and Sciences
Jan R. Williams, B.S., M.B.A., Ph.D., Dean of the College of Business Administration
Faye D. Julian, B.A., M.A., Ph.D., Interim Dean, College of Communication and Information
John Koontz, B.A., Ph.D., Interim Dean, College of Education, Health, and Human Sciences
Fred D. Tompkins, B.S., Ph.D., Interim Dean of the College of Engineering
Thomas C. Galligan, Jr., A.B., J.D., L.L.M., Dean of the College of Law
Joan Creasia, B.S.N., M.S.N., Ph.D. R.N., Dean of the College of Nursing
Karen Sowers, B.A., M.S.W., Ph.D., Dean of the College of Social Work
Michael J. Blackwell, B.S., M.P.H., D.V.M., Dean of the College of Veterinary Medicine
Robert Leiter, B.S., M.S., Ed.D., Dean of University Outreach and Continuing Education
Richard L. Bayer, B.A., M.A., Dean of Enrollment Services
Barbara I. Dewey, B.A., M.A., Dean of University Libraries

Independent Departments

Colonel Marty Coffman, B.S., M.S., U.S. Air Force, Professor of Aerospace Studies, Air Force Reserve Officers Training Corps
Lieutenant Colonel Robert Walsh, U.S. Army, B.A., M.S., M.A., Professor of Military Science and Leadership, Army Reserve Officers Training Corps
Academic Calendar for 2003-2004

FALL SEMESTER, 2003

Wednesday, August 20 Classes Begin
Monday, September 1 LABOR DAY HOLIDAY
Wednesday, October 8 First Session Classes End
Thursday, October 9 Second Session Classes Begin
Thursday-Friday, October 16-17 FALL BREAK
Thursday-Friday, November 27-28 THANKSGIVING HOLIDAYS
Wednesday, Friday, December 3, 5 Study Period
Monday-Thursday, December 4, 8-11 Final Examinations
Sunday, December 14, 3:00 p.m.
Commencement

SPRING SEMESTER, 2004

Monday, January 12 Classes Begin
Monday, January 19 MARTIN LUTHER KING, JR. HOLIDAY
Tuesday, March 2 Second Session Classes Begin
Monday-Friday, March 8-12 SPRING BREAK
Friday, April 9 SPRING RECESS
Wednesday, April 28 Classes End
Monday-Friday, May 3-7 Final Examinations
Saturday, May 8, 9:00 a.m.
Commencement

MINI-TERM 2004

Monday-Friday, May 10-28 Mini-Term
Monday, May 31 MEMORIAL DAY HOLIDAY

SUMMER TERM 2004

Tuesday, June 1 Classes Begin
Friday, July 2 First Session Ends
Monday, July 5 INDEPENDENCE DAY HOLIDAY
Tuesday, July 6 Second Session Begins
Friday, August 6 Second Session Ends
Saturday, August 14 Commencement*

*There is no commencement ceremony in the summer. This date is the official graduation date that will appear on the transcript.

The Academic Calendar is available on the web site of the Office of the University Registrar:

http://web.utk.edu/~registra/acad_cal.html
Academic Calendar – An official list of dates found at the beginning of the Undergraduate Catalog. The Academic Calendar specifies the dates for semesters and terms, examination periods, holidays, periods classes are not in session, and commencement.

Academic Discipline – A subject area (e.g. history, political science, psychology).

Academic Review – A status that indicates a student is in academic difficulty. Students are placed on Academic Review when either their cumulative grade point average (GPA) falls below 2.0 for one semester or when their semester GPA falls below 2.00 for two consecutive semesters regardless of their cumulative GPA. See the full policy on page 43.

Academic Second Opportunity – A policy designed to assist the student who was not successful in progressing toward a degree during a previous attendance at The University of Tennessee but who is now performing satisfactory work. See the full policy on page 43.

Academic Year – The part of the year that includes the Fall and Spring Semesters.

Advanced Placement (AP) Credit – Freshmen admitted to UT may receive AP credit on the basis of performance on one or more of the Advanced Placement Examinations offered by the College Entrance Examination Board. Each participating department decides on the acceptable score for credit.

Advisor – A department or college-based faculty or staff member who meets with students each semester to discuss curricular choices and progress toward achieving educational goals.

Audit – A registration status that allows a student (with the approval of the instructor) to enroll in a course without receiving credit. See the full policy on page 42.

Baccalaureate or Bachelor’s Degree – Awarded for completion of an undergraduate curriculum. A bachelor’s degree is comprised of general education courses, a major, elective courses, and, in some cases, a minor. B.A. is the Bachelor of Arts degree and B.S. is the Bachelor of Science degree.

Bursar – See Office of the Bursar.

Catalog – A resource of all academic policies and procedures, college and degree requirements, faculty, and course descriptions. UT’s Undergraduate Catalog is published yearly and is subject to change. Undergraduate students at UT may meet graduation requirements as published in a single catalog provided that catalog was in effect when the student entered UT and is not older than six years.

Catalog Year – The year during which the regulations of a specific edition of the Undergraduate Catalog apply.

Classification – Level of progress toward a degree. Classifications are: freshman, sophomore, junior, or senior, depending on the number of semester hours passed.

Collateral area - Classes in a discipline or subject related to the major or concentration but offered by a different department. For example, in the College of Business Administration, the major in Management offers a collateral option.

College – An academic unit of the University. Each college represents an organization of related departments. (The Colleges of Nursing and Social Work do not have departments.)

Commencement (also known as Graduation) – A formal ceremony in which colleges award degrees to graduating students.

Contact Hours – The number of hours the class meets per week.

Core Courses – Classes that all students in a major program are required to take.

Correspondence – A type of independent study for individuals who want to study out-of-class at their own pace. See: Academic Policies, p. 40 and Department of Distance Education and Independent Study, p. 206.

Course – A specific subject studied within a limited period of time. Courses may utilize lecture, discussion, laboratory, seminar, workshop, studio, independent study, internship, or other similar teaching formats to facilitate learning.

Course Load – The total number of credit hours taken in a semester.

Course Number – The three-digit number that identifies a specific course, such as 101 in English 101.

Course Title – The name of a specific course that indicates subject and content. English Composition I is the course title of English 101.

Corequisite (Coreq.) – Specific conditions, requirements, or courses that must be completed at the same time as another course.

Credit – The number of credits assigned to a course is generally based upon the amount of time the class meets each week. For example, a three-credit lecture class meets for approximately three hours per week.

Credit by Examination – See Proficiency.

Credit Hours – The numerical unit of credit earned for satisfactory completion of a particular course. Each credit hour is roughly equivalent to one hour of class time per week. Most lecture courses are three credit hours. Laboratories do not generally reflect credit hours equivalent to the number of hours they meet.

Curriculum – A program of courses that meets the requirements for a degree in a particular field of study.

Degree Audit Report System (DARS) – An automated record of a student’s academic progress toward degree completion in his/her major. The DARS audit is a two-column report that contains all requirements and sub-requirements for a specific degree program. Because the system is currently in development, DARS audits are not available for all majors. Final certification of degree requirements rests with the Office of the University Registrar.

Degree – Official recognition for completion of a curriculum.

Department – A unit within a college representing a discipline. For example, the Department of English is in the College of Arts and Sciences.

Departmental Exam – A common final exam given to all sections of a course at a designated time. Departmental final exams are usually scheduled in a large room rather than the location where the class met during the term. See Timetable of Classes.

Discipline – An area of study representing a branch of knowledge, such as mathematics.

Dismissal – When a student’s academic performance is consistently poor over time and his/her GPA is below 2.0, he/she will no longer be allowed to enroll.

Drop/Add – Changing a student’s course schedule by adding and/or dropping a course or courses.

Electives – Courses selected at a student’s discretion. Electives may be partially restricted (selected from a specified group of courses identified to fulfill a particular requirement) or they may be “free” electives (selected from any courses for which the student has proper prerequisites).

Final Exams – Tests or exercises given at the end of a term. A schedule for Final Exams is listed in the Timetable each semester.

Grade Point Average (GPA) – A measure of scholastic performance. The GPA is obtained by dividing the number of grade points by the hours of work attempted, where A = 4 points, B+ = 3.5 points, B = 3 points, C+ = 2.5 points, C = 2 points, D = 1 point, and F = 0 points.

Incomplete – Under extraordinary circumstances and only at the discretion of the instructor, a grade of “I” (Incomplete) may be assigned to a student whose work is satisfactory but who has not completed a portion of the course. See the full policy on page 41.

Independent Study – Academic work completed in consultation with a faculty member outside of the regular course offerings.
Lab (laboratory) – In labs, students apply lecture material in small-group situations that include experiments, assignments, and projects.

Lecture - Teaching method in which the professor presents information to the students who take notes, ask questions, and have dialogue with the professor.

Lower Division (LD) – Courses on the 100- or 200-level that cover introductory content.

Major – A student’s principal field of study that commonly consists of approximately 25% of the total credit hours needed to earn a degree.

Matriculation – The first enrollment following admission as a student.

Minor – A secondary field of study requiring fewer credits than the major.

Office of the Bursar – The office where payments of tuition and fees are made.

Office of the University Registrar – The office that plans and oversees registration, academic record maintenance, transcript preparation, graduation, degree audit report system, curricular records, and university catalogs.

Option – An approved group of courses creating a specialty within a major field of study.

Plagiarism – Using the intellectual property of someone else without giving proper credit. The undocumented use of someone else’s words or ideas in any medium of communication (unless such information is recognized as common knowledge) is a serious offense, subject to disciplinary action that may include failure in a course and/or dismissal from the University. See Honor Statement on page 36.

Prerequisite (Prereq.) – Specific conditions, requirements, or classes that must be completed before enrolling in another course. For example, English 101 is a prerequisite for English 102.

Proficiency – Credit received when a student takes an oral or written examination without enrolling in a course. The University policy is to allow each individual department to determine which of its courses, if any, can be passed by proficiency. See the full policy on page 43.

Progression requirements – Requirements used by some colleges or degree programs (usually at the end of the sophomore year) to determine if students have successfully completed prerequisite courses before accepting them into a specific major.

Registrar – See Office of the University Registrar.

Registration – The act of signing up for classes on the Web (cpo.utk.edu) or by the touchtone registration system.

Satisfactory/No Credit Grading (S/NC) – An alternative to the standard grading system (A, B, C, D, F). See the full policy on page 41.

Section – One of several classes of the same course. In the Timetable, a five-digit code is used to identify each section of each course offered.

Semester or Term – Semester and term are used to identify the formally designated period during which classes are scheduled. Fall semester begins in August and Spring semester begins in January.

Seminar – A form of small group instruction, combining independent research and class discussions, under the guidance of a professor.

Sequence – A series of courses within the same subject area. Generally, these courses are taken in numerical order. An example of a sequence is: History 221-222 (History of the United States).

Survey course - A course that covers briefly the principal topics of a broad field of knowledge.

Syllabus - A course outline provided by the instructor that delineates course requirements, grading criteria, course content, faculty expectations, deadlines, examination dates, grading policies, class attendance requirements, and other relevant course information.

Timetable of Classes – The official schedule of classes produced each semester by the Office of the University Registrar. The most up-to-date information can be found online at cpo.utk.edu.

Track – A separate route leading to the same degree but with different requirements.

Transcript – The official record of a student’s coursework maintained by the Office of the University Registrar.

Upper Division (UD) – Courses numbered in the 300- and 400-level which cover more in-depth content.

Withdrawal – Officially dropping all courses for a given term.
### Majors Listed Alphabetically with Concentrations

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- Bachelor of Science in Agriculture
- Bachelor of Science in Animal Science
- Bachelor of Science in Biomedical Engineering
- Bachelor of Science in Biosystems Engineering
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- Bachelor of Science in Chemical Engineering
- Bachelor of Science in Chemistry
- Bachelor of Science in Civil Engineering
- Bachelor of Science in Communication
- Bachelor of Science in Computer Engineering
- Bachelor of Science in Education
- Bachelor of Science in Electrical Engineering
- Bachelor of Science in Engineering Physics
- Bachelor of Science in Environmental and Soil Sciences
- Bachelor of Science in Forestry
- Bachelor of Science in Human Ecology
- Bachelor of Science in Industrial Engineering
- Bachelor of Science in Interior Design
- Bachelor of Science in Materials Science and Engineering
- Bachelor of Science in Mechanical Engineering
- Bachelor of Science in Nuclear Engineering
- Bachelor of Science in Nursing
- Bachelor of Science in Plant Sciences and Landscape Systems
- Bachelor of Science in Service Management
- Bachelor of Science in Social Work
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The University of Tennessee
General Education Requirement

The goal of general education is to develop the basic skills, knowledge, 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 its aims are not career-specific. The following areas define the general education program for undergraduate curricula.

**English Composition (2 courses)**
Courses used to meet this requirement should develop the student’s ability in analytic and expository writing through the study of literature and writing applications. This requirement would normally be satisfied by completion of English 101-102 or equivalents, or by demonstration of proficiency.

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

**Humanities and the Arts (2 courses)**
Courses used to meet this requirement may concentrate either on critical analysis or practice of the arts. These might include the interpretation and analysis of works in one or more of the arts; consideration of significant philosophical, ethical, or religious text and issues; or participation in some area of the visual, spatial, musical, theatrical, rhetorical, or written arts.

**Historical Studies (2 courses)**
Courses used to meet this requirement should develop the student’s appreciation of continuity and change over time. Such courses would examine the connections and interactions between different aspects of the human experience through attention to significant political, social, economic, intellectual, and cultural developments in a chronological, balanced, and integrated framework.

**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.

**OR**

**Integrative Studies (2 courses)**
Courses used to meet this requirement may be of three broad types:
- Multicultural studies, which analyze international dimensions of critical issues or explore elements and values that shape a culture other than the student’s own;
- Interdisciplinary studies, which incorporate the methods and approaches from two or more disciplines to explore major issues; or
- 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.
The University of Tennessee is the state’s flagship institution offering comprehensive programs of undergraduate, graduate, and professional education, research, and public service throughout the state. The University is composed of the campus at Knoxville, the Health Science Center at Memphis, the Space Institute at Tullahoma, and statewide institutes of agriculture and public service.

The campus at Knoxville holds the Carnegie classification of “doctoral/research university-extensive.” The campus offers more than 300 degree programs to its 26,000 students, who come from every county in Tennessee, every state in the nation, and more than 100 foreign countries.

A faculty of 1,200 provides high-quality educational experiences to students while also performing research and providing public service to the state and nation.

The University of Tennessee is a major research institution, attracting more than $114 million in research funding annually. Centers of Excellence in advanced materials, environmental biotechnology, structural biology, food safety, and information technology have exceeded projections for grant support since their founding in late 2000.

The University of Tennessee is one of the first major universities in the country to have campus-wide wireless access to the Internet and university databases. Every academic building and most administrative offices have wireless connections.

UT-Battelle manages the Oak Ridge National Laboratory, located 25 miles northwest of campus. The University of Tennessee’s involvement places it among a select group of universities that manage national laboratories for the U.S. Department of Energy.

ORNL is the University’s largest research partner. The Science Alliance, a Tennessee Accomplished Center of Excellence, strengthens research ties between The University of Tennessee and the laboratory and improves science programs at the University. As part of the Science Alliance, The University of Tennessee and ORNL share 12 Distinguished Scientists, who hold the rank of full professor at the University and senior scientist at the laboratory.

The University’s libraries have more than 3 million volumes, periodicals, computerized resources, and services.

Through public service, the University extends its resources throughout the state and nation. Lifelong learning programs are delivered online and via video and correspondence to off-campus students, particularly working adults seeking college degrees or career advancement.

**Historical Background**

The University of Tennessee, one of the nation’s older institutions of higher education, celebrated its Bicentennial in 1994. Two years before statehood was achieved, the legislature of the Southwest Territory, which later became Tennessee, granted a charter to Blount College, named in honor of William Blount, territorial governor.

Located near the center of Knoxville’s present business district, Blount College was nonsectarian in character, which was unusual for an institution of higher education in that day. The University has remained nondenominational and is said to be the oldest such institution west of the Appalachian Divide.

From the outset, Blount College was all-male, as were most colleges at the time. The restriction was ended in 1892 when the first women students were admitted. The University of Tennessee thereafter was fully coeducational.

In 1807 the state legislature changed the name to East Tennessee College, and in 1826 the present site at Knoxville, the 40-acre tract known as “The Hill,” was acquired. The college’s name changed again in 1840—to East Tennessee University.
The Civil War forced the institution to close, and its buildings were used as a hospital for Confederate troops and later occupied by Union troops.

East Tennessee University reopened after the war, and in 1869 the state legislature selected the University as the state’s Federal Land-Grant Institution, under terms of the Morrill Act passed by Congress in 1862. This enabled the University to broaden its offerings by adding agricultural and engineering courses to its curriculum, as well as military science, which the Morrill Act required.

The University has grown almost constantly since then. The medical campus, founded in Nashville and acquired by the University in 1879, moved to Memphis in 1911. The University of Tennessee at Martin, established in 1900 as a private institution, became part of The University of Tennessee in 1927. The University of Tennessee at Chattanooga was established in 1969 when the private University of Chattanooga merged with The University of Tennessee. The Space Institute, a graduate research and education center near Tullahoma, opened in 1964.

The Institute of Agriculture, headquartered in Knoxville, traces its beginnings to 1869 when The University of Tennessee became Tennessee’s land-grant institution, and the Institute for Public Service was founded and brought together several existing government and industrial outreach programs in 1971.

Today, The University of Tennessee System serves the entire state through three separate institutions: The University of Tennessee (Knoxville, Memphis, and Institutes of Agriculture, Public Service, and Space), The University of Tennessee at Chattanooga, and The University of Tennessee at Martin.

The University of Tennessee has among its faculty and alumni a Nobel laureate, seven Rhodes scholars, six Pulitzer Prize winners, and ten astronauts. University of Tennessee alumni number more than 250,000.

**Accreditation**

The University of Tennessee (Knoxville campus) is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award baccalaureate, masters, and doctoral degrees.

**ADMINISTRATIVE POLICIES**

**Inclement Weather Policy**

The University of Tennessee will remain open except in the most severe weather conditions.

The Provost may officially close or suspend selected activities of the University because of extreme weather conditions. When a decision to close is reached, campus and local radio and TV stations will be notified so that appropriate announcements may be made.

If 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.

In the event of inclement weather when the University remains open, all faculty, administrators, and staff will be expected to make every reasonable effort to maintain their regular work schedules, but are advised to avoid undue risks in traveling. Employees who anticipate arriving late or not arriving at all should notify their immediate supervisors. Employees will have the option of charging their time off to annual leave or leave without pay; or, with approval, they may make up their lost work hours.

Students will be responsible for any academic work which they miss due to absences caused by severe weather conditions. It is the individual student’s responsibility to take the initiative to make up any missed class work, and it is the instructor’s responsibility to provide a reasonable opportunity for students to complete assignments or examinations missed due to such absences.

**EEO/Title IX/Section 504 Statement**

The University of Tennessee does not discriminate on the basis of race, sex, color, religion, national origin, age, disability, veteran status in provision of education programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the University.

The University does not discriminate on the basis of race, sex, or disability in the education programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990.

Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA, the Age Discrimination in Employment Act (ADEA), or any of the other above referenced policies should be directed to the Office of Equity and Diversity (OED); 1840 Melrose Avenue; Knoxville, Tennessee 37996-3560; telephone (865) 974-2498 (TTY available). Requests for accommodation of a disability should be directed to the ADA Coordinator at the Office of Human Resources Management; 600 Henley Street; Knoxville, Tennessee 37996-4125.

**Policy on a Drug-Free Campus And Workplace**

In support of the Drug-Free Workplace Act of 1988 (Public Law 100-690) and the Drug-Free Schools and Communities Act of 1989, The University of Tennessee is notifying all students, faculty, and staff of the following University policy approved by The University of Tennessee Board of Trustees on 21 June 1990.

It is the policy of The University of Tennessee to maintain a safe and healthful 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.

Violation of this policy is grounds for disciplinary action—up to and including immediate discharge for an employee and permanent dismissal for a student. Federal and state laws provide additional penalties for such unlawful activities, including fines and imprisonment (21 U.S.C. 841 et seq.; T.C.A. 39-6-401 et. seq.) Local ordinances also provide various penalties for drug and alcohol-related offenses. The University is bound to take all appropriate actions against violators, which may include referral for legal prosecution or requiring the individual to participate satisfactorily in an approved drug use/alcohol abuse assistance or rehabilitation program.
Aside from any University policy considerations, the use of illicit drugs and/or the abuse of alcohol may be harmful to your health. Some of the health risks associated with such use/abuse are listed: Alcohol Abuse Health Risks: liver damage—cirrhosis, alcoholic hepatitis; heart disease—enlarged heart, congestive heart failure; ulcers and gastritis; malnutrition; cancer—of the mouth, esophagus, stomach, liver; brain damage—memory loss, hallucinations, psychosis; damage to fetus if pregnant mother drinks; death—50% of fatal auto accidents involve alcohol; 31% of suicides are alcoholics. Drug Use Health Risks: overdosing—psychosis, convulsions, coma, death; long-term use—organ damage, mental illness, malnutrition, death; casual use—heart attack, stroke, brain damage, death; needles—infections, hepatitis, AIDS, death. If a pregnant mother uses drugs, her baby can be born addicted or dead.

Individuals who are paid by The University of Tennessee from federal grants or contracts must notify the University of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. The University is, in turn, required to inform the granting or contracting agency of such violation within ten days of the University’s receipt of notification.

Employees and their families needing treatment information should call their local Personnel Office, Employee Assistance Program, or the State of Tennessee Employee Assistance Program (800-468-8369). Students needing treatment information should contact their campus Student Affairs Office, student health center, or counseling center.

Security Information

In accordance with the Tennessee College and University Security Information Act of 1989 and the Student Right-To-Know and Campus Security Act, The University of Tennessee has prepared a report containing campus security policies and procedures, data on campus crimes and other related information. A free copy of this report may be obtained by any student, employee or applicant for admission or employment from the Office of the Dean of Students, 413 Student Services Building.

Requirements for Undergraduate Admission

Anyone interested in attending The University of Tennessee as an undergraduate student is encouraged to visit the web site of the Office of Undergraduate Admissions:

http://admissions.utk.edu/undergraduate/

Persons may also direct their inquiries to:

The Office of Undergraduate Admissions
320 Student Services Building
University of Tennessee
Knoxville Tennessee 37996-0230

Knoxville:
E-mail: admissions@utk.edu
Phone: (865) 974-2184
(800) 221-VOLS

Memphis Branch Office:
E-mail: admit2utk@utk.edu
Phone: (901) 448-8289

Nashville Branch Office:
E-mail: admit3utk@utk.edu
Phone: (615) 726-2688

Note: There are deadlines for admission and for consideration for competitive academic scholarships each semester. These deadlines are available from any sources listed above.

Academically Talented High School Students

Academically talented high school students enrolled in grades 9, 10, 11, and 12 in public or private school in Tennessee may apply to enroll and receive regular college credit from a Tennessee postsecondary institution if: (1) they receive the recommendation and approval of the high school principal and/or appropriate higher education institution personnel; (2) they have a grade point average equivalent to 3.2 or higher on a 4.00 scale; and (3) such placement is a part of the student’s planned Individual Educational Placement (IEP) as established by the multidisciplinary team process.

Students are encouraged to submit standardized test scores (ACT or SAT). Applications are subject to review and admission is not guaranteed.

Advanced Placement Examinations

Freshmen admitted to The University of Tennessee may receive credit on the basis of performance on one or more of the Advanced Placement Examinations offered each May by the College Entrance Examination Board in 16 subject areas. See “Academic Policies and Procedures” section of this catalog for additional information.

Transfer Applicants

The admission decision for transfer students with fewer than 30 earned transferable college-level hours will be based on the same criteria as new freshman applicants.

The admission decision for transfer students with 30 earned transferable college-level hours will be based on the college grade point average. 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. In order to be considered for admission to The University of Tennessee, a transfer applicant must have a minimum of a 2.0 grade point average (on a 4-point scale) overall in college credit courses considered for transfer credit. Some academic colleges or departments may require greater than a 2.0 for acceptance into certain programs.

For detailed information about transferring to The University of Tennessee, check the Admissions web site: http://admissions.utk.edu/undergraduate/.

Note: Students transferring to The University of Tennessee must earn 60 semester hours of credit at a four-year college or university and the last 30 semester hours of credit at The University of Tennessee.

Articulation Agreements

The University has articulation agreements with some Tennessee community colleges leading to admission with junior standing in particular majors at The University of Tennessee. These programs lead to the awarding of the associate degree by the specified community college and the baccalaureate degree by The University of Tennessee, provided the student successfully completes all the courses required in a particular program. Details on specific programs and requirements are available from the Office of the University Registrar web site http://web.utk.edu/~registra/ or from the specified community college.

Visiting Student Applicants

A visiting student is one who is actively enrolled in a program at another accredited institution of higher learning but who desires to enroll temporarily at The University of Tennessee. Visiting students are admitted for one semester only.

Re-entry Student Applicants

A re-entry student is one who has not been enrolled in school for three years or more prior to making application for admission to The University of Tennessee.

Senior And Disabled Applicants

Persons 60 years of age or older or totally disabled persons who are residents of Tennessee may enroll in courses for credit at a four-year college or university and the last 30 semester hours of credit at The University of Tennessee.

Senior And Disabled Applicants

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 secondary and post-secondary academic records. These records should describe courses of instruction in terms of years spent in school, types of subject matter covered, and grades earned in each subject.
3. Evidence of English proficiency according to the following requirements for those whose first language is not English.
   a. Any applicant to the undergraduate program whose first language is not English—with the exception of some transfers from regionally accredited colleges or universities in the United States (see c below)—must present a “Test of English as a Foreign Language (TOEFL)” score of at least 193 (computer-based) or 523 (paper-based), earned within two years prior to application, before being admitted. Final consideration cannot be granted until test results are received by International Admissions from the TOEFL test agency.
   b. The University of Tennessee English Placement Test must be taken prior to registration. This test will determine whether the student needs to take more English and, if so, at what level. The English Placement Test grants no credit. Students assigned to special English courses must enroll the first semester of attendance, stay continuously enrolled in the assigned courses until completion of all requirements, and complete the requirements within the first year of continued enrollment at The University of Tennessee.
   c. An undergraduate student whose first language is not English is exempted from taking The University of Tennessee English Placement Test and from presenting a TOEFL score of 523 (or 193 on the computer-based TOEFL) provided that the student has satisfied all requirements for freshman composition with a grade of C or better at an accredited college or university in the United States. Freshmen English for Foreign Students does not exempt a student from presenting an acceptable TOEFL score.
   d. A United States citizen or Permanent Resident may demonstrate English proficiency by submitting a minimum ACT English score of 21 (SAT verbal 510; 430 if taken prior to April, 1995) or TOEFL 193 (computer-based) or 523 (paper-based).
4. Applicants from certain countries are required to make a significant monetary deposit prior to issuance of Form I-20 to secure a student visa.
5. International students must enroll in the health and accident insurance plan provided by The University of Tennessee.
6. For international students, completed application forms and the processing fee must be received in the Office of International Admissions no later than the following dates: February 1 for Fall Semester; July 1 for Spring Semester; December 1 for Summer Term.

International students are subject to various enrollment limitation regulations comparable to those affecting U.S. citizens. The International Admissions Office will notify any applicant of any applicable regulations in effect at the time of application.
Students Seeking Readmission to the University

Submission of an application for readmission is required for a student previously seeking a degree who has withdrawn from The University of Tennessee, who has been absent for a term other than the summer term, or who has been academically dismissed. A readmission applicant may be asked to appear before the Committee on Readmission. A student who previously attended as a non-degree student and wants to re-enter as a degree-seeking student must complete an application for undergraduate admission unless he/she obtained a degree from The University of Tennessee (main campus).

A student who has attended another college or university since attending The University of Tennessee must have an official transcript sent to the University.

Students dismissed when they last attended the University, who left in Academic Review, and those who have registered at another institution of higher education since their last enrollment at The University of Tennessee must apply well in advance, generally three to four months prior to the beginning of the term. Submitting an application for readmission does not guarantee admission.

Official transcripts of any transfer work attempted after a student’s enrollment at The University of Tennessee must be submitted before a decision on readmission can be made. For specific deadline dates, students should consult the Office of Undergraduate Admissions, 320 Student Services Building.

To register for courses at any other branch, center, or division of the University controlled by the Knoxville campus, a student must meet the readmission regulations that govern courses for credit at the Knoxville campus. However, students may register for correspondence courses (with prior permission of their college dean) without being readmitted.

Residency Classification for the Purpose of Paying University Fees and for Admission Purposes

Initial residency classification is determined by an Admissions Processor from information contained on The University of Tennessee Application for Admission. Notice of classification is sent at the time the applicant is notified of admission. Students classified as out-of-state, or whose status is unclear, should submit an Application for Residency Reclassification to the Residency Classification Office. The deadline for submission of the completed classification application and supporting documentation is the tenth calendar day after classes begin for the semester. Classification will be determined and the applicant will be notified by mail. Additional information regarding the State of Tennessee regulations for classification may be found at the Office of the University Registrar web site, http://web.utk.edu/~registra/.

Academic Common Market

The Academic Common Market is an agreement among states for sharing unique programs. Participating states can make arrangements for their residents who are fully admitted to specific programs at The University of Tennessee (Knoxville campus) to enroll on an in-state tuition basis if these programs are not available in the state of residence.

Cooperating states in the Academic Common Market are Alabama, Arkansas, Delaware, Florida, Georgia, Kentucky, Louisiana, Maryland, Mississippi, Oklahoma, South Carolina, Tennessee, Texas, Virginia, and West Virginia. Bachelor’s, master’s, and doctoral programs at The University of Tennessee are approved by the Academic Common Market for residents of these states to enroll at in-state tuition rates.

For additional information, visit the Southern Regional Educational Board at: http://www.sreb.org or contact Norma Harrington, Office of Undergraduate Admissions (865) 974-6120.

UNIVERSITY FEES

University fees and other charges are determined by the Board of Trustees and are subject to change without notice. All student fees are due in advance.

All charges and refunds will be made to the nearest even dollar. All charges are subject to subsequent audit and verification. The University reserves the right to correct any error by appropriate additional charges or refunds.

All students must confirm their attendance by (1) making the minimum payment; (2) signing a Confirmation of Attendance form; or (3) setting their Confirmation of Attendance on the web at CPO.UTK.EDU if no fees are due.

If the student does not owe fees due to a waiver (staff, GA, GTA, GRA, etc.), financial aid including scholarships, or if fees are paid by another source, a signed Confirmation of Attendance Form must be received by the Bursar’s Office or the student must set his/her confirmation on the web at CPO.UTK.EDU on or before the due date published in the Time-table of Classes each semester. The schedule will be canceled if one of the above is not accomplished each term on or before the published due date. This includes graduate assistants, teaching assistants, teaching associates, research assistants, staff and others whose fees may be billed, prepaid, or waived. Late registration fees are applicable to students who register during final registration.

The University is authorized by statute to withhold diplomas, grades, transcripts, and registration privileges from any students until their debts and obligations owed to the University are satisfied.

Part-time students may elect to pay fees computed by semester hour credit (or audit) at the rates shown on the above web site, with the total charge not to exceed the regular maintenance fee for in-state students or the maintenance fee plus tuition for out-of-state students.

All students both in- and out-of-state are required to pay the established maintenance fee. In addition, tuition is required of all students who are classified as non-residents for fee assessment purposes.
VOLXpress

VOLXpress is The University of Tennessee’s centralized accounting system. Students may pay their fees via the mail, in person, or on the web at CPO.UTK.EDU. Through VOLXpress, statements are mailed to each student’s billing address. The statement includes class schedules, drop/add activity, current tuition and fees, fee waiver information, fines and past-due amounts, pending financial aid that can be credited toward fees, any excess funds from scholarships and/or loans and choices about how to receive them.

VOLXpress is a convenient method for students to take care of business from home. Students who register and pay early will receive the greatest benefit if the payment deadlines are observed.

Each student must submit any change of address on the web at CPO.UTK.EDU to ensure timely receipt of a VOLXpress statement. Each Timetable of Classes lists the dates of registration and when and if statements will be mailed. Failure to receive a statement does not relieve the student of his/her obligation to pay on or before the due date.

University Program and Services Fee
http://web.utk.edu/~bursar/volxfees.html

The purpose of the University Programs and Services Fee (UPSF) is to provide non-instructional facilities and programs of an educational, cultural, social, and service nature for University of Tennessee students. The fee has three components which include program, health, and capital. The health portion of the fee is included only with the payment of the full UPSF (contact Student Health Service for additional information).

Students enrolled in nine or more hours are assessed the full-time University Programs and Services Fee. Students enrolled for fewer than nine hours are assessed a prorated fee based on the highest number of hours for which the student is enrolled at any time during the semester. The fee is non-refundable.

Graduate, teaching, and research assistants, teaching associates, and fellowship students must pay the University Programs and Services Fee, even if they have a waiver of fees (tuition and/or maintenance).

Any part-time student may elect to pay the health portion of the UPSF in addition to the standard prorated assessment. Part-time students enrolled in six or more hours may elect to pay the full-time UPSF instead of the standard prorated assessment.

Technology Fee

The purpose of the Technology Fee is to provide all students with improved access to the technological infrastructure, resources, and services at The University of Tennessee.

Graduate, teaching, and research assistants, teaching associates, and fellowship students, who may have a waiver of fees (tuition and/or maintenance), must pay the appropriate Technology Fee.

The Technology Fee is mandatory and may be refunded on the same percentage scale as maintenance and tuition charges.

Facilities Fee

The Facilities Fee is used to provide students with upgraded classroom facilities, expand information technology into the classroom, and assist in funding a backlog of campus and classroom projects that will enhance the University’s facilities.

Transportation Fee

The Transportation Fee is a mandatory fee assessed to all students enrolled in credit and audit courses. The fee is used to provide students with a convenient method of movement around campus. The fee will subsidize the costs associated with the new comprehensive campus transit system.

Fees for Courses Not Taken for Credit

Fees for courses audited are the same as for courses taken for credit. For fee purposes, courses listed for 0 credit hours are considered as one-hour courses.

Final Registration Late Fee

A late fee will be assessed to students who register during Final Registration (including those who were canceled during Priority Registration). Payment of fees or a Confirmation of Attendance form must be turned in to one of the Bursar’s Office locations by the Final Registration payment due date. This due date will be published in the Timetable available from the Office of the University Registrar. The Final Registration Late Fee is non-refundable.

See the Timetable of Classes for the dates and fees to be assessed during Final Registration.

Reinstatement Fee

VolXpress (fee) accounts which have a balance one month prior to the end of a term will be assessed a reinstatement fee, and grades will be withheld.

Returned Check Service Fee

All checks are deposited the day they are received. A $20 service charge will be assessed when checks fail to clear the bank on which they are drawn. Returned checks will not be re-deposited. Cash or certified funds are required for payment of the returned check and service charges.

Any student who does not respond within 2 weeks from the date of the first notice may be assessed an additional $10 Service Charge.

Failure to clear returned checks will result in the forfeiture of all University services, including the receipt of grades, transcripts, schedule of classes, and check cashing/writing. Failure to pay may also result in additional late fees, collection costs, and reasonable attorney fees.

Deferred Payment Plan

Students in good financial standing will be offered a deferment of up to 50% of the total charges on their VolXpress statement. All financial aid must be applied toward fees before a deferment will be considered. A deferred payment service fee is assessed when any portion of tuition, fees, and other charges are deferred with the approval of the Bursar’s Office. An additional late payment fee will be assessed on each installment not paid on or before the due date. Failure to receive a statement
Refunds

Refunds are defined as the portion of maintenance and/or tuition and University housing/meal charges due as a rebate when a student withdraws or drops a portion of class hours. Refunds are also processed as a rebate on some fines/penalties paid such as parking fines, library fines, etc. Once a refund is determined to be appropriate, all amounts will be applied toward other outstanding fees/finances owed to the University at the time the refund is issued, including outstanding fees due on the Deferred Payment Plan. Any remaining refund balance will be refunded to the credit card charged or mailed to the student’s billing address.

Refund/Charge of Fees for Withdrawal (Drop All Classes)

After payment of fees and/or a Confirmation of Attendance Form has been submitted by the student, withdrawal for the semester must be by official notification to the Office of the University Registrar, 209 Student Services Building. Failure to attend class does not automatically withdraw or drop a student from college or class.

The effective date of the withdrawal is the date the withdrawal office is notified by completion of the official withdrawal request form. The appropriate percentage of fees (maintenance and tuition and technology fees only) will be charged unless this action is completed by the close of the day before the first official day of classes for the semester. Failure to notify the withdrawal office promptly when withdrawing could result in a larger fee assessment. Withdrawal does not cancel fees and charges already incurred. All charges and refunds will be made to the nearest even dollar.

The drop/add procedure cannot be used to withdraw from school for the semester. See the Timetable of Classes for the dates and percentage charges for the semester in question.

Refund/Charge of Fees for Dropped Courses

Students who drop courses and continue with a reduced load are eligible for a refund only if the sum of charges computed at the semester-hour rate for the hours continued, plus the percentage assessed for the hours dropped, results in an amount less than that paid. A course on a student’s schedule is officially dropped, and the drop becomes effective, on the date the charge of registration form is processed or the date the drop was entered on CPO or the registration telephone system. Any refund due for dropped courses will be made after the drop deadline. See the Timetable of Classes for the drop charge/percentage refund for the semester in question.

STUDENT FINANCIAL AID

The University of Tennessee offers a comprehensive program of financial aid to students who would not otherwise be able to afford to attend. Through these federal, state, and university programs, an eligible student may receive one or more types of assistance. For additional information on any financial aid or scholarship program, please contact the Office of Financial Aid and Scholarships or view information online at http://web.utk.edu/~finaid.

Families applying for financial assistance based upon financial need (grants, scholarships, loans and employment) must complete a Free Application for Federal Student Aid (FAFSA) annually. Families desiring only a scholarship based on academics and/or merit are not required to complete federal financial aid applications.

To receive aid from federal student aid programs, a student must have financial need, with the exception of some of the loan programs. Students must also be U.S. citizens or eligible non-citizens, have a valid social security number, have a high school diploma or General Education Development (GED) certificate, be enrolled or accepted for enrollment as a regular student working towards a degree or certificate in an eligible program, make satisfactory academic progress, sign a statement of educational purpose and a certification statement on overpayment and default, and register with the Selective Service. Students may not receive aid for correspondence, distance education or telecommunications courses unless they are part of an approved associate, bachelor’s or graduate degree program.

When applying for financial aid, the Free Application for Federal Student Aid (FAFSA) must be completed. This information is used in a formula, established by the U.S. Congress, that calculates the Expected Family Contribution (EFC), an amount the student and his/her family are expected to contribute towards the student’s educational costs. Financial need is defined as the difference between the cost of attendance and a family’s contribution towards these educational expenses.

Cost of Educational Expenses Minus Expected Family Contribution = Financial Need
The University of Tennessee offers three general types of financial aid: scholarships and grants, loans, and part-time employment. These may be awarded individually or in a combination according to the needs of the family and student.

For additional information on application procedures, please contact the Office of Financial Aid and Scholarships.

**Priority Date for Applications**

Priority in awarding financial aid will be reserved for processed application data received on/before the priority application deadline of March 1. The University of Tennessee is unable to meet full financial need for all applicants; therefore, requests for financial aid are processed on both a date priority and financial need basis.

**Scholarships and Grants**

**Scholarships.** The University of Tennessee scholarship program is made possible through the generosity of funds provided to the university from individuals, alumni, outside foundations, private businesses, and civic organizations. The majority of the scholarship programs are coordinated by the Office of Financial Aid and Scholarships and are awarded based on demonstrated strong academic achievement and financial need. Individual colleges administer some undergraduate scholarships for currently enrolled students. Departments may require a separate application.

All scholarships are highly competitive and there are not sufficient funds to assist all qualified students. Most scholarships are awarded for one year, with the recipients competing for scholarships each year of enrollment.

**Federal Pell Grant.** Pell Grants are awarded only to undergraduate students who have not earned a bachelor’s or professional degree. A Federal Pell Grant does not have to be repaid. All undergraduates applying for need-based financial assistance from the University must apply for a Federal Pell Grant using the Free Application for Federal Student Aid (FAFSA).

**Federal Supplemental Educational Opportunity Grants.** This federal grant is for undergraduate students with exceptional need. Priority is given to students who receive a Federal Pell Grant. Students who are full or part-time may apply. Federal SEOG funds are limited, and do not require repayment.

**The Tennessee Student Assistance Award** is designed to further the educational opportunities to residents of the state who display financial need. Awards cover approximately one-half of the maintenance fees for Fall and Spring terms. More information may be obtained by writing to the Tennessee Student Assistance Corporation, 404 James Robertson Parkway, Suite 1950, Parkway Towers, Nashville, Tennessee 37243.

**Student Loans**

**Federal Perkins Loan.** This is a low-interest loan (currently 5%) for students with exceptional financial need as determined by the school. For undergraduate students, priority is given to Federal Pell Grant eligible students. The loan will be issued through the Office of Financial Aid and Scholarships, disbursed and repaid to the Student Loan Department in The University of Tennessee Bursar’s Office. Repayment begins following graduation, withdrawal, or when the student ceases to carry at least half-time enrollment.

Eligibility for the Federal Perkins Loan is determined when the student applies for federal aid using the Free Application for Federal Student Aid (FAFSA). The above regulations and provisions of the Federal Perkins Loan Program are correct as of this printing and are subject to change by federal legislation or regulation.

**The University of Tennessee Student Loan.** Student loans from university sources are available to currently enrolled students with a 2.0 or higher cumulative grade point average. A loan of an annual maximum of one and one-half times the amount of in-state fees paid per term can be extended up to $4,000. One surety or cosigner who meets specific credit requirements is required for each promissory note and a new promissory note must be completed each year a loan is received. The interest rate is 6 percent per year payable on July 1 of each year.

Repayment of the amount borrowed plus any unpaid accrued interest shall begin six (6) months following graduation, withdrawal, or when the student ceases to carry at least half-time attendance. The above regulations and provisions are correct as of this printing and are subject to change by action of the Board of Trustees.

**Federal Stafford Loan Program.** This is a low-interest loan made by a lender, such as a bank, credit union, or savings and loan association. These loans are insured by a Guaranty agency in each state and reinsured by the Federal Government.

To receive a Federal Stafford Loan, a student must apply for federal aid with the Free Application for Federal Student Aid. The student must be in good standing with the University and must be enrolled or admitted in at least a half-time degree program. Federal Stafford loans are available to students on need-based eligibility and non-need based circumstances. Students determined eligible for the subsidized (need-based) Stafford Loan program will have interest subsidies paid by the federal government to the lending institution while the borrower is in school. Unsubsidized (non-need based) Stafford loans are available to students regardless of need. Interest will accrue while the borrower of an unsubsidized Stafford loan is in school. The student has the option to pay this interest on a monthly or quarterly basis or allow it to accrue and capitalize.

Two disbursements of the loan will be made to the borrower; one at the time of enrollment and one in the middle of the loan period. Some first-year undergraduate students who are first time Stafford Loan borrowers will not receive the first loan disbursement until 30 days after the day the program of study begins.

Some first-time borrowers must receive Entrance Interview Loan Counseling at the Financial Aid Office before receiving the first disbursement of loan funds. Charges of up to 3% will be deducted from the loan disbursements for federal government and bank loan costs. Repayment will begin no earlier than 6 months after graduation, withdrawal, or less than half-time enrollment. Certain circumstances may allow a borrower to defer payment or cancel a portion of a loan if requested by the borrower through the lending institution. The above regulations and provisions of the Stafford Loan Program are correct as of this printing and are subject to change by federal legislation or regulation.

**PLUS Program.** Federal PLUS loans are available to parents of dependent students enrolled at least half time in a degree seeking program. This low-interest loan program is available to students in good standing at the University. A PLUS disbursed on or after July 1, 1993 will have a variable interest rate.
rate which is determined each June (check with lending institution for the current interest rate). Charges of up to 3% will also be deducted from the loan disbursements for federal government and bank loan costs.

A Federal PLUS may be requested by the parent borrower for up to the student’s cost of education minus any estimated financial aid received. Funds will be disbursed to the school and made co-payable to the parent borrower and the school. PLUS loans are subject to credit checks at the lending institution. Repayment of principal and interest begins sixty (60) days after the final loan disbursement. Certain circumstances may allow the lending institution to defer payment or cancel a portion of a loan if requested by the borrower. The above regulations and provisions of the PLUS program are correct as of this printing and are subject to change by federal legislation or regulation.

**Student Employment**

Many students are employed part-time in order to supplement financial aid or other sources of support while at the University. Such employment offers valuable aid and develops good working skills. However, the more time spent in employment, the less available for preparing for classes and involvement in campus life, two of the most important factors contributing to academic success. For those who find employment while classes are in session to be necessary, the Office of Financial Aid and Scholarships administers the Federal Work Study Program. Career Services administers the Student Employment Service.

**Federal Work-Study.** The federal work-study program provides jobs for students who have financial need and who must earn a part of their educational expenses. Eligible students are placed in jobs on campus where they can work a maximum of 20 hours per week. Jobs are available in a wide variety of academic departments and other campus units. The rate of pay is above federal minimum wage.

**Student Employment Service** operates as a central referral agency for all University of Tennessee students who are eligible U.S. residents. It coordinates listings of part-time employment from both University and private employers with the requests of students seeking employment. Part-time jobs average from 15 to 20 hours per week.

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**THE UNIVERSITY** 29

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**The Adult Student Services Center** is located at 413 Student Services Building. Hours are 8:00 a.m.-5:00 p.m. Monday-Friday. Phone: (865) 974-4504; fax: (865) 974-0088; e-mail: adultssc@utk.edu

**The Black Cultural Center**

**Minority Student Affairs**

http://web.utk.edu/~omsa/

Minority Student Affairs and the Black Cultural Center are an integral part of The University of Tennessee. Minority Student Affairs provides academic, cultural and social outlets through programs and services as an on-going part of the University’s retention efforts. The Tutorial and Early Alert Programs, along with the library, computer lab, student lounge, and multi-purpose area, serve as an extension to services provided across campus. The Center houses several student organizations that plan activities ranging from guest lecturers, Black History Month events, Welcome Week activities, and carnivals to renown speakers such as Maya Angelou, Tavis Smiley, Cornel West, and Alice Walker.

The new Black Cultural Center opened in June 2002 and is located at 1800 Melrose Avenue. It is a testament to the University’s commitment to the entire student population and is a unique, landmark structure. The University community is encouraged to visit the facility and take advantage of the opportunities provided for all students.

**Career Services**

http://career.utk.edu

Career Services, located in Dunford Hall, 974-5435, is a university-wide department providing career-related assistance to University of Tennessee students through a wide range of programs and services. Included in the services offered are:

- two annual career fairs providing opportunity to speak informally with representatives from over 100 different companies about their entry-level jobs and hiring practices;
- a nonprofit career fair involving representatives from numerous area nonprofit organizations;
- employer information which includes types of majors sought, job descriptions, career profiles, annual reports and other pertinent information for hundreds of companies that recruit at The University of Tennessee;
- a website including valuable links to dozens of other career-related web resources;
- a part-time employment service for students seeking such positions;
- and workshops providing instruction in skills and tactics for successful interviewing, resume preparation, business and dining etiquette, and other topics.

On-campus interviews are scheduled during the year and require registration via a web-based resume system. Thousands of interviews are scheduled each year which include approximately 500 companies, government agencies and school systems. Interviews are scheduled by registrants on the web. Many job listings are also available from the department’s website. Career Services also administers a Credentials Service for doctoral candidates. Setting up a credential file is a simple process involving the submission of a resume and academic transcript, along with letters of recommendation. An alumni placement
service offers job-search assistance. Also, thousands of resumes are referred directly to employers each year to assist students and recent alumni in their job-seeking activities. A web-based resume book is made available to employers.

Career Services registrants have access to video conference interviewing, resume access via the World Wide Web and other state-of-the-art forms of placement assistance.

Center for International Education  
http://www.utinternational.org  
http://web.utk.edu/~globe/

The Center for International Education (CIE), located at 1620 Melrose Avenue, promotes and supports all aspects of international education and international exchanges at The University of Tennessee, both for American students and faculty and for students and faculty from other countries. CIE coordinates the administration of official linkage agreements between The University of Tennessee and institutions of higher education in other countries.

Programs Abroad: The University of Tennessee strongly encourages students to undertake a semester, summer, or academic year of study outside of the United States. Time spent abroad increases a student’s ability to understand another culture, helps the student better understand his/her own country and its place in the world, and enhances the student’s resume. In addition, students gain confidence as they successfully face the unique challenges of living abroad.

The Programs Abroad Office (PAO) can help students find opportunities that meet their needs. Programs are available in many countries, vary in length from 10-days to a full academic year, and sometimes cost only a little more than it would cost to attend The University of Tennessee. Financial Aid can be used and credits can often transfer back to fulfill University requirements. Advanced planning helps assure that study abroad does not delay graduation.

In addition to formal study abroad, the PAO has information about other types of opportunities for graduate students to enjoy significant international experiences. These include volunteer programs, work-based experiences including teaching English abroad, internships, and experiential learning. Students are encouraged to visit the PAO to learn more about the international opportunities available to them.

International Scholarships: CIE coordinates campus administration of such international grants and scholarships for students as the Fulbright, Rhodes, Marshall, David L. Boren NSEP, W.K. McClure, and provides information about other sources of funding for overseas study and research, including the Rotary Foundation and German Academic Exchange Service (DAAD) grants. CIE also administers The University of Tennessee portion of the University of Bonn’s Transatlantic Summer Academy (TASA) for graduate students and upper-division undergraduates. Within its library on study, work and travel abroad, CIE has information on student summer job programs in seven countries.

International students and scholars: CIE provides information and assistance in matters relating to United States visa issues and U.S. Immigration and Naturalization Service regulations. It produces The Link, an on-line newsletter for The University of Tennessee’s international students and scholars, and administers the insurance policy required of all international students at the University. International student advisors are available to discuss academic and personal concerns. Orientation programs conducted at the beginning of each semester facilitate adjustment to the campus and community and provide essential information related to U.S. laws for international students.

The International House: The “I-House,” 1623 Melrose Avenue, is CIE’s on-campus social, recreational and programming center and serves as a meeting place for international and U.S. students, faculty and staff.

Contacts: Contacts for general inquiries to CIE are cie@utk.edu, phone (865) 974-3177, web site: http://www.utinternational.org. The I-House web address is http://web.utk.edu/~globe and the phone (865) 974-4453.

Dining Services  
www.utdining.com

The University of Tennessee Dining Services recognizes that campus dining is a large part of the college experience. Students have the choice of a variety of meal membership options depending on the type of dining desired. Meal memberships are available to all students living on or off campus. Additional information may be obtained from The University of Tennessee Dining Services, 1017 Francis Street #108, Knoxville, Tennessee 37996; (865) 974-4111; or at the above web site.

Disability Services  
http://ods.utk.edu

The Office of Disability Services (ODS) is committed to providing equal opportunities for students and employees with disabilities at The University of Tennessee. The primary objective for the office is to eliminate accessibility barriers to provide individuals with disabilities equal access to academic, social, career, cultural and recreational opportunities offered within the University.

To ensure that services are provided in a timely manner, prospective students with disabilities are encouraged to contact ODS at least one month prior to the semester in which they plan to attend. Contact with the students prior to registration enables the ODS staff to better assess the need for interpreters, readers, accessible facilities, and other support services. The T-Access, the university’s new transportation system, is available to transport those individuals with mobility limitations, whether permanent or temporary. Most disabilities require documentation within the past three years from an attending physician or psychologist. However, some disabilities may require more updated documentation. Please contact the office if you have any questions.

Telephone: (865) 974-6087; fax: (865) 974-9552; e-mail: ods@tennessee.edu.

Educational Advancement Program  
http://web.utk.edu/~mcnair/eap/

The Educational Advancement Program student support service is a U.S. Department of Education funded TRIO program designed to provide counseling, academic advising, instructional, tutorial, and mentoring services to students with demonstrated academic needs who are also first generation college students, low income, or who have physical disabilities.
The project serves 250 students and provides the following services to those who meet program eligibility criteria after application and interview.

**Counseling:** Trained professionals offer advice and help students develop personal strategies in matters related to financial aid, learning styles, relationships with family and friends, adjustment to college, personal and career decision making.

**Academic Advising:** EAP Counselors provide accurate, thorough and personal one-on-one advice about general curriculum and major requirements for majors in every college in the university. Academic review advising is an additional service provided by the counselors.

**Tutoring:** The program employs 35 experienced and knowledgeable undergraduate and graduate students who are trained to provide one-on-one tutoring in a wide range of 100, 200, and 300 level subjects. Students receive 2 to 3 hours of individualized assistance per week. Group tutoring is also available.

**Mentoring:** A series of structured cultural and social events is scheduled for selected EAP students centered around the need to develop networking skills. Citizens of the Knoxville metropolitan community are invited to share with students.

**Instruction:** EAP offers special sections of selected classes with limited class size (25), increased number of class meetings, and empathetic faculty.

- Mathematics 123—Finite Mathematics
- Mathematics 125—Basic Calculus
- Biology 101, 102—Human Kind in a Biotic World
- Chemistry 120, 130—General Chemistry

The Educational Advancement Program office is located at 201 Aconda Court. Phone: (865) 974-7900; fax: (865) 974-7903; e-mail: mcfadden@utk.edu.

**Hearing and Speech Center**
http://www.uthearingandspeech.org/

The Hearing and Speech Center, located at 1600 Peyton Manning Pass, offers complete diagnostic and treatment services to all University students with speech and language disorders/differences and/or hearing disorders. Services are available to any student who has paid the full University Programs and Services Fee or, if taking fewer than nine hours, for any student who has paid the optional student health service fee.

The Center serves as a clinical observation and education facility for students majoring in Speech-Language Pathology or Audiology. It also serves as a community hearing and speech center providing diagnostic and treatment services for persons of all ages exhibiting communication disorders/differences.

For Speech-Language Services: Phone (865) 974-5451; fax (865) 974-4639. For Audiology Services: phone: (865) 974-5453; fax: (865) 974-1792.

**Housing**
http://web.utk.edu/~reshalls/

The University strives to maintain convenient and comfortable residence hall facilities which are available to all single students at a reasonable cost. Many residence halls provide excellent study facilities, including computer rooms, and are all within easy walking distance of classrooms and other university facilities.

On-campus housing provides an atmosphere which is conducive to academic achievement and personal development and it is, therefore, recommended that all students reside in University housing. All freshman students who are not living with a parent or guardian are required to live in University housing. Additional information may be obtained from the Department of University Housing, 405 Student Services Building, The University of Tennessee, Knoxville, Tennessee 37996-0241; (865) 974-2571.

**Office of Information Technology**
http://oit.utk.edu

The Office of Information Technology (OIT) provides computing and telecommunications resources and services for students, faculty, and staff. Information about OIT is available on the OIT web site http://oit.utk.edu.

OIT provides the core information technology equipment and services for The University of Tennessee. OIT provides public-access computer labs, central computing, administrative information systems and network services, as well as information security for The University of Tennessee.

Individual computer accounts are provided at no charge for all University of Tennessee students. These accounts may be used for e-mail, coursework, research, and personal Web pages. Information and on-line registration for computer accounts are available at http://oit.utk.edu/helpdesk/account. Students are also encouraged to download http://antivirus.utk.edu and use AntiVirus software supplied by OIT at no cost to the student.

Students on the Knoxville campus may access the Internet through direct Ethernet, dial-up, or wireless connections. All students can take advantage of The University of Tennessee’s new wireless infrastructure, which is now available in most of the academic and administrative buildings on the Knoxville campus.

To provide access to computing facilities on campus, OIT maintains seven staffed computing labs, several unstaffed labs, and supports computing installations in residence halls. The computing labs are equipped with more than 300 microcomputers including current models of Apple, Dell, and Gateway machines. In addition, laser printers, wireless printers, scanners, CD Writers and zip drives are available. A variety of industry standard software applications are available for use on the machines in the computing laboratories. Please refer to http://oit.utk.edu/labs.html for more information.

**OIT Help Desk:** OIT provides the telephone Help Desk as a centralized source of information and service for the computer and network resources managed by OIT. Help Desk services are available to all University of Tennessee students. To contact the Help Desk, please dial 974-9900 or e-mail helpdesk@utk.edu. For more information, please visit our Help Desk web site at http://oit.utk.edu/helpdesk.

**OIT Customer Service Center:** OIT maintains a Customer Service Center that centrally locates all contact points for walk-in support on related OIT services. Students can receive assistance and/or training on a wide variety of topics at our Customer Service Center. These services include installing academic software free of charge on personally owned computers and helping students diagnose problems with their computers. We will also help clean up virus infected machines and reload/upgrade operating systems. The Customer Service Center is located on the corner of Cumberland and Volunteer in Rooms 103/104 Aconda Court and is open Monday through Friday, 9 a.m. until 4 p.m.
Technology Training: Several courses offered are aimed at improving skills with the technology available at The University of Tennessee. Life Preserver: An Introduction to University of Tennessee Computing is offered several times each semester on supported application software and operating systems. Other courses include those about MS Office products, Dreamweaver, JavaScript, using the Internet and search engines, and Web Page Essentials (four levels of HTML training). There is also a series of courses on Adobe Photoshop. Please refer to http://web.utk.edu/~pso/ for more information.

Computer-Based Training: Computer-Based Training (CBT) is a self-paced series of interactive, WEB delivered, learn-as-you-go courses offered on many computing topics. CBT offers courses for Microsoft products (Word, Excel, etc.), Internet topics (Internet basics, How to create a Web page, etc.), and more advanced topics, such as JavaScript, Visual Basic, object-oriented techniques, and open systems. There are over 500 courses available. This training is free to University of Tennessee students. For registration and access to the CBT courses on the WEB, go to http://oit.utk.edu/cbt/.

Statistical Consulting Center: Our mission is to help University of Tennessee students, faculty, and staff enhance the quality of their research by working together to effectively apply analytical methods, especially statistics. Other areas we support include computing, data file conversion, data mining, graphics, mathematics, scan form test scoring, text analysis, thematic mapping, visualization and web survey design. The costs for most of our services are centrally funded for the first ten hours of assistance each semester. Beyond that individuals or departments are billed. Assistance is available by appointment via the helpdesk at (865) 974-9900, by walk-in at 200 SMC and by email at StatHelp@utk.edu. For details, see http://oit.utk.edu/scc/.

The Innovative Technology Center: The ITC (http://itc.utk.edu) provides the leadership, support, resources, and training necessary to help University of Tennessee faculty, graduate teaching assistants, and academic teaching staff make effective use of technology in their teaching, both online and in the classroom. The ITC offers a wide selection of workshops, supports a resource-rich faculty development lab, awards grants for instructional technology projects, and maintains Online@The University of Tennessee, the university’s Blackboard-powered integrated online academic community.

Parking and Transportation
http://web.utk.edu/~pso/

The University of Tennessee endeavors to provide adequate facilities for vehicles operated by students and staff. However, areas available for parking are necessarily limited. To reduce traffic congestion within the campus area, large parking areas are located on the perimeter of the campus. A comprehensive campus transportation system, called “The T,” connects the Agricultural Campus, residence halls, and The Hill. This service provides direct access to and from the heart of campus. Transportation service is also available to university apartments.

A parking permit is required for parking on all University lots, streets, parking structures, or leased lots. Persons who operate a motor vehicle in connection with attendance or employment at the University must register the vehicle with the Parking Services Office.

A University Traffic and Parking authority determines the parking policy, traffic regulations, and fees. Complete information is published each year in University Traffic and Parking Regulations which is available at the following Parking Services locations: 24 University Center (8:30 a.m.-4:30 p.m., Monday-Friday); 2121 Stephenson Drive (7:30 a.m.-4:30 p.m., Monday-Friday); or at the Parking Information Center at Circle Park. Phone (865) 974-6031, TDD (865) 974-6483 (for the hearing impaired).

Student Counseling Services Center
http://web.utk.edu/~counsel/

The Student Counseling Services Center (SCSC) provides services designed to help students with educational, vocational, personal, and social problems. Professional counselors work with students in a setting that allows for confidential discussion of concerns. Services include: crisis intervention, group therapy, individual therapy, academic classes, consultation with faculty/staff/students, and various workshops and presentations.

To access services, students may come to the center during walk-in hours Monday-Friday from 10:00-11:30 a.m. and 1:00-3:30 p.m. If schedules will not accommodate these times, students can call the Center to schedule an appointment. Anyone experiencing a crisis during the week is seen immediately between 8:00 a.m. and 5:00 p.m. After these hours, students are encouraged to go to The University of Tennessee Medical Center emergency room.

The Center is located at 900 Volunteer Boulevard and can be reached at (865) 974-2196.

Student Health Service
http://web.utk.edu/~kgivens/

Health services provided by the University are available to any student who has paid the health fee (either through paying the full University Programs and Services Fee or, if taking fewer than 9 but at least 3 hours, paying the optional health fee). These out-patient services are available continually throughout every term. The primary clinic at 1818 Andy Holt Avenue maintains scheduled daytime hours Monday through Friday. While urgent-care needs may be handled on a walk-in basis, appointments should be made in most instances.

Health Service will cooperate with students and family physicians in ensuring the continuity of quality health care during the university career.

The State of Tennessee requires that all students born after January 1, 1957 must provide proof of immunization with two doses of Measles, Mumps, and Rubella vaccine for attendance to all universities and colleges. This documentation must be provided to the Student Health Service. In addition, Student Health Service recommends that entering college students assure immunity to Tetanus/Diphtheria, Polio, Hepatitis B, and Chicken Pox. The American College Health Association recommends that students, particularly freshmen living on campus, consider receiving meningitis immunizations.
Student Judicial Affairs
http://web.utk.edu/~homepage/departments/judicial/

The Office of Student Judicial Affairs is concerned with the individual rights and responsibilities of students. Staff members serve as advisors to the student judicial system and, when necessary, initiate appropriate disciplinary proceedings.

Students placed on disciplinary probation receive direction, guidance, support, and encouragement. An effort is made to identify and correct problems interfering with academic progress. While on probation, students may be referred to other agencies for help with personal, psychological, and drug/alcohol problems. The office is located at 409 Student Services Building. Phone: (865) 974-3171.

Student Orientation
http://web.utk.edu/~orient/so.html

The Office of Student Orientation is dedicated to helping new students adjust to the university setting. It concerns itself with general, personal, and scholastic difficulties of the student during their first year of enrollment at The University of Tennessee. The office is responsible for the summer orientation program, specifically designed for the fall term new student, as well as orientation programs for freshmen and transfer students presented prior to the beginning of each term. The office is located in Suite 412 Student Services Building. Phone: (865) 974-2435. e-mail: orient@utk.edu

Undergraduate Academic Services
http://web.utk.edu/~uas/default.html

The purpose of the Office of Undergraduate Academic Services is to educate students about an array of opportunities available to enhance their educational experiences. The office is directly responsible for the administration of First Year Studies, National Student Exchange, and the academic component of the Living-Learning Communities.

Additionally, UAS assists students with academic problem resolution and works with the Undergraduate Council to assist in the administration of appeals for academic dismissals, grade appeals that have gone through the college Dean’s level, and late drop appeals for individual courses.

The Office of Undergraduate Academic Services is located at 812 Volunteer Boulevard; Knoxville, Tennessee 37996-4225. E-mail: uas@utk.edu. Phone (865) 974-3564. Hours: 7:30 a.m.-4:30 p.m. Monday-Friday.

First Year Studies 101 is a freshman seminar designed for students who want to make the most of their college careers. The seminar is offered primarily for students who have not chosen a major and who need assistance in determining their academic and career goals. FYS is an excellent way for students to become part of the University community, to examine personal interests and strengths, and to share ideas and solutions to problems in a small class environment.

National Student Exchange (NSE) provides opportunities for undergraduate students to study for up to one calendar year at another NSE member college or university.

Learning Communities: Students in learning communities live on one floor of a residence hall, have the opportunity to take classes together, participate as a floor in intramurals, and become involved in community events, social activities, and cultural and educational programs. The four communities are: The Volunteer Community, the Honors Community, the Engage Community, and the Architecture and Design Cluster. Each community is unique in both its design and requirements. However, all offer opportunities to connect with other students, to become involved in campus life, and to develop skills necessary to be both a successful student and a successful leader.

Women’s Center

The Women’s Center provides essential informational and referral services to University of Tennessee students and faculty. The library’s specialized collection provides books, journals, and brochures about issues and concerns of women from both a current and historical perspective. Information is available on a variety of topics including racism, violence against women, spirituality, and sex roles. The Women’s Coordinating Council is the programming branch of the Center responsible for educational, social, and cultural events pertaining to women’s issues. The Women’s Center is located in 301 University Center. If you need more information or are interested in volunteering, please call (865) 974-1029.

Writing Center
http://web.utk.edu/~english/writing.htm

The Writing Center offers free, one-to-one assistance to all writers on The University of Tennessee campus. Students, faculty, and staff may drop by at any time to get feedback during every stage of the writing process. The up-to-date facility and trained tutors provide a supportive environment where writers can work and ask questions about their written texts. A variety of reference and writing instruction materials are available for use, as well as computers for those who are working with the Writing Center tutors.

Students enrolled in English 101 or 102 may enroll in English 103 or 104, writing workshop courses that meet two hours per week in the Writing Center, for one hour of credit.

The Writing Center is located in Room 211 of the Humanities and Social Sciences Building. Hours: Monday, Tuesday, Wednesday 9:00-7:30; Thursday 9:00-6:00; Friday 9:00-3:00. Phone: (865) 974-2611. e-mail: writingcenter@utk.edu.
Student Rights and Responsibilities

By registering at the University, the student neither loses the rights nor escapes the duties of a citizen. Enjoying greater opportunities than the average citizen, the University student has greater responsibilities. Each student’s personal life should be conducted in a context of mutual regard for the rights and privileges of others. It is further expected that students will demonstrate respect for the law and for the necessity of orderly conduct in the affairs of the community.

Students are responsible for being fully acquainted with the University catalog, handbook, and other regulations pertaining to students and for complying with them in the interest of an orderly and productive community. The student handbook, Hilltopics, is published and distributed annually and is also available online at the Dean of Students’ web site so that students are aware of the University Standards of Conduct and all disciplinary regulations and procedures. (http://web.utk.edu/~homepage/hilltopics/default.html)

Since conduct and actions will be measured on an adult standard, students should understand that they assume full responsibility for the consequences of their actions and behavior. The academic community will be judged in large measure by the actions of its members. Therefore, it is incumbent upon students to include the implications for their community in their criteria for determining appropriate behavior.

Failure or refusal to comply with the rules and policies established by the University may subject the offender to disciplinary action up to and including permanent dismissal from the University.

Academic Advising at The University of Tennessee

Faculty, administrators, and professional staff on this campus consider advising both a responsibility and an opportunity for improving each student’s pattern of undergraduate education. There are many situations when a student will find informed academic and career advice helpful. The objective of the academic advising system at The University of Tennessee is to help a student at each stage to define the choices that must be made and to give any needed guidance.

At the time of application for admission to The University of Tennessee, each student is asked to indicate whether he/she has already identified a preferred college. Advising centers in each college handle all freshmen and a substantial amount of sophomore advising; major advisors within the college, working closely with the advising center, guide advanced students. At all levels, campus-wide guidelines for good advising are supplemented by specific college standards, guidelines, and evaluations. Prior to advanced registration, during each main term of the academic year (i.e., during Spring and Fall), each student has the obligation to consult an advisor for a substantial conference.

Students who are admitted as University Students and have not yet declared an interest in a specific college are advised by the College of Arts and Sciences Advising Center with assistance of advisors in other colleges and career planning.
New students at The University of Tennessee should review carefully the prescribed curricula of the respective degree-granting units and should choose courses in accordance with their college preference. An advisor assists a student in selecting subjects to ensure a well-balanced education and interprets university and college policies and requirements. However, the student, not the advisor, bears the ultimate responsibility for selecting courses, meeting course prerequisites, and adhering to policies and procedures.

Assistance to students with academic problems or questions is provided by professors, advisors, department heads, and college deans or advising centers. Numerous other sources of academic, career, and personal counseling exist on The University of Tennessee campus and are available to admitted students. These are described in this catalog under “Student Affairs and Academic Services.”

Degree Audit Report System (DARS)
DARS provides an automated record of a student’s academic progress toward degree completion in his/her major.

• DARS was designed for colleges, deans, advisors, and students to use as an advising tool and to check graduation requirements.
• DARS audits for enrolled undergraduate students are available in the advising center and/or the dean’s office of each college. Students can also print their own individual audit in the Office of the University Registrar, 209 Student Services Building.
• Because the system is currently in development, DARS audits are not available for all majors.
• Students should contact their advisor or Advising Office with any questions pertaining to their DARS audit. Final certification of degree requirements rests with the Office of the University Registrar, 209 Student Services Building.
• If the system is currently in development, DARS audits are not available for all majors.

Class Attendance and Eligibility
Only students who are properly registered for a course may attend it on a regular basis. Any other person in the classroom for special reasons must obtain the consent of the instructor.

It is the prerogative of the individual instructor to set the attendance requirements for a particular class. This means, for example, that an instructor in Freshman English may state in a syllabus how many absences are allowed before a student receives a grade of No Credit.

First Class Meeting
Students who fail to attend the first class or (laboratory) meeting without prior arrangements with the department concerned may lose their space in class to other students. Students should not assume that they will be officially dropped from the class; it is always the responsibility of the student to drop courses not attended. Otherwise, the student is liable for a grade of “F” in the course and for payment of appropriate fees.

Honor Statement
All facets 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. Each student is responsible for knowing the terms and conditions of the Honor Statement and may acknowledge his/her adherence to the Honor Statement by writing “Pledged” and signing each graded class assignment and examination.

Students are also responsible for any acts of plagiarism. Plagiarism is using the intellectual property of someone else without giving proper credit. The undocumented use of someone else’s words or ideas in any medium of communication (unless such information is recognized as common knowledge) is a serious offense, subject to disciplinary action that may include failure in a course and/or dismissal from the University.

Specific examples of plagiarism are:
• copying without proper documentation (quotation marks and a citation) written or spoken words, phrases, or sentences from any source;
• summarizing without proper documentation (usually a citation) ideas from another source (unless such information is recognized as common knowledge);
• borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledging the source (unless such information is recognized as common knowledge);
• collaborating on a graded assignment without instructor’s approval;
• submitting work, either in whole or part, created by a professional service and used without attribution (e.g., paper, speech, bibliography, or photograph).

Faculty members also have responsibilities which are vital to the success of the Honor Statement and the creation of a climate of academic integrity within the University community. Each faculty member is responsible for defining, in specific terms, guidelines for preserving academic integrity in a course. Included in this definition should be a discussion of the Honor Statement. Faculty members at their discretion may also encourage their students to acknowledge adherence to the Honor Statement by “pledging” all graded class assignments and exams. The form of pledge may include writing the honor statement on the assignment, signing the printed statement, or simply writing “Pledged.” Additionally, it will be the responsibility of each faculty member, graduate teaching assistant, and staff member to act on any violation of the Honor Statement. It is also incumbent upon faculty to maintain an atmosphere conducive to academic integrity by insuring that each quiz, test, and exam is adequately proctored.

The Statement
An essential feature of The University of Tennessee is a commitment to maintaining an atmosphere of intellectual integrity and academic honesty. As a student of the University, I pledge that I will neither knowingly give nor receive any inappropriate assistance in academic work, thus affirming my own personal commitment to honor and integrity.
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 allegations of misconduct or academic dishonesty. Procedures for consideration of such matters are published in *Hilltopics* under “Student Rights and Responsibilities.”

In the appeals process, the Undergraduate Council has authority to deny the appeal, grant the appeal and request the instructor change the grade, or assign a grade of “pass” for the course.

Students should begin the appeal process as soon as possible. No appeal may be filed later than 90 days after the final grade has been issued.

Composition of the Appeals Committee

Members of the Appeals Committee are appointed by the chairperson 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 four allowable grounds:
- A clearly unfair decision (such as lack of consideration of circumstances clearly beyond the control of the student, e.g., a death in the family, illness or accident);
- Unacceptable instruction/evaluation procedures (such as deviation from stated policies on grading criteria, incompletes, late paper, examinations, or class attendance);
- Inability of instructor to deal with course responsibilities; or
- An exam setting which makes concentration extremely difficult.

The Appeals Procedure

- The student should first consult with the instructor and if agreement cannot be reached, the student may appeal to the department head. If the student believes the grade assignment was based on criteria other than academic, such as race, gender, religious beliefs, national origin, age or handicap, then the student should make an appeal in writing to the Office of Equity and Diversity with a copy to the department head.
- If the student appeals to the department head after attempts to resolve the matter with the instructor have failed, it is the responsibility of the department head to determine the circumstances surrounding the assignment of the grade. If the department head has reason to believe that none of the four academic conditions specified above apply, then the department head should encourage the student to accept the assigned grade. If the department head has reason to believe that any of the four conditions do apply, then instructor should be encouraged by the department head to reconsider the grade. If the instructor elects not to change the grade, then the department head will appoint a committee of at least three faculty members to review the matter. Such committee will be charged with making a timely recommendation to the department head concerning the student’s grade. The student must submit a written appeal for the committee’s consideration or for any appeal made beyond the departmental level. When the departmental committee procedure is used, if the committee’s recommendation is that the student’s grade should be higher than the one assigned and the instructor still elects not to assign the recommended higher grade, the department head will assign the grade of “pass,” or, at the student’s option, he/she may accept the existing grade. In such a case, all other restrictions to use of the grade to satisfy graduation requirements are waived.
- If the student wishes to pursue the appeal further, he or she may appeal in writing to the dean of the college in which the department is located.

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

- The student may forward to the Director of Undergraduate Academic Services and Chair of the Undergraduate Council a statement requesting a review of the student’s complaint concerning his or her grade. The appeal must be written and must be based upon one or more of the four allowable grounds, explaining in detail why the appeal is based upon these grounds. No appeals will be accepted via fax or e-mail. The appeal must be sent via mail or hand delivered and include a signature. Appeals can be mailed to: Undergraduate Academic Services, Attention Appeals Committee; 812 Volunteer Boulevard, Room 200; Knoxville, Tennessee 37996-4225.
- The Director of Undergraduate Academic Services, after consulting with the student and the college office 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.
- 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 or to supply a written statement (in the student’s case this statement will already have been provided). The committee will maintain a recording of the hearing.
- After hearing the appeal, the Appeals Committee will vote as to whether the grade should be overturned. A majority vote will constitute the decision of the committee. A tie vote will be decided by the chair.
- The decision of the Appeals Committee will be relayed by the chair of the Committee in writing to the principals.
- If the appeal has been denied by the Appeals Committee, the student may appeal to the full Undergraduate Council. If the Council denies the appeal, the grade stands.
- If the student’s appeal is upheld by the Appeals Committee, the instructor may appeal to the full Undergraduate Council. If the Council holds for the instructor, the grade stands.
• If the student’s appeal is upheld by the Appeals Committee and there is no appeal by the instructor to the full Undergraduate Council, or if the instructor does appeal to the full Undergraduate Council and the Council holds for the student, the instructor may either elect to change the grade to a higher grade or refuse to do so.
• If the instructor refuses to change the grade, the Provost will instruct the University Registrar to change the course grade to “Pass.”
• In all cases of appeal to the full Undergraduate Council, the chairperson of the Undergraduate Council will notify the student or instructor, in writing, of the Council’s decision and if applicable, of the right to further appeal in accordance with Article 5, Section 7, of the University Bylaws:
• Officers, faculty and staff members, students, and employees, alumni, and all other officers who feel that they may have a grievance against the University shall have the right of appeal through the Provost or Vice-President to the President of the University.

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

Special State and Federal Laws for Educational Purposes

American History

Effective July 1, 1978 and afterwards, all students receiving a bachelor’s degree must have completed one unit of American history on the high school level or six semester hours of collegiate American history as required by the General Assembly of the State of Tennessee (Tennessee Code Annotated Section 493253).

Family Education Rights and Privacy Act (FERPA)

This act provides for confidentiality of student records; however, it also provides for basic identification of people at The University of Tennessee without the consent of the individual. Release of information to third parties includes directory information, such as contained in the campus telephone book and sports brochures. This information includes name, address, telephone number, date and place of birth, classification, college, major, dates of attendance, degrees and awards, the most recent previous educational agency or institution attended, participation in school activities and sports, and weight and height (for special activities).

Public notice of the categories to be contained in a directory is given, and a period of one week is provided during which a student may request that such information not be released.

For additional information, see: http://web.utk.edu/~registra/privacy.html.

Social Security Number Use

The University of Tennessee 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. For prompt and accurate retrieval of records and for conducting business about their own records, students and alumni must give their student identification number. Student identification numbers, whether a social security number or an assigned number, are used administratively within the University only and are not given to third parties without expressed consent of the student concerned.

Other Requirements

Program Assessment and Improvement Through Student Evaluation

In order for the University to assess and improve its academic programs, periodic measurements of student perceptions and intellectual growth must be obtained. As a requirement for graduation, students shall participate in one or more evaluative procedures, which may include examinations in general education and/or the major field of study. The evaluative information obtained through testing is used solely to improve the quality of the educational experience for future generations of students.

Senior General Education Test

The Tennessee Higher Education Commission requires that each public institution for higher learning evaluate the general education skills of the senior class. Each year a percentage of the seniors are selected to take the test. The test results enable the University of Tennessee to evaluate the University’s general education program and to qualify for needed funding from the state. Students are informed in their senior year if they have been selected to take the test.

Advanced Military Service and Air Force Aerospace Studies Commission

Students who elect to enroll in 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.

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 progress requirements in addition to the University’s academic continuation and retention policies for continuation of eligibility to participate in intercollegiate sports.

Teacher Licensure

Teacher licensure is a responsibility of the College of Education, Health, and Human Sciences. University of Tennessee students desiring certification must meet general education, professional education, and area of specialization requirements described in the College of Education, Health, and Human Sciences section of this catalog.
Opportunities for High-Achieving Students

Advanced Placement Examinations

Freshmen admitted to The University of Tennessee may receive credit on the basis of performance on one or more of the Advanced Placement Examinations offered each May by the College Examination Board in 16 subject areas. The tests are usually taken by high school students during their junior or senior year.

Departments at The University of Tennessee which grant advanced placement credit for satisfactory test scores include Biology, Chemistry, Computer Science, Economics, English, French, German, History, Latin, Mathematics, Music, Physics, Political Science, Psychology, Spanish and Statistics. The CEEB sends scores and test books on request to the Director of Admissions at The University of Tennessee in June or July. Each participating department decides the acceptable score for credit. Information can be obtained from the Admissions Office or from the Arts and Sciences Advising Center.

CLEP 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, as to 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 CLEP examinations may be taken at the State Testing and Evaluation Center. The Center supplies information on test dates, procedures, and current departmental policies concerning the acceptance of CLEP credit.

Honors Courses

Courses specifically designated as Honors courses are available, but not exclusive to those students enrolled in the University Honors Program. Students selected on the basis of ACT/SAT scores and previous academic performance may also enroll.

- There is no limit to the number of credits that may be earned in these courses except in the senior readings courses not requiring regular class attendance.
- These courses may not total more than six credit hours toward graduation. In the fields of science that offer four credit hour courses, the total may be eight semester hours.

Letters are sent to entering freshmen who qualify for non-departmental honors courses. Students other than freshmen should consult the Director of Honors Program [F101 Melrose Hall; (865) 974-7875; honors@utk.edu] or individual programs.

Seniors Eligible for Graduate Credit

Subject to approval by the Dean of Graduate Studies, a senior at The University of Tennessee Knoxville who needs fewer than 30 semester hours to complete requirements for a bachelor’s degree and has at least a B average (3.0) may enroll in graduate courses for graduate credit, provided the combined total of undergraduate and graduate coursework does not exceed 15 credit hours per semester.

- Senior Privilege is extended only to students working toward a first bachelor’s degree.
- Students who have met all requirements for graduation are not eligible for senior privilege.
- Approval must be obtained each semester at the Office of Graduate Student Services, P-105 Andy Holt Tower; (865) 974-2475; http://web.utk.edu/~gsinfo/.
- A maximum of 9 hours of graduate credit at the 400- and 500-level can be obtained in this status.
- Some departments do not permit seniors to register for graduate courses without prior permission.
- Courses taken for graduate credit may not be used toward both the baccalaureate and a graduate degree.

Dean’s List

A public announcement is made of students passing a semester’s work Summa cum laude (3.80 through 4.00), Magna cum laude (3.65 through 3.79), and Cum laude (3.50 through 3.64). To be eligible, students must complete at least 12 hours, not counting work taken on a Satisfactory/No Credit basis.

General Regulations

Classification

Undergraduate students are classified according to the following chart, on the basis of semester hours passed.

To be considered a full-time undergraduate student in any department, a student must be enrolled in 12 semester hours, including the full summer term. Six hours for each separate term of the summer session are required for full-time classification. Audit hours are not considered in the computation.

<table>
<thead>
<tr>
<th>All Programs except Architecture</th>
<th>Architecture</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year .......................... Hours</td>
<td>Year .......................... Hours</td>
</tr>
<tr>
<td>First ........................ 0-29.9</td>
<td>First ........................ 0-31.9</td>
</tr>
<tr>
<td>Second ........................ 30-59.9</td>
<td>Second ........................ 32-63.9</td>
</tr>
<tr>
<td>Third .......................... 60-89.9</td>
<td>Third .......................... 64-95.9</td>
</tr>
<tr>
<td>Fourth .......................... 90-up</td>
<td>Fourth .......................... 96-127.9</td>
</tr>
<tr>
<td>Fifth ........................... 128-up</td>
<td>Fifth ........................... 128-up</td>
</tr>
</tbody>
</table>

Course Numbers and Levels

Each course offered by the University is identified by the name of the academic discipline and a three-digit course number. These numbers indicate course level, as follows:

<table>
<thead>
<tr>
<th>Course Numbers</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>000-099</td>
<td>Noncredit; preparatory.</td>
</tr>
<tr>
<td>100-299</td>
<td>Lower division; primarily for freshmen and sophomores.</td>
</tr>
<tr>
<td>300-499</td>
<td>Upper division primarily for juniors and seniors; when taken for graduate credit, the letter “G” will precede the course credit hours on the grade report.</td>
</tr>
<tr>
<td>500-599</td>
<td>Graduate; sometimes available for undergraduate credit; when taken for undergraduate credit, the letter “U” will precede the course credit hours on the grade report.</td>
</tr>
</tbody>
</table>
600-699 Advanced graduate; open to graduate students; available for undergraduate credit (with approval of instructor) for students holding a degree who are taking additional work as undergraduate non-degree students; when taken for undergraduate credit, the letter “U” will precede the course credit hours on the grade report.

800-899 Veterinary Medicine; Law.

900-999 Law.

Correspondence Work
An undergraduate student may take by correspondence as many 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 shall be limited to one-fourth of the total credit hours required.
- All courses taken by correspondence for which degree credit is given must meet degree program requirements of the University. In addition, all currently enrolled students who intend to take correspondence courses must have the approval of the dean of the college in which they are enrolled prior to registering for any college credit correspondence course.
- Degree credit will not be granted for correspondence courses taken at an institution other than The University of Tennessee by a University of Tennessee student if an equivalent correspondence course is available from The University of Tennessee Department of Distance Education and Independent Study.
- Correspondence courses are open to students who have been dropped from the University for academic reasons only with the prior permission of the dean of the college or school in which they were enrolled.
- A senior may take only six hours of the last year’s work (the last 30 semester hours) by correspondence, and this must be taken from The University of Tennessee. If the student is a senior transfer, no work may be taken by correspondence.
- Students taking work for Teacher Certification purposes should consult the State Department of Education of their respective states concerning the amount of correspondence credit allowed for Teacher Certification.

Petitioning Process
The University offers a petitioning procedure through which students can occasionally gain exceptions to the general rules included in this catalog.

- It is the direct responsibility of the student who seeks to deviate from the rules to complete the petitioning process.
- In cases where this might affect the student’s eligibility to enroll in a particular course, the student should begin the petitioning process during the previous term and must gain final approval for the petition no later than the add deadline of the term involved.

The steps involved in this process are as follows:

- The student completes the petition with the assistance of his/her advisor and obtains the signatures of the advisor and department head or curricular chair.
- The department sends the petition to the college’s advising center or dean’s office for consideration.
- If the petition is approved, it is entered into DARS (Degree Audit Report System) and sent to the Office of the University Registrar to be noted when checking for graduation requirements.

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 level except by permission of the Provost. The University reserves the right to cancel, postpone, or combine classes when necessary.

University Students
Many students are undecided about their major when they enter The University of Tennessee. All undecided students are designated University Students and are advised by Arts and Sciences Advising Services. While it is proper to explore alternative choices, students should also pursue a course of study that culminates in graduation. For this reason, there is a limit to the length of time students may remain as University Students.

- At the completion of 45 hours, University Students who have entered The University of Tennessee as freshmen must associate with a college or officially declare a major prior to the end of the next term of enrollment.
- Students who transfer from another college or university may enroll as University Students. However, transfer students may remain as University Students no longer than through the completion of 15 semester hours if the total number of hours transferred is 30 or more.
- University of Tennessee students who fail to progress in a given major, college, or school and are undecided about an alternative course of study may continue at The University of Tennessee as University Students for a maximum of 15 semester hours.

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.

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 “IW” to designate “incomplete due to writing.” Any student who receives an “IW” should contact the Writing Center Director (211 Humanities and Social Sciences Building).

- The instructor of the course determines the appropriate requirement for remediation and sends any student work requiring revision to the Writing Center director.
- The Writing Center director determines when the requirement has been fulfilled. Upon the Writing Center director’s recommendation, the student’s work is returned to the instructor, who will change the student’s grade accordingly.
- As with other incompletes, the student will have one calendar year to make up the deficiency before the grade automatically changes to reflect failure for the course.
Grades, Credit Hours, and Grade Point Average

- The basic unit of credit at The University of Tennessee is the semester hour. This normally represents one hour of lecture or recitation 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.
- Passing grades carry a certain number of quality points per credit hour in the course.
- A student’s grade point average is obtained by dividing the number of quality points the student has accumulated at The University of Tennessee by the number of hours the student has attempted at The University of Tennessee, not including hours for which grades of I, N, NC, NR, P, S, W, and WP have been received.

<table>
<thead>
<tr>
<th>UNDERGRADUATE GRADES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade</td>
</tr>
<tr>
<td>-------</td>
</tr>
<tr>
<td>A</td>
</tr>
<tr>
<td>B+</td>
</tr>
<tr>
<td>B</td>
</tr>
<tr>
<td>C+</td>
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<tr>
<td>C</td>
</tr>
<tr>
<td>D</td>
</tr>
<tr>
<td>F</td>
</tr>
<tr>
<td>WF</td>
</tr>
</tbody>
</table>

Note: WP carries no quality points or credit hours.

Freshman English

English 101, 102, 118, 121, 131, and 132 are offered on a system of A, B+, B, C+, C, I, NC, W grading. All entering freshman, except international students, must enroll in English 101, 102 or 118.

Grade of Incomplete

Under extraordinary circumstances and at the discretion of the instructor, the grade of “I (Incomplete) may be awarded to students who have satisfactorily completed a substantial portion of the course but cannot complete the course for reasons beyond their control.
- The “I” grade is not issued in lieu of the grade “F” or “FX.”
- The terms for the removal of the “I,” including the time limit for removal of the “I,” is decided by the instructor.
- It is the responsibility of the student receiving an “I” to arrange with the instructor whatever action is needed to remove the grade at the earliest possible date, and in any event, within one calendar year of the assignment of Incomplete.
- Students may not remove an “I” grade by re-enrolling in the course.
- The “I” grade does not carry quality points and is not computed as a grade of “F” in the grade point average.

- If the “I” grade is not removed within one calendar year or upon graduation, it shall be changed to an “F” and count as a failure in the computation of the grade point average.
- A student need not be enrolled at the University to remove a grade of incomplete.
- In addition, a grade of “IW” may be assigned if a student cannot fulfill the requirements for a course because of an inability to communicate in writing. (See Writing Competence for more information about the “IW” grade.)

Grades That Do Not Influence Grade Point Average

The following grades carry no quality points and hours for which these grades are earned are not counted in computing a student’s grade point average.
- NC (No Credit) indicates failure to complete a course satisfactorily when taken on an S/NC basis.
- S (Satisfactory) is assigned for C or better work when a course is taken on an S/NC grading basis.
- W (Withdrawal) is assigned in courses when a student has officially withdrawn from the University. W is also assigned in courses when a student withdraws from a course between the eleventh and forty-first calendar day of classes. Regulations concerning withdrawal from courses or from the University appear in a following section of this catalog, entitled “Changes in Registration.”
- WP (Withdrawn Passing) is assigned in courses when a student withdraws from a course after the forty-second calendar day of classes and is passing the course at the time of withdrawal.

Satisfactory/No Credit Grading System

The purpose of this system is to encourage the student to venture beyond the limits of those courses in which the student usually does well and, motivated by intellectual curiosity, explore subject matter in which performance may be somewhat less outstanding than work in other subjects. To this end, Satisfactory/No Credit (S/NC) grading has been developed for undergraduate courses (100-, 200-, 300-, and 400-level courses).
- Neither grade is counted in a student’s grade point average, but, like all other grades, is entered on the permanent record.
- S is given for C or better work on the traditional grading scale and NC is given for less than C work.
- The student only receives credit in the course if an S is received.
- A student may not repeat a course for S/NC if the student received a conventional grade (A, B+, B, C+, C, D, F).
- The instructor of a conventionally graded course will not be informed which student, if any, has elected S/NC grading.
- If the student elects non-conventional grading, grades of A, B+, B, C+, C will be recorded on the student’s permanent academic record as S, and D or F as NC.
- The grade of I for incomplete work will be recorded as an SI, which will not be computed in the average.
- A student is permitted to change the system of grading in a course through the add deadline.
- The changing of an S/NC grade to a conventional letter grade or vice versa is not permitted unless an error is determined by the Office of the University Registrar.
Repeating Courses

- For the first three repeated lower-division courses (100-200 level), only the last grade earned in the repeated courses will be counted in computing the grade point average. If the same course is repeated more than once, the additional repeats count as part of the repeat total.
- For all courses repeated after the first three, all grades will be included when computing the grade point average.
- All grades for all courses remain on the transcript.
- Unless it is otherwise specified in the course description, no course may be repeated more than twice.
- No course may be repeated in which a grade of C or better has already been earned.
- Exceptions to the number of times a course may be repeated will be allowed only with prior written permission of the student's college dean.
- Each course is counted only once in determining credit hours presented for graduation.

Enrollment

Maximum Hours Per Term

Undergraduate students may enroll for a maximum of 19 credit hours each semester. Enrollment in more than 19 hours must be approved by the dean of the student's college or school.

Undergraduate students may enroll for a maximum of 6 credit hours for each of the first and second sessions. Students may enroll for a maximum of 12 credit hours for those courses that extend through the entire session. Students may enroll for a maximum of 12 credit hours in any combination of summer session courses. Enrollment that exceeds the maximum must be approved by the dean of the student's college.

Auditing Courses

Students may enter classes as auditors with the consent of the instructor. The instructor will determine the appropriate requirements or restrictions.

- Auditors receive no credit and the audited course will not be recorded on the 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 portion of the Change of Registration Form and having it processed in 209 Student Services Building.
- After the add deadline, the signature of the dean or designee is needed in order to change credit. Once the drop deadline is passed, a change will not be allowed.

Prerequisite and Corequisite Courses

Students must meet prerequisite and corequisite requirements for all courses with such restrictions, and no student shall be permitted to register for those courses in which the requirements have not been met.

Changes in Registration

Undergraduate students may add courses through the tenth calendar day counted from the beginning of classes. Because of the nature of some courses, permission of the department head may be required to add a course after classes begin. Students may also, as departmental policies permit, change a section of a course through the add deadline.

- Students may drop courses until the 10th calendar day from the start of classes with no notation on the academic record.
- From the 11th calendar day until the 42nd calendar day, students may drop courses which will receive the notation of “W” (Withdrawn).
- The “W” grade is not computed in the grade point average.
- Courses may be dropped on the web (www.cpo.utk.edu) or through the telephone registration system.
- After the 42nd calendar day and to the 84th day of classes, courses may be dropped and will be assigned a “WP” (Withdrawn Passing) or a “WF” (Withdrawn Failing).
- Instructor’s signature is required. The form, once signed, should be taken to the Office of the University Registrar for processing.
- The “WF” is calculated in the grade point average as an F.
- After the 84th day, no drops are permitted.
- The exceptions to the add and drop deadlines are summer and other special sessions. Students should consult the summer term timetable for the appropriate deadlines.
- Failure to attend a course is not an official withdrawal and will result in the assignment of an F grade.

Withdrawing from the University

Undergraduate students who need to leave the University before a term is finished must apply for withdrawal in the Office of the University Registrar, 209 Student Services Building. Information on dropping a single course is provided in the section entitled “Changes in Registration.”

- Requests for withdrawal are routinely approved when the student applies by the deadline listed on the web (www.cpo.utk.edu) or in the Timetable of Classes.
- The word “withdrawn” will be posted on the transcript.
- It is the responsibility of a student who has registered for classes to attend them or, if that is impossible, to apply for withdrawal.
- A student will receive final grades unless the student follows procedures for withdrawal from the University.
- A student who simply stops participating in classes, or fails to attend class, without officially withdrawing will be assigned the grade of “F” in each course.
- Students who do officially withdraw must apply for readmission in advance of their next term of anticipated enrollment, except for withdrawal from summer term.
- Enrolled students are liable for payment of fees. Any refunds that may be due upon a student’s withdrawal are issued by Office of the Bursar, 211 Student Services Building.
Undergraduate Retention Standards

Academic Review

The University of Tennessee expects all students who enter to remain in good academic standing. To accomplish this, the University has established retention standards. To graduate from The University of Tennessee, a student must earn a minimum cumulative GPA of 2.00. The catalog contains additional retention, progression, and graduation requirements for specific programs.

A student will be placed on Academic Review when either his/her cumulative grade point average falls below the minimum acceptable level of 2.00 for one semester, or when his/her semester grade point average falls below the minimum acceptable level of 2.00 for two consecutive semesters regardless of his/her cumulative GPA.

- During that semester, and any other semesters in review, a student must participate in a special advising program in his or her college.
- If, while in review, a student does not maintain a 2.00 grade point average for hours attempted each term, the student may be released from his or her college or be released and dismissed from the University.
- A student released from his or her college with a cumulative grade point average of 2.00 or higher may seek admission to an alternate college and major.
- A student with a grade point average below 2.00 who is released from the college but not dismissed from the University is classified as a University Student and is advised in the College of Arts and Sciences.
- A student dismissed from the University may apply for readmission to the University after a minimum of one calendar year away from the University. Readmission is not automatic.
- A student who has been in “academic review” status returns to “good standing” when, at the end of the term, the cumulative grade point average is 2.0 or higher and the term grade point average is 2.0 or higher.

Academic Second Opportunity

Academic Second Opportunity is designed to assist the student who was not successful in progressing toward a degree during a previous attendance at The University of Tennessee but is now performing satisfactory work. Granting it is an acknowledgment by the University that the student’s earlier work is not consistent 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 a major. Exceptions to progression standards must be made at the college level.

An undergraduate student may petition for Academic Second Opportunity upon meeting the following requirements:

- The student has re-enrolled following an absence from The University of Tennessee of at least three full calendar years.
- The student’s previous academic record at the University was unsatisfactory (normally, below a C average).
- Since readmission, the student has completed 15 or more graded hours (correspondence coursework may not be included in the 15 hours), earning a 2.5 GPA or above.

Decisions on granting Academic Second Opportunity are made by committee. If the student’s petition is approved, all previous academic work will remain on the permanent record, but the grades for such work will not be used in computing the grade point average or in determining academic standing. Previous credits earned with a grade of C or better will continue to meet major, distribution, and graduation requirements.

To graduate, a student granted Academic Second Opportunity must complete at least 30 hours at The University of Tennessee following readmission.

- To meet minimum qualifications for graduation with honors, the student must earn at least 60 semester hours of letter grades (A-F) following readmission.
- Academic Second Opportunity may be granted only once. If hours earned during the previous attendance have already been applied toward the completion of an awarded degree from a four-year institution, Academic Second Opportunity will not be granted.
- Registration at another college or university since the previous University of Tennessee enrollment will not prevent a student from qualifying.

Petition must be made no later than the academic term prior to the one when the degree will be granted. Students should consult the Office of the University Registrar’s website (http://web.utk.edu/~registra) or contact their college for deadlines for specific terms. To initiate the petitioning process, students should meet with designated advisors in their colleges.

Exams

Proficiency Examination

A proficiency examination may be given in any academic course offered for undergraduate credit. University policy is to reserve to departments the decisions as to which courses, if any, can be passed by proficiency examinations.

- Proficiency examination credit is available only for University of Tennessee students.
- When applying to a department for a proficiency examination, a student should present evidence of having developed the abilities, knowledge, and attitudes expected of those who have taken the course in question.
- The giving of the examination must be approved by the head of the department in which the course is offered.
- A fee must be paid in advance at the Bursar’s Office.
- Subject to the grading policy of the college in which the student is enrolled, and except for courses which are graded only on as S/NC basis, a student who passes a proficiency examination and who wishes to have the grade recorded may choose to take the grade on the examination (A, B+, B, C+ or C) or take an S. An S gives credit for the course but does not affect the grade point average. If a grade of D or F is made on a proficiency examination, the department is expected to note the attempt but no record of the examination is made on the student’s transcript.
- The maximum credits obtainable through proficiency examination and the use of proficiency examinations to remove failing grades (also the grade of I) are determined by the department offering the proficiency examination.
Entering international students whose native language is not English are required to take The University of Tennessee English Proficiency Examination to determine placement in the appropriate English course. No credit for any English course is awarded through this special examination.

Final Exams

Final exams must be given during the final exam period at the scheduled time, although alternative uses of the scheduled exam period may be designated by the instructor.

- Students are not required to take more than two exams on any day.
- The instructor of the last non-departmental exam (see Glossary) on that day must reschedule the student’s exam during the final 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 semester grade may be given the last five calendar days prior to the study period.

General Requirements for a Bachelor’s Degree

To receive a bachelor’s degree from The University of Tennessee, a student must complete all of the requirements listed below. Some colleges within the University have special requirements above and beyond those stated here. Students are advised to consult the appropriate section of this catalog for any further degree requirements. Each program presented by the candidate for a bachelor’s degree is reviewed and approved for meeting the degree requirements by the Office of the University Registrar.

- Complete satisfactorily all requirements of the curriculum for which the student is enrolled, as described in the portion of this catalog devoted to the college or school offering the curriculum. Curriculum requirements change frequently, and students should note the caution on the second page of this catalog. A student is allowed to satisfy requirements for a bachelor’s degree under any curriculum in effect during the student’s attendance at The University of Tennessee provided the curriculum has been in effect within six years of the date of graduation. This does not obligate the University to offer a discontinued course. Programs may be adjusted by the student’s faculty advisor and college dean in consultation with the Office of the University Registrar.
- Complete satisfactorily all requirements of the curriculum for which the student is enrolled, as described in the portion of this catalog devoted to the college or school offering the curriculum. Curriculum requirements change frequently, and students should note the caution on the second page of this catalog. A student is allowed to satisfy requirements for a bachelor’s degree under any curriculum in effect during the student’s attendance at The University of Tennessee provided the curriculum has been in effect within six years of the date of graduation. This does not obligate the University to offer a discontinued course. Programs may be adjusted by the student’s faculty advisor and college dean in consultation with the Office of the University Registrar.
- Achieve a grade point average of at least 2.00 on all work attempted at The University of Tennessee. (Students bringing transfer work to The University of Tennessee before Fall 1985 must also have a combined average of at least 2.0 on all University of Tennessee work and the work transferred in and posted before Fall, 1985.)
- Complete 60 hours of credit offered for the bachelor’s degree at an accredited senior college.
- Complete the last 30 hours of credit offered for the bachelor’s degree in residence at The University of Tennessee. Credit for correspondence courses taught by the faculty of the Knoxville campus may be counted as part of this requirement with the exception of the limitation noted in the regulations concerning correspondence work. Special arrangements to allow work taken at other University of Tennessee campuses to be counted as part of this requirement must be approved by the dean of the student’s major college and the University Registrar.
- Comply with the state law that one unit of American history at the high school level or six semester hours of collegiate work be satisfactorily completed. This requirement is effective for those graduating July 1, 1978 and thereafter. It may be satisfied by completing History 221-222 (or 227-228). History 449 may be used in lieu of three hours of American History. Students should consult the catalog of enrollment to determine how the six hour’s credit for fulfillment of this requirement is to be included in individual curricula.
- Hours completed at the university level to remove high school deficiencies may be used to meet specific curricular requirements. However, hours earned in these courses will not count toward the total hours required for graduation, effectively adding to the total number required for graduation.
- Satisfy all financial obligations (fees or fines) owed to the University.
- File an application for a degree with the Office of the University Registrar, Room 209 Student Services Building. Application deadlines are printed in the Timetable of Classes or web (http://web.utk.edu/~registrar) for each term. This deadline is imperative in order that all necessary processing can take place toward the degree.
- Comply with the Tennessee Higher Education Commission requirements to complete General Education Comprehensive Tests in the Major.
- 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.

Second Majors and Minors

Students may pursue any available minors or second majors. Second minors and majors will be noted on student’s transcripts upon graduation. Meeting the requirements of minors or second majors may lengthen students’ academic programs.

Second Bachelor’s Degree

A student who holds a bachelor’s degree may receive a second bachelor’s degree from The University of Tennessee by satisfying the following:

- Meet all requirements of both degrees
- Complete at least 30 semester hours in addition to the total hours required for the first bachelor’s degree.
- Declare the intention to work for a second bachelor’s degree with the Office of the University Registrar.
Graduating Senior Privilege

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 collegiate personnel which may include the department head and/or 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 next commencement.

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 their degrees with:

- Cum laude 3.50 through 3.64
- 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 thereafter, honors categories are based only on the average earned at The University of Tennessee. Students must have earned at least 60 hours at The University of Tennessee 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 The University of Tennessee and the transfer work brought in prior to that date, or the average earned at The University of Tennessee, 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 written request, receive a substitute diploma indicating the higher category.
- Courses may not be repeated for the purpose of raising an honors category.
- University Honors are conferred upon graduating students who have completed the University Honors Program.
The College of Agricultural Sciences and Natural Resources (CASNR) dates back to 1869 when the University was designated as Tennessee’s Federal Land-Grant Institution. Under terms of the Federal Land-Grant Act, the University was enabled for the first time to offer instruction in agriculture. Later, federal legislation provided resources for agricultural research and extension programming for dissemination of research findings to the people of Tennessee. Over time, the College expanded its academic majors from traditional agricultural fields to include natural resources and agribusiness. Today, academic majors represent the breadth of modern natural resources and agricultural sciences. The College, the Agricultural Experiment Station, the Agricultural Extension Service, and the College of Veterinary Medicine constitute the University of Tennessee Institute of Agriculture (http://www.agriculture.utk.edu).

The CASNR faculty conduct research using the resources available to them from the Agricultural Experiment Station. They are engaged in significant basic and applied research ranging from biotechnology to wildlife management to agricultural economics to public horticulture. On-campus and field research laboratories are used in the instructional programs of the College, while extension and research activities provide many students excellent opportunities for individualized study with faculty mentors, as well as part-time job opportunities.

Majors and Minors
The College offers a broad range of majors that prepare students for natural and social sciences based careers in a wide array of opportunities in agricultural sciences and natural resources.

Majors, Concentrations and Departments
- Agricultural Economics and Business with a concentration in agricultural equipment systems management (Department of Agricultural Economics)
- Agricultural Science with concentrations in agricultural education and agricultural extension education (Interdepartmental unit)
- Animal Science with concentrations in production/business, science/technology, science/technology—pre-veterinary medicine, and pre-veterinary medicine 3+1 (Department of Animal Science)
- Biosystems Engineering with a concentration in food engineering (Department of Biosystems Engineering and Environmental Science)
- Environmental and Soil Sciences with concentrations in agricultural systems technology, environmental science, and soil science (Department of Biosystems Engineering and Environmental Science)
- Food Science and Technology with concentrations in technology/business, pre-professional, and science (Department of Food Science and Technology)
- Forestry with concentrations in forest resources management and wildland recreation (Department of Forestry, Wildlife and Fisheries)
- Plant Sciences and Landscape Systems with concentrations in business/management, horticulture and agronomy, landscape design, public horticulture, and turfgrass management (Department of Plant Sciences and Landscape Systems)
- Wildlife and Fisheries Science (Department of Forestry, Wildlife and Fisheries)
The Department of Entomology and Plant Pathology offers undergraduate courses in support of the above majors. However, it does not have an undergraduate major.

The professional degree program in Biosystems Engineering receives strong support from the College of Engineering and is fully accredited by the Accreditation Board of Engineering and Technology. The forest resources management and wildlife recreation concentrations are fully accredited by the Society of American Foresters. The Food Science and Technology program maintains the standards as established by the Institute of Food Technologists. The agricultural education concentration meets state of Tennessee teacher education standards.

A pre-veterinary medicine curriculum is offered in the College. This program is designed to prepare students for admission to the College of Veterinary Medicine located on the Knoxville campus. The pre-professional program in Food Science and Technology allows students to be awarded a B.S. degree in agriculture with a major in Food Science after three years and upon successful completion of the first year at UT-Memphis dental, medical or pharmacy programs, or at the UT College of Veterinary Medicine.

Students may have a single or multiple minors in any of the UT colleges recorded on their transcripts without regard to course overlap among majors and minors. Minors offered by departments require a minimum of 16 credit hours in courses numbered 200 and above with the majority of credit hours at the 300 and 400 level. At least 9 of the credit hours required for the minor must be completed at the Knoxville campus. Each department offering a minor lists specific requirements. Minors offered in the CASNR are open to any students of other colleges, who have the approval of their academic advisor and department. Students working on a minor in CASNR should contact the specific department to have an academic advisor assigned.

Minors and Departments

- Agricultural Economics and Business (Department of Agricultural Economics)
- Animal Science (Department of Animal Science)
- Biosystems Engineering Technology (Department of Biosystems Engineering and Environmental Science)
- Food Science and Technology (Department of Food Science and Technology)
- Forestry (Department of Forestry, Wildlife and Fisheries)
- Plant Sciences and Landscape Systems (Department of Plant Sciences and Landscape Systems)
- Wildlife and Fisheries Science (Department of Forestry, Wildlife and Fisheries)

Specific degree requirements are given under each of the departmental headings in this section of the catalog. A student must meet all degree requirements as outlined by the department in which he/she is majoring in order to receive a degree. In all majors, particular emphasis is placed upon the sciences that are fundamental to agricultural sciences and natural resources; other courses are included to provide a university general education. In all curricula, there is the opportunity to select elective courses appropriate to the educational objectives of the individual students. The choice of electives in each major should be made with the guidance of the faculty academic advisor. However, it is ultimately the responsibility of the student to understand what is required to earn a degree.

All academic and general requirements of the University as stated in the front section of this catalog must be met by students enrolled in CASNR majors and they must complete the requirements in one of the majors. Students transferring into the College of Agricultural Sciences and Natural Resources from other than the UT Knoxville campus must have a grade point average of 2.0.

The use of transfer credit in subject areas appropriate to each organized curriculum will be considered by the student’s academic advisor. If deemed appropriate, the petition to apply transfer courses will be processed through departments and submitted to the Dean of the College of Agricultural Sciences and Natural Resources for final approval. All University guidelines and policies must be followed. When desirable, validating or proficiency examinations may be requested to determine competence in an area and to avoid unnecessary repetition. Such examinations should be taken during the first semester in residence and must be conducted under the supervision of the head of the department in which the course is offered.

A minimum of 18 semester hours of upper-division agriculture and natural resources coursework appropriate to a specified major requirement, and approved by the major advisor, must be completed in residence to fulfill the requirements of baccalaureate degrees offered in the college.

A minimum grade point average of 2.0 for all courses taken in the department offering the major/concentration is required.

Selection of Major

When registering as freshmen, students who have decided upon their area of study select the major that meets their interests or career goals. A faculty member, from the department that manages the major, will serve as the academic advisor. It is not necessary, however, that freshman students select their major until the end of the first year. Undecided students will be assigned an academic advisor to assist them in exploring CASNR programs and to guide them in the planning of appropriate courses of study for the freshman year. Undecided students are encouraged to enroll in Agriculture and Natural Resources 100, Orientation to Studies in Agriculture and Natural Resources, during the fall semester of their first year of enrollment at The University of Tennessee. When they choose a major, an academic advisor will be assigned from the appropriate department.

Students interested in a career with a state’s agricultural extension service should select the agricultural science major and follow the agricultural extension education concentration.

A foundation for advanced study beyond the baccalaureate degree may be established in any major if appropriate electives are included. Most departments offer a science concentration intended for those students who have a strong interest in pursuing graduate studies. A very careful choice of electives enables a student with an excellent academic record to complete a double or triple major by satisfying all the requirements in each major. For this purpose, the academic advisors of each major should be consulted. The academic advisors will work with the student to ensure that degree requirements are met. However, it is ultimately the responsibility of the student to understand what is required to complete multiple majors. Completing multiple majors will normally require more than 124 credit hours for graduation. It is the student’s responsibility to keep academic advisors informed about each major and/or minor he/she is pursuing.
Satisfactory/No Credit Courses

Students may include a maximum of 21 hours in non-directed electives taken on a satisfactory/no credit basis in the total hours required for graduation.

Graduate Studies

The CASNR faculty participates in both master of science and doctoral graduate student education and training. Master of Science study is available from all academic departments. Graduate programs leading to the Doctor of Philosophy degree in animal sciences, biosystems engineering, food technology and science, and plants, soils and insects are available.

General requirements and policies relating to admission to Graduate Studies at The University of Tennessee, residence, language, research, examination, and admission to candidacy shall apply to these programs and are described in the Undergraduate Catalog.

Minimum Requirements for Baccalaureate Degree Programs

All B.S. degree programs offered in the College have the following minimum requirements:

- Communicating through Writing (3 courses that include two English Composition courses and one course designated as writing intensive in the Undergraduate Catalog)
- Communication (1 course from specified list)
- Quantitative Reasoning (2 courses, 6 hours minimum, from two math or statistics courses from approved list)
- Arts and Humanities (2 courses, 6 hours minimum, from approved list)
- Social Sciences (2 courses, 6 hours minimum, from approved list)
- History (2 courses, 6 hours minimum, from approved list)
- Biological Sciences (2 courses, 6 hours minimum, College of Agricultural Sciences and Natural Resources courses included)
- Physical Sciences (2 courses, 6 hours minimum from Chemistry, Physics or Geology)
- Computer Applications (Agriculture and Natural Resources 290 or equivalent)
- Major Courses (24) (These courses are specified within each major)

For a total of 124 hours minimum.

Independent Study

Independent study, special topics courses, and seminars offered in each department provide exceptional students the opportunity to explore in greater depth subject matter of unusual significance to agriculture and natural resources. Students gain experience and are encouraged to assume responsibilities not available in formally organized courses. Working with students and faculty from all phases of agriculture and natural resources in the study of a common problem provides an exciting experience.

Students may also earn academic credit for faculty-guided international study. Students should consult with their academic advisors, department heads, or the Coordinator of International Programs in Agriculture and Natural Resources about international experiences in agriculture and natural resources.

CASN R Honors Research and Creative Achievements Program

The CASNR Honors Research and Creative Achievements Program is designed to allow students to expand and improve their critical thinking and analytical skills while pursuing the baccalaureate degree in the college. Students in this program will complete an Honors project, related to research, teaching or extension, under the guidance of a faculty member, and report that work in both written and oral format in a one-hour course, Agriculture and Natural Resources 498. The program objectives are:

- To increase the scope of educational attainment by providing a program with greater breadth and depth,
- To provide special recognition for outstanding scholastic achievement, and
- To foster a sustained interest in advanced education, research and creative achievement.

To be eligible, a student must be a junior, senior or second semester junior transfer student with a minimum grade point average of 3.25. Additionally, once a student is admitted to the program, he/she must maintain a GPA of 3.25 or above. Students will be invited by the College to participate in the program the first semester they are eligible and once per academic year thereafter. Students must apply for the program and be approved by a College Honors Committee. This application includes details of the proposed research, teaching or extension project. Upon admission, the student can enroll in Agriculture and Natural Resources 497, Honors Project (repeatable for a maximum of 6 hours), or departmental independent study credit. The student should enroll during the semester(s) that he/she is actively working on the project. Some departments may elect to allow some or all of this credit to count toward graduation requirements. Upon completion of their work, students must enroll in Agriculture and Natural Resources 497, Honors Project (repeatable for a maximum of 6 hours), or departmental independent study credit.

More detailed information is available from the CASNR Dean’s office.

Course Load

Students desiring to take more than 19 hours per semester must have the approval of their academic advisor and the dean of the college.

Transfer Students

Students who transfer to the CASNR from another institution or from another college at UT should contact the specific department of the major they wish to follow for assignment to an appropriate advisor. If the student is unsure of the specific major, he/she should contact the Dean’s office. Requests for substitutions (application of transfer credit to meet degree requirements if not already assigned through the Degree Audit Report System) or special examinations should be submitted for consideration during the first semester of study in the selected major.
also find themselves well prepared for graduate study in agricultural economics or agribusiness management, as well as for professional programs such as law.

Requirements for the Bachelor of Science in Agriculture • Agricultural Economics and Business Major

**Freshman**

<table>
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<th>Course</th>
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<tr>
<td>Agricultural Economics 110</td>
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</tr>
<tr>
<td>Agriculture and Natural Resources 290</td>
<td>3</td>
</tr>
<tr>
<td>1 Biological Science Electives</td>
<td>8</td>
</tr>
<tr>
<td>2 History Electives</td>
<td>6</td>
</tr>
<tr>
<td>English 101, 102</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics 123, 125</td>
<td>6</td>
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<td><strong>Total</strong></td>
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**Sophomore**

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<tr>
<td>Accounting 201, 202</td>
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<tr>
<td>Agricultural Economics 212</td>
<td>3</td>
</tr>
<tr>
<td>Animal Science 280 or 381</td>
<td>3</td>
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<tr>
<td>Economics 201</td>
<td>4</td>
</tr>
<tr>
<td>3 Humanities Elective</td>
<td>3</td>
</tr>
<tr>
<td>Physical Science Electives</td>
<td>8</td>
</tr>
<tr>
<td>Environmental and Soil Sciences 210 or</td>
<td></td>
</tr>
<tr>
<td>Integrated Plant Systems 230</td>
<td>3-4</td>
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<tr>
<td>Statistics 201</td>
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**Junior**

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<tr>
<td>Agricultural Economics 310, 320, 342, 350, 412</td>
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<tr>
<td>English 295 or 360 or Journalism 201</td>
<td>3</td>
</tr>
<tr>
<td>2 Nondepartmental Agricultural Electives</td>
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<tr>
<td>Rural Sociology 380</td>
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<td>Speech 210 or 240</td>
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<td>Statistics 320 or 365</td>
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<td>Electives</td>
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**Senior**

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<th>Course</th>
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<tbody>
<tr>
<td>Agricultural Economics 410</td>
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</tr>
<tr>
<td>1 Agricultural Economics or Rural Sociology Elective</td>
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</tr>
<tr>
<td>Economics 313</td>
<td>3</td>
</tr>
<tr>
<td>3 Humanities Elective</td>
<td>3</td>
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<tr>
<td>Electives</td>
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<td><strong>Total</strong></td>
<td>127</td>
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</tbody>
</table>

1 Selected from Biology 101, 102, 130, 140.
2 See list of acceptable courses after information on minor and concentration.
3 Selected from Chemistry 100, 110, 120, 130, Geography 131, 132, Geology 101, 102, 103.
4 A minimum of 9 credit hours must be taken from the following courses: Agricultural Economics 355, 360, 420, 430, 442, 450, 470. A maximum of 5 credit hours can be used from each of the following courses: Agricultural Economics 356 and 492.

**Minor in Agricultural Economics and Business**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>Economics 201</td>
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</tr>
<tr>
<td>Agricultural Economics 212, 342, 350, 412</td>
<td>12</td>
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<tr>
<td>Agricultural Economics Elective</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
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</tr>
</tbody>
</table>

**Agricultural Equipment Systems Management Concentration**

The Agricultural Equipment Systems Management concentration is a unique interdisciplinary program that combines courses from the Agricultural Economics and Business program and the Biosystems Engineering Technology program. Students develop a high degree of technical expertise with respect to agricultural equipment, as well as the ability to apply sound business and economic principles to management of a business.