



COLLEGE OF
LIBERAL ARTS

2012-2013

 **BETHEL**
UNIVERSITY

CATALOG

THE CATALOG OF THE
BETHEL
UNIVERSITY
COLLEGE OF
LIBERAL ARTS
2012 - 2013



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The conditions, requirements, and policies set forth in this catalog have binding effect upon the University and students for the academic year in which it is in force. The University reserves the right to make necessary changes and corrections. The institution reserves the right to change any provision or requirement at any time within the student's term of attendance. When changes are made in the curriculum that affect graduation requirements, the University accepts a moral obligation to provide students the curricular options effective the year of their most recent continuous enrollment or an alternative that would not additionally delay graduation. Otherwise, all other requirements and policies are effective and in force upon publication of changes. This online catalog is to be considered the official catalog of the University and therefore printed versions are unofficial.

Bethel University does not discriminate, either in the admission of students or in the administration of any of its educational policies, programs, activities, or employment on the basis of race, color, national or ethnic origin, religion, sex, sexual orientation, age, disability, or military service. Bethel University complies with the 1964 Civil Rights Act, Title IX of the Educational Amendments of 1972, the IRS Anti-Bias Regulation, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. Dr. Phyllis Campbell, Campbell Hall, Bethel University, 325 Cherry Avenue, McKenzie, TN 38201 (731-352-4002), is the person responsible for coordinating the University's efforts to comply with these laws.

Students are responsible for being informed of all policies and procedures required for continued attendance at Bethel University. Policies and procedures are generally found in this catalog and in the Student Log. The university's regulations will not be waived because a student pleads ignorance of established policies and procedures. A student who is unsure of any policy or procedure should seek clarification.

Bethel University Student Grievance Policy

(Note: This policy does not apply to student grade appeals or complaints regarding discrimination. Please refer to these policies in the Policy and Procedure Handbook.)

Policy: Bethel University is committed to fair treatment of its students. If a student believes that Bethel University or its personnel have acted in an unfair manner, the student shall have the right to a review of the situation within six (6) months of the event(s). For the purposes of this policy, a student is defined as a person who currently enrolled at the institution or has been enrolled during the six month period prior to the complaint. Applicants for admission are excluded from this policy as are persons not enrolled during the prior six (6) month period.

Procedure: The student shall file a written complaint with the Assistant to the President for Strategy/Chief Academic Officer. If the complaint involves the Assistant to the President, the student may appeal to the President, who may defer the matter to the University's legal counsel.

The Assistant to the President shall conduct an investigation, if appropriate, with the University's legal counsel, into the matter. The Assistant to the President shall have access to any information in the possession of the University and may request additional information of the complainant.

The Assistant to the President shall conduct an investigation, if appropriate, with the University's legal counsel, into the matter. The Assistant to the President shall have access to any information in the possession of the University and may request additional information of the complainant.

The Assistant to the President shall notify the President and the complainant of the outcome of the investigation. The complainant shall not have the right to review the specific evidence gathered in the investigation. A response to the complaint will be made within 30 days. The University reserves the right to continue the investigation beyond that time; however, the complainant shall receive notification of continuation and an estimate of the timeline for final disposition of the complaint.

The President shall review the complaint and confirm or reverse the decision. The President shall have 30 days to consider the matter. The President's decision is final.

OVERVIEW

Mission

The mission of Bethel University is to create opportunities for members of the learning community to develop to their highest potential as whole persons - intellectually, spiritually, socially, and physically - in a Christian environment.

Definitions

By the words, "create opportunities," the University offers the means for persons to have choices and options opened before them and to develop the confidence and maturity to choose appropriately.

By the term, "learning community," the University extends its mission to all persons who seek development of the whole person and who would choose to pursue this aspiration through Bethel University. The learning community of Bethel University includes undergraduate students in traditional and non-traditional programs, graduate students, faculty, staff,

the local community, and the Cumberland Presbyterian Church.

By the term, “whole persons,” the University intends that, in the true spirit of the liberal arts education, the undergraduate education encompass all dimensions of the human being, which are in reality inseparable.

Intellectual development focuses on the cognitive aspect of the human; cognitive development incorporates analysis, critical reflection, and synthesis of knowledge of multiple disciplines.

Social development focuses on the affective and behavioral aspects of the human; social development incorporates the ability to interact and communicate with other humans with civility and tolerance.

Physical development focuses on the corporeal aspect of the human; physical development incorporates respect for the body as integral to the cognitive, social, and spiritual dimension of the human experience.

Spiritual development focuses on the metaphysical aspect of the human; spiritual development incorporates the ideas of faith, morality, and practice.

By the term, “Christian environment,” the University draws upon the thought of St. Ignatius that the collegiate environment should facilitate knowledge and contemplation such that actions are based on unbiased reason and reasonable faith.

Core Values

Bethel University creates a learning community which:

- Accepts individuals from a wide variety of backgrounds, experiences, and beliefs;
- Offers opportunities for individuals to contribute to the University and to other communities in a variety of ways;
- Emphasizes human dignity and ethics consistent with the Christian tradition;
- Encourages inquiry and the examination of values, self, and society;
- Prepares individuals for the life-long pursuit of knowledge in a complex and constantly changing world.

History of the Institution

Since its founding in McMoresville, Tenn., in 1842, Bethel University has grown and changed in ways its founders could have never imagined.

Chartered by the State of Tennessee in 1847, Bethel began as a seminary for the Cumberland Presbyterian Church with the purpose of training young male pastors for the growing denomination. It was not until the college

moved to McKenzie in 1872 that it first began to admit women as students.

The oldest existing building on Bethel's campus is Campbell Hall, built in 1923. It was given to the college, along with 11 acres of land, by the city of McKenzie. At that time it offered every facility the college needed in a single building including classrooms, offices, laboratories, a prayer room and an auditorium. It was named for Richard and Alice Campbell in 1983, and it now contains offices and the Lavinia Cole Chapel. Additionally, it boasts the Hall of Presidents, which displays a picture of every president of the college since its inception in 1842.

The Log Cabin was constructed outside Campbell Hall by the freshman class in 1925. The purpose of the building was to show the humble beginnings of the Cumberland Presbyterian Church, and to remind each student, staff and faculty member that the school was built "On the Faith of Our Fathers." When building the cabin each log cost \$35, and whoever donated the money to buy a log would have his or her name engraved on the metal plate on that log. Today, the Log Cabin is used for offices.

Bethel's Theological Department, which had become the Cumberland Presbyterian Theological Seminary, moved to Memphis and changed its name to Memphis Theological Seminary in 1964.

In 2009, Bethel College was renamed Bethel University.

Affiliation

Bethel University is joined in a covenant relationship with the Cumberland Presbyterian Church. Bethel is proud of its heritage as a Cumberland Presbyterian university and of the service it provides to the church in the form of education for current and future leaders.

Accreditation

Bethel University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, baccalaureate, and masters degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Bethel University.

Bethel University is approved by the TN Board of Education as a teacher preparation institution for the State of TN. Bethel's Physician Assistant program is accredited by the Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA).

Assessment and Institutional Effectiveness

Bethel University performs a variety of assessment activities to determine and improve the effectiveness and quality of the educational programs and support services. These assessment activities are broad-based and include the entire University. Students, faculty, and staff have important roles in the institutional effectiveness process. All majors require students to complete some form of exit assessment prior to graduation. Students will have many other opportunities to participate in assessment through their time at Bethel. Additional information about assessment at Bethel University may be obtained through the Office of the Academic Dean.

Campus Descriptions

Bethel University operates a main campus located in McKenzie, Tennessee, and five satellite campuses throughout the state. The main campus houses all traditional undergraduate programs, as well as coursework for the non-traditional degree completion programs. Satellite Campuses are located in Clarksville, Chattanooga, Jackson, Memphis, and Nashville, Tennessee.

Each of these campuses offers classes for the university's nontraditional Success Program (business). Additionally, coursework for the Master of Arts in Education degrees are offered at the Jackson, Memphis, and Nashville sites. The College of Criminal Justice offers both an undergraduate Bachelor of Science and a Master of Science degree. These programs are offered entirely online. The Master of Arts in Conflict Resolution is offered in Nashville and Memphis. Each satellite facility includes both classroom and office space.

COLLEGE OF LIBERAL ARTS

ACADEMIC CALENDAR 2012-2013

FALL SEMESTER, 2012

August 3	Fall Sport Athletes Arrive
August 17	Residence Halls Open
August 20	Classes Begin
August 24	Last Day to Register or Add Classes
August 28	Convocation
September 3.....	Labor Day Holiday
September 30.....	Applications for December Graduation Due
October 5	Mid-Point of Semester
October 11-14.....	Fall Break
November 2	Last Day to Drop A Class
November 22-25.....	Thanksgiving Holidays
November 30	Last Day of Classes
December 3-7	Final Examinations
December 8.....	Commencement

SPRING SEMESTER, 2013

January 6.....	Residence Halls Open
January 7	Classes Begin
January 11	Last Day to Register or Add Classes
January 21	Martin Luther King Jr. Holiday
February 18	Applications for May Graduation Due

STUDENT LIFE

The following is a brief description of student life at Bethel University. For more details about the unique offerings, campus rules, and regulations at Bethel University, please see the college's student handbook, *The Log*.

STUDENT ORGANIZATIONS

Student Government

Each year, the student body elects representatives to serve as part of the Student Government Association. This group gives voice to student concerns on various faculty and staff committees.

Honors Societies

Gamma Beta Phi, a national honor society, recognizes superior scholastic achievement and is composed of membership by invitation only to the top 20% of each class. The group participates in service projects and attends national conventions each year.

Greek Organizations

Bethel University offers multiple Greek sororities and fraternities. These groups participate in various community service projects and campus events throughout the year.

Academic/Social Organizations

Bethel University's many organizations that blend academic knowledge and social activities, such as Arete, the university's social sciences organization, Students in Free Enterprise (SIFE), and Student Tennessee Education Association (STEA), allow students the opportunity to practice classroom learning in a real-world environment. Many of the majors at Bethel University offer a student organization tailored to the field.

STUDENT ACTIVITIES AT BETHEL

Each semester, multiple student activities are scheduled by the Office of Student Life. In the past these activities have included: exercise night, old time photos, craft night, karaoke night, movie night, Xbox night, game shows, dances, laser tag, spades tournaments, caricature portraits, Sundae Monday study breaks, and self defense seminars. Students are invited to become a part of the Student Activities Board to help plan these and other activities each month.

ATHLETIC ACTIVITIES

Intercollegiate Athletics

Intercollegiate Athletics have become an important and exciting aspect of life for the many students, alumni, and community friends of the University who support Bethel's teams. As members of the National Association of Intercollegiate Athletics (NAIA), the Wildcats and the Lady Wildcats regularly compete against many top-rated teams. The men's program has teams in basketball, baseball, bass fishing, bowling, cheer dance, cross-country, football, golf, in-line hockey, shooting, soccer, swimming, tennis, track and triathlon. The women's program has teams in basketball, bass fishing, bowling, cheer dance, cross country, golf, softball, soccer, shooting, swimming, tennis, track, triathlon and volleyball.

Intramural Athletics

Intramural sports offer a variety of competition for the enjoyment of Bethel students, faculty, and staff. The program promotes enthusiasm, leadership, and good sportsmanship. The use of student directors, captains, coaches, and game officials creates a uniquely student-oriented program. Regulations for participation may be found in The Log.

Exercise and Fitness

Students are invited to exercise daily at the Wildcat Health and Fitness Complex, which features state-of-the-art cardio and strength training equipment, and at the Gaines Indoor Pool.

CHRISTIAN LIFE

Campus spiritual life activities are coordinated by the campus Chaplain. These activities include weekly Chapel services and Communion services, the annual Convocation service, and special services throughout the year. Through guest speakers in Chapel, students are exposed to the views of a variety of Christian denominations, in addition to the doctrine of the Cumberland Presbyterian Church. Bethel University also has Christian social organizations, such as Campus Crusade for Christ, that are active on campus. The Chaplain is available to students for spiritual counseling and leadership.

Bethel works closely with Cumberland Presbyterian churches. The University supports musical presentations in churches and student involvement with specific church needs, and provides facilities for continuing education opportunities for the denomination. Additionally, Bethel works cooperatively with many other denominations to meet students' needs while on campus.

CAMPUS SECURITY

Security is very important on the Bethel campus. The city of McKenzie has a very low incidence of crime. The rural setting lends itself to a secure environment that the community and students enjoy. A well-lit campus, 24-hour campus security, and good communications with local law enforcement officials create a comfortable and safe environment. Copies of the Bethel University annual security report are available in the Office of Student Development.

CAMPUS REGULATIONS

Each student at Bethel is provided with a handbook that identifies and explains all campus activities, facilities, student organizations, and policies. All Bethel students are expected to behave according to accepted norms that ensure a climate wherein all can exercise their right to learn. Such norms are set forth in the student handbook, *The Log*. All students should read and understand the handbook. No faculty member will tolerate classroom behavior that violates these norms. Such behavior will be grounds for withdrawal from the class, judicial proceedings, or failure of the course. If warranted, students engaging in such behavior will be removed from class by security personnel and may be required to undergo counseling.

COLLEGE OF LIBERAL ARTS

ACADEMIC POLICIES

ACADEMIC INTEGRITY

Students are expected to uphold the University's values. Cheating of any kind, plagiarism, and other forms of academic dishonesty are prohibited. Punishment for an act of academic dishonesty involves imposing failing or zero grades by the following process: For a first offense, the student receives a zero on the assignment. A second offense results in an F in the course. Upon committing a third offense, the student will be expelled from the University. The faculty member presents notice of each offense to the Academic Dean, who keeps a record of students' offenses from all courses. Refer to The Log for additional information regarding violations of academic honesty. Students may appeal the decision of the faculty member to the Academic Dean.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

This act provides for confidentiality of student records; however, it also provides for basic identification of people at Bethel without the consent of the individual. Release of information to third parties includes name, address, telephone number, place of birth, E-mail address, classification, photograph, major/minor, dates of attendance, degree, university honors/awards, the most recent previous educational agency or institution attended, participation in school activities and sports and weight and height of members of athletic teams. The institution may release other information on students without written permission of the students if the release can be justified under one of the exceptions to written permission found in FERPA. The student has the right of access to his or her educational records and the right to challenge any inaccurate, misleading, or inappropriate information in those records. Bethel University will release information to comply with the Solomon Amendment.

Public notice of categories to be contained in a directory is hereby given and a period of one week is provided at the beginning of each semester during which time a student may request that such information not be released. Bethel University applies an "all or nothing" policy to the release of directory information.

In accordance with the Student Information in Higher Education Act of

2005, a student may execute a consent form authorizing Bethel to release confidential education records, as defined by federal law, to a designated parent, upon request.

As of January 3, 2012, the U.S. Department of Education’s FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records—including your Social Security Number, grades, or other private information—may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities (“Federal and State Authorities”) may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal-or state-supported education program. The evaluation may relate to any program that is “principally engaged in the provision of education,” such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize in receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

STATEMENT OF NON-DISCRIMINATION

Bethel does not discriminate, either in the admission of students or in the administration of any of its educational policies, programs, activities or employment on the basis of race, color, national or ethnic origin, religion, sex, sexual orientation, age, disability, or military service. Bethel University complies with the 1964 Civil Rights Act, Title IX of the Educational Amendments of 1972, the IRS Anti-Bias Regulation, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. Dr. Phyllis Campbell, Campbell Hall , Bethel University, 325 Cherry Avenue, McKenzie, TN 38201 (731-352-4002), is the person responsible for coordinating the University’s efforts to comply with these laws.

ATTENDANCE POLICY

Bethel University considers regular class attendance to be essential to the teaching and learning process. Any unnecessary absence decreases the contribution by and to the students and faculty. For those reasons, the following guidelines will be honored by faculty and students:

1. The final determination of true emergency will be at the discretion of the instructor of the course.
2. All faculty will report in writing to the Office of the Registrar all students whose total absences exceed the limit published in the class syllabus. The Registrar will record an automatic grade of F. This report is due when the limit has been exceeded. If any time after the fifth week of classes a student obtains automatic F's in all classes due to non-attendance, that student will be asked to leave the Bethel University campus within 48 hours after notification. There is no tuition refund after the fifth week of classes, but board charges will be pro-rated according to the length of time (in weeks) that the student has had meals in the cafeteria, except in the case of withdrawal due to disciplinary action. Note: A separate pro-rata refund applies to the student who is asked to leave during the first term of enrollment.
3. The responsibility for notifying the instructor of anticipated absences and reasons for emergency absences, and for fulfilling all assignments, rests entirely on the student.
4. The faculty are not expected to give make-up exams for unapproved absences.
5. A student cannot request to withdraw from any class in which a grade of F has been received for violation of the attendance policy as published in the course syllabus.

ACADEMIC FORGIVENESS POLICY

Undergraduate students who have not attended any college or university for four consecutive calendar years prior to enrollment or re-enrollment will be eligible to apply in writing to the Office of the Registrar for the Academic Forgiveness Policy. This policy means that any coursework completed prior to enrollment or re-enrollment with a grade less than C will not be counted in the cumulative grade point average, and credit for the courses will be disallowed for graduation purposes. However, previous work (if not repeated) will be included in the grade point average in calculating honors for graduation.

This application must be made during the first year of re-enrollment for returning students and the first year of enrollment for transfer students.

The application will be approved only after the student demonstrates academic success by completing 12 semester hours in the first term of re-enrollment at Bethel with a minimum GPA of 2.5 with no grade below C. Part-time students will have a period of two semesters to complete the 12 semester hours with a minimum GPA of 2.5 with no grade below C.

The student's permanent record will remain a record of all coursework attempted and all grades earned, but a note will be included on the transcript to indicate the application of the Academic Forgiveness Policy. The student must meet all graduation requirements as stated in the Catalog. The student cannot graduate under the catalog requirements of any year before the year that the Academic Forgiveness Policy was granted. This policy may be granted only one time for each student, and once granted, it cannot be voided. The student who is readmitted or is a transfer student to Bethel must also understand that this policy may not be acceptable at other institutions.

GRADES

(see also "Attendance Policy," "Academic Forgiveness Policy" and "Academic Integrity")

Grading System

The level of academic performance of each student is described in terms of the grade point average (GPA). The grade point average is determined by dividing the total grade points earned by the total hours attempted. The letter grades awarded, the interpretation of their meaning, and the grade points for each hour of credit are as follows:

- A: Excellent, 4 points
- B: Very Good, 3 points
- C: Good, 2 points
- D: Passing, 1 point
- F: Failure, 0 points
- E: Final Exam Pending, 0 points
- I: Assigned Work Incomplete, 0 points
- P: Pass, 0 points
- W: Withdrew, 0 points
- FA: Failure due to violation of class attendance policy, 0 points
(Effective January 1, 2013)

In extenuating circumstances, students must arrange with a professor to receive an I (Incomplete) grade. The student must be passing the course to request the I grade, and the professor of the course will make the determination of whether or not the circumstance warrants an Incomplete. I grades must be removed within the first four weeks of the beginning of the next term (including summer). Failure to remove the I grade will result in an automatic grade of F for the course.

Pass/Fail grades are given for all internship and activity courses. Juniors and seniors may take one elective course per semester on a Pass/Fail basis with advisor approval. The decision to take the elective on the Pass/Fail basis must be made at the time of registration. All course requirements must be completed in order to qualify for the P grade. No grade points are given with the P grade; the hours attempted are computed for the grade of F.

Receipt of Grades

Grades are not mailed each semester. Students may view or print a student copy of their grades through the student E-Portal or submit a written request for their grades to the Office of the Registrar. If a student has an account balance, he or she will be unable to access his or her grades. In this case, the student will need to contact the Bethel University Business Office to clear the account before the grades will be made accessible.

Repeating Courses

Only courses in which a student earns a grade of D or F may be repeated for purposes of replacing the lower grade. The last grade earned will be used to compute grade point average. Any course in which a grade of D and/or F is earned three times at Bethel University may not be repeated at Bethel.

Appeals

Any student who wishes to appeal a course grade must follow the process of appeal to the faculty member, Program Director (where applicable), Department Chair, Academic Dean, and the Curriculum and Academic Policy Committee. All appeals must be in writing and given to the appropriate person no later than five days after the decision being appealed is made. The appeal must state on what grounds the appeal is being made and why the student believes an appeal is warranted. Between the time the decision being appealed is made and the time of the appeal hearing the decision being appealed stands and must be obeyed by the student.

Academic Probation and Suspension

Students are placed on academic probation at the end of the semester in which the cumulative GPA falls below the required minimum for their class standing:

- Freshman (0-27 hours completed): 1.5 GPA
- Sophomore (28-59 hours completed): 1.8 GPA
- Junior (60-95 hours completed): 2.0 GPA
- Senior (96 or more hours completed): 2.0 GPA

The period of academic probation will continue as long as the GPA fails to meet the minimum GPA requirement. Students on academic probation must limit their academic load to 15 semester hours. Any student who fails to make a C average (2.0) for the term on probation is automatically suspended for one semester. All students placed on academic probation must enroll in DEP 050. Exemption for this course is by written appeal to the Academic Dean.

A one-semester academic suspension is given to any student who obtains a GPA of 0.0 in any semester, or who fails to obtain a semester GPA of 2.0 while on academic probation. After the second one-semester suspension, any student subject to suspension will be given a one-year academic suspension. The summer term may be used by students on probation or suspension to raise the GPA to the level required for good standing. Readmission to the University after a term of suspension is not automatic. Upon receipt of a suspension notice, the student may send a letter of appeal to the Academic Dean. The Academic Dean will notify the student when a decision has been made regarding enrollment in the following fall or spring semester. Likewise, a student who withdrew during a semester and wishes to return the following semester must submit a letter of appeal to the Academic Dean. However, any student who once attended Bethel University and did not return the following semester for whatever reason must file an Application for Readmission with the Office of Admission. (See "Readmission" in the Admissions section.) Note: Students are urged to refer to the Financial Aid webpage and to the Satisfactory Academic Progress form published by the Office of Financial Aid regarding Financial Aid Probation/Suspension since it may differ from the Academic Probation/Suspension policy.

Currently enrolled students may transfer credits from other regionally accredited institutions of higher learning provided the following criteria are met: the courses to be taken at other institutions have prior approval of the advisor and the registrar, and the courses to be taken will not violate the residency requirement, exceed transfer allowances in the major or minor field, or exceed the hour limit on courses completed at a junior or community college.

Honors Recognition

Each year, Bethel University nominates students to Who's Who Among Students in American Colleges and Universities.

Students are nominated by the faculty Curriculum and Academic Policy Committee from a list of eligible students. To be eligible, a student must be a senior enrolled full-time with at least two previous full-time semesters of residence and must have a GPA of 3.25 or above.

Traditional semester students who earn a GPA of 3.70 to 4.00 while enrolled in 12 or more hours of coursework in a given semester with no grade below C are named to the Bethel University Honor Roll. Traditional semester students enrolled in 12 or more hours of coursework in a given semester with no grade below C and a GPA of 3.50 to 3.69 are named to the Bethel University Dean's List.

Students with high GPAs at the time of graduation earn the following honors:

- 3.85 or higher: Summa Cum Laude
- 3.70 to 3.84: Magna Cum Laude
- 3.50 to 3.69: Cum Laude

The designation of "Student Marshal" is awarded to two rising seniors in the traditional undergraduate program who are campus leaders with high academic and leadership skills.

Honors Program Scholars are students who have earned a 3.00 GPA in the required Honors courses and who have earned a minimum cumulative GPA of 3.00. These students graduate from the Bethel Honors Program, a distinction which is noted on the students' transcripts and diplomas.

CREDIT

Bethel University defines the unit of credit as the semester hour. This unit of measure designates one hour in class or one laboratory period per week for approximately 15 weeks of study. The student load is the number of semester hours taken for credit each semester.

Normal Student Load

The normal student load is 16 semester hours per term. Schedules range from 14 to 18 hours for most students. Course loads more than 17 hours will be discouraged by advisors and incur additional fees. A student must register for a minimum of 12 hours to be considered a full-time student. Students taking 11 hours or less are designated part-time students and may or may not be degree candidates.

Student Classification

Students are classified according to the number of semester hours earned previous to the current term.

- Freshman: 0-27 hours
- Sophomore: 28-59 hours
- Junior: 60-95 hours
- Senior: 96 or more hours.

Requirements for Graduation

To participate in graduation exercises and graduate with a Baccalaureate degree from Bethel University, each student must fulfill the following requirements:

1. Complete a minimum of 128 semester hours with an academic average of C (2.0 GPA).
2. Complete a major concentration of courses with no grade below C and a minor concentration (if required) with an average of C (2.0). Students who complete two majors are not required to complete a minor.
3. Complete the requirements of the Core Curriculum for either a Bachelor of Arts or Bachelor of Science
4. Complete a minimum of 39 semester hours numbered 300 and above.
5. Meet the University residence requirements as follows:
 - Complete at least 32 hours of the final 38 semester hours through Bethel University.
 - Complete at least 18 semester hours in a major field and at least nine semester hours in a minor field through Bethel University, or
 - Complete at least 40 semester hours in an adult educational outreach major through Bethel University. If a minor is desired, the student must complete all courses required for the minor with at least nine semester hours in a minor field through Bethel University.
6. Meet the credits requirements for a degree. The credits of a candidate for a degree must conform to the requirements for graduation as stated in the catalog published for the year of his/her most recent matriculation, or any subsequent one, except that in no case may a candidate graduate under a catalog published more than six years before the date of graduation.
7. File an application for graduation in the Office of the Registrar by

September 30 for fall graduation, by February 18 for spring graduation, and by June 7 for August graduation.

8. Participate in graduation exercises. Permission to graduate in absentia must be secured from the Academic Dean at least 10 days before Commencement.
9. Complete all required assessment procedures related to the major field and/or the common core no later than the last day of classes for the term in which graduation occurs.

All students are encouraged to file the “Plan of Study” with the Registrar no later than the end of the junior year. Failure to do so can result in a serious delay of graduation.

Requirements for a Second Degree

A student who has received either the B.A., or B.S., or B.S.N. may receive a second bachelor’s degree provided all the specific requirements for the second degree are met and the student completes at least 32 semester hours through Bethel University.

Requirements for Admission to Teacher Education Program (TEP I)

Students interested in teacher licensure should consult the catalog of the College of Education for requirements.

Transfer of Credit

Bethel University welcomes transfer students. Students may transfer up to 80 hours of credit. However, despite the number of hours transferred, students must meet all graduation requirements, including the residency requirements to graduate (see Requirements for Graduation Section).

Transferring students having earned an Associate of Arts or an Associate of Science degree awarded by an accredited institution is presumed to have completed all Bethel University common core requirements except the Religion/Philosophy core requirement. (NOTE: Any liberal arts core course will need to be completed if it is a pre-requisite for any course required in the Program Core or Major/Minor Fields.)

Students transferring without an Associate of Arts or Associate of Science degree, whether from two year or four-year institutions, must complete all Bethel University core requirements not met by transferred equivalent courses. Course work, at college-level, degree-granting institutions not accredited by a regional accrediting agency but are accredited as degree-granting institutions by an accrediting agency recognized by the

Department of Education, will be reviewed for transfer on a course by course basis. Credit determination is dependent upon course content and other documentation which the student may be required to provide. The Registrar may consult with the University Registrar and/or faculty as to the application of credit. However, effective January 1, 2013, no grade below a "C" or equivalent will be accepted as transfer credit.

Grade points from hours accepted as transfer credit are not included in the Bethel University academic record. It is also important to note that students will not be allowed to duplicate credit.

Transfer students who have completed less than 12 semester hours at an accredited institution must submit high school transcripts or GED scores, and unless otherwise exempt, SAT or ACT scores. (See "Transfer Students" in the Admissions section for additional information.)

Credit by Examination

Challenge Examinations are available to students enrolled at Bethel. Students may be awarded course credit based on results. All applications for departmental Challenge Examinations must be approved by the course instructor, and the student's advisor. A department may adopt a standardized examination or develop a departmental exam which may be oral, written, or both. There may also be some courses in which the department does not offer a challenge exam. Students desiring to receive credit by Challenge Exam must start the procedure in the Office of the Registrar. All tuition costs connected with a particular exam must be met by the student prior to the testing date. Applications for such credit a particular course may be initiated only once. Challenge credit may not be used as a repeat of a course taken earlier. Credit will be awarded on a "Pass" basis only. A "Pass" is considered a level of work earning a C grade or higher. A failure on an exam will be recorded as an F on the transcript for that course. A maximum of 12 semester hours in 100- and/or 200-level courses may be earned through Challenge Examinations. No upper division courses are available for Challenge Examinations. (Challenge Examinations are not available for any courses in which CLEP or DANTES examinations are offered. Students who fail a CLEP or DANTES examination cannot take a Challenge Examination in that subject.)

Students may qualify for advanced standing (maximum of 30 hours) by submitting acceptable scores as recommended by the American Council on Education (ACE) on the College Level Examination Program (CLEP) and the Defense Activity for Nontraditional Education Support (DANTES) academic subjects or by submitting acceptable scores (minimum of 3) on the College Board's Advance Placement Program (AP). Note: No science lab credit is available through CLEP or DANTES. ACE educational credit by examination,

including credit transcripts by regionally accredited community colleges and ACE credit for training programs are also included in this area. Military personnel/veterans may qualify for advanced standing due to course work taken in the Armed Forces. Bethel University accepts up to 60 hours of CLEP, DANTES, military and portfolio credit. However, a student may earn no more than 30 hours of ACE credit, which includes CLEP and DANTES credit, and no more than 30 hours of portfolio credit. Grades and quality points are not given for advanced standing credit. As a result, a passing examination score will not act as a repeat of a previous grade in any class. It is also important to note that students will not be allowed to duplicate credit in any of the sections or transfer credit.

Internships

The Bethel internship program is designed to help all students bridge the gap between the classroom and the world of experience. Internships open students to possibilities for career development and personal growth and challenge them to creative participation in their own learning. Students may select two internships, but the maximum credit toward graduation is 12 semester hours (excluding state requirements for teacher education). International work is calculated at a rate of 45 clock hours of internship work per semester-hour of credit. Internship applications and guidelines are available in the Office of the Academic Dean. Any student enrolled for an internship must be covered by the group policy liability insurance through Bethel University.

Students intending to participate in the internship program should register for internship credit in the appropriate department prior to beginning the internship. If a student undertakes an internship without prior registration, a maximum of three hours of individual study credit may be granted if the academic advisor and individual study advisor agree that the experience met the requirements for an internship and includes an additional paper or project. In no case will individual study credit or internship credit be granted for a non-classroom based participatory learning experience begun more than six months prior to application for credit. Individual studies credit may not be used to substitute for an internship in those majors where an internship is required.

Correspondence Coursework

Bethel University will accept a maximum of nine semester hours of correspondence course credit when offered by a regionally accredited institution of higher education. All proposed correspondence work must be approved by the Registrar in advance to guarantee acceptance of transfer credit.

Independent Study and Directed Study

Under extenuating circumstances, some Bethel courses can be completed outside the traditional classroom setting through a directed study arrangement between the faculty member and the student. Students are required to be enrolled at Bethel University, register for the directed study course(s), complete the Request for Directed Study form, secure the required textbooks and materials, schedule meetings with the faculty instructor, complete all assignments on time, take the required exams, and complete the faculty evaluation form for each directed study course. Faculty instructors will require regular meetings with the student, give the student regular feedback regarding assignments and exams, and assign a final grade appropriate to the accomplishment of the goals and objectives of the course. Requests for directed study will be monitored by the Academic Dean. No course in which a grade of F was obtained may be repeated by Directed Study, and the student must be in good academic standing in order to participate in Directed Study.

Individual study is available in most subject areas and is an opportunity to pursue in depth subjects of interest beyond available courses for academic credit. Individual, independent study credit must be approved in advance by the Academic Dean.

Portfolio Program

In recognition of a student's previous learning, Bethel University has established a portfolio process which should relate to a Bethel academic department and must be equivalent to a college level learning outcome. This process provides the student with an opportunity to demonstrate and document learning equivalent to that which could be obtained in the college classroom. If proper and sufficient documentation of this prior learning can be obtained, the student can request that academic credit be awarded. The student may be required to supplement the documentation by a demonstration of the knowledge for which is requested. Up to 30 semester hours of portfolio credit toward the bachelor's degree can be requested, distributed in any of the three degree plan areas: the core curriculum, the major/minor fields, or electives. The first step in initiating the portfolio process is a conference with the Portfolio Advisor. The Portfolio Handbook contains the steps necessary to complete the process. All portfolio assessment documents are due by October 1 for those students planning to graduate in December, by March 1 for those planning to graduate in May, and by June 1 for those students planning to graduate in August.

Auditing Classes

Any class may be audited with the approval of the faculty member teaching the course. No transcript record is maintained for audited courses. Audited

classes must be registered with the Registrar. (See “Special Fees for the 2011-2012 Academic Year” in the Financial Information section.)

Developmental Education

On the basis of the results of ACT tests and other information, such as transcripts, some students will be placed in developmental courses to remedy deficiencies which would otherwise prevent success in the university curriculum. Students failing to obtain a grade of C or better in any developmental course after three attempts will receive an automatic suspension. Credit in developmental courses will not be counted toward graduation requirements.

ASSISTANCE AND STUDENT SERVICES

Library

The Burroughs Learning Center, which houses the library, offers a variety of information services to students, staff, faculty and the community. These include access to a collection of books, periodicals, videotapes, DVDs, audiotapes, microfilm, and other resources. Currently, the BLC houses 43,000 books, 48 print periodicals, over 100,000 electronic periodicals, and a significant number of audiovisual materials and microform documents. The BLC’s heritage room contains a collection of rare and historical books and other items.

The Burroughs Learning Center is committed to providing information services which include electronic access to the global information network. Information tools provide access to electronic searching capability, information networking, and on-line full text resources.

Additionally, the center offers a number of full-time professional librarians and staff members to assist patrons in locating necessary sources of information. The Burroughs Learning Center strives to inspire Bethel students and all members of the learning community to become independent researchers and lifelong library users. Students are encouraged to seek help from both professional and student staff members.

Tutoring

Tutoring assistance is available to Bethel students who feel they need additional help to complement their classroom work and instructor counseling. Students may contact the Director of Tutoring for information and scheduling.

Counseling

Bethel provides many ongoing opportunities for students to counsel with University faculty and staff, including the University Chaplain. Dependent on need, students may schedule counseling sessions with professional counselors in Student Development or the Clinical Services Office. Evaluation of the situation will be made by the counselors and appropriate alternatives considered.

Academic Advising

Each Bethel University student is assigned a qualified academic advisor. The role of the advisor is to guide students through the academic program of the University by recommending appropriate courses and assisting students in the registration process. The student is responsible for ensuring that he or she meets all graduation requirements.

COE

The courses “College Orientation Experience” and “Career Opportunity Experience” are required of all undergraduate students in the freshman and senior years, respectively. These courses are designed to assist students in the transition from high school to university, and from university to post-graduate employment.

Career Services

Bethel University provides an educational preparation for a productive career or a place in graduate or professional school. During the university experience, faculty advisors encourage students to select courses that enrich the career objectives of the student. Internships provide experiences that strengthen classroom learning.

Bethel employs a full-time Career Development Counselor, who provides job placement assistance for students, including resume writing and job interview skills. The library contains an assortment of materials related to the job search and catalogs from various graduate schools. Available jobs are posted for review.

Disability Services

Bethel University is committed to making its programs and services accessible to all students regardless of disability. Self-advocacy and independence are encouraged through student knowledge and the use of appropriate accommodations. Students who have a documented disability and need assistance with classes or who would like further information about disability services at Bethel University should contact the Director of Counseling and Tutoring in the Office of Student Development. Applicants with special needs who desire accommodation in the application process should make

their needs known to their admission counselors.

Testing Services

A variety of tests are used in admissions processing, student evaluation, career skill identification, and other areas. Students may contact student services at any time for assistance and more information.

Laptop Program

Bethel University requires all incoming full-time undergraduate students to participate in its Laptop Program. Students are provided with a laptop upon registration. Through this program, students will have onsite support through the Bethel IT Helpdesk and access to technology in the classroom. Students are required to meet the terms and conditions of the Laptop Computing Program Agreement. Please refer to the Laptop Computing Program Agreement for more details.

Honors Program

The Bethel University Honors Program is designed to challenge academically gifted students to develop their capacities for analysis, composition, research, and critical thinking in order to increase their preparation for the duties incumbent upon education and achievement. For more information about the Honors Program, see the Non-Departmental Programs section of this catalog.

Information Technology Services

The purpose of the Information Technology Center is to provide technical support and training to all users of computing systems at Bethel University and to provide technology-enriched learning by offering educational services adequate to allow students and faculty to achieve their educational goals.

ACCEPTABLE USE OF TECHNOLOGY

I. Summary/Purpose

The purpose of the Bethel University network is to provide faculty, staff, and students with an electronic means of transmitting, receiving, and reviewing information necessary for academic pursuits as well as conducting daily business operations of the University. The Acceptable Use Policy covers all devices that comprise the Bethel University network. This includes, but is not limited to, all laptops, desktop systems, handheld computers, lab facilities, servers, classroom technology, the wired and wireless campus networks, and all software licensed to the University.

II. Rights and Responsibilities

The Bethel University network is provided and maintained by Bethel's IT department for the use of faculty, staff, and students. Accounts are created and given to all users for the purpose of academics, daily business and administrative operations, transmitting and receiving electronic mail and messages, and other authorized activities. Anyone using the Bethel network is responsible for:

- recognizing and honoring the intellectual property rights of others, making attribution as appropriate
- refraining from any illegal and improper intrusions into the accounts of others or into any Bethel University network resources or systems
- taking all reasonable steps to insure the accuracy and the security of information compiled, accessed, or provided
- being ethical and respectful of the rights of others and of the diversity of the University community, including the rights to privacy and all other legal requirements and restrictions regarding access to and the use of information
- refraining from acts that waste resources and prevent others from having broad access to Bethel's IT resources
- abiding by all other applicable University policies and standards relating to information technology resources.

These policies and standards include, but are not limited to: software, wireless, remote access and e-mail. Users are responsible for all activities to and from their network accounts. Users must take every precaution to protect logins and passwords. Under no circumstances should a user allow someone else to share a network or e-mail account.

III. Consent to Monitor

Bethel's computers and networks are shared resources, for use by all faculty, staff, and students. Any activity that inhibits or interferes with the use of these resources by others is not permitted. Although the University does not seek to monitor the communication of its faculty, staff, or students, Bethel's IT staff may access or examine files or accounts that are suspected of unauthorized use or misuse, that have been corrupted or damaged, or that may threaten the integrity of Bethel's computer systems. In addition, files, e-mail, access logs, and any other electronic records may be subject to search under court order.

IV. E-Mail Usage

Bethel University recognizes the utilization of electronic communications as

an efficient and necessary method of conducting business and advancing its mission of education. Electronic mail (e-mail) should be used with the same care and discretion as any other type of official University communication. The Bethel's e-mail system is not a private secure communications medium. As such, e-mail users cannot expect privacy. By using Bethel's e-mail system, each user acknowledges:

The use of electronic mail is a privilege, not a right. E-mail is for University communication, research, or campus business. Transmitting certain types of communications is expressly forbidden. This includes messages containing chain letters, pyramids, urban legends, and alarming hoaxes; vulgar, obscene or sexually explicit language; threatening or offensive content; derogatory, defamatory, sexual, or other harassment; and discriminatory communication of any kind. As with other information technology resources, the use of e-mail for commercial or political purposes are strictly prohibited.

Under the US Electronic Communications Privacy Act, tampering with e-mail, interfering with the delivery of e-mail, and using e-mail for criminal purposes may be felony offenses, requiring the disclosure of messages to law enforcement or other third parties without notification.

E-mail messages should be transmitted only to those individuals who have a need to receive them. Distribution lists should be constructed and used carefully. E-mail distribution lists should be kept current and updated regularly. Inappropriate mass mailing is forbidden. This includes multiple mailings to newsgroups, mailing lists, or individuals (e.g. "spamming," "flooding," or "bombing").

All users of Bethel's e-mail system waive any right to privacy in e-mail messages and consent to the access and disclosure of e-mail messages by authorized University personnel. Accordingly, the University reserves the right to access and disclose the contents of e-mail messages on a need-to-know basis. Users should recognize that under some circumstances, as a result of investigations, subpoenas, or lawsuits, the University might be required by law to disclose the contents of e-mail communications.

V. Bethel University Confidentiality Agreement

The information transmitted in this electronic mail is intended only for the person or entity to which it is addressed and may contain confidential, proprietary, and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited. If you received this in error, please contact the sender and delete the material from all computers. Although Bethel has taken reasonable

precautions to ensure that no viruses are present in this message, Bethel cannot accept responsibility for any loss or damage arising from the use of this message.

VI. Privacy

Bethel provides computers, computer, e-mail, e-portal, and network accounts to faculty members, staff and students for the purpose of furthering the University's academic mission and conducting business. While incidental and occasional personal use of such systems is permissible, personal communications and files transmitted over or stored on Bethel systems are not treated differently from business communications; there can be no guarantee that personal communications will remain private or confidential. Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by this system for sending or receiving private or confidential electronic communications. Messages relating to or in support of illegal activities will be reported to the appropriate authorities. Properly authorized individuals including the Director of Information Technology, Bethel IT staff, or Security may access e-mail, voice mail or computer accounts without the consent of the assigned user when there is a reasonable basis to believe that such action:

- is necessary to comply with legal requirements or process
- may yield information necessary for the investigation of a suspected violation of law or regulations, or of a suspected serious infraction of policy (for example alleged misconduct or harassment)
- is needed to maintain the integrity of Bethel's computing systems
- may yield information needed to deal with an emergency
- in the case of staff, will yield information that is needed for the ordinary business of the University to continue

This policy is intended to be fully consistent with the State of Tennessee Internet Acceptable Use Policy and the State of Tennessee Electronic Mail Acceptable Use Policy, as they exist or as they may be amended in the future, as well as with any other applicable policies regarding information technology systems which may be promulgated in the future by the State of Tennessee. To the extent that a discrepancy exists between this policy and State policy, State policy shall take precedence.

CHANGING CLASS SCHEDULES

Dropping or Adding a Class

Class schedules are changed by officially adding or dropping a class. Merely attending a class does not constitute official registration. Merely failing to attend a class does not constitute an official dropping of a class. Classes may be added to a schedule only during the first week of a term. Classes may be dropped during the first 11 weeks of a term. Any class schedule change may have consequences for financial aid. Check first with the Office of Financial Aid before changing class schedules.

In order to drop or add a course, students must first secure a Drop/Add Form from the Registrar's Office in Campbell Hall. Students must complete the form and secure the signature of their faculty advisor, and then must deliver the completed form to the Registrar's Office. The date of the drop or add is determined when the form is received by the Registrar. A delay at this point can have expensive and severe academic consequences. A \$25 fee is charged for each Drop/Add Form processed. Students dropping or adding courses should check with the Office of Financial Aid prior to submitting the Drop/Add form. Each student must carry 12 credit hours to maintain a full time course load and remain qualified for financial aid.

Grades for Dropped Courses

If a student drops a class in the first week of the term, no grade will be recorded for the class. If the student drops a class in the second through the eleventh week of the term, a grade of W will be recorded. After the eleventh week of the term, no class can be dropped unless the student can prove that one of the following conditions exists: serious illness or injury of the student as documented by a physician, serious family problems as documented by a physician or minister, or change in work schedule as documented by the employer. All documentations must be submitted to the Registrar. Non-attendance of classes will result in F grades. Note: No student can withdraw from any class in which a grade of F has been received for violation of the attendance policy.

Withdrawal Procedure

Some personal or family emergencies require a student to withdraw from school. Permission to withdraw is not automatic and may be denied or discouraged. Students who transfer, withdraw, or do not return within a semester must complete the following formal withdrawal process to avoid unwarranted failing grades and unwanted financial obligation:

- Discuss the situation with a faculty advisor.
- Secure a withdrawal form from the Registrar's Office and fill in all

appropriate spaces.

- Secure all required signatures.
- Deliver the completed form to the Registrar's Office. Failure to complete this step may result in failing grades and heavy financial obligations.
- There is a \$25 fee for withdrawal.

Voluntary withdrawal does not guarantee permission to be readmitted to the University.

Grades for Withdrawal

If a student withdraws from classes during the first week of the term, no grades will be recorded. If the student withdraws from classes in the second through eleventh week of the term, a grade of W will be recorded. Note: No student can withdraw from any class in which a grade of F has been received for violation of the attendance policy.

Administrative Withdrawal Policy

Faculty will report in writing to the Registrar any student on the class roster who has not attended class for a period of two weeks (consecutive class days) during a traditional semester without notifying the faculty member. This student may be administratively withdrawn from the class. Any student who is administratively withdrawn from all classes will not be allowed to stay on campus. Administrative withdrawal from a class may affect the student's financial aid, full-time or part-time status, and participation in sports or other extracurricular activities and does not guarantee permission to be readmitted to the University.

TRANSCRIPTS

Transcript Policies

A transcript will not be issued unless the student's financial account is clear with all offices of the University. In addition, students who withdraw during a semester must complete the following formal withdrawal process before they can receive a transcript:

1. Obtain a request for withdrawal form from the student website.
2. Email form to dropaclass@bethelu.edu.

Transcripts will be released at the written request of the student and in conformity with existing state and federal statutes pertaining to the release of student academic records. The official academic record is the property of the University. Therefore, we reserve the right to withhold the release of

a transcript of that record if the student has an obligation to the university. Bethel will accept a faxed request as a written request.

Procedure to Request a Transcript

Students who need transcripts of their college record must file a online request (including signature) with the Registrar. Bethel University uses Transcripts on Demand™ by Scrip-Safe International as its agent for processing online transcript requests. This process is completely secure. To access the Transcripts on Demand™ service, complete the following steps:

- Go to www.bethelu.edu
- Click on “Academics”
- Click on “University Registrar”
- Under General Information, click on “Request a Transcript”
- Under the picture in the center of the page is a link to <https://iwantmy-transcript.com/bethelu>. Click on the link.
- The first thing you have to select is your school. You must choose “Bethel University – McKenzie”. There are two Bethel Universities.
- A transcript can be emailed or mailed depending on the requirements of the receiver. You MUST sign and send the release form back to Transcripts on Demand™. This is part of the instructions.
- Payment for the transcript MUST be made as part of the process. All transcripts sent are official. Unofficial transcripts are no longer provided by the registrar’s office.
- It is Bethel University policy that a transcript can only be sent for students who have a clear balance and no holds from any department.

The first time you use this service, you will set up your account with Transcripts on Demand™. You will provide your current/former names, address, student ID, and other information. You will be able to log in to your account and update your information whenever you need.

The Family Educational Rights and Privacy Act requires your signature in order to release your academic records. You will be required to complete a Consent Form and send it to Scrip-Safe by fax, mail or image upload. This Consent Form is created as part of the account set-up process and your signed copy will remain on file with Scrip-Safe to cover your future Bethel University - McKenzie transcript requests through Transcripts on Demand™.

You may pay for your transcript via credit card (Visa, Master Card or Discover). Transcripts on Demand™ uses the most current security

available to protect your credit card and personal information. The fee for a transcript is \$10.00.

You may check the status of your transcript request at any time by logging on to Transcripts on Demand™ and clicking on the “Review Past Orders” tab. You will also receive email notification of your order status.

A transcript will not be issued unless the student’s financial account is clear with all offices of the University. Transcripts will be released at the written request of the student and in conformity with existing state and federal statutes pertaining to the release of student academic records. The official academic record is the property of the University. Therefore, the University reserves the right to withhold the release of a transcript of that record if the student has an obligation to the university.

COLLEGE OF LIBERAL ARTS

ADMISSIONS

Note: Some academic programs may have additional admission requirements for the major that are not noted below. Please see the Academic Programs section for more information about admission to each major.

All applicants for the traditional program will be reviewed at the discretion of the Dean of Enrollment Services.

GENERAL ADMISSION REQUIREMENTS

Required Documentation

Students applying for admission to Bethel University must submit the following:

1. Application and application fee: All students must submit an application for admission and the \$30 application fee.
2. Official transcripts: Students must submit an official high school transcript and official college transcripts from each college attended. Any transfer student who has earned fewer than 12 semester hours credit must also submit an official high school transcript. A high school equivalency diploma (GED) may be accepted in lieu of a high school diploma. A passing GED score is considered to be a 2.0 GPA. A special education diploma or high school certificate is not acceptable. Students may be accepted on a partial high school transcript, but a complete high school transcript validating graduation must be on file before registration. Graduates from a non-accredited high school must meet one of the following:
 - 20 ACT/940 SAT and 2.0 cumulative GPA
 - 19 ACT/900 SAT and 2.5 cumulative GPA
 - 18 ACT/860 SAT and 3.0 cumulative GPA

Applicants not meeting any of the above standards will be reviewed by the Director of Admissions who may grant special admission after considering test scores, grades, rank in class, school and community activities, and recommendations in its review. The Registrar will evaluate official college transcripts for determination of transfer credit to be accepted. Transfer course work must have been completed at an institution accredited as degree-granting by a regional accrediting body

for higher education. Any exceptions to this policy will be made by the Registrar or the Academic Dean.

3. ACT or SAT scores: Each applicant should submit an official copy of ACT or SAT scores. These scores are not required for students who have been out of high school for three years or more.
4. High School Units: Each student admitted to Bethel University must have earned the minimum high school units as follows, or submit a passing score on the GED:
 - English—4 units (Journalism, speech, or business communications may not be substituted.)
 - Mathematics—2 units (Preferably algebra I and II. Pre-algebra, arithmetic, applied mathematics, business mathematics, computer technology, or accounting I and II may not be substituted.)
 - Natural/Physical Science—2 units (One unit must be a laboratory science. Computer science may not be substituted.)
 - Social Science—2 units (Foreign language is not required; however, it is highly recommended.)
5. Immunization and Health Insurance Records. As required by the State of Tennessee, proof of two doses of the MMR (measles, mumps, rubella) vaccine are required of all full-time students (students enrolled in 12 or more credit hours). The federal government requires all college students to have the Meningococcal vaccine or to sign a waiver refusing the vaccine. Furthermore, Bethel requires an up-to-date Tetanus vaccination. This proof may come in the form of a doctor's statement verifying the dates of immunization or a health department shot record. Additional immunizations may be required for some of Bethel's academic programs. Please see the Academic Programs section for more information about additional immunization requirements for each major.

Additional Requirements for International Students

In addition to the above requirements, international students applying for admission to Bethel University must also submit the following documentation:

1. Proof of equivalence of high school graduation (international students only): International students must submit proof of equivalent high school graduation and/or college attendance through official transcripts. If the transcripts are not in English, or if the student has attended an international college, the student is responsible for obtaining a translation or evaluation through an approved evaluation service.

All foreign students must meet admission requirements for entering freshmen or transfer students. International students should contact the Office of Admissions for information regarding I-20 forms.

2. Proof of adequate English language skills: Students whose native language is not English must meet one of the following, and in addition must provide scores on the SAT or ACT:
 - Score of 513 on the TOEFL paper-based exam
 - Score of 183 on the TOEFL computer-based exam
 - Score of 65 on the TOEFL internet-based exam
 - Score of 17 on the ACT English subtest
 - Score of 415 on the SAT critical reading subtest
 - Score of 5 overall and 5 in each exam area on the International English Language Test
3. TOEFL scores are valid for two years from the date of the exam. Scores on the SAT or ACT and TOEFL are required. Any student who obtains a TOEFL internet-based score below 99 and/or an ACT English score of 17 or below will be required to take ENG 015 and ENG 016. If a student obtains a grade of A or B in ENG 015, then ENG 016 will not be required.

TYPES OF ADMISSION

Regular Admission

Freshmen may be admitted on regular admission if they have earned the minimum required high school credits and meet two of the three following requirements:

1. A high school grade point average of 2.25 or above.
2. An Enhanced ACT composite score of 18 or above or an SAT combined critical reading and math score of 860 or above.
3. Class rank in the top half of their high school graduating class.

Probationary Admission

Freshmen who do not meet two or more of the three criteria for regular admission may be admitted on academic probation. The student must submit, with the application, two letters of recommendation from the following: guidance counselor, teacher, coach, youth director, pastor, previous employer, and/or local business owner on official letterhead. At least one letter of recommendation must be from an academic source. If the student

is accepted on probationary admission, he or she is restricted to a maximum of 13 hours in the first semester of attendance, must register for DEP 050, and obtain a cumulative 2.0 GPA at the end of the first semester. A student admitted on probationary admission who does not earn a 2.0 for the first semester of enrollment will be subject to dismissal from the University and will be ineligible for readmission until a full year has passed. After one year, the student may apply in writing to the Academic Dean for readmission to the University. However, readmission is not automatic.

Early Admission

For talented students who wish to enter college at the end of their junior year of high school, Bethel offers an early admission program. The student may take courses during the summer and return to high school as a senior, or skip the senior year (pending high school graduation and meeting Bethel University admission requirements) and enter Bethel University as a freshman or take courses concurrently at Bethel and at the high school during the senior year. The basic requirements for a student to enter under the program are:

1. Complete the junior year in high school with a GPA of 3.0 on all work taken during grades 9, 10, and 11.
2. A minimum of 14 high school units.
3. A minimum ACT composite score of 21 or a minimum SAT composite score of 980.
4. Favorable recommendations from high school officials and parental approval.

Personal interviews are recommended. High school officials need to specify whether college credits earned at Bethel may be applied toward the high school diploma.

Readmission

Any student who once attended Bethel University and did not return the following semester for whatever reason must file an Application for Readmission with the Office of Admission (no fee required). The student must request that an official transcript be sent to Bethel University from any institution attended since leaving Bethel. Any financial obligations at Bethel University must be cleared before re-enrollment. Bethel University reserves the right to deny readmission to any student.

Any student who officially withdraws from Bethel University must return the laptop to the IT Help Desk if the required semester hours as listed in the laptop Computer Program Agreement have not been completed. If the

student withdraws or leaves Bethel University before the required semester hours in the Laptop Agreement are completed, then the purchase price of the laptop computer will be charged to the student's account. If a student withdraws during the first week of the student's initial term of enrollment and the student has received a computer, the student may, with the approval of the Director of I.T., return the computer to the I.T. Help Desk which will terminate the Laptop Agreement.

If a student applies for readmission to Bethel University and if the student returned his/her laptop to the I.T. Desk when he/she left and if the student is a freshman, sophomore, or junior who can be continuously enrolled for 18 semester hours, then the student may receive a new laptop. Only one laptop will be issued per student. For example: If a student leaves Bethel as a freshman and keeps the laptop and then applies for readmission, the student will NOT receive another laptop.

Transient Admission

Admission as a transient student is granted on the basis of a statement of good standing from the university or college most recently attended or an official transcript indicating good standing. The student must also file an application for admission.

Transfer Admission

Transfer students who have completed less than 12 semester hours at an accredited institution must submit high school transcripts or GED scores, and unless otherwise exempt, SAT or ACT scores. All students transferring to Bethel must submit the \$30 application fee and official transcripts from any college/university previously attended. (See Transfer Credit in the Academic Policies section for more information)

Students wishing to transfer to Bethel must be eligible to return to their previous college to be admitted to Bethel University. Transfer students must meet the following cumulative GPAs based on their classification:

- Freshman (0-27 hours): 1.5 GPA
- Sophomore (28-59 hours): 1.8 GPA
- Junior (60-95 hours): 2.0 GPA
- Senior (96 or more hours): 2.0 GPA

Transfer students who do not meet the minimum cumulative GPA for their classification but are eligible to return to their previous college may be admitted on academic probation. (See also "Academic Forgiveness Policy" in the Academic Policies section.)

Any education or special education courses required for teacher certification or completion of a teacher certification major or minor field at Bethel University and which have been completed ten years or more prior to admission or readmission must be repeated for credit. The repeated course grade must meet any grade point and/or grade point average requirement by the Department of Education for that course.

Special Student Status

Students who wish to enroll in less than a full time load of classes and are not college degree-seeking are placed in a special student status category until such time that they wish to apply to the University for full admission degree-seeking status.

Residency Requirement

Every full-time student is required to live on campus. A student may request and document exceptions to be considered by the Dean of Students. A student who lives with parents or relatives and commutes daily within a 50-mile radius of campus or is a fifth-year senior may request an exception. In case of full dormitory occupancy, juniors may be considered for an exception on an individual basis.

COLLEGE OF LIBERAL ARTS

FINANCIAL INFORMATION

FEDERAL/STATE LOANS OR GRANTS

The financial aid plan requires the student to complete all documentation required for the respective Federal or State program by the due date in order to qualify for tuition deferment. In the event 100% of the tuition and fees are not covered under this plan, the student must make arrangements for the payment of the balance due by one of the other financial options listed above. Such arrangements must be complete by the due date. Acceptable financial aid plans are: Federal Pell Grant; Tennessee State Assistance Corporation Grant; Hope Lottery Scholarship; Subsidized Federal Stafford Loan; Unsubsidized Federal Stafford Loan; Federal Parent Plus Loan Program; Bethel University Scholarships; external scholarships; Work-Study.

Since students must reapply for funding each academic year or term, reapplication must be fully completed on or before the appropriate due date. In the event a student fails to timely reapply, qualification for tuition deferment will be terminated and the student will be required to comply with the terms and conditions of the cash plan. The following documentation is required to be filed by the due date for the Federal/State Loans or Grants:

- Student Financial Agreement Form
- Free Application for Federal Student Aid (FAFSA)
- Completed Admissions Application

TUITION REIMBURSEMENT PLAN

Tuition reimbursement from an employer is an acceptable financial option. However, it is subject to the following conditions:

1. The student must make acceptable arrangements through one of the other financial options to pay all tuition and fees during the initial deferral period. Thereafter, tuition reimbursement proceeds will be applied to future enrollment periods.
2. Complete documentation of terms and conditions of the employer's reimbursement plan.
3. A completed Tuition Reimbursement Certificate and Authorization Form which allows Bethel to automatically charge the student's credit

card in the event full reimbursement is not paid by the employer. Students must be advised that terms and conditions are not contingent upon the completion of a course or the receipt of a grade and that the credit card will be charged for any amount necessary to repay Bethel 100% of the amount due. A declined credit card will cause the account to be assessed a \$50 late fee which is immediately due and payable. A second declined credit card will terminate this financial option and the student will be required to comply with the terms and conditions of the cash plan.

The following documentation is required to be filed by the due date for the Tuition Reimbursement Plan:

- Student Financial Agreement Form
- Tuition Reimbursement Certificate and Authorization Form
- Credit Card Authorization to Charge Form
- Copy of Employer's Tuition Reimbursement Plan
- Completed Admissions Application

THIRD PARTY BILLING PLAN

Third party billing plans are available for students of employers approved for direct billing, active duty military personnel, civilian government contract employees, and students' eligible benefits pursuant to the Veterans Affairs Vocational Rehabilitation and Employment Program. Students will be required to comply with the terms and conditions of the cash plan if employment ceases or the employer ceases to remit payments as agreed.

The following documentation is required to be filed by the due date for the third party billing plan:

- Student Financial Agreement Form
- Employer's voucher approved by Bethel OR Authorized military or government assistance vouchers
- Completed Admissions Application

PRIVATE LOAN PLAN

Students may prefer a private loan arrangement with a lender based on credit worthiness. Failure to pay under this plan will revert the student to the cash plan. The following documentation is required to be filed by the due date for the private loan plan:

- Student Financial Agreement Form
- Completed Loan Application
- Signed Promissory Note
- Loan Approval from Lender
- Completed Admissions Application

TUITION MANAGEMENT SYSTEMS

For a semester or yearly fee, all students qualify for an interest-free monthly payment plan. This option allows the student to spread the tuition costs over a longer period of time.

DUE DATES

In order to provide for an orderly enrollment process, thorough documentation of the student's academic history, and sufficient time to process financial options paperwork, due dates for the submission of required documentation shall be five business days prior to the first class for each term.

In the event admissions or financial aid personnel believe this requirement will impose undue hardship on a prospective student a waiver may be requested. The requested waiver will be in writing, stating in sufficient detail the justification for the waiver, and the potential impact on the student's ability to comply with Bethel's tuition and fee repayment policies. The waiver will be filed with the Assistant to the President for Financial Affairs for ultimate presentation to the President.

CHANGING FINANCE OPTIONS

Students may change finance options provided they are in compliance with their current finance option. In order to change plans a student must contact his or her appropriate financial office and complete all required documentation on or prior to the due date.

CREDIT CARDS

The following credit cards are accepted provided the student is the authorized signer:

American Express, Discover, Visa (Note: The online Payment option does not accept VISA credit cards), and Master Card. In some situations, the parents can give permission for their credit card to be used by the student.

UNDERGRADUATE TUITION AND FEES

Full-time Tuition and Fees (per semester)

for the 2012-2013 academic year:

- Full Time (12-17 semester hours): \$6935 (term) \$13,870 (year)
- Incidental Fees* & Technology: \$825 (term) \$1,650 (year)

Room and Board (per semester) for the 2012-2013 academic year:

Meals and room per student:

- (single-private room): \$4,819 (term) \$9,638 (year)
- (double occupancy): \$4,182 (term) \$8,364 (year)
- meals Only: \$1,520 per semester (16 weeks x \$95 per week)

Part-time Tuition and Fees (per term)

for the 2012-2013 academic year:

- Tuition 1-11 hours per term: \$433 per credit hour
- Summer 2013: \$216 per credit hour (does not include online classes)
- Activity fee*: \$17 per credit hour
- Dual Enrollment (McKenzie HS/Bethel): \$325 per class
- Technology fee: 85
- Overload hour charge: \$433 per credit hour (for every hour over 17*)

*Exemptions: Credits for Participation Courses, private music lessons, Log Cabin, Bethel Chorale, Theater Practicum, Intercollegiate, Athletics, Seminar in Entrepreneurship, The Christian Ministry, ESL skills workshop, Chamber Ensemble, Bethel University Singers, Concert and Symphonic Band, Jr. & Sr. Music Projects and Recitals.

Special Fees for the 2012-2013 Academic Year:

Music Fees:

- 1 credit hour per week: \$135 per semester
- 2 credit hours per week: \$270 per semester

Class Fees:

- Health 312 (First Aid): \$35
- HEA/PED 330 (Prevention Care of Athletic Injuries): \$20
- PED 201 (Lifeguard): \$20

- COE 101 (Freshman Orientation)
- PED 100 (Martial Arts): \$50
- EDU 210 (Foundations of Education): \$91
- Online Course Fee: \$100
- Drop/Add Fee after Registration: \$25
- Nursing Lab Fee: \$70
- Graduation Fee: \$50
- Insurance Fee: \$975

(All students are automatically enrolled. Students who are US citizens and have comparable health insurance coverage through parents or elsewhere will not be required to buy the college sponsored plan, but must opt out.)

*All undergraduate students enrolled in classes on campus are assessed a student activity fee. The fee includes events sponsored by Student Life and related administrative costs, admittance to sporting events and plays, use of the swimming pool and the health and fitness complex, and intramural activities. Some courses and/or programs may have additional fees. See the Academic Programs section for more details.

REFUND POLICIES

A snapshot of enrollment is made each term at the end of the official registration period as published by the University. No adjustments are made to tuition or financial aid after this date in the case of a student processing a drop form changing the enrollment hours unless the student officially withdraws or ceases to attend all classes. Any refund due after financial aid has been applied to a student's account will be paid through an electronic ACH deposit directly to a savings or checking account.

Students who enroll and formally withdraw are subject to a recalculation of any federal, state, or institutional aid that was received during the term. Federal regulations mandate a recalculation of Title IV funding (Federal Pell, SEOG, Federal Stafford/Parent Plus/Grad Plus/Perkins Loans) based on the number of days in the term versus the number of days the student attended classes (as determined by the date of withdrawal). This calculation gives a percentage, and if the percentage is greater than 60% no Title IV funds must be returned. If the percentage is equal to or less than 60%, then a recalculation of Title IV fund eligibility must be completed based on the time the student did attend classes with a set policy on what funds are returned first.

Students who fail to formally withdraw and/or cease attending all classes

(unofficial withdrawal) will have 50% of federal funds received returned per federal regulations. Students who receive all F grades during a semester could also have funding returned if the University cannot determine that at least one F grade was earned and not received because the student ceased to attend classes.

Bethel University institutionally funded aid is also pro-rated when a student formally withdraws by the following policy in conjunction with the tuition refund policy:

- First Week of Class—All tuition dropped and all institutional aid withdrawn.
- Second Week of Class—80 percent of tuition and institutional aid withdrawn.
- Third Week of Class—60 percent of tuition and institutional aid withdrawn.
- Fourth or Fifth Week of Class—50% of tuition and institutional aid withdrawn.
- After the Fifth Week of Class—No tuition or institutional aid will be withdrawn.

No discounts will be made for dorm rooms if a student withdraws, but meals will be pro-rated for the unexpired time, except in the case of a withdrawal due to disciplinary action. Note: Due to the length of summer terms, drop rates are pro-rated differently. Please see the Office of Financial Aid for details.

COLLEGE OF LIBERAL ARTS

FINANCIAL AID INFORMATION

APPLYING FOR FINANCIAL AID

Student financial assistance at Bethel University is provided through scholarships, grants, loans, and student employment. The information that follows represents current University practices. Regulations and funding for federal, state, and University programs are subject to change, as Bethel University administers programs accordingly.

Student financial assistance is based on the premise that parents have the primary obligation to provide for the education of dependent children. Additional responsibility rests with the student to contribute to his or her own education from personal assets, earnings, and appropriate borrowing.

Merit and need are the basic principles of financial aid eligibility. Merit includes good citizenship, performance and leadership ability, and satisfactory academic progress. Need is the difference between what it costs to attend Bethel University and what the family is reasonably expected to pay toward these costs. Need is demonstrated through the information requested on the Free Application for Federal Student Aid (FAFSA). In addition, a report, generated by the FAFSA is used by the Financial Aid Office to determine eligibility for federal loans, federal work-study, and federal and state grants. Students are encouraged to complete the FAFSA online at www.fafsa.gov as soon as possible after January 1st each year. This is especially true for Tennessee residents as the TSAC Grant (state grant) runs out of funds in early February.

Information concerning Policies Governing Student Financial Aid and Bethel University Satisfactory Academic Progress for Continued Financial Assistance can be found on the Bethel University website @ www.bethelu.edu and click on the Financial Aid link. Please make sure you read and understand these two important documents and should you have questions contact the Financial Aid Office. Printouts of these policies are available upon request.

FEDERAL FINANCIAL AID

Federal Pell Grant

(\$5,550 maximum award)-The Federal Pell Grant provides a foundation for financial assistance. Eligibility is determined through the FAFSA need

analysis process. Award amount is determined by the number of credit hours taken each semester.

Pell Grants have a Lifetime Eligibility Limit (LEU). If a student has received Pell Grant funds in the past they are limited to a 12-semester maximum. If the student exceeds this limit they can lose eligibility for additional Pell Grants beginning in 2012-13 school year. Equivalency is calculated by adding together the percentage of your Pell eligibility that you received each year to determine whether the total amount exceeds 600%.

For example, if the student's maximum Pell Grant award amount for the 2010-2011 school year was \$5,550, but the student only received \$2,775 because they were only enrolled for one semester, they would have used 50% of their maximum award for that year. If in the following school year, the student was enrolled only three-quarter time for two semesters, they would have used 75% of their maximum award for that year. Together, they would have received 125% out of the total 600% lifetime limit.

Federal Supplemental Educational Opportunity Grant Federal or SEOG

(\$4,000 maximum award)-The Federal SEOG Grant is based on need and is awarded to students who demonstrate the greatest financial need and are Federal Pell Grant recipients.

Federal Work Study Program

This program is funded by the Department of Education and assigned to students based on their federal need per the filling of the FAFSA. This is not a grant or scholarship but rather an opportunity to work and earn funds for their educational expenses. The average work assignment is eight to ten hours per week with the minimum hourly wage at current minimum wage standards. Once a student accepts a work-study offer they work with the coordinator for this program in the Business Office.

EDUCATIONAL LOANS

Federal Direct Subsidized and Unsubsidized Loans

A Subsidized Direct Loan is awarded based on financial need and the federal government pays the interest on these loans while the borrower is in school at least half-time. An Unsubsidized Direct Loan is not awarded based on financial need and interest accrues from the date of disbursement until the final payment. Repayment begins six months after the student ceases to be enrolled at least half time. Minimum monthly payment is \$50, but may be more depending on the total amount borrowed. A Master Promissory Note

(MPN) and Entrance Counseling are required. Dependent Students can borrow up to: \$5500 as a freshman, \$6500 as a sophomore and \$7500 at the junior and senior grade levels if their Cost of Attendance Budget allows. Should a dependent student's parent apply for and be denied a Federal Parent Plus Loan the student can request additional unsubsidized funds based on their grade level and Cost of Attendance Budget. Independent Students can borrow up to \$9500 as a freshman, \$10,500 as a sophomore and \$12,500 at the junior and senior levels should their Cost of Attendance Budget allow. Aggregate Loan limits are: Undergraduate Dependent Students \$31,000 and Undergraduate Independent Students \$57,500 of which no more than \$23,000 can be subsidized.

Federal Perkins Loan

Awarded to students with federal need. No interest accrues and no payments are required as long as the student is enrolled at least half-time. Repayment begins nine months after the student ceases to be enrolled at least half-time. Minimum monthly payment is \$40, but may be more depending on the total amount borrowed. Annual interest rate is fixed. A Master Promissory Note (MPN) and Entrance Counseling are required.

Federal Direct Parent Loan for Undergraduate Students (PLUS)

This is a loan to the parent not the student and a credit check is required. Interest accrues and repayment begins 60 days after the loan is fully disbursed. Minimum monthly payment is \$50 but may be more depending on the total amount borrowed. A Master Promissory Note (MPN) is required and the parent must reapply each academic year. Should the PLUS loan be denied then the student can apply for additional unsubsidized loans. A letter of denial must be in the student's file before this additional loan can be certified.

The maximum length of time to repay loans is 10 years, although it may be extended for consolidated loans. Deferment of repayment of loans may be granted for certain types of conditions/activities. ALL LOANS MAY BE REPAYED AT ANYTIME WITH NO PENALTY OR EXTRA FEES IMPOSED.

STATE FINANCIAL AID

Please visit the Tennessee Student Assistance Corporation website at www.CollegeforTN.org or www.TN.gov/collegepays or call 1-800-342-1663 for a complete summary of all programs administered by this state agency - two of the most commonly known are:

Tennessee Hope Lottery Scholarship

Maximum award \$5500. FAFSA must be on file each year.

Tennessee Student Assistance Award (TSAC)

The maximum award is \$4000. File the FAFSA in early January to be eligible as funds run out in early February.

Or visit the Bethel Website and click on Financial Aid for more information.

INSTITUTIONAL FINANCIAL AID

Bethel University reserves the right to limit the combining of “institutional funded aid” with federal and state aid (scholarships, grants) OR “Restricted outside scholarships” received by a student to the following:

- Commuter student - up to the cost of tuition, incidental and technology fees.
- Dorm student - up to the cost of tuition, incidental and technology fees, double room and meals.

We ask that students report any scholarship(s) they are to receive from any source(s) other than Bethel funded aid to the Financial Aid Office as soon as they are made aware of this resource. A reporting form for outside scholarship can be found on the Bethel webpage under Financial Aid Forms.

Bethel reserves the right to limit the combining of some institutional scholarships. Athletic, Renaissance, Academic Theatre, Bethel University Grant, Division of Music Instrumental/Vocal, Legacy, Multimedia, Bethel Honors Program, and Community Engagement Program combine only with academic, Cumberland Presbyterian Grant, Contiguous County Grant, and RA Scholarship. Bethel aid that has a renewal criteria will be checked after spring term each year for continuation in those programs. Students must be meeting the listed renewal criteria at that time - no exceptions.

Academic Scholarships

Academic Scholarships are awarded only at the incoming Freshman level and requires an 18/860 ACT/SAT and a 2.50 or better high school GPA. Academic Scholarships are “locked in” at the entering award amount until the student either ceases to meet the renewal criteria, graduates or has attended 10 semesters. Once the scholarship is lost it can never be regained, however, the student will be considered for a lesser academic scholarship based on their Cumulative GPA.

Academic Theatre Scholarships

Varying amounts awarded to students who declare a Theatre major and complete an audition and interview process. See Marion Graham for further information.

Athletic Scholarships

Athletic scholarships are available to students in all sports programs offered at Bethel University including cheerleading and dance. Recipients of these awards are determined by the head coach in each sports program and the Athletic Director with contracts written for and academic year. Renewal is at the discretion of the coach and director.

Bethel University Grant

Awarded in varying amounts at the discretion of the Director of Financial Aid. This scholarship does not combine with Athletic, Renaissance, Honors Program, Ministerial or the Community Engagement Scholarship Program. This scholarship does not combine with: Academic Theatre Scholarship, Division of Music Instrumental/Vocal, Heritage, Legacy, or Multimedia.

Bethel University Honor Scholarship

Varying up to \$1,000. Awarded to incoming freshmen who have met the academic scholarship criteria listed above and who achieved a 20-22/940-1050 ACT/SAT OR a 3.0-3.24 high school CUM GPA. Renewal requires a 2.75 or higher Cumulative GPA.

Colegio Americano Friendship Scholarship

One full tuition scholarship awarded each year to a graduate of the Colegio Americano, a Cumberland Presbyterian school in Cali, Colombia, South America. Renewal requires a 2.5 CUM GPA and can be received for 4 years. See David Lancaster for further information.

Community Engagement Scholarship

Varying amounts based on the discretion of the directors of the program. Contact either Christie Corbin or Stacie Freeman, co-directors for this program for further information. Renewal will be based on maintaining a 3.0 CUM GPA and evaluation of performance.

Contiguous County Scholarship

Varying amounts up to \$1,000. This scholarship is awarded to students who reside in Carroll County or one of the seven contiguous counties.

Cumberland Presbyterian Grant

Varying up to \$4,000. Awarded to students who are members of the Cumberland Presbyterian Church and who provide the Financial Aid Office with a completed grant application. Application is on the Bethel website under Financial Aid forms.

Cumberland Presbyterian Ministerial Scholarship

Varies in amounts up to full tuition for Cumberland Presbyterian students entering the ministry. Application for the scholarship must be approved by the student's Presbytery and Bethel's Chaplain. The application is online at the Bethel website under Financial Aid forms.

Deans Honor Scholarship

Varying up to \$2,000. Awarded to incoming freshmen who have met the academic scholarship criteria listed above and who achieved a 23-24/1060-1120 ACT/SAT OR a 3.25-3.49 high school CUM GPA. Or a Transfer student who enters with a 3.2 Cumulative GPA. Renewal requires a Cumulative GPA of a 3.0 or higher.

Division of Music Instrumental/Vocal Scholarship

Varying amounts awarded by Tom Oakley (instrumental) and Keith Herris (Vocal).

Dollar General Scholarship

Awarded to an employee or family member of an employee of Dollar General.

Endowed Scholarships

Bethel offers several endowed scholarships with varying award criteria. Interested students may contact the Financial Aid Office for more information.

Federal Nursing Scholarships

Health Resources and Services Administration (HRSA) offers Nursing Scholarships to students who are enrolled or accepted for enrollment in an undergraduate nursing program as full-time students and have a zero Expected Family Contribution (EFC) on the Student Aid Report from the Free Application for Federal Student Assistance (FAFSA). Go to <http://www.hrsa.gov/loanscholarships/index.html>

For further information. Scholarship application cycle usually begins in March of each year.

Hendrix Scholarship Competition

Two awards assigned each year to entering Freshmen. First place winner receives a full tuition, fees, double room and meal scholarship. Second place winner receives tuition and fees scholarship. Renewal requires a 3.6 CUM GPA. This competition is held each February and administered by the Admissions Office at Bethel.

Heritage Scholarship

First time freshmen must have a 3.75 GPA and 27 or higher ACT to be considered. Renewal requires a 3.6 CUM GPA. Only combines with Cumberland Presbyterian and Contiguous County Scholarship.

Honors Program Scholarship

Varying amounts up to \$10,000 for entering freshmen starting Fall 2011, \$7,500 for those already in the program. Awarded to entering freshmen with a 3.25 high school GPA, 24 English ACT and 24 Reading ACT and who have met the academic scholarship criteria listed above. Students must apply to Dr. Joshua Roberts and be accepted into this program. Renewal criteria requires 3.0 GPA in Honors Program courses and a cumulative GPA of a 3.0. For the international student program this is a full tuition, double room, meals and fees scholarship with a limit of two awards assigned per year.

Legacy Scholarship

Awarded at the discretion of the director of the Legacy Program for students to participate in this character portrayal program. Contact Darci Tucker for information about this program.

Multimedia Scholarship

Awarded in varying amounts at the discretion of the Multimedia Director. This scholarship does not combine with Athletic or Renaissance Scholarships, Honors Program, Community Engagement Scholarship Program, Academic Theatre, BU Grant, Division of Music Instrumental/Vocal, or Legacy. Recipients will be required to work one on one with the Multimedia Director.

Presidential Honor Scholarship

Varying up to \$6,000. Awarded to incoming freshmen who have met the academic scholarship criteria listed above and who achieved a 27/1210 or above on the ACT/SAT OR a 3.85 high school CUM GPA or a transfer student who enters with a 3.4 or higher CUM GPA. For renewal a student must maintain a 3.6 or higher Cumulative GPA at the close of spring term each year.

Renaissance Scholarships

Varying amounts awarded by the director of the appropriate Renaissance Program - Choir, Theatre, Band. Auditions are required. Please call Deborah Nobles for an appointment.

Theatre Scholarship

Awarded to a student who declares a Theatre major and fulfills other requirements. Must audition or go through interview process. This scholarship cannot be combined with Athletic, Renaissance, Honors program, Ministerial or Community engagement Scholarship Programs. Can declare a double major as long a Theatre is one of the majors. Ten scholarships at 40% off the tuition will be awarded annually. See Marion Graham for further information.

Trustee Honor Scholarship

Varying up to \$4,000. Awarded to incoming freshmen who have met the academic scholarship criteria listed above and who achieved a 25-25/1060-1120 ACT/SAT OR a 3.5 to a 3.74 high school CUM GPA. Or a Transfer Student who enters with a 3.3 or higher Cumulative GPA. Renewal requires a Cumulative GPA of a 3.3 or higher.

FINANCIAL AID DISCLAIMERS

Commitment of federal or state funds is tentative and contingent upon subsequent congressional and /or state appropriation and actual receipt of the funds by Bethel University.

The Financial Aid Office has the right to review, modify, or cancel an award at any time because of changes in financial, enrollment, residential, or academic status or changes in academic program.

COLLEGE OF LIBERAL ARTS

CURRICULUM ORGANIZATION

The undergraduate curriculum at Bethel is organized into four parts: the common core, the program core, the majors, and the minors. Each of these elements is described below. Administrative responsibility for oversight and instruction for the College of Liberal Arts is given to academic departments.

THE COMMON CORE

Bethel University believes the Common Core is the foundation of a liberal arts education. The Common Core is the general education portion of the Bethel University curriculum, and it supports the mission of the University by providing breadth of knowledge and placing the multiple disciplines in perspective. The Common Core promotes critical thinking and reflection which support the depth of knowledge offered in the majors while providing students with shared learning experiences.

Educational outcomes of the Bethel Common Core are as follows:

1. Students will develop adequate oral communication skills.
2. Students will develop adequate written communication skills.
3. Students will be able to utilize the basic principles of scientific methodology.
4. Students will demonstrate the basic principles of quantitative reasoning.
5. Students will demonstrate an understanding of the historic dimensions of the human experience.
6. Students will articulate an appreciation of the arts.
7. Students will demonstrate an understanding of the scholarly dimension of religious studies.
8. Students will show an understanding of health issues.
9. Students will demonstrate effective critical thinking skills.
10. Students will show proficiency in using information technology.

In order to realize these outcomes, undergraduate students at Bethel University College of Liberal Arts are required to take the following Common Core courses:

- College Orientation Experience 100
- English 101, 111, 201, and 202
- Religion 111 and 112
- Math 111 or higher (note: some majors also require Math 112 or higher)
- One laboratory science course (note: the course may be specified for some majors)
- 3 hours from : Business 111 or any Sociology, Psychology or Human Services
- History - 6 hours 200 level
- One physical education participation course chosen from PED 105-129
- Health 201
- 3 hours from: Art 213, 214; Music 201, 331; Speech & Theatre 110, 201
- Physical Education Activity (1 hour)

Progress toward meeting the outcomes of the Common Core is measured in a number of ways, through standardized, nationally-normed tests, internally generated tests, class activities, and survey data.

THE PROGRAM CORE

As part of Bethel University's effort to simplify and clarify its curriculum, the College has incorporated a program design that features a program core. The program core is the next logical step for a student to take as he/she moves from the core curriculum and wishes to explore coursework that pertains to a major field before completely committing to a major. This intermediate step allows for greater flexibility in course selection and major exploration.

THE MAJOR AND THE MINOR

Students must select a major field of study in their pursuit of a bachelor's degree at Bethel University. Depending on the major, a student will work toward a Bachelor of Science, a Bachelor of Science in Nursing, or a Bachelor of Arts degree. Some majors also require the student to select a minor. Programs of study offered by Bethel University are listed on the table which follows.

Program	Emphases	Major	Minor
Art		Yes	Yes
Accounting			Yes
Biology		Yes	Yes
Business Administration	<ul style="list-style-type: none"> • Accounting • Computer Information Systems • Management 	Yes	Yes
Chemistry		Yes	Yes
Christian Studies	<ul style="list-style-type: none"> • Pre-Ministerial Preparation • Support Ministry Preparation 		
Computer Information Systems			Yes
Computer Science			Yes
English		Yes	Yes
Environmental Studies			Yes
Health			Yes
History		Yes	Yes
Human Services		Yes	Yes
Mathematics		Yes	Yes
Music		Yes	Yes
Music Education		Yes	
Music Industry Studies	<ul style="list-style-type: none"> • Business • Production & Technology 	Yes	Yes
Physical Education		Yes	Yes
Physics			Yes
Pre-Pharmacy		Yes	
Pre-Professional Health Studies		Yes	
Pre-Professional Health Sciences			Yes
Psychology		Yes	Yes
Religion			Yes
Sociology		Yes	Yes
Spanish			Yes
Student Initiated		Yes	Yes
Theatre		Yes	Yes

MAJORS (PROGRAMS OF STUDY)

- Art
- Biology
- Business of Administration (Emphasis: Accounting)
- Business of Administration (Emphasis: Computer Information Systems)
- Business of Administration (Emphasis: Management)
- Chemistry
- Christian Studies (Pre-Ministerial Preparation Emphasis)
- Christian Studies (Support Ministry Preparation Emphasis)
- English
- History
- Human Services
- Mathematics
- Music (Applied or Church Music)
- Music Education
- Music Industry Studies (Business or Production & Technology)
- Physical Education
- Pre-Pharmacy (3 + 1 Program)
- Pre-Professional Health Studies
- Psychology
- Sociology
- Student Initiated Major
- Theatre

Note:

The College of Criminal Justice offers a major in Criminal Justice.

The College of Health Sciences offers a major in Nursing with a Bachelor of Science in Nursing degree.

The Major in Art

Bachelor of Arts Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (25 hours)

- PHI 211
- SPA 111, 112, 211, 212
- PSY 111
- SOC 111
- SAT 110 or 201
- COE 401

C. Art Major (36 hours)

- ART 111, 112, 201, 213 or 214, 320, 416
- Plus 18 hours (at least 12 hours from 300-400 level courses) from ART 202, 206,
- 211, 213/214 (option not chosen above), 299, 309, 310, 340, 350, 360, 399,
- 499, 401, 490

D. Minor Required

E. Electives

The Major in Biology

Bachelor of Science

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program core for students not seeking teacher licensure (16hrs)

- MTH 200, 202
- CHE 111, 111L 112, 112L
- COE 401

B2. Program Core for Students Seeking Teacher Licensure in Biology (7-12) (31 hours)

- MTH 123, 202
- CHE 111, 111L, 112, 112L
- PHY 105, 105L or PHY 211, 211L
- SAT 110
- SOC 111
- PSY 211
- HEA 312
- PED activity (1 hour)
- COE 401 or EDU 445 (Separate Student Teaching Semester)

C. Biology Major (32-40 hours)

- BIO 112, 112L, 304, 304L, 311, 311L, 401, 401L
- BIO 302, 302L, 312, 312L or BIO 309, 309L, 310, 310L
- Licensure Students: BIO 200*, 200L*; SCI 111, 111L
- Non-Licensure Students: BIO 419, 419L, and 12 hours of Biology courses numbered 300 or above.

*Not required if BIO 309 and 310 have been completed.

D. Minor Required

Note: All students seeking licensure in Biology (7-12) must minor in Professional Education (Subject Area)

E. Elective Courses

The Major in Business Administration (Accounting Emphasis)

Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (26-27 hours)

- ACT 201, 202, 203
- CIS 255
- ECO 211, 212
- COE 401
- MTH 202
- MTH 200 or 230
- SAT 110 or 201

C. Business Administration (Accounting) Major (39 hours)

- ACT 301, 302, 311, 401, 411, 421
- BUS 301, 302, 304, 307, 310, 413, 418

D. Minor Not Required

E. Elective Courses

The Major in Business Administration (Computer Information Systems Emphasis)

Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (26-27 hours)

- ACT 201, 202, 203
- CIS 255
- ECO 211, 212
- COE 401
- MTH 202
- MTH 200 or 230
- SAT 110 or 201

C. Business Administration (Computer Information Systems) Major (42 hours)

- CIS 245, 256, 356, 382, 462, 475, 477
- BUS 301, 302, 304, 307, 310, 413, 418

D. Minor Not Required

E. Elective Courses

The Major in Business Administration (Management Emphasis)

Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (26-27 hours)

- ACT 201, 202, 203
- CIS 255
- ECO 211, 212
- COE 401
- MTH 202
- MTH 200 or 230
- SAT 110 or 201

C. Business Administration (Management) Major (39 hours)

- BUS 301, 302, 304, 307, 310, 313, 316, 317, 321, 412, 413, 417, 418

D. Minor Not Required

E. Elective Courses

The Major in Chemistry

Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core for Chemistry Major (16-17 hours)

- BIO 111, 111L, 112, 112L
- MTH 200 OR 230 AND 202
- PED Activity (1 hr.)
- COE 401

B2. Program Core for Students Seeking Teacher Licensure in Chemistry (7-12) (20-21 hours)

- MTH 200 or 230
- SCI 111, 111L
- SAT 110
- SOC 111
- PSY 211
- HEA 312
- PED activity (1 hour)
- COE 401 or EDU 445 (Separate Student Teaching Semester)

B3. Program Core for Students Planning to Pursue Graduate Study in Chemistry (21 hours)

- MTH 123, 230, 231
- PHY 221, 221L, 222, 222L
- PED activity (1 hour)
- COE 401

C1. Chemistry Major General (42 hours)

- CHE 112, 112L, 311, 311L 312, 312L, 320, 320L, 330, 412, 422, 430
- Six additional Chemistry hours from CHE 291 and/or Chemistry courses numbered 300 or above
- PHY 211, 211L, 212, 212L

C2. Chemistry Major with Licensure (37 hours)

- BIO 111, 111L
- CHE 112, 112L, 311, 311L, 312, 312L, 320, 320L, 330, 412, 430
- PHY 211, 211L, 212, 212L

C3. Chemistry Major for Students Planning to Pursue Graduate Study in Chemistry (43 hours)

- CHE 112, 112L, 311, 311L, 312, 312L, 320, 320L, 330, 412, 422, 430
- Six hours of courses from CHE 291 or Chemistry courses numbered 300 or above
- MTH 232, 341

D. Minor required.

- Note: All students seeking licensure in Chemistry (7-12) must minor in Professional Education (Subject Areas).

E. Elective Courses

The Major in Christian Studies

(Pre-Ministerial Preparation Emphasis)

Bachelor of Arts Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (31 hours)

- COE 401
- MUS 230 or EDU 323 or HUS 216
- PHI 211
- PSY 111
- SOC 111, 213, 214
- SPA 111, 112, 211, 212

C. Christian Studies (Pre-Ministerial Preparation) Major (54-55 hours)

- PHI 311, 312, 313, 411
- 4 hours from REL 210-410
- REL 311, 312, 313, 314, 315, 318, 320, 321, 413, 460 (3-4 hours), 398, 498
- 6 hours from PHI 412, REL 401, REL 409

D. Minor Not Required

E. Elective Courses

The Major in Christian Studies

(Support Ministry Preparation Emphasis)

Bachelor of Arts Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (31 hours)

- COE 401
- MUS 230 or EDU 323 or HUS 216
- PHI 211
- PSY 111
- SOC 111, 213, 214
- SPA 111, 112, 211, 212

C. Christian Studies (Support Ministry Preparation) Major (54-55 hours)

- PHI 313
- PSY 211, 303, 314
- PSY 420 or MUS 401 or PHI 412
- 4 hours from REL 210-410
- REL 301, 302, 303 or 304 or 305, 311, 312, 313, 314, 315, 409, 413, 460 (3-4 hours), 398, 498

D. Minor Not Required

E. Elective Courses

The Major in English

Bachelor of Arts Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core for Students not Seeking Teacher Licensure (28 hours)

- PHI 211
- SPA 111, 112, 211, 212
- 6 hours from ART 213, 214; MUS 201; PHI 311, 312, 313, 411, 412
- PSY 111
- SOC 111
- COE 401

B2. Program Core for Students Seeking Teacher Licensure in English (7-12) (30 hours)

- SPA 111, 112, 211, 212
- ART 213 or 214 or MUS 201 or PHI 211
- PSY 211
- SOC 111
- EDU 414
- SAT 110
- HEA 312
- COE 401 or EDU 445 (Separate Student Teaching Semester)

C. English Major (36 hours)

- ENG 301, 311 or 312 or 313, 321, 334
- 3 hours from ENG 322, ENG 324, SAT 301
- 9 hours from ENG 421, 422, 423, 424, 490*
- 12 hours from any other ENG courses numbered 300 or above**

D. Minor Required

- Note: All students seeking licensure in English (7-12) must minor in Professional Education (Subject Area).

E. Elective Courses

- * ENG 490 is not an option for licensure students
- ** Teacher Licensure students must take ENG 305 as 3 hours of the 12 hours.

The Major in History

Bachelor of Arts or Bachelor of Science Degree

Note: All students seeking licensure in History (7-12) must complete this major.

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B.1. Program Core (for students seeking a Bachelor of Arts degree) (22 hours)

- 6 hours from PHI and/or ENG courses at 300 level or above
- SAT 110 or 201
- SPA 111,112,211,212
- COE 401

B.2. Program Core (for students seeking a Bachelor of Science degree without teacher licensure) (19 hours)

- COE 401
- ECO 211 or 212
- MTH 202 or PSY 313
- PSY 111 or SOC 111
- SAT 110
- 6 hours SOC and/or PSY courses at 300 level or above

B.3. Program Core (for students seeking a Bachelor of Science degree with teacher licensure) (15 hours)

- HEA 312
- 3 hours ECO numbered 200 level or above
- PSY 211
- SAT 110
- PSY 111 or SOC 111

- COE 401 or EDU 445 (Separate Professional Student Teaching semester)

C. History Major (33 hours)

- HIS 201 plus 3 additional hours HIS numbered 200 level
- HIS 498 plus 24 additional hours HIS numbered 300 level or above
- (Maximum 6 hours in HIS 460)

D. Minor Required

- Note: All students seeking licensure in History (7-12) must minor in Professional Education (Subject Area).

E. Elective Courses

The Major in Human Services

Bachelor of Arts or Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core (for Bachelor of Arts degree) (24 hours)

- SAT 110 or 201
- SOC 111
- SPA 111, 112, 211, 212
- PSY 111
- MTH 202 or PSY 313

B2. Program Core (for Bachelor of Science degree) (26-27 hours)

- SAT 110 or 201
- SOC 111
- CIS 255
- Laboratory Science Course or 3 hours from CIS courses numbered 200 or above (in addition to CIS 255)
- ECO 211 or 212
- HEA 113, 312
- PSY 111
- MTH 202 or PSY 313

C. Human Services Major (45 hours)

- ENG 330
- HUS 213, 216, 323, 330, 331, 418, 420, 424 or 490, 426 or 490, 460 (3 hours); Note: only 3 hours from HUS 490 allowed
- PSY 211 plus PSY 316 or HEA 310
- SOC 320 and 306 or 323 or 304 or 315

D. Minor Not Required

E. Elective Courses

The Major in Mathematics

Bachelor of Science Degree

Note: All students seeking teacher licensure in Mathematics (7-12) must complete this major.

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- PHY 218, 218L
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core for students not seeking teacher licensure in Mathematics (21 hours)

- SAT 110
- PHY 219, 219L
- MTH 202 or 350
- CSC 203 or 242 or 341
- Two courses from SOC 111, PSY 111, PHI 211
- PED activity (1 hour)
- COE 401

B2. Program Core for students seeking teacher licensure in Mathematics (7-12) (19-20 hours)

- SAT 110
- PHY 219, 219L
- MTH 202 or 350
- PSY 211
- SOC 111
- HEA 312
- PED activity (1 hour)
- COE 401 or EDU 445 (Separate Student Teaching Semester)

C1. Mathematics Major General (37 hours)

- MTH 230, 231, 232, 320, 321, 341
- MTH 335 or 421
- MTH 311 or 342
- MTH 350, 351 or 411, 412
- 3 hours of Mathematics courses numbered 300 or above

C2. Mathematics Major with Licensure (37 hours)

- MTH 230, 231, 232, 320, 321, 335, 341, 342, 411, 412
- 3 hours of Mathematics courses numbered 300 or above

D. Minor Required

- Note: All students seeking licensure in Mathematics (7-12) must minor in Professional Education (Subject Area).

E. Elective Courses

The Major in Music

(Church Music or Applied Music Emphasis)

Bachelor of Arts Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (22 hours)

- ART 111 or 213, or 214
- COE 401
- SPA 111, 112, 211, 212
- SOC 111 or SAT 110 or 201 or PHI 211
- PSY 111 or EDU 212

C1. Music (Church Music) Major (59 hours)

- MUS 010, 121, 121L, 122, 122L, 211, 230, 301, 302, 303, 304, 305, 321, 380, 409, 425
- 8 hours from MUS 106-406, 108-408, 110-410, 111-411, 113-413, 119-419, 123-423
- 12 hours required in one applied music area

C2. Music (Applied Music) Major (58 hours)

- MUS 010, 121, 121L, 122, 221, 235, 301, 302, 303, 304, 305, 380, 435, 480
- 8 hours from MUS 106-406, 108-408, 110-410, 111-411, 113-413, 119-419, 123-423
- 14 hours required in one applied music area
- 2 hours required in other applied music courses

D. Minor Not Required

E1. Elective Courses (Church Music Emphasis) (5-6 hours)

- Suggested Electives: MUS 119-419, 123-423, 151-252*, 339, 420, 430, 435, other applied music for up to two hours, SAT 116, 216

E2. Elective Courses (Applied Music Emphasis) (6-7 hours)

- Suggested Electives: MUS 102, 119-419, 123-423, 151-252*, 307, 399, 429, 430, 460, 499, other applied music for up to two hours, SAT 116, 216

*All music majors are required to pass a piano proficiency examination or enroll in applied piano until the examination is passed. Up to two hours of applied piano may be applied toward elective credit.

The Major in Music Education

Bachelor of Science Degree

Note: All students seeking teacher licensure in Music (Vocal/Gen K-12 and/or Instrumental/Gen K-12) must complete this major.

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (10-13 hours)*

- COE 401 or EDU 446 (Separate Student Teaching Semester)
- SOC 111
- PSY 211
- Laboratory Science Course or 3 hours of math above MTH 111 in addition to MTH hours completed in the Common Core

C. Music Education Major (35 hours)**

- MUS 010 (7 semesters with a grade of P)
- MUS 121, 121L, 122, 122L, 221, 226, 227, 228, 229, 301, 302, 303, 304B, 305B, 346, 380, 436

D1. Emphasis in Vocal/General K-12 (22 hours)

- MUS 435
- Ensembles totaling seven hours with at least four hours from vocal ensembles
- Eight hours of applied voice, piano, or guitar
- Four hours in one other applied music area or class piano (If the principle applied instrument is not piano, these hours must be applied piano or class piano.)

D2. Instrumental/General K-12 (23 hours)

- MUS 325
- 1 hour from MUS 111-411 or MUS 116-416 or MUS 161

- Ensembles totaling seven hours with at least four hours from instrumental ensembles
- Eight hours of applied brass, woodwinds or percussion
- Four hours of applied piano or class piano

3. Minor Required

- Note: All students seeking licensure in Music Education must minor in Professional Education (Subject Areas). Music Education majors will complete their methods courses as a part of the major field.

E. Elective Courses

- *All students seeking teacher licensure must complete a course in First Aid/CPR.

**All music majors are required to pass a piano proficiency examination or to enroll in applied/class piano until the examination is passed.

The Major in Music Industry Studies (Music Business or Production and Technology Emphasis)

Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core (Music Business Emphasis) (23 hours)

- ACT 201, 202, 203
- CIS 245, 255
- ECO 211, 212
- SAT 110
- COE 401

B2. Program Core (Music Production and Technology Emphasis) (15 hours)

- CIS 245, 255
- PED activity (1 hour)
- PHY 107, 107L
- SAT 110
- COE 401

C1. Music Industry Studies (Music Business) Major (41-43 hours)

- BUS 302, 307
- ECO 305 or BUS 412
- MUS 010 (6 semesters with P grade), 101, 121, 121L, 238, 240, 330, 331, 332, 335, 440, 460 (4-6 hours)

C2. Music Industry Studies (Music Production and Technology) Major
(56-58 hours)

- MUS 010 (6 semesters with P grade), 101, 121, 121L, 238, 240, 241, 242, 243, 330, 331, 332, 333, 334, 336, 337, 381, 440, 460 (4-6 hours), 481
- 4 hours of Ensemble (Technical)

D. Minor Not Required

E. Elective Courses

The Major in Physical Education

Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101,111,201,202
- REL 111,112
- MTH 111 (or higher)
- HIS – 6 hrs. 200 level
- 3 hrs. from BUS 111 or any SOC, PSY or HUS
- HEA 201
- 3 hrs. from ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (14-22 hours)

- MTH 202
- PSY 211*
- PED 108,123,213
- PED activity (2 hours)
- HEA 312, 314*
- COE 401 or EDU 446 (Separate Student Teaching Semester)
- PED 320
- HEA 330*
- BIO 100,200L

C. Physical Education Major (33-36 hours)

- HEA 330**
- PED 211,216,217,313,321,322,331,332*,333,413,415,416**
- PED 311 or 312 or 314
- PED 401 or 401

D. Minor Required

- Note: All students seeking licensure in Physical Education (K-12) must minor in Professional Education (Subject Area).

E. Elective Courses

*Required for students seeking licensure in Physical Education (K-12)

**Required for students not seeking teacher licensure

The Major in Pre-Pharmacy

(3+1 program)

This program is designed to help students to complete required prerequisites for pharmacy graduate programs. Admission to a graduate program is not guaranteed. Any student admitted to a graduate program in pharmacy after completion of this program will receive a Bachelor of Science degree from Bethel University upon successful completion of the first year of a graduate program. It is the responsibility of the student to request that the appropriate graduate transcripts be mailed to Bethel after the completion of the first year of a graduate program and to apply for graduation with Bethel University.

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (18 hours)

- MTH 200, 202
- CHE 111, 111L, 112, 112L
- BIO 111, 111L

C. Pre-Pharmacy Major (42 hours)

- BIO 112, 112L, 309, 309L, 310, 310L, 311, 311L, 422
- CHE 311, 311L, 312, 312L, 412, 422
- SAT 110 or 201
- SOC 111
- PSY 111

D. Minor Not Required

E. Elective Courses

The Major in Pre-Professional Health Studies

Bachelor of Science Degree

Note: Completion of this major does not guarantee acceptance into the Master of Science in Physician Assistant Studies (M.S.P.A.S.) program at Bethel University or any other institution.

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (16 hours)

- CHE 111, 111L, 112, 112L
- COE 401
- MTH 200, 202
- PED activity (1 hour)

C. Pre-Professional Health Studies (52 hours)

- BIO 112, 112L, 304, 304L, 308, 309, 309L, 310, 310L, 311, 311L, 419, 419L, 430
- CHE 311, 311L, 312, 312L
- HEA 211
- PHY 211, 211L, 212, 212L
- PSY 111

D. Minor Not Required

E. Elective Courses

The Major in Psychology

Bachelor of Arts or Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core (for students seeking a Bachelor of Arts degree) (21 hours)

- 6 hours from BUS 111,316,317;ECO 211,212;SOC 111,213,304,320,414;PHI 211
- SAT 110 or 201
- SPA 111,112,211,212

B2. Program Core (for students seeking a Bachelor of Science degree) (20 hours)

- 8 hours additional laboratory science courses
- 9 hours from BUS 111,316,317;ECO 211,212; SOC 111, 213,320,304,414 with at least one course from Sociology
- SAT 110 or 201C. Major (42 hours)

C. Major (42 hours)

- Psy 111, 210, 211, 303, 313, 314 or 414, 322, 330, 413, 415
- 12 hours from PSY 316, 320, 411 or 490, 412, 420, 433, 399/499, 460, 495,
- HUS 331, 424 or 426, SOC 306 or 412

D. Minor Not Required

E. Elective Courses

The Major in Sociology

Bachelor of Arts or Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B1. Program Core (for students seeking a Bachelor of Arts degree) (25 hours)

- SAT 110 or 201
- PSY 111
- SPA 111, 112, 211, 212
- PHI 211
- SOC 111
- COE 401

B2. Program Core (for students seeking a Bachelor of Science degree) (23 hours)

- SAT 110 or 201
- PSY 211
- Laboratory Science Course
- ECO 211 or 212
- COE 401
- HEA 113
- CIS 255
- SOC 111

C. Sociology Major (45 hours)

- SOC 213, 321
- PSY 313
- HUS 330
- 33 hours of 300 and 400 level Sociology courses not listed above
- Maximum of 3 credit hours for SOC 490

D. Minor Not Required

E. Elective Courses

The Major - Student Initiated Major

Bachelor of Arts Degree or Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core

- Determined by faculty advisor and student

C. Student Initiated Major (45-60 hours)

- Determined by faculty advisor and student.
- Must involve two or more distinct disciplines.

D. Minor Not Required

E. Elective Courses

The Major in Theatre

Bachelor of Arts Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core (25 hours)

- PHI 211
- SPA 111, 112, 211, 212
- 3 hours from ART 213, 214, MUS 201
- PSY 111
- SOC 111
- COE 401

C. Theatre Major (39 hours)

- SAT 116, 201, 203, 210, 211, 301, 304, 401
- 6 hours from SAT 150-450, 180-480
- 9 hours from ENG 321, SAT 310, 311, 312, 315, 321, 399, 490, 499

D. Minor Required

E. Elective Courses

MINORS

The Minor in Accounting

(28 hours)

- ACT 201, 202, 203, 301, 302, 411
- 6 hours of Accounting courses numbered 300 or higher
- Collateral Requirements: ECO 211, 212

The Minor in Art

(15 hours)

- ART 111, 112, 201, 401
- ART 213 or 214
- The following courses are recommended:
- ART 202
- ART 211

The Minor in Biology

(24 hours)

- BIO 111, 111L, 112, 112L
- 16 hours from any other Biology courses numbered 300 or above.

The Minor in Business Administration

(24 hours)

- ACT 201, 202
- BUS 301, 302, 307, 310
- Collateral Requirements: ECO 211, 212

The Minor in Chemistry

(23 hours)

- CHE 111, 111L, 112, 112L, 311, 311L, 312, 312L, 320, 320L, 330

The Minor in Computer Information Systems

(18 hours)

- CIS 307, 349, 475, 477
- 6 hours of programming language

The Minor in Computer Science

(18 hours)

- CSC 242 and 343 OR CSC/CIS 256 and 356
- CSC 360 and CIS/CSC 462 plus 3 hours from CIS 472, CSC 490, 499
- Plus 3 hours additional CSC course

The Minor in English

(18 hours)

- ENG 311 or 312,
- ENG 321, 334
- 9 hours from any other English courses numbered 300 or above

The Minor in Environmental Studies

(21 hours)

- BIO 421
- BUS 306
- CHE 215, 215L
- PHI 313
- SCI 115, 115L, 415

The Minor in Health

(22 hours)

- HEA 113, 211, 310, 312, 316
- PSY 111
- BIO 200, 200L
- PED 108

The Minor in History

(24 hours)

- HIS 205, 210, 215 Plus 15 hours History numbered 300-400 level

The Minor in Human Services

(24 hours)

- HUS 216, 331, 420
- HUS 213 or 304 or 320
- HUS 323 or 418
- HUS 424 or 426 or 490
- PSY 111
- SOC 111

The Minor in Human Services (Criminal Justice)

(21 hours)

- CJS 210, 380, 400, 410
- Plus 9 hours from: CJS 360 (prerequisite one 200 level HIS course with a grade of "C" or above),
- CJS 370 (prerequisite CIS 255 or permission of instructor), ACT/BUS 368, HUS/SOC 320 (prerequisite SOC 111), SOC 304 (prerequisite SOC 111)

The Minor in Mathematics

(25 hours)

- MTH 230, 231, 232, 320, 321, 341
- 3 hours of Mathematics courses numbered 300 or above

The Minor in Music

(25 hours)

- MUS 121, 121L, 122, 122L, 301, 302
- 4 hours of applied music in one discipline area
- 4 hours of ensemble
- 3 hours from MUS 303, 304, 401, 407

The Minor in Music Industry Studies

(21 hours)

- MUS 101, 238, 240, 330
- 9 hours of Music electives (maximum of 3 hours credit for MUS 490)

The Minor in Physical Education

(23 hours)

- PED 107, 108, 211, 312, 313, 331, 333, 413
- PED 401 or 402
- 2 hours (beyond the Core) from Physical Education courses numbered 100-128

The Minor in Physics

(22 hours)

- PHY 218, 218L, 219, 219L, 223, 224, 225, 226

The Minor in Pre-Professional Health Sciences

Sequence I (open to non-chemistry majors)

(25-27 hours)

- CHE 311, 311L, 312, 312L
- PHY 211, 211L or 218, 218L
- PHY 212, 212L or 219, 219L
- PSY 111
- SAT 110
- SOC 111

Sequence II (open to non-biology majors)

(26 hours)

- BIO 309, 309L, 310, 310L, 311, 311L
- MTH 230
- PSY 111
- SAT 110
- SOC 111

The Minor in Psychology

(21 hours)

- PSY 111, 210, 211
- 12 additional hours of Psychology courses

The Minor in Religion

(18 hours)

- REL 311, 312, 313, 314, 315
- PHI 313

The Minor in Sociology

(21 hours)

- SOC 111, 213, 321
- HUS 330
- 6 hours - 300 level courses
- 3 hours - 400 level course

The Minor in Spanish

(18 hours)

- SPA 211, 212, 311, 312, 401, 421

The Student Initiated Minor

(21-30 hours)

Determined by faculty advisor and student.

The Minor in Theatre

(24 hours)

- SAT 116, 201, 301, 401
- 6 hours from SAT 150-450, 180-480
- 6 hours from ENG 321, SAT 203, 210, 304, 310, 311, 312, 315, 321, 399, 490, 499

COLLEGE OF LIBERAL ARTS

NON-DEPARTMENTAL PROGRAMS

The SIM is an interdisciplinary approach that must intertwine two or more disciplines. The purpose of the Student Initiated Major/Minor (SIM) is not merely to avoid existing majors and minors, nor is it to create a major or minor in the absence of an existing field of study. In certain rare cases students may desire to pursue a program of study not specifically offered by the university though the university may offer course work which would in fact support such a program of study. In such cases a student may petition the Academic Policy Committee of the university with a proposal for a student initiated major or minor as outlined below. The advantage to the student who completes the SIM is that the integration of learning and the research involved are prized assets of a liberal arts education.

1. Upon completing 30 or more semester hours of course work a student with a cumulative grade point average of 3.00 or above may choose to design a course of study that combines more than one discipline. The student, with the help of a panel of faculty members, integrates the courses of study from the various disciplines so that the goals set forth by the student can be met. The requirements of the SIM are as follows:
2. Must involve two or more distinct disciplines.
3. Must incorporate three or more faculty (one of whom holds a terminal degree) who will constitute the SIM committee.
4. Must include a proposal prepared by the student which must defend the disciplines.
5. The proposal must be presented to and be approved by the Curriculum and Academic Policy Committee.
6. All courses selected must be Bethel University catalog courses (or transfer equivalent) and must be listed in the proposal. Courses previously completed may be included.
7. At least one Individual Study must be included which will integrate the knowledge of the entire major or minor.
8. All work toward the proposal should begin with a discussion of the SIM with the student's academic advisor.

9. The semester hour total for the proposal is 45 to 60 hours for the major which does not require a minor and 21 to 30 hours for the minor.
10. Any student choosing an SIM must have a cumulative GPA of 3.0 or above upon completion of a minimum of 30 semester hours.
11. All required assessment procedures related to the major field must be completed no later than the last day of classes for the term in which graduation occurs.

STUDENT INITIATED MAJOR

Bachelor of Arts or Bachelor of Science Degree

A. Liberal Arts Core (42 hours)

- COE 100
- ENG 101, 111, 201, 202
- REL 111, 112
- MTH 111 or higher level
- Laboratory Science Course
- HIS - 6 hours 200 level
- 3 hours from: BUS 111 or any SOC, PSY, or HUS
- HEA 201
- 3 hours from: ART 213, 214; MUS 201, 331; SAT 110, 201
- PED Activity (1 hour)

B. Program Core

- Determined by faculty advisor and student

C. Student Initiated Major (45-60 hours)

- To be determined by faculty advisor and student. The major must involve two or more distinct disciplines.

D. Minor Not Required

E. Elective Courses

Student Initiated Minor (21-30 hours)

Determined by faculty advisor and student

HONORS PROGRAM

The mission of the Honors Program at Bethel is to challenge academically gifted students to develop their capacities for analysis, composition, research, and critical thinking in order to increase their preparation for the duties incumbent upon education and achievement. The course of study

embraced by the Honors Program both deepens the appreciation of all things human and promotes an interdisciplinary understanding of the contemporary world. As such, the Honors Program is a perfect complement to the Bethel University mission of helping students reach their full potential.

To be admitted to the Honors Program, incoming freshmen should have minimum English and reading ACT scores of 24 and a minimum high school GPA of 3.25. Interested students should submit applications to the Director of the Honors Program, who will, in consultation with other Honors Program faculty members, begin making decisions in March. Applications are available from the Office of Admissions and from the Director of the Honors Program.

Freshmen may apply for admission to the Honors Program after their first semester. Applicants should have a minimum college GPA of 3.4 and the recommendation of one college professor. All applications from returning students must be submitted no later than May 30. Qualified students are encouraged to inquire.

Continued participation in the Honors Program is contingent upon maintenance of a 3.0 GPA in Honors Program courses and a cumulative GPA of at least 3.0. Any student earning a grade of D or F in HON 101 or HON 102 may repeat the course one time. Students who fall below the 3.0 minimum GPA in Honors courses may register for additional Honors courses only with the approval of the Honors Program Director. Students who fall below the cumulative GPA requirement will have a one-semester probationary period in which to raise their cumulative GPA to the minimum level.

Students in the Honors Program must take the 16-hour Honors Colloquia sequence during their first two years in the program (HON 101, 102, 201, and 202). In the case of students admitted after their first or second semester this may be reduced, depending on courses taken before admission to the Honors Program. Students who do not complete the four Honors courses will be required to satisfy the traditional Common Core requirements in English and history.

In their junior and senior years, students must complete at least two one-hour Honors courses (HON 490, HON 399, HON 499, or HON 391) as well as the Honors research project preparation seminar (HON 395) which must be taken in the spring semester of the junior year. In their senior year, students must complete a Senior Honors Project (**495) for three or four hours. This project must be supervised by a member of the faculty and should be approved by the Honors Program Director during the preceding semester.

Students who have earned at least a GPA of 3.0 in the required Honors courses and who have earned at least a cumulative GPA of 3.0 will graduate

from the Bethel Honors Program. This distinction will be duly noted on the transcript and diploma.

- HON 101 may be replaced with HIS 201/211
- HON 102 may be replaced with HIS 202/212
- HON 201 may be replaced with ENG 201
- HON 202 may be replaced with ENG 202

Senior Honors Project

If, at the end of the junior year, a student has a GPA of 3.5 or more, an honors project may be undertaken during the senior year. The project consists of a special research program in the major or minor field. The project is designed by the student with the approval of the faculty advisor and the Academic Policy Committee.

Guidelines for the project are as follows:

1. With the approval of a faculty supervisor in the appropriate discipline and of the Honors Program Director, the student will enroll in ***495 Honors Project.
2. The student's proposal must be submitted to the Curriculum and Academic Policy Committee no later than the first month of the semester for which the student is enrolled in ***495 Honors Project. The student and the project advisor should be available to address any questions or concerns of the Committee.
3. The Curriculum and Academic Policy Committee must approve the project proposal as well as all subsequent changes to the original proposal.
4. The student will make a midterm progress report (written or oral) to the Curriculum and Academic Policy Committee during the semester in which the student is enrolled in ***Senior Honor Project.
5. A copy of the completed and graded project will be submitted to each member of the Curriculum and Academic Policy Committee no later than midterm of the following semester.
6. The student will provide two copies (50% rag content) of the final approved project narrative to the Burroughs Learning Center and one copy to the project supervisor.

DEVELOPMENTAL EDUCATION

On the basis of the results of ACT tests and other information, such as transcripts, some students will be placed in developmental courses to remedy deficiencies which would otherwise prevent success in the college curriculum. Students failing to obtain a grade of C or better in any developmental course after three attempts will receive an automatic suspension. Credit in developmental courses will not be counted toward graduation requirements.

COLLEGE OF LIBERAL ARTS

FACULTY

Ben Anderson (2011), Department Chair
Assistant Professor of Psychology
B.A., University of North Carolina;
M.A., Ph.D., Washington University

Christopher T. Burket (2007), Department Chair
Assistant Professor of Biology
B.S., Manchester College;
M.S., Ball State University;
Ph.D., Worcester Polytechnic Institute

Dan Cantey (2012),
Assistant Professor of Religion
B.A., Davidson College; M.Div., Yale Divinity School;
Ph.D., Emory University

Jon T. Carlock (1993), Professor of Religion and Philosophy
Hannibal Seagle Bible Chair
B.A., Bethel University;
M.Div., D. Min., Vanderbilt University;
A.B.D. University St. Andrews (Scotland)

John J. Caterina (2000), Professor of Biology
B.A., Saint Anselm College;
Ph.D., University of Alabama at Birmingham

Brad A. Cliff (2012), Department Chair
Assistant Professor of Physical Education
B.S., M.S.Ed., Ph.D., Middle Tennessee State University

Jason Cole (2011), Department Chair
Assistant Professor of Art
B.A. Bethel University;
M.F.A. Memphis College of Art

Jessica Copous (2008), Assistant Professor of English
B.A., Bethel University;
M.A., Southeast Missouri State University

Kristi G. Corbin (2004), Associate Professor of Psychology
B.A., M.A., Ed.S., The University of Memphis

Jennifer Crawford (2012), Assistant Professor of Chemistry
B.S., Lubbock Christian University; Ph.D., Texas Tech University

Alan Cross (1998), Professor of Music
B.S., University of Houston;
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M.M., D.M.A., University of Southern Mississippi

Daniel A. Dalrymple (2009), Department Chair
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Director of Honors Program
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Randolph O. Day (1993), Associate Professor of Business Administration
and Accounting
B.S., East Tennessee State University;
M.B.A., The University of Tennessee;
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Joseph Alex Debonis (2009), Department Chair
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B.A., Indiana University;
M.A., Illinois State University;
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Lindsay D. Elliott (2007), Assistant Professor of Health and Physical Educa-
tion
B.S., Belmont University;
M.A., Tennessee Technological University

Howard L. Freeman (1979), Professor of Biology
B.S., Fairleigh Dickinson University;
M.A., University of Kansas;
Ph.D., Rutgers University

Stacie D. Freeman (2005), Department Chair
Assistant Professor of Sociology
B.S., The University of Tennessee at Martin;
M.S.W., The University of Tennessee

Marion Elaine Graham (2003), Associate Professor of Speech and Theatre
B.A., Geneva College;
M.F.A., Northern Illinois University

Sara McKeehan Hakim (2012), Associate Professor of Mathematics
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Jane Ann Hardin (1999), Professor of Chemistry
B.A., University of South Florida;
B.S., University of Alabama at Birmingham;
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B.A., Goshen College;
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B.S., M.B.A., Youngstown State University;
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Russell D. Holder (1989), Associate Professor of Mathematics
B.S., M.A., Truman State University;
Certificate, The University of the South;
Continuing Education, University of Missouri-St. Louis; St. George's College
(Jerusalem)

J. Pratt Hubbard (1992), Assistant Professor of Speech
B.A., LaGrange College;
B.T.A., Pasadena Playhouse;
M.F.A., Ed.D., University of Georgia

Steve Isbell (2012), Instructor of CIS and Business
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James J. Johnson (2007), Professor of Computer Science and Mathematics
B.S., Southeastern Louisiana State;
M.S., Northwestern State University;
Ph.D., Auburn University

Roger C. Johnson (1980), Department Chair
Professor of Physics and Computer Science
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Advanced Graduate Study, Central State University; The University of Tennessee at Martin; The University of Memphis

Lewis R. Kanyiba (2012), Assistant Professor of Physical Education
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Sarah Kidd (2003), Associate Professor of History
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Assistant Professor of Speech and Theatre
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Alex Klyuyenko (2011), Instructor of Physics and Mathematics
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Roy David Lancaster (2004), Department Chair
Associate Professor of Religion
B.A., Bethel University;
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Sandra L. Loudon (1992), Director of College Orientation
and Lecturer of COE
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Edward Mathieu (2012), Assistant Professor of History
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John P. Nelson (1992), Professor of Biology
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Sarah E. Roberts (2004),
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Assistant Professor of Computer Information Systems
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B.A., University of Mississippi;
Ph.D., University of Mississippi Medical Center

Poppy Scarbrough (2012), Assistant Professor Art
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James A. Scruton (1990),
Professor of English and Mary B. Holmes Professor of Literature
B.A., M.A., Eastern Illinois University;
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Audrey K. Sistler (2007), Professor of Human Services and Psychology
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M.S., Murray State University;
M.B.A., Bethel University, 2009

Joshua D. Smith (2008), Assistant Professor of Music
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M.M., James Madison University;
D.M.A., University of North Texas

Tony L. Smith (2004), Associate Professor of Music Business
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Jeff H. Taylor (2012), Assistant Professor of Biology
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B.S.Ed., Kent State University;
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B.S., Boise State University;
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B.S., M.S., Southern Illinois University;
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COLLEGE OF LIBERAL ARTS FACULTY EMERITI

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B.S., Middle Tennessee State University; M.Ed., University of Georgia;
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B.S., Cumberland College; M.A., Union College;
Ed.D., The University of Tennessee

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B.A., Bethel University; M.A., The University of Memphis; Doctor of Letters,
Bethel University

Cornelia A. Arnold Owen (1980) Professor of Special Education
B.A., Bethel University; M.S.Ed., The University of Tennessee at Martin;
Ed.D., Vanderbilt University

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