

ACADEMIC REGULATIONS

Academic Year

Troy University locations operate on the semester system. University College locations (campuses not located in Alabama) operate on an accelerated semester schedule.

Associate Degrees

Course Requirements

In order to receive the associate degree, students must complete all course requirements for the degree being taken and declare for the associate degree before declaring for the bachelor's degree.

Credit Hours

Students seeking an associate degree must meet the following requirements:

1. A minimum of 60 semester hours.
2. At least 50% of the degree program must be traditional academic credit (excludes credit by correspondence, challenge exams, etc.).
3. No more than 25% of the degree may be earned using portfolio-based credit.
4. At least 25% of the credit hours required for the degree must be completed with Troy University.
5. Nine semester hours must be completed in residence at Troy University in the major area of concentration.

Grade Point Average

1. A candidate for graduation must have an overall C average at Troy University (2.0 on a 4.0 scale).
2. A candidate for graduation must have a C average in the concentration. This average includes hours and grade points earned at other universities and colleges as converted to the Troy University scale (2.0 on a 4.0 scale).

Credit Hours Earned after Last Term of Residence

Not more than three semester hours will be accepted from other institutions after the completion of the last term of residence.

Second and/or Subsequent Associate Degrees

In order to earn a second associate degree, a student must meet the following requirements:

1. Complete the first degree as certified by the registrar.
2. Apply for admission to the second degree program after the first degree has been certified as completed.
3. Earn a minimum of 15 semester hours (beyond each previously earned degree) at Troy University.
4. File an Intent to Graduate form with the registrar as presaddition to those regulations required for the course. See the article, Troy University's Student Handbook, for more details on student attendance (available on line).

Auditing a Course

A student may audit any Troy University course by indicating at the time of registration that the course will be audited. No credit will be given, and fees will be assessed based on the audit credit-hour rate. Audit hours are not counted in maximum or minimum load limits. Students are not permitted to change from audit to credit after the last day to add a course, or from credit to audit after the last day for dropping a course without academic penalty.

Baccalaureate Degrees

Course Requirements

In order to receive the baccalaureate degree, the student must complete all course requirements for the degree being taken.

Credit Hours

The student seeking a baccalaureate degree must meet the following requirements:

1. A minimum of 120 semester hours.
2. At least 50% of the degree program must be traditional academic credit.
3. No more than 25% of the degree may be earned using portfolio-based credit.
4. At least 25% of the credit hours required for the degree must be completed with Troy University.
5. Twelve semester hours of work in each major field must be completed in residence at Troy University.
6. Students must earn a minimum of 50% of all degree program hours on a senior college (four-year degree) level in order to graduate from Troy University with a bachelor's degree.

Grade Point Average

1. A candidate for graduation must have an overall C average at Troy University (2.0 on a 4.0 scale).
2. A candidate for graduation must have a C average in the major field. This includes hours and grade points earned at other universities and colleges as converted to the Troy University system scale (2.0 on a 4.0 scale).

Note: Students earning a degree in education should refer to the section of this catalog for special requirements.

Residency Requirements

A candidate for graduation must have attended Troy University in residence for at least two semesters and must have earned at least 25 % of the degree in residence. This may include the semester in which graduation is scheduled. The 25 % minimum residency requirement shall be exclusive of hours or courses for which remedial credit is awarded.

Credit Hours Earned after Last Term of Residence

Not more than six semester hours may be completed from other institutions after the completion of the last term of residence.

General Education Competency Exam

Students are required to take the General Education Compe-

Second Baccalaureate Degree

In order to earn a second baccalaureate degree, a student must meet the following requirements:

1. Complete the first degree as certified by the registrar.
2. Apply for admission to the second degree program after the first degree has been certified as completed.
3. File an Intent to Graduate form with the registrar as prescribed in the class schedule.
4. Earn a minimum of 30 semester hours (beyond the first degree).
5. Earn a minimum of nine semester hours (beyond the first degree) in the major field.
6. Meet all current requirements for the second degree.

Changes in Class Schedules

Students who fail to attend a course for which they are registered without following drop or withdrawal policies will receive an FA in the course. Deadlines for drop/add and withdrawal are printed in the calendar and in the schedule of courses.

Class Size

The institution reserves the right to cancel any course for insufficient enrollment.

Classification

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

College Credit Definitions

Regular Credits

College credits are expressed as semester hours or credit hours.

Laboratory Credits

Two hours of laboratory work is usually accepted as the equivalent of one hour of regular class work. The actual number of

ance, as enumerated on the course syllabus provided by each faculty member. Faculty members render academic judgments when a student's academic performance violates established standards or fails to meet stated expectations. Students may not appeal grades based on allegations concerning the competence of a faculty member, the fairness of examinations, the difficulty of a course, or other matters of a purely academic nature. While it is recognized that faculty hold the right and responsibility to grant a grade, a student who receives a course grade that he or she believes to be unwarranted for reasons other than those listed above may appeal that grade using the university procedure adopted for this purpose. Grades for individual assignments and exams may not be appealed.

Within the first four weeks of the start of the following semester in which the grade is received, the student shall have informally appealed the grade to the instructor. If the instructor is not teaching at the University during the term following issuance of the grade, the student should make contact with the department chair for further instructions for whom to contact.

If the issue is not resolved at this informal level and the student wishes to pursue the appeal, the student shall request in writing a meeting with the respective department chair. This request shall be addressed to the chair directly and shall be received no later than the end of the fifth week of instruction of the term following issuance of the grade. The request must summarize the student's complaint and the student's informal appeal to the instructor.

Within two weeks of receipt of the request, the department chair shall meet personally with the student and with the instructor, separately or at the same time. If the chair upholds the decision, the decision is final.

If the chair does not support the decision of the instructor, the matter shall be appealed to the appropriate dean. Within two weeks of the meeting between the instructor and the chair, the dean shall meet with the student, the instructor, and the chair, separately or together. If the dean supports the original grade, the matter is closed. If the dean does not support the original grade, the dean will inform the instructor of the decision and attempt to find a reasonable solution. If this resolution is not possible, the dean will determine the appropriate academic remedy, which may include change of grade, and inform the instructor in writing of this decision. The instructor then will have two weeks to appeal the decision to the Faculty Council, which will convene the Faculty Personnel Advisory subcommittee to hear the issue and determine a ruling. (While this process is an appellate right of faculty, the due process rights of the student will also be observed.) The decision of the Faculty Personnel Advisory subcommittee is final.

Barring unusual circumstances, the matter shall be resolved before the end of the first full semester following issuance of the grade. It is the student's responsibility to initiate the appeals process within the timelines set forth in this procedure.

Note: Students may not use this procedure to appeal grades resulting from violations of academic honesty. Students should refer to the Oracle, the University's official student handbook, for these appeals

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Undergraduate honor students are awarded differentiated diplomas as follows:

- Cum Laude: Grade point average of 3.40
- Magna Cum Laude: Grade point average of 3.60
- Summa Cum Laude: Grade point average of 3.80

Inclement Weather and Emergency Situations

Both faculty and students are responsible for meeting all assigned classes. In the event of inclement weather, faculty and students will be expected to attend classes as usual as long as they may do so without risking peril to themselves or to others. During

Registration in Special Programs

1. Contract Program

Entering students who do not find a stated program which meets their specific needs should consult the department chair to discuss the possibility of a contract program, which normally consists of at least 30 hours of a regular academic major and 30 hours of agreed upon electives which contribute to the student's program of study, not to exceed 77 semester hours. All General Studies requirements must be met. See the appropriate department chair.

2. Accelerated Study for Superior Students

This opportunity permits enrollment in an accelerated or broadened program throsrf-14.TJ.i a3C.f-i 3(tunit Tc throsrf-14023 Tc0.3roppo-5.12(y)tnovTc tet thc tet-)TJ0 -1.24 TD0.0.19 cm0.0014 Tw[normal broa

If a student takes coursework at another institution without proper transient authorization, the University reserves the right to deny credit for these courses.

Withdrawal from the University

A student who leaves the University during a term without following university withdrawal procedures will be assigned the grade of F in each course for which he/she is registered and will be responsible for all financial charges incurred.

Grade Status at the Time of Withdrawal:

The symbol W (withdrawal) will be entered on the student record for each course, and the hours will not be charged as attempted. See class schedule for exact date.

With the exception of those who withdraw for documented reasons beyond their control, students who leave the University after the middle of the term will be assigned the symbol WP or WF for each course. Students who receive the WF will be charged with hours attempted in the overall grade point average. See class schedule for exact date.

DANTES SUBJECT STANDARDIZED TEST SCORES

| Test Title and Number | Course | Credit Hours | Accepted Score |
|--|--------------------------|--------------|----------------|
| SE 450 Principles of Statistics | QM 2241 | 3 | 48 |
| SE 470 Human Cultural Geography | GEO 2210 or 3300 | 3 | 48 |
| SE 473 A History of the Vietnam War | History elective | 3 | 50 |
| SF 474 Ethics in America with Essay | PHI 2204 or PHI elective | 3 | 53 |
| SF 483 Civil War and Reconstruction | HIS 4413 or HIS elective | 3 | 50 |
| SF 490 Lifespan Developmental Psychology | PSY 3300 | 3 | 57 |
| SF 494 General Anthropology | SOC 2200 or ANT 2200 | 3 | 47 |
| SE 496 Introduction to World Religions | REL 2280 | 3 | 50 |
| SF 497 Introduction to Criminal Justice | CJ 2221 | 3 | 50 |
| SF 498 Criminal Justice | CJ 1101 | 3 | 49 |
| SF 500 Astronomy | SCI 2235 | 3 | 48 |
| SE 512 Principles of Physical Science | SCI 2233 | 3 | 50 |

CLEP SUBJECT EXAMINATIONS

| Clep Exam Title | Course | Credit Hours | Score |
|---|-------------------|--------------|-------|
| French: Level 1 & 2 (TG050)** | FRN 1101 and 1102 | 6 | 50 |
| German: Level 1 & 2 (TG051)** | GER 1121 and 1122 | 6 | 50 |
| Spanish: Level 1 & 2 (TE052)** | SPN 1141 and 1142 | 6 | 50 |
| Freshman College Composition with Essay (TA061) | ENG 1101 and 1102 | 6 | 50 |
| Principles of Management (TE018) | MGT 3371 | 3 | 50 |
| Principles of Accounting (TG019) | ACT 2291 | 3 | 50 |
| Principles of Accounting (TG019) | ACT 2292 | 3 | 50 |
| Introductory Macroeconomics (TE036) | ECO 2251 | 3 | 50 |
| Introductory Microeconomics (TD037) | ECO 2252 | 3 | 50 |
| Principles of Marketing (TF023)* | MKT 3361 | 3 | 50 |
| Information Systems and Computer Applications (TA060) | CIS 2240 | 3 | 50 |
| Introductory Sociology (TGG034) | SOC 2275 | 3 | 50 |
| Introductory Psychology (TG014)* | PSY 2200 | 3 | 50 |
| American Government (TG001) | POL 2241 | 3 | 50 |
| College Algebra (TG006) | MTH 1112 | 3 | 50 |
| College Algebra with Trigonometry (TC007) | MTH 1114 | 3 | 50 |
| American Literature (TD003)* | ENG 2211 | 3 | 50 |
| American Literature TD003)* | ENG 2212 | 3 | 50 |
| Western Civilization I (TD057) | HIS 1101 | 3 | 50 |
| Western Civilization II (TE058) | HIS 1102 | 3 | 50 |
| American History I (TA055) | HIS 1111 | 3 | 50 |
| American History II (TB056) | HIS 1112 | 3 | 50 |
| General Chemistry (TG013) | CHM 1142 | 3 | 50 |

Military dependents, civil service, military retirees, guard and reserve members (with valid DOD identification cards) may take the exams on base for a fee.

Test availability

Tests on this list may not always be available. The listing changes frequently.

Application of DANTES credit

DANTES credit cannot be awarded for any courses for which credit has already been awarded.

Test costs

These tests are free for military personnel. Contact the Base Education Office.