

Graduation Requirements

Subject to the limitations and qualifications stated elsewhere in this catalog, requirements for bachelor of arts and bachelor of science degrees are as follows:

1. The four semesters of residence immediately prior to graduation taken in Emory College.
2. A minimum of 132 semester hours of credit, of which 128 hours must be in academic courses, not physical education (no more than 16 hours of applied music or 17 one hour dance courses may be counted toward the 128 academic hours).
3. A grade point average of at least 1.9 for all work attempted for a letter grade (2.0 for transfer students) and a 2.0 average in the senior year.
4. Fulfillment of the course requirements for a major, as determined by the major department or program, with a minimum 2.0 average.
5. Fulfillment of the General Education Requirements.
6. Satisfaction of all financial obligations to the College and Emory University.
7. No degree may be conferred to a student while he or she is suspended from Emory College under the provisions of the College Honor code or University's Conduct Code.

General Education Requirements

The general education component of an Emory undergraduate education is organized to present an array of intellectual approaches and perspectives as ways of learning rather than a prescribed body of content. Its purposes are to develop students' competencies in the skills and methods of writing, quantitative methods, a second language, and physical education; to acquaint students with methodologies that characterize the humanities, the social sciences, and the natural sciences as the three broad divisions of learning in the arts and sciences; to deepen students' perspectives on national, regional, and global history and culture, and to give every student some exposure to an interactive seminar experience. These purposes are met by a student's choosing from a range of individual courses within a clearly defined framework.

The list of courses satisfying General Education Requirements is constantly under review. For the latest version of the list, please see <http://www.college.emory.edu/current/courses/ger>.

I. Seminars and Writing

A. Freshman Writing Requirement. Every freshman will complete either English 101 or 181 or Comparative Literature 110.

These courses work at refining a student's fundamental writing skills through practice either in expository prose discourse or written analysis and interpretation of works of literature.

B. Post-Freshman Writing Requirement. Every student must satisfactorily complete three writing-intensive courses after the freshman year. Students must complete one of these three courses before the senior year and one during the senior year.

To satisfy the post-freshman writing requirement in any given year, students must earn a grade of C or better in an approved post-freshman writing requirement

course. At least one of the three courses must be a standard writing-intensive course that does not have as its primary focus creative writing (including screen writing), journalistic writing, or intensive writing in a foreign language. Students may count no more than one course from each of these areas and no more than two courses total from them toward the post-freshman writing requirement.

A thesis written by a student and accepted by the Honors Program may be used to satisfy the requirement in the senior year. This includes a master's thesis completed as part of a BA/MA or BS/MS program.

The goal of writing-intensive courses is the continual improvement of writing skills through writing regularly in a context where mentors from various communities of academic discourse encourage, guide, and communicate to students high standards of writing through instruction and example.

If a course satisfies the post-freshman writing requirement in a given semester, the course number will carry the suffix "WR" in the schedule of courses for that semester. A course counts towards the requirement only when the "WR" appears.

C. Two seminars. Every student will take two seminars in the course of study at Emory. One will be taken during the freshman year from a group of seminars designed for and restricted to freshmen. The other will be taken at the upper level later in the student's career.

The seminars, representing a wide range of fields and topics, are designed to engage students in various aspects of inquiry and research with the close guidance of a faculty member.

1. Freshman Seminar (One course from the following)

Departments have the responsibility for designating courses as freshman seminars and assuring that they meet the criteria as specified in the GER guidelines. In most cases these courses will carry a "190" designation (e.g. Pols 190). Freshman seminar courses using other designations, such as special seminar sections of introductory courses, must clearly specify that they are for freshman only and include the suffix "S" (e.g. Phil 100S "Freshman Seminar: Introduction to Philosophy").

2. Advanced Seminar (One course)

Departments have the responsibility for designating courses as seminars and assuring that they meet the criteria as specified in the GER guidelines. Courses meeting the requirements for an advanced seminar will be designated by a suffix "s" in the Course Atlas and the Schedule of Courses.

II. Natural and Mathematical Sciences

A. Quantitative Methods. One course in mathematics or computer science.

The requirement aims at expanding a student's understanding of quantitative modes of analysis. It may be satisfied by one course in calculus, probability and statistics, computer science methods, or another approved course in mathematics or computer science without quantitative prerequisites, as listed below.

CS 110	Computer Science Fundamentals
CS 153	Introduction to Computing for Bioinformatics
CS 155	Computer Science With Business Applications
CS 170	Introduction to Computer Science

MATH 107	Introduction to Probability and Statistics
MATH 108	Introduction to Linear Algebra
MATH 109	Game Theory, Graphs, and Mathematical Models
MATH 111 or 115	Calculus I (111)/Life Sciences Calculus I (115)
MATH 112z	Calculus II
MATH 119	Calculus with Business Applications

B. Natural Sciences. (Effective for all students entering Emory in Fall 2005 and thereafter) Two courses. One course must be an Educational Policy Committee approved course in Life Sciences. The second course must be an Educational Policy Committee approved course in Physical Sciences. One of these two courses must have a laboratory, and the two courses must be completed in different departments or programs.

These courses demonstrate fundamental principles and techniques of scientific inquiry as a means of understanding the natural world and human life.

Life Sciences

ANT 140	Evolutionary Anthropology
ANT 201L	Concepts and Methods in Biological Anthropology
ANT 210	Human Biology—A Life-Cycle Approach
BIO 120L	Concepts in Biology, with Laboratory
BIO 141L or 151L	Cell and Development Biology, with Laboratory
BIO 142L or 152L	Organismal and Population Biology, with Laboratory
CHEM 105	How Things Work
CHEM 140	Order and Disorder
ENVS/HNE 120	Human and Natural Ecology
ENVS 131	Introduction to Environmental Studies
ENVS 132L	Integrative Methods in Environmental Studies, with Lab
NBB 201/ANT 200	Foundations of Behavior
PSYC 103	Brain and Behavior
PSYC 110	Introduction to Psychology I

Physical Sciences

CHEM 105	How Things Work
CHEM 120L	Selected Topics in Chemistry, with Laboratory
CHEM 140	Order and Disorder
CHEM 141L	General Chemistry I, with Laboratory
CHEM 142L	General Chemistry II, with Laboratory
ENVS 130L/GEO 130L	Global Earth Systems, with Laboratory
ENVS 135/GEO 135	Environmental Geology
ENVS 141L/GEO 141L	Introduction to Geology, with Laboratory
EVS 142	Evolution of the Earth, with Laboratory
GEO 141L	Introduction to Geology, with Laboratory
PHYS 115	Introduction to Astronomy
PHYS 116L	Introductory Astronomy, with Laboratory
PHYS 121	How Things Work
PHYS 141L or 151L	Introductory Physics I (141); General Physics (151)
PHYS 142L or 152L	Introductory Physics II (142); General Physics: (152)

PHYS 190G	Einstein's Space-Time
PHYS 190H	Envisioning Light

III. Social Sciences

Two courses offered by departments in the Division of Social Sciences from the list below. The two courses must be taken in different departments.

These courses focus on individuals and/or groups in society to demonstrate how the social sciences use theory and methods to expand our understanding of social phenomena.

AAS 100	Introduction to African American Studies
AAS 101	Dynamics of the Black Community
AAS 346/POLS 346	African American Politics
ANT 101	Introduction to Anthropology
ECON 101	Principles of Microeconomics
ECON 112	Principles of Macroeconomics
EDS 302	Child and Adolescent Development and Education
EDS 303	The Psychology of Learning
EDS 308	Education and Culture
EDS 314	Education and Cultural Diversity
IDS 315/ANTH 322/ WS 322	Introduction to Gay and Lesbian Studies
POLS 100	National Politics in the United States
PSYC 111	Introduction to Psychology II
SOC 101	Introduction to General Sociology
SOC 103	Introduction: Human Socialization
SOC 225/WS 231	Sociology of Sex and Gender
WS 100	Introduction to Women's Studies

IV. Humanities

Two courses, one from each of the areas below, designed to engage the student in reflection on aesthetic, ethical, and social values through the analysis, interpretation, and evaluation of written texts and artistic forms.

A. One course must be in the analysis, interpretation, and evaluation of written texts and/or documents. Its aim is to develop the ability to read and analyze closely and to interpret independently literary, philosophical, or religious texts or historical, political, or sociological documents.

AAS 271/ENG 358	African American Literature to 1900
ANCMED 202	Literature and Thought in Antiquity
ASIA 210	Classic Asian Religious Texts
CHN 373/REL 374	Confucian Classics
CHN 272	Premodern Chinese Literature
CL 101	Introduction to Classical Literature
CL 102	Classical Mythology
CPLT 301	Methods of Literary Interpretation
CPLT 302	Literary Theory

CPLT 333	Literature and Other Disciplines
EDS 306	Philosophy of Education
EDS 310	Classics in Educational Thought
ENG 210	Major Authors for Non-Majors
ENG 211	Literature and the Arts
ENG 212	Readings in Popular Literature and Culture
ENG 213	Fictions of Human Desire
ENG 250	American Literature: Beginnings to 1865
ENG 251	American Literature: 1865 to Present
ENG 256	British Literature since 1660 (Major British Authors)
ENG 358/AAS 271	African American Literature to 1900
FREN 314	What Is Interpretation?
FREN 361	Topics in Translation
GER 205	German Literature in Translation
HIST 241	History and Text
ITAL 375	Topics in Italian Literature in Translation
ITAL 376R	Topics in Italian Culture in Translation
JPN 360WR	Modern Japanese Women Writers
JPN 372	Introduction to Modern Japanese Literature in Translation
JS 205/REL 205	Biblical Literature
MESAS 125/JS 125	Introduction to Jewish Literature
PHIL 100	Introduction to Philosophy
PHIL 110	Introduction to Logic
PHIL 115	Introduction to Ethics
PHIL 230	Philosophies of Human Nature
POLS 304	Major Texts in Political Theory
REL 150/MESAS 160	Introduction to Sacred Texts (also in V.C.)
REL 205/ JS 205	Biblical Literature
REL 210	Classic Religious Texts
REL 350	Jesus and the Gospels
REL 351	Paul and His Letters
REL 374/CHN 373	Confucian Classics
RUSS 271	Masterpieces of Nineteenth-Century Russian Literature in English Translation
RUSS 360	Dostoevsky in English Translation
RUSS 372	Twentieth-Century Russian Literature in English Translation
SPAN 311	History and Theory of Hispanic Narrative

B. One course must be in the interpretation and performance, theory, analysis, or history of art, dance, film, music, or theater. Its aim is to develop the ability to understand human expression and its significance in a medium that relies all or in part on nonverbal expression.

AMST 321	American Routes: Traditions and Transformations in American Musical Cultures
----------	--

ARTHIST 101	Art and Architecture from Prehistory to the Renaissance
ARTHIST 102	Art and Architecture from the Renaissance to the Present
ARTHIST 103	Understanding Architecture
ARTHIST 244	Art in Renaissance
ARTHIST 373/ RUSS 373	Russian Avant-garde
CL 101	Introduction to Classical Literature
CL 214	Classical Drama
DANC 229	Introduction to Dance
DANC 240	Dance Literacy
ENG 215/THEA 215	History of Drama and Theater I
ENG 216/THEA 216	History of Drama and Theater II
FILM 270	Introduction to Film
FILM 371	History of Film to 1938
FILM 372	History of Film Since 1938
FILM 381	Introduction to Film Theory
GER 340	German Film
IDS 216	Visual Culture
MUS 101	Introduction to Music
MUS 115/AAS 115	Jazz—Its Evolution and Essence
MUS 201	Survey of Western Music I: to 1750
MUS 202	Survey of Western Music II: 1750 to Present
PHIL 240	Philosophy of Art
RUSS 373	Russian Avant-garde
SPAN 312	Theories of Hispanic Theatre and Film
THEA 101	Introduction to the Theater
THEA 230	Principles of Design
THEA 315	Studies in Period Drama
THEA 316	Studies in Genre

V. Historical, Cultural, and International Perspectives

A. United States History. One course from the list below on the history of politics, society, or culture in the United States providing a perspective on American diversity.

This course exemplifies the use of historical methods, offers perspectives on the history of the United States, and relates the United States to the rest of the world.

AMST 201SWR	Introduction to American Studies
AMST 212	American Identities
ECON 356/HIST 356	Development of Modern U.S. Economy
EDS 305	History of American Education
HIST 231	The Foundations of American Society
HIST 232	The Making of Modern America
HIST 242/JS 242	American Jewish History
HIST 336/WS 336	Multicultural History of Women in the U.S.
HIST 338/AAS 338	History of African Americans to 1877
HIST 348	The Ethnic Experience in America

LING 101	History of the American Languages
REL 209	History of Religions in the U.S.
SOC 247	Race and Ethnic Relations

B. Historical Perspectives on Western Culture. One course from the list below covering a significant historical span of Western history and culture other than the United States.

This course examines in broad perspective historical forces, cultural traditions, and human values of Europe.

ANCMED 201	Creating Classical Culture
ANCMED 203	The Classical Tradition
ARTHIST 221/CL 221	Art and Architecture of Ancient Greece
ARTHIST 222/CL 222	Art and Architecture of Ancient Rome
ARTHIST 259	Historical Perspective on European Art
CL 103	Greek Archaeology
CL 215	Greek and Roman Religion
CPLT 201	Major Texts: Ancient to Medieval
CPLT 202	Major Texts: Renaissance to Modern
ENG 255	British Literature Before 1660
FILM 395	National Cinemas
FREN 312	Histoire de France
FREN 313	La France Contemporaine
GER 370a or 370b	The Austrian Experience (Summer)
HIST 201	The Formation of European Society
HIST 202	The Making of Modern Europe
HIST 203	The West in World Context
ITAL 170	Introduction to Italian Studies I
ITAL 171	Introduction to Italian Studies II
ITAL 270R	Italy: Culture and Civilization
JS 100/HIST 270	Survey of Jewish History
MUS 201	Survey Of Western Music I: to 1750
MUS 202	Survey of Western Music II: 1750 to Present
PHIL 250	History of Western Philosophy I
PHIL 251	History of Western Philosophy II
PHIL 300	Medieval Philosophy
PHIL 302	Nineteenth Century Philosophy
POLS 302	Modern Political Theory
PORT 300	Luso-Brazilian Worlds: Texts and Contexts
PORT 301	Early Lusophone Literature and Culture
PORT 302	Modern Lusophone Literature and Culture
REL 211	Western Religions
REL 313	Modern Catholicism
SPAN 300	Reading in Spanish: Text and Context
SPAN 301	Early Spanish and Spanish-American Literature and Culture
SPAN 302	Modern Spanish and Spanish-American Culture

C. Nonwestern Cultures or Comparative and International Studies. One course chosen from either of the following two categories.

1. One course from the list below covering a nonwestern culture or culture area. These courses seek to give students a broad perspective on historical forces, cultural traditions, and human values in the nonwestern world.

OR

2. One course from the list below designed to introduce students to cross-national comparative studies or studies of international institutions and processes. These courses seek to enable students to frame and investigate questions pertaining to comparative studies of society (including social, cultural, economic, and other processes and institutions) or, alternatively, to explore questions pertaining to global processes and institutions affecting societies in the social, cultural, economic or political realms.

AFS 282/ARTHIST 282	Arts of Eastern and Southern Africa
ANCMED 101	Ancient Mediterranean Studies
ARTHIST 289	Perspectives on Non-Western Art
AFS 334/POLS 334	Contemporary African Politics
ANT 150	Cultures of the World
ASIA 200	Introduction to the Civilizations of India
CHN 273/ASIA 273	The Heritage of China
CHN 271/ASIA 271	Modern China in Film and Fiction
CHN 360/ASIA 360	Modern Chinese Women in Film and Fiction
CHN 359/ASIA 359/	
WS 359	Women and Religion in China
CHN 376	Science in China
CL 104	Ancient Cities and Urban Culture
CLST 101	Mediterranean Societies
ECON 231	Introduction to Global Trade and Finance
ECON 362	Economic Development
EDS 312	Comparative Education
ENG 214	Global Literature in English
ENVS/HNE 334	Global Environment
FILM 396	Non-Western National Cinemas
FREN 170	Cultural Crossroads: France and the U.S.
GER 230/JS 230	Yiddish Culture
GHCS 102	Introduction to Global Health
GHCS 300S	Core Issues in Global Health
HIST 211	The Making of Modern Latin America
HIST 221/AFS 221	The Making of Modern Africa
IDS 213	The Politics of Identity
IDS 263/AFS 263	Studies in the African Tradition
JPN 270	Introduction to Japanese Culture
JPN 361/ASIA 361/	
WS 361	The Tale of Genji: Sensuality and Salvation
JS 230/GER 230	Yiddish Culture

LAS 101	Introduction of Latin America
LING 326	History of Judaic Languages
MESAS 100	Introduction of the Middle East
MESAS 250	Archaeology and the Bible
MUS 204	Music Cultures of the World
MUS 206	Musical Interactions: India and China
PHIL 307	Asian Philosophy
POLS 110	International Politics
POLS 120	Comparative Politics
REL 100	Introduction to Religion
REL 150/MES 160	Introduction to Sacred Texts (also in IV.A.)
REL 212/ASIA 212	Asian Religious Traditions
REL 301	Early and Medieval Hinduism
REL 303	Modern Hinduism
RUSS 270	Russian Culture
SOC 266	Global Change

D. Language. Each student must pursue study of a language other than the student's native language by completing the equivalent of one year of college-level language study in a single foreign language beyond the student's level of preparation upon entering college. This requirement may be satisfied by 1) taking two courses at Emory, 2) receiving transfer credit from another accredited institution in accordance with the rules for transfer credit, or 3) receiving a score of 4 or 5 on a foreign language or literature Advanced Placement Test and then taking the appropriate sequential course at Emory as determined in consultation with the appropriate language department. Students are expected to develop a familiarity with a second language in order to enhance their understanding of other peoples and cultures.

Students who possess only spoken proficiency in their native language but do not have college-level literacy skills should consult with the language department or program to determine to possibility of satisfying the GER Language Requirement with courses in that language.

VI. Health and Physical Education

Four one-credit courses distributed as outlined below. Any but PE 101 may be taken SU.

These courses promote a knowledge and experience of physical and emotional health, bodily movement, individual and team sports, and various recreational activities as integral to the education of the whole person.

A. All students are required to take PE 101: Health Education, normally in their freshman year. The health education requirement may be satisfied by advanced placement or by examination during orientation upon first enrolling. Students who exempt PE 101 still must pass four hours of physical education.

B. All students must take one course in Principles of Physical Fitness from the courses listed below:

DANC 225	Fitness for Dance
DANC 226	Movement Fundamentals
PE 110	PPF/Aerobic Conditioning
PE 112	PPF/Swimming
PE 114	PPF/Jogging
PE 116	Indoor Cycling
PE 122	PPF/Aerobics
PE 124	PPF/Step Aerobics
PE 126	Cardio Tennis
PE 132	PPF/Free Weights Training
PE 134	PPF/Weight/Resistance Training

C. Two elective courses from a wide range of lifetime sports, physical activities, and dance, including up to two credits of a varsity sport.

Physical education courses may not be repeated for credit unless they are designated “R”.

General Stipulations

A score of 4 or 5 on an Advanced Placement Examination can be used to satisfy the General Education Requirements.

Students may use an approved General Education course to satisfy two appropriate requirements in Areas II through V, with the restrictions that no student may exercise this option more than twice and that no course may satisfy more than two requirements.

In satisfying the General Education Requirements, students must distribute their work as follows:

1. At least two courses in the humanities (from two different departments) in addition to the first-year writing requirement and the language requirement;
2. At least two courses in the social sciences (from two different departments);
3. At least two courses in the natural sciences beyond the quantitative methods requirement.

All courses used to satisfy the General Education Requirements must be taken for a letter-grade, except for physical education courses other than PE 101: Health Education.

Application for Degree

In order to be a degree candidate for any given term, students must file an application for the bachelor’s degree with the College’s Office for Undergraduate Education at the beginning of the semester they expect the degree to be conferred. The application deadlines are indicated in the academic calendar. Forms for this purpose are available from the Office for Undergraduate Education or online. Students who file an application after the deadline specified in the academic calendar must pay a special processing charge of twenty-five dollars and cannot be assured that their names will appear in the commencement program or that their diplomas will be available at commencement.

Commencement exercises are held annually in May for all students who completed all graduation requirements in the previous summer term, the previous fall term, or the current spring term.

Financial Requirements for Graduation

It is a requirement for graduation that all financial obligations to the University shall have been satisfied. In the case of outstanding loans not then due and payable, loan documents satisfactory to the University must have been executed and delivered to it, and all payments must be current.

Continuation Requirements

To graduate from the college, a student must accumulate a minimum of 128 academic semester hours plus the required 4 hours of physical education. Additional hours of physical education do not count toward the degree. Students who do all of their work in Emory College must achieve a grade point average of at least 1.9 on all regularly graded work attempted. Students who come to Emory directly from another college with more than 16 hours of credit and those who take more than 16 hours at another institution after enrolling at Emory must achieve a 2.0 grade point average on all regularly graded work taken at Emory in order to graduate.

Minimum requirements for continuation from year to year are as follows:

First Year: a minimum of 30 semester hours passed after two semesters on first-year standing and a 1.5 grade point average on all work attempted;

Second Year: a minimum of 60 semester hours passed after two semesters on sophomore standing and a 1.67 grade point average on all work attempted;

Third Year: a minimum of 90 semester hours passed after two semesters on junior standing and a 1.75 grade point average on all work attempted.

During the fourth year, a student must make satisfactory progress toward fulfilling requirements for a degree. A student must also attain an overall C average (2.0 grade point average) for work taken during the senior year to qualify for graduation.

A year is normally interpreted as two full semesters or the equivalent. A full semester is one in which a student enrolls for 12 or more semester hours; two or more partial semesters in which a student enrolls for less than 12 semester hours but which taken together total more than 12 semester hours count as one full semester. Usually students will be promoted at the end of a year of work in a given class. Students needing an additional semester to attain minimum standards for continuation or graduation must be granted permission to enroll by the dean of the college and the Committee on Academic Standards and must take all required work at Emory. In such cases, the additional semester will normally be the next consecutive one except for first-year students (see "Exclusion").

Study at Other Colleges

First or Second Year

Newly admitted students who wish to receive credit for work taken at another college after acceptance and before enrollment in Emory College should secure permission from the dean of admission.

After enrollment, permission to take work at another institution is normally granted only for summer. Students who wish to take summer work elsewhere after their first year at Emory must secure written permission from the dean before the end of the preceding spring semester and must not be on academic probation after the completion of spring semester. After their second year of enrollment, students are

permitted to take summer work at another institution only if they have not already completed 68 semester hours; in such cases, the amount of credit granted for summer work may not exceed the number of semester hours necessary to bring their accumulated total hours up to 68.

Credit earned at other institutions may not comprise part of the last 64 semester hours or four semesters of work toward a degree in Emory College, except as described under approved off-campus programs such as the Washington Semester and Study Abroad programs or as described immediately below. All credits for non-Emory courses must officially appear on the student's transcript by the end of their first semester upon return to Emory.

Junior or Senior Year

Students who have completed sixty-four semester hours of course work in Emory College and are in good standing may receive up to sixteen semester hours and one semester of residence credit toward their Emory degree for advanced-level courses taken at another college or university. All such courses must be approved in advance by the chairs of the appropriate departments at Emory, who must

1. certify the advanced level of the proposed courses, and
2. provide a compelling reason why these courses cannot be taken at Emory.

Approval is required in advance by a dean in the Office for Undergraduate Education and the Committee on Academic Standards. For study abroad through non-Emory programs, approval is required in advance by a dean in the Office for Undergraduate Education and the Committee on Academic Standards, operating through its ICIS Review Committee.

Study at other schools cannot normally be undertaken in the semester in which the student expects to complete the requirements for the degree.

Cross-registration

Emory College students may enroll through cross-registration in courses taught in member institutions of the Atlanta Regional Consortium for Higher Education. (See page 33 for details.)

The Grading System

Grades

A, A-, B+, B, B-, C+, C, C-, D+, D, and S are passing grades for which credit is awarded; F and U indicate failure or unsatisfactory and carry no credit; I indicates that the student has not completed all the work for a course; IF and IU indicate failure to finish an Incomplete; P indicates work in progress; W indicates withdrawal without penalty; WF indicates withdrawal failing; and WU indicates unsatisfactory withdrawal.

Quality Points

For each semester hour of credit, quality points are computed as follows:

A = 4.0	A- = 3.7	B+ = 3.3	B = 3.0
B- = 2.7	C+ = 2.3	C = 2.0	C- = 1.7
D+ = 1.3	D = 1.0	F = 0.0	

The grades of S, U, IU, and WU are given only for courses taken on a satisfactory/unsatisfactory basis (see “Satisfactory/Unsatisfactory Option”). S carries academic credit but no quality points; U or IU carries neither academic credit nor quality points. Neither W, WU, S, nor U grades count in computing a student’s grade-point average. The grades of IF and WF are counted as F in computing a student’s grade-point average. The course instructor determines the basis for grading in individual courses. Students should not assume that all professors use identical grading scales or standards. Instructors should communicate their standards and systems as clearly as possible in their course syllabi. Students should request clarification when necessary. The ultimate arbitrator of a grade rests within the relevant academic department.

Satisfactory/Unsatisfactory Option

A student may elect to take up to twenty of the total semester hours required for graduation from any department or division of the College with the stipulation that grades for courses so elected will be recorded as Satisfactory or Unsatisfactory only and shall not be counted in computing the grade-point average. The grade of Satisfactory carries full academic credit; the grade of Unsatisfactory carries no academic credit. No course used to satisfy general education requirements may be taken on an S/U basis, except for physical education courses other than PE 101 (Health Education). FAME and Washington Semester, which are graded only Satisfactory or Unsatisfactory, do not count toward the twenty hours. A grade of D or better shall be considered as meeting the satisfactory requirement.

A course indicated as S/U may not be changed to a letter grade after the sixteenth calendar day from the first day of classes in the College. One course required for concentration in a given field may be taken on an S/U basis with the approval of the student’s faculty adviser, if the department of concentration so determines.

The Satisfactory/Unsatisfactory option is not applicable to any courses offered by the Goizueta Business School.

Incomplete Work

A student may be granted formal permission by a dean in the College’s Office for Undergraduate Education to defer the final examination or other parts of a course. Deferments will not be permitted except for illness or other emergency and must normally be secured prior to the examination. When permission is granted, the notation I is recorded. Such incomplete work must be completed during the student’s next semester of residence no later than the last date for deferred examinations as printed in the academic calendar, or within twelve months if the student does not re-enroll in the college during that year. Failure to complete the course by the appropriate deadline will result in a grade of IF or IU.

Overloads and Underloads

Students may enroll for twelve to nineteen hours in any one semester. To take more or fewer hours, they must have permission from their faculty adviser and a dean in the Office for Undergraduate Education.

Students with a cumulative grade point average of 3.0 or higher and seniors in their final semester of work are permitted to take up to twenty-two credits (not counting physical education). Students with outstanding incomplete course grades may not overload in credits in subsequent semesters.

Students must normally enroll for the minimum full-time load of twelve credits, except that a senior in the final semester of work is not required to enroll for more credits than are needed to complete the degree. All credit for academic work must be awarded in the semester in which the work is undertaken, including summer sessions and internships.

Audit Courses

Emory College does not officially recognize audits. Students may therefore not register to audit any college course. With the permission of the instructor, students may unofficially visit any course for which they are eligible to register, but no record is kept of courses so visited.

Repetition of Courses

When a course that was previously passed is repeated, the new course credits do not count toward a degree. A student who wishes to re-do a course previously passed and not receive additional degree credit will be permitted to do so if deemed advisable by the faculty adviser and a dean in the Office for Undergraduate Education.

All courses repeated, whether passed or not, including the original course, will be calculated in the student's grade point average.

Changing Courses

A student may change courses until the end of the Add/Drop/Swap period which occurs on the eighth calendar day after the first day of classes each semester. A change may be made in the grading basis of a course (letter grade or S/U) through the fifteenth or sixteenth calendar day after the first day of classes each semester. (See "Academic Calendar" for specific dates.) Emory students may withdraw from one or more courses until 4:00 p.m. on the Friday of the sixth full week of class of the semester after the Add/Drop/Swap period, providing that the student continues to carry a load of twelve credit hours or is in his/her final semester of residence as a graduating senior. (See "Partial Withdrawal" for additional information.) Thereafter, when students withdraw from a course they will receive the grade of WF or WU unless, in the opinion of the instructor and a dean in the Office for Undergraduate Education, circumstances do not justify this penalty. In such cases, the grade of W will be recorded. In computing the student's overall average, the grade of WF will be counted as F. The grades of W and WU will not be used in computing a student's overall average.

Absences

Although students incur no administrative penalties for a reasonable number of absences from class or laboratory, they should understand that they are responsible for the academic consequences of absence and that instructors may set specific policies about absence for individual courses.

Absences from Examinations

A student who fails to take any required midterm or final examination at the scheduled time may not make up the examination without written permission from a dean in the Office for Undergraduate Education. Permission will be granted only for illness or other compelling reasons, such as participation in scheduled events off-campus as an official representative of the University. A student who takes any part of a final examination ordinarily will not be allowed to defer or retake that final. Deferred examinations must be taken during the student's next semester of residence by the last date for deferred examinations in the academic calendar or within twelve months if the student does not re-enroll in the college. Failure to take a deferred examination by the appropriate deadline will result automatically in the grade IF or IU.

Partial Withdrawal

Emory students may withdraw from one or more courses until 4:00 p.m. the Friday of the sixth full week of class of the semester after the drop-add period, providing that the student continues to carry a load of twelve credit hours or is in his/her final semester of residence as a graduating senior. In order for a partial withdrawal to be processed, a student must complete a withdrawal form through the Office for Undergraduate Education, consult with his or her course instructor and adviser of record, and receive signatures from both. These signatures indicate only that consultation has occurred, not that the course instructor and adviser necessarily approve of the student's decision. Completed forms must be returned to the Office for Undergraduate Education.

In addition, students will be allowed one voluntary withdrawal from a course after the sixth week withdrawal deadline and until the last day of classes during their first two semesters of full-time residency at Emory College provided that they maintain a twelve credit hour course load. An eligible student must complete a withdrawal form and follow the appropriate procedures as outlined above. This voluntary withdrawal policy applies to first-year students, transfer students, and to Oxford continuees. This policy does not apply to students who are on study abroad programs.

One additional withdrawal provision is available. After the sixth full week of class after the drop-add period of the semester, a student may petition for a withdrawal from a class based on medical need, family emergency, death in the immediate family, or other significant circumstance resulting in unforeseen hardship for the student. Petitions will be reviewed by academic advisers in the Office for Undergraduate Education who, with the student's permission, will consult with medical personnel where appropriate. Consultation with instructors, the student's adviser and/or others will be part of the decision process. Petitions will be considered for approval by a dean of the College.

No tuition reimbursement for partial withdrawals is available.

Cancellation and Complete Withdrawals

Registration may be cancelled through the ninth calendar day from the first day of classes. Cancellation of registration means that no entry for that semester will be

made on the student's transcript. Such cancellation of registration may occur prior to the beginning of a semester.

To cancel registration or withdraw from the college at any time other than the close of a semester, a student must secure written permission from a dean in the College's Office for Undergraduate Education. Otherwise, honorable dismissal cannot be granted.

A student who withdraws voluntarily before the end of the twenty-third calendar day following the beginning of classes will receive grades of W in all the courses for which he or she is registered that term. Thereafter, a student who withdraws will normally receive grades of WF in all courses. A student may withdraw from all classes for reasons of illness with the approval of a dean in the Office for Undergraduate Education. If a dean grants the complete withdrawal, the student will receive grades of W in all courses for that term. Shortly after a complete withdrawal is processed, the Office for Undergraduate Education, often in consultation with the University Health Service and the University Counseling Center, will officially inform the student in writing as to the terms and timing for readmission.

Refunds of tuition are only partial. A student may cancel registration through the ninth calendar day from the first day of classes, in which case the deposit is forfeited. After the last day for cancellation of registration, a student may withdraw from the college with permission of the dean; the forfeit in withdrawal increases progressively, but is not less than that incurred for cancellation. The schedule of forfeits in withdrawal is as follows: during the second week of the term, 20 percent of tuition charges; during the third week, 40 percent; during the fourth week, 60 percent; during the fifth week, 80 percent. There will be no refunds after the fifth week. No refund is given if only a part of the work is dropped after the last day for approved course schedule changes as specified in the academic calendar. Refunds for first-time Emory University students who are federal (Title IV) aid recipients will be prorated in accordance with the Higher Education Amendments of 1992 and any related regulations.

Probationary Status and Reports

A dean in the Office for Undergraduate Education or the Committee on Academic Standards may, at their discretion and irrespective of grades, declare probationary status for any student who, in their opinion, is not properly using his/her time and talents. At the end of any grading period, a student whose cumulative or senior grade-point average is less than 2.0 will incur academic probation. A student who fails in any semester to pass two-thirds of the hours taken or to attain at least a 1.5 grade point average will be placed on probation regardless of any previous average. Students on probation will be expected to concentrate their energies on their studies in order to bring their work to the required standard, and to that end they should be especially diligent in attending to their academic responsibilities and refraining from participating in any activities that might interfere with their scholastic performance.

Exclusion

Any student who after the first year fails for two successive semesters of full-time work to pass two-thirds of the hours taken, or to attain at least a 1.5 grade point average, shall

be automatically excluded regardless of any previous average. A student who is excluded under this rule will not be eligible to apply for readmission for the next regular (not summer) semester. For students excluded at the end of the spring term, the period of exclusion begins at the conclusion of the spring term and ends at the end of the next fall term. A petition for readmission for any subsequent term will be acted on by the Committee on Academic Standards. A student who is readmitted and fails to meet the requirements set by the committee will be excluded permanently.

A student who fails to meet minimum requirements for continuation from one class to the next after two semesters may continue for one additional semester of residence only with the approval of the dean of the college and the Committee on Academic Standards (see “Continuation Requirements”). Should a student, at the end of the third semester, fail to meet minimum requirements for continuation, the student will be excluded permanently.

The Committee on Academic Standards reserves the right to exclude students prior to or at the end of the first year if, in the opinion of the committee, their progress is not satisfactory. The committee has stipulated that first-year students who, after two semesters, do not meet the 1.5 grade point average required for continuation to sophomore standing (see “Continuation Requirements”) may be asked by the dean to sit out one regular semester before being permitted to enroll for a third semester of academic work.

Involuntary Withdrawal

Emory University considers the safety and welfare of its students, faculty and staff a top priority. When a student engages in behavior that violates Emory’s rules of conduct, the behavior will be addressed as a disciplinary matter under the applicable Student Conduct Code. The Student Conduct Code defines prohibited conduct and outlines a process for conducting disciplinary proceedings.

This Involuntary Withdrawal Policy and Procedure is not a disciplinary code, policy or process. It is not intended to apply to situations in which a student engages in behavior that violates the University’s rules of conduct. It is intended to apply when a student’s observed conduct, actions and/or statements indicate a direct threat to the student’s own health and/or safety, or a direct threat to the health and/or safety of others. There may be situations in which both this Involuntary Withdrawal Policy and the Student Conduct Code may apply. In all cases, the Dean of Emory College shall have final authority regarding the decision, enactment, enforcement and management of the involuntary withdrawal of a student.

Criteria

A student may be withdrawn involuntarily from Emory if the University determines that the student represents a direct threat to the health and safety of himself/herself or others by (1) engaging or threatening to engage in behavior which poses a high probability of substantial harm to himself/herself or others; or (2) engaging or threatening to engage in behavior which would cause significant property damage, would directly and substantially impede the lawful activities of others, or would interfere with the educational process and the orderly operation of the University.

Procedure

When the Senior Associate Dean for Undergraduate Education, or his/ her designee, based on a student's conduct, actions or statements, has reasonable cause to believe that the student meets one or more of the criteria for involuntary withdrawal, he or she may initiate an assessment of the student's ability safely to participate in the University's program.

The Senior Associate Dean for Undergraduate Education initiates this assessment by first meeting with the student to (1) review available information concerning the behavior and/or incidents which have caused concern, (2) provide the student with a copy of this Involuntary Withdrawal Policy and Procedure and discuss its contents with the student, (3) provide the student an opportunity to explain his/her behavior, and (4) discuss options available to the student, including counseling, voluntary withdrawal and evaluation for involuntary withdrawal. If the student agrees to withdraw voluntarily from the University and waives any right to any further procedures available under this policy, the student will be given a grade of W for all courses, will be advised in writing of any conditions that must be satisfied prior to re-enrollment, and may be referred for appropriate mental health or other health services. If the student refuses to withdraw voluntarily from the University, and the Senior Associate Dean continues to have reasonable cause to believe the student meets one or more of the criteria for involuntary withdrawal, the Senior Associate Dean may require the student to be evaluated by an appropriate mental health professional.

Evaluation

The Senior Associate Dean may refer the student for a mandatory evaluation by an appropriate mental health professional or other appropriate professional. The professional may be selected by the University, so long as there is no cost to the student for the evaluation. A written copy of the involuntary referral shall be provided to the student.

The evaluation must be completed within five school days after the date the referral letter is provided to the student. Prior to the evaluation, the student will be required to sign a written authorization authorizing the exchange of relevant information among the mental health professional(s) (or other professional) and the University. Upon completion of the evaluation, copies of the evaluation report will be provided to the Senior Associate Dean and the student.

The professional making the evaluation shall make an individualized and objective assessment of the student's ability safely to participate in Emory's program, based on a reasonable professional judgment relying on the most current professional knowledge and/or the best available objective evidence. This assessment shall include a determination of the nature, duration and severity of the risk posed by the student to the health or safety of himself/herself or others, the probability that the potentially threatening injury will actually occur, and whether reasonable modifications of policies, practices or procedures will sufficiently mitigate the risk. The professional will, with appropriate authorization, share his/ her recommendation with the Senior Associate Dean, who will take this recommendation into consideration in determining whether the student should be involuntarily withdrawn from Emory. A copy of the professional's recommendation will be provided to the student, unless, in the opinion of the professional, it would be damaging to the student to do so.

If the evaluation results in a determination that the student's continued attendance presents no significant risk to the health or safety of the student or others, and no significant threat to property, to the lawful activities of others, or to the educational processes and orderly operations of the University, no further action shall be taken to withdraw the student from the University.

If the evaluation results in a determination that the continued attendance of the student presents a significant risk to the health or safety of the student or others, such that there is a high probability of substantial harm, or a significant threat to property, to the lawful activities of others, or to the educational processes and orderly operations of the University, the student may be involuntarily withdrawn from the University. In such an event, the student shall be informed in writing by the Senior Associate Dean of the involuntary withdrawal, of his/her right to an informal hearing, of his/her right to appeal the decision of the hearing officer, and of any conditions necessary for re-enrollment. In most cases, a student who is involuntarily withdrawn will be given a grade of W in all courses in which the student is currently enrolled.

Informal Hearing

A student who has been involuntarily withdrawn may request an informal hearing before a hearing officer appointed by the Senior Associate Dean by submitting a written request to be heard within two business days from receipt of the notice of involuntary withdrawal. A hearing will be set as soon as possible. The student shall remain involuntarily suspended pending completion of the hearing.

The hearing shall be informal and non-adversarial. During the hearing, the student may present relevant information and may be advised by an Emory faculty or staff member or a health professional of his/her choice. The role of the advisor is limited to providing advice to the student.

At the conclusion of the hearing, the hearing officer shall decide whether to uphold the involuntary withdrawal or whether to re-consider, and the student shall be provided written notice of the hearing officer's decision as soon as possible.

Appeal to the Dean

The student may appeal the hearing officer's decision to the Dean, who shall review all information presented and make a final decision as to whether or not to uphold the involuntary withdrawal.

Emergency Suspension

The University may take emergency action to suspend a student pending a final decision on whether the student will be involuntarily withdrawn, in situations in which (a) there is imminent danger of serious physical harm to the student or others, (b) there is imminent danger of significant property damage, (c) the student is unable or unwilling to meet with the Senior Associate Dean, (d) the student refuses to complete the mandatory evaluation, or (e) the Senior Associate Dean determines such other exceptional circumstances exist that suspension is warranted. In the event emergency action is taken to suspend the student on an interim basis, the student shall be given notice of the emergency suspension and an initial opportunity to address the circumstances on which the emergency suspension is based.

**Conditions for Reenrollment**

Because this Involuntary Withdrawal Policy applies to cases in which there is a concern about the safety of the student or others, the Dean or his/her designee may require a student who has been involuntarily withdrawn under this Policy to be re-evaluated before he/she is readmitted in order to assure that he/ she presents no direct threat to himself/ herself or others.

Partial Withdrawal

Withdrawal from one or more courses, but not all, undertaken during a semester will not be permitted beyond the twenty-third day after the beginning of classes. Exceptions are permissible only in very rare circumstances and, in such extraordinary cases, can only be approved by a dean in the Office for Undergraduate Education. No student granted a partial withdrawal may drop below a load of 12 credit hours. No tuition reimbursement for partial withdrawals is available.

Waivers of Academic Regulations

Students may appeal to the Committee on Academic Standards for waivers of existing academic regulations and requirements in individual cases.

Official Transcripts

Upon written request to the University registrar, students may receive a copy of their academic transcript or have official transcripts mailed for a minimal charge, provided the student's record shows no financial indebtedness to the University.

All transcripts include a student's entire academic record; no partial or incomplete statements of a student's record will be issued as transcripts.

To ensure prompt receipt of transcripts, students should make requests at a reasonable time prior to need. Delays in issuance may occur immediately before or after a term break.

Additional Policies

University-Student Relationships

The Board of Trustees of Emory University has adopted a statement of policy dealing with University-student relationships, a digest of which follows:

1. Emory University was founded on Christian principles by the Methodist Episcopal Church and proudly continues its church relationship as an agency dedicated to seeking and imparting truth.
2. Emory University admits qualified students of any sex, sexual preference, race, color, national origin, religious preference, age, or veteran's status, and qualified handicapped students to all of the rights, privileges, programs, and activities generally accorded or made available to students at Emory University. It does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, age, disability, or veteran's status in administration of its educational policies, admissions policies, scholarship and loan programs, or athletic and other Emory University-administered programs.
3. Attendance at Emory University is a privilege and not a right; however, no student will be dismissed except in accordance with prescribed procedures. Students applying for admission do so voluntarily and are free to withdraw at their pleasure, subject to compliance with the regulations of their school or college governing withdrawal and to the fulfillment of their financial obligations to the University.
4. Upon matriculation at Emory, each student agrees to be bound by the rules, policies, procedures, and administrative regulations as they exist at the time of admission and as they may be changed by duly constituted authority.
5. By admission as a student at Emory University, a person acquires the right to pursue the course of study to which he or she is admitted and to be treated with the dignity appropriate to an adult person in all matters relating to the University; in the same spirit the student shall comply with the rules and regulations of Emory University.
6. Students will be provided the opportunity to participate in the development of rules and procedures pertaining to University affairs to the extent that such participation and the results thereof, as determined by the Board of Trustees or its designated agent, are consistent with orderly processes and with the policies and administrative responsibilities of the Board of Trustees and the administration.
7. The University expects students to conduct themselves with dignity, courtesy, responsibility, and integrity, and with due respect for the rights of others, realizing that sobriety and morality are not only characteristics of a mature and responsible person but are essential to the maintenance of a free and orderly society.

8. Membership in and rules governing admission to student organizations shall be determined by the organizations themselves, and such rules shall not be required to be uniform so long as the same do not contravene any policy established by the Board of Trustees.

9. Emory University is an educational institution, not a vehicle for political or social action. It endorses the right of dissent and protects and encourages reasonable exercise of this right by individuals within the University. Because the right of dissent is subject to abuse, the Board of Trustees and the president have published a statement to clarify policy concerning such abuse, a digest of which follows:

- a. Individuals associated with Emory represent a variety of viewpoints; the University fosters the free expression and interchange of differing views through oral and written discourse and logical persuasion.
- b. Dissent, to be acceptable, must be orderly and peaceful and represent constructive alternatives reasonably presented.
- c. Coercion, threats, demands, obscenity, vulgarity, obstructionism, and violence are not acceptable.
- d. Demonstrations, marches, sit-ins, or noisy protests that are designed or intended to or which do disrupt normal institutional pursuits will not be permitted.
- e. Classes and routine operations will not be suspended except for reasonable cause as determined by the president.
- f. Administrators, faculty, other employees, and students are expected to abide by these standards of conduct in promoting their views, particularly dissent.
- g. Persons who are not so inclined should not become associated with Emory nor continue to be associated with Emory.
- h. Academic and administrative procedures will protect individuals in their right of free expression and provide for prompt and appropriate action against those who abuse such right.

Specific Policies

Students are expected to be aware of and abide by specific policies formulated by Emory University concerning confidentiality, speakers invited to campus, discrimination and harassment, and sexual assault. What follows is a brief summary; the full statements of these policies, as well as those of other University policies, are published annually in the *Campus Life Handbook*.

Emory University recognizes a student's right of privacy and is committed to protecting students from improper disclosure of private information. Regarding the confidentiality of the information that becomes a part of the student's permanent records and the conditions of its disclosure, the University has adopted a policy that reflects a reasonable balance between its obligations for the protection of the rights and privacy of the students and its responsibility to society.

When a student organization invites a speaker from outside the University to speak on campus, the event is the shared responsibility of the inviting student organization and the University. In keeping with the principle of academic freedom, Emory University supports and encourages the exchange of ideas within the University community, including ideas that may be unpopular or controversial. To

this end, the University is committed to providing a forum for student-sponsored expression of divergent points of view. At the same time, the University encourages civility and has the obligation to address issues of safety and disruptive conduct. The president or the president's designee(s) reserve(s) the right to modify the circumstances or withdraw the invitation to speak when a risk of violence or substantial disruption of the operation of the University can reasonably be foreseen.

It is the policy of Emory University that all employees and students should be able to enjoy and work in an educational environment free from discriminatory harassment. Harassment of any person or group of persons on the basis of race, color, national origin, religion, sex, sexual orientation, age, handicap, or veteran's status is a form of discrimination specifically prohibited in the Emory University community. Any employee, student, student organization, or person privileged to work or study in the Emory University community who violates this policy will be subject to disciplinary action up to and including permanent exclusion from the University. The scholarly, educational, or artistic content of any written, oral, or other presentation or inquiry shall not be limited by this policy. The preceding provision is liberally construed with the intent that academic freedom shall be allowed to all members of the academic community; however, this provision shall not be used as a pretextual basis for violation of the policy.

The Emory University community expects all of its members to treat other persons with respect and dignity and will not tolerate any form of sexual assault. Sexual activity should be explicitly agreed upon by all parties. The University shall proceed with disciplinary and/or remedial actions as needed when it appears that the University's prohibition against any form of sexual abuse has been violated. A student charged with sexual assault may be disciplined under the University's code of student conduct as well as prosecuted under Georgia's criminal statutes. The University also has in place procedures to provide emotional and medical support to a victim of sexual assault within the Emory community.

Vehicles on Campus

Registration

All students operating automobiles at Emory must register with the Parking Office, 1701 Lowergate Drive, immediately after arrival on campus or as soon as the vehicle is acquired. The fee for all students for registering an automobile for the 2007–2008 academic year is \$624. This fee is subject to change annually.

Resident Emory College first-year students may not drive or park any vehicle on campus.

Parking and Traffic Regulations

University regulations, strictly enforced in housing areas and on campus, are specified in a regulation booklet furnished at the time students register for parking. Persons with vehicles on campus are expected to know and abide by these regulations. Failure to do so may result in fines, immobilization, and/or removal of vehicles from campus.