2017-2018 ACADEMIC CALENDAR

FIRST SUMMER 2017
May 16, Tu Late enrollment
May 17, W Classes begin
May 18, Th Last day to register or add a class or declare Audit
May 22, M Last day to drop a class or withdraw from the University without a W grade
Jun 2, F Last day for instructors to issue midterm evaluations Jun 6, Tu Last day to apply for August graduation
Jun 8, Th Last day to drop a class or withdraw from the University without final grades
Jun 20, Tu Last day of classes
Jun 21, W Study day
Jun 22-23, Th-F Examinations
Jun 28, W 9:00 A.M.—Deadline to submit grades

SECOND SUMMER 2017
Jun 27, Tu Late enrollment
Jun 28, W Classes begin
Jun 29, Th Last day to register or add a class or declare Audit Jul 3, M Last day to drop a class or withdraw from the University without a W grade
Jul 4, Tu July 4th holiday
Jul 17, M Last day for instructors to issue midterm evaluations Jul 21, F Last day to drop a class or withdraw from the University without final grades
Aug 2, W Last day of classes
Aug 3, Th Study day
Aug 4&7, F&M Examinations
Aug 8, Tu 2:00 P.M.—Deadline to submit candidate grades
Aug 9, W 9:00 A.M.—Deadline to submit other grades
Aug 10, Th Candidates for graduation may access grades
Aug 10, Th Doctoral Hooding and Reception at the Brooks Center
Aug 11, F Graduation

SUMMER MINIMESTER A 2017
May 16, Tu Late enrollment
May 17, W Classes begin
May 18, Th Last day to register or add a class or declare Audit May 22, M Last day to drop a class or withdraw from the University without a W grade
May 24, W Last day for instructors to issue midterm evaluations May 26, F Last day to drop a class or withdraw from the University without final grades
Jun 2, F Last day of classes
Jun 5, M Examinations
Jun 6, Tu Last day to apply for August graduation
Jun 7, W 9:00 A.M.—Deadline to submit grades

SUMMER MINIMESTER B 2017
Jun 6, Tu Late enrollment
Jun 6, Tu Classes begin
Jun 6, Tu Last day to register or add a class or declare Audit
Jun 6, Tu Last day to apply for August graduation
Jun 7, W Last day to drop a class or withdraw from the University without a W grade
Jun 13, Tu Last day for instructors to issue midterm evaluations
Jun 15, Th Last day to drop a class or withdraw from the University without final grades
Jun 22, Th Last day of classes
Jun 23, F Study day
Jun 28, W 9:00 A.M.—Deadline to submit grades

SUMMER MINIMESTER C 2017
Jun 27 Tu Late Enrollment
Jun 27, Tu Classes begin
Jun 27, Tu Last day to register or add a class or declare Audit
Jun 28, W Last day to drop a class or withdraw from the University without a W grade
Jun 28, W Last day to drop a class or withdraw from the University without a W grade
Jul 4, Tu July 4th holiday
Jul 5, W Last day for instructors to issue midterm evaluations
Jul 7, F Last day to drop a or withdraw from the University without final grades
Jul 14, F Last day of classes
Jul 17, M Examinations
Jul 19, W 9:00 A.M.—Deadline to submit grades

SUMMER MINIMESTER D 2017
Jul 19, W Late enrollment
Jul 19, W Classes begin Jul 19, W Last day to register or add a class or declare Audit
Jul 20, Th Last day to drop a class or withdraw from the University without a W grade
Jul 26, W Last day for instructors to issue midterm evaluations Jul 28, F Last day to drop a class or withdraw from the University without final grades
Aug 4, F Last day of classes
Aug 7, M Examinations
Aug 8, Tu 2:00 P.M.—Deadline to submit candidate grades
Aug 9, W 9:00 A.M.—Deadline to submit other grades
Aug 10, Th Candidates for graduation may access grades
Aug 10, Th Doctoral Hooding and Reception at the Brooks Center
Aug 11, F Graduation.

FALL SEMESTER 2017
Note: This calendar is for the regular fall term. For dates specific to a different fall part of term, please refer to the appropriate calendar.

August
21, M New Student Convocation
21-22, M-Tu Late enrollment
22, Tu University Convocation
23, W Classes begin
29, Tu Last day to register or add a class or declare Audit

September
5, Tu Last day to drop a class or withdraw from the University without a W grade
12, Tu Last day to apply for December graduation

October
13, F Last day for instructors to issue midterm evaluations
16-17, M-Tu Fall break
31, Tu Last day to drop a class or withdraw from the University without final grades

November
6, M Registration for spring and summer terms begins
22-24, W-F Thanksgiving holidays

December
7-8, Th-F Classes meet; exams permitted in labs only
11-15, M-F Examinations
18, M 9:00 A.M.—Deadline to submit candidate grades
20, W 9:00 A.M.—Deadline to submit other grades
20, W Candidates for graduation may access grades
20, W Doctoral Hooding and Reception at the Brooks Center
21, Th Graduation

Dates are subject to change without notice.
FIRST FALL 2017
Note: This calendar is for the first fall term (first half of the fall semester). For dates specific to a different fall part of term, please refer to the appropriate calendar.

August
21, M New Student Convocation
21, M Late enrollment
21, M Classes begin
22, Tu University Convocation
28, M Last day to register or add a class or declare Audit

September
1, F Last day to drop a class or withdraw from the University without a W grade
12, Tu Last day to apply for December graduation
15, F Last day for instructors to issue midterm evaluations
22, F Last day to drop a class or withdraw from the University without final grades

October
6, F Last day of classes
9-13, M-F Examinations
18, W 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

SECOND FALL 2017
Note: This calendar is for the second fall term (second half of the fall semester). For dates specific to a different fall part of term, please refer to the appropriate calendar.

October
18, W Late enrollment
18, W Classes begin
25, W Last day to register or add a class or declare Audit
31, Tu Last day to drop a class or withdraw from the University without a W grade

November
6, M Registration for spring and summer terms begins
14, Tu Last day for instructors to issue midterm evaluations
21, Tu Last day to drop a class or withdraw from the University without final grades
22-24, W-F Thanksgiving holidays

December
8, F Last day of classes
11-15, M-F Examinations
18, M 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

FALL MINIMESTER A 2017
Note: This calendar is for the Minimester A fall term (first quarter of the fall semester). For dates specific to a different fall part of term, please refer to the appropriate calendar.

August
21, M New Student Convocation
21-22, M-Tu Late enrollment
22, Tu University Convocation
23, W Classes begin
23, W Last day to register or add a class or declare Audit
24, Th Last day to drop a class or withdraw from the University without a W grade

September
1, F Last day for instructors to issue midterm evaluations
5, Tu Last day to drop a class or withdraw from the University without final grades

October
12, Tu Last day of classes
12, Tu Last day to apply for December graduation
13, W Study day
14, Th Examinations
18, M 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

FALL MINIMESTER B 2017
Note: This calendar is for the Minimester B fall term (second quarter of the fall semester). For dates specific to a different fall part of term, please refer to the appropriate calendar.

September
19, Tu Late enrollment
20, W Classes begin
20, W Last day to register or add a class or declare Audit
21, Th Last day to drop a class or withdraw from the University without a W grade
29, F Last day for instructors to issue midterm evaluations.

October
3, Tu Last day to drop a class or withdraw from the University without final grades
10, Tu Last day of classes
11, W Study day
12, Th Examinations
16-17, M-Tu Fall break
18, W 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

FALL MINIMESTER C 2017
Note: This calendar is for the Minimester C fall term (third quarter of the fall semester). For dates specific to a different fall part of term, please refer to the appropriate calendar.

October
18, W Late enrollment
18, W Classes begin
18, W Last day to register or add a class or declare Audit
19, Th Last day to drop a class or withdraw from the University without final grades
27, F Last day for instructors to issue midterm evaluations
31, Tu Last day to drop a class or withdraw from the University without final grades

November
7, Tu Last day of classes
8, W Study day
9, Th Examinations
13, M 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

FALL MINIMESTER D 2017
Note: This calendar is for the Minimester D fall term (fourth quarter of the fall semester). For dates specific to a different fall part of term, please refer to the appropriate calendar.

November
14, Tu Late enrollment
15, W Classes begin
15, W Last day to register or add a class or declare Audit
16, Th Last day to drop a class or withdraw from the University without a W grade
22-24, W-F Thanksgiving holidays
29, W Last day for instructors to issue midterm evaluations

December
1, F Last day to drop a class or withdraw from the University without final grades
8, F Last day of classes
11, M Examinations 18, M 9:00 A.M.—Deadline to submit candidate grades
20, W 9:00 A.M.—Deadline to submit other grades
20, W Candidates for graduation may access grades
20, W Doctoral Hooding and Reception at the Brooks Center
21, Th Graduation

**Dates are subject to change without notice.**

**SPRING SEMESTER 2018**

*Note: This calendar is for the regular spring term. For dates specific to a different spring part of term, please refer to the appropriate calendar.*

**January**
8, M Orientation
8-9, M-T Late enrollment
10, W Classes begin
15, M Martin Luther King Jr. holiday
17, W Last day to register or add a class or declare Audit
24, W Last day to drop a class or withdraw from the University without a W grade
31, W Last day to apply for May commencement

**March**
2, F Last day for instructors to issue midterm evaluations
16, F Last day to drop a class or withdraw from the University without final grades
19-23, M-F Spring break

**April**
2, M Registration for fall term begins
7-14, Sa-Sa Honors and Awards Week
26-27, Th-F Classes meet; exams permitted in labs only
30-May 4, M-F Examinations

**May**
7, M 9:00 A.M.—Deadline to submit candidate grades
9, W 9:00 A.M.—Deadline to submit other grades
9, W Candidates for commencement may access grades
10, Th Doctoral Hooding and Reception at the Brooks Center
10-11, F Commencement

**Dates are subject to change without notice.**

**FIRST SPRING 2018**

*Note: This calendar is for the first spring term (first half of the spring semester). For dates specific to a different spring part of term, please refer to the appropriate calendar.*

**January**
8, M Late enrollment
8, M Classes begin
15, M Martin Luther King Jr. holiday
16, T Last day to register or add a class or declare Audit
22, M Last day to drop a class or withdraw from the University without a W grade
31, W Last day to apply for May commencement

**February**
5, M Late enrollment
5, M Classes begin
6, Tu Last day to register or add a class or declare Audit
11, Th Last day to drop a class or withdraw from the University without a W grade
15, M Martin Luther King Jr. holiday
22, M Last day for instructors to issue midterm evaluations
24, W Last day to drop a class or withdraw from the University without final grades
31, W Last day of classes
31, W Last day to apply for May commencement

**March**
5, M 9:00 A.M.—Deadline to submit grades

**Dates are subject to change without notice.**

**SECOND SPRING 2018**

*Note: This calendar is for the second spring term (second half of the spring semester). For dates specific to a different spring part of term, please refer to the appropriate calendar.*

**March**
5, M Late enrollment
5, M Classes begin
12, M Last day to register or add a class or declare Audit
16, F Last day to drop a class or withdraw from the University without a W grade
19-23, M-F Spring break

**April**
2, M Registration for fall term begins
6, F Last day for instructors to issue midterm evaluations
13, F Last day to drop a class or withdraw from the University without final grades
27, F Last day of classes
30-May 4, M-F Examinations

**May**
7, M 9:00 A.M.—Deadline to submit candidate grades
9, W 9:00 A.M.—Deadline to submit other grades
9, W Candidates for commencement may access grades
10, Th Doctoral Hooding and Reception at the Brooks Center
10-11, F Commencement

**Dates are subject to change without notice.**

**SPRING MINISESSION A 2018**

*Note: This calendar is for the MiniSession A spring term (first quarter of the spring semester). For dates specific to a different spring part of term, please refer to the appropriate calendar.*

**January**
8-9, M-Tu Late enrollment
10, W Classes begin
10, W Last day to register or add a class or declare Audit
11, Th Last day to drop a class or withdraw from the University without a W grade
15, M Martin Luther King Jr. holiday
22, M Last day for instructors to issue midterm evaluations
24, W Last day to drop a class or withdraw from the University without final grades
31, W Last day of classes
31, W Last day to apply for May commencement

**February**
1, Th Study day
2, F Examinations
5, M 9:00 A.M.—Deadline to submit grades

**Dates are subject to change without notice.**

**SPRING MINISESSION B 2018**

*Note: This calendar is for the MiniSession B spring term (second quarter of the spring semester). For dates specific to a different spring part of term, please refer to the appropriate calendar.*

**February**
5, M Late enrollment
5, M Classes begin
5, M Last day to register or add a class or declare Audit
6, Tu Last day to drop a class or withdraw from the University without a W grade
14, W Last day for instructors to issue midterm evaluations
16, F Last day to drop a class or withdraw from the University without final grades
23, F Last day of classes
26, M Examinations

**March**
5, M 9:00 A.M.—Deadline to submit grades

**Dates are subject to change without notice.**
SPRING MINI-SESSION C 2018
Note: This calendar is for the Mini-Session C spring term (third quarter of the spring semester). For dates specific to a different spring part of term, please refer to the appropriate calendar.

March
5, M Late enrollment
5, M Classes begin
5, M Late day to register or add a class or declare Audit
6, Tu Last day to drop a class or withdraw from the University without a W grade
14, W Last day for instructors to issue midterm evaluations
16, F Last day to drop a class or withdraw from the University without final grades
19-23, M-F Spring break
30, F Last day of classes

April
2, M Registration for fall term begins
2, M Examinations
9, M 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

SPRING MINI-SESSION D 2018
Note: This calendar is for the Mini-Session D spring term (fourth quarter of the spring semester). For dates specific to a different spring part of term, please refer to the appropriate calendar.

April
9, M Late enrollment
9, M Classes begin
9, M Late day to register or add a class or declare Audit
10, Tu Last day to drop a class or withdraw from the University without a W grade
18, W Last day for instructors to issue midterm evaluations
20, F Last day to drop a class or withdraw from the University without final grades
27, F Last day of classes
30, M Examinations

May
7, M 9:00 A.M.—Deadline to submit candidate grades
9, W 9:00 A.M.—Deadline to submit other grades
9, W Candidates for commencement may access grades
10, Th Doctoral Hooding and Reception at the Brooks Center

Dates are subject to change without notice.

SUMMER SEMESTER 2018
Note: This calendar is for the regular summer term. For dates specific to a different summer part of term, please refer to the appropriate calendar.

May
15, Tu Late enrollment
16, W Classes begin
17, Th Last day to register or add a class or declare Audit
23, W Last day to drop a class or withdraw from the University without a W grade

June
5, Tu Last day to apply for August graduation
18-22, M-F Long summer break

July
3, Tu Last day for instructors to issue midterm evaluations
4, W July 4th holiday
10, Tu Last day to drop a class or withdraw from the University without final grades

August
1, W Last day of classes
2, Th Study day
3&6, F&M Examinations
7, T 2:00 P.M.—Deadline to submit candidate grades
8, W 9:00 A.M.—Deadline to submit other grades
9, Th Candidates for graduation may access grades
9, Th Doctoral Hooding and Reception at the Brooks Center
10, F Graduation

Dates are subject to change without notice.

FIRST SUMMER 2018
Note: This calendar is for the first summer term (first half of the summer term). For dates specific to a different summer part of term, please refer to the appropriate calendar.

May
15, Tu Late enrollment
16, W Classes begin
17, Th Last day to register or add a class or declare Audit
21, M Last day to drop a class or withdraw from the University without a W grade

June
1, F Last day for instructors to issue midterm evaluations
5, Tu Last day to apply for August graduation
7, Th Last day to drop a class or withdraw from the University without final grades
19, Tu Last day of classes
20, W Study day
21-22, Th-F Examinations
27, W 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

SECOND SUMMER 2018
Note: This calendar is for the second summer term (second half of the summer term). For dates specific to a different summer part of term, please refer to the appropriate calendar.

June
25, M Orientation
26, Tu Late enrollment
27, W Classes begin
28, Th Last day to register or add a class or declare Audit

July
2, M Last day to drop a class or withdraw from the University without a W grade
4, W July 4th holiday
16, M Last day for instructors to issue midterm evaluations
20, F Last day to drop a class or withdraw from the University without final grades

August
1, W Last day of classes
2, Th Study day
3&6, F&M Examinations
7, T 2:00 P.M.—Deadline to submit candidate grades
8, W 9:00 A.M.—Deadline to submit other grades
9, Th Candidates for graduation may access grades
9, Th Doctoral Hooding and Reception at the Brooks Center
10, F Graduation

Dates are subject to change without notice.
SUMMER MINI-MESTER A 2018
Note: This calendar is for the Minimester A summer term (first quarter of the summer term). For dates specific to a different summer part of term, please refer to the appropriate calendar.

May
15, Tu Late enrollment
16, W Classes begin
16, W Last day to register or add a class or declare Audit
17, Th Last day to drop a class or withdraw from the University without a W grade
23, W Last day for instructors to issue midterm evaluations
25, F Last day to drop a class or withdraw from the University without final grades

June
1, F Last day of classes
4, M Examinations
5, Tu Last day to apply for August graduation
6, W 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

SUMMER MINI-MESTER B 2018
Note: This calendar is for the Minimester B summer term (second quarter of the summer term). For dates specific to a different summer part of term, please refer to the appropriate calendar.

June
5, Tu Late enrollment
5, Tu Classes begin
5, Tu Last day to register or add a class or declare Audit
5, Tu Last day to apply for August graduation
6, W Last day to drop a class or withdraw from the University without a W grade
12, Tu Last day for instructors to issue midterm evaluations
14, Th Last day to drop a class or withdraw from the University without final grades
21, Th Last day of classes
22, F Study day
25, M Examinations
27, W 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

SUMMER MINI-MESTER C 2018
Note: This calendar is for the Minimester C summer term (third quarter of the summer term). For dates specific to a different summer part of term, please refer to the appropriate calendar.

June
26, Tu Late enrollment
26, Tu Classes begin
26, Tu Last day to register or add a class or declare Audit
27, W Last day to drop a class or withdraw from the University without a W grade

July
3, Tu Last day for instructors to issue midterm evaluations
4, W July 4th holiday
6, F Last day to drop a class or withdraw from the University without final grades
13, F Last day of classes
16, M Examinations
18, W 9:00 A.M.—Deadline to submit grades

Dates are subject to change without notice.

SUMMER MINI-MESTER D 2018
Note: This calendar is for the Minimester D summer term (fourth quarter of the summer term). For dates specific to a different summer part of term, please refer to the appropriate calendar.

July
18, W Late enrollment
18, W Classes begin
18, W Last day to register or add a class or declare Audit
19, Th Last day to drop a class or withdraw from the University without a W grade
25, W Last day for instructors to issue midterm evaluations
27, F Last day to drop a class or withdraw from the University without final grades

August
3, F Last day of classes
6, M Examinations
7, T 2:00 P.M.—Deadline to submit candidate grades
8, W 9:00 A.M.—Deadline to submit other grades
9, Th Candidates for graduation may access grades
9, Th Doctoral Hooding and Reception at the Brooks Center
10, Fri Graduation

Dates are subject to change without notice.
ACADEMIC FORGIVENESS POLICY

Contact: Cal Becker, Associate Registrar, BCALVIN, 656-2174

The Academic Forgiveness Policy (AFP) allows a student enrolled beginning Fall 2013 to eliminate from the GPA calculation up to three courses in which a D or F was earned. Students enrolled prior to Fall 2013 who were under the former Academic Redemption Policy will be allowed academic forgiveness on a modified scale.

The following conditions apply:

- Courses taken prior to fall semester 2003 may not be considered for academic forgiveness.
- While D or F grades in required courses may be eliminated before the course is repeated, the required course must be repeated satisfactorily at Clemson University before graduation. Both grades will remain on the transcript, degree progress report, and other official documents. For financial aid purposes, courses repeated under this policy resulting in duplicate credit do not count for satisfactory academic progress.
- The AFP shall apply only to courses taken at Clemson University. Course substitutions are not permitted.
- Candidates for graduation must request AFP by the deadline to submit candidate grades. See the academic calendars at http://www.registrar.clemson.edu/html/Acad_Cal.htm
- Students may not invoke the AFP after they have graduated. After graduation, students may repeat coursework, but both grades will be calculated in the grade-point average.
- The AFP may not be applied to a course taken on a Pass-No Pass basis or to any course in which the student was previously found in violation of the academic integrity policy.

A completed Academic Forgiveness Request Form (http://www.registrar.clemson.edu/html/acadForgiveness.htm) must be submitted to Enrolled Student Services in 104 Sikes Hall. For a comparison of Redemption Policy and Forgiveness Policy, see below.

<table>
<thead>
<tr>
<th>Redemption (old policy)</th>
<th>Forgiveness (new policy)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Redemption was an automatic process</td>
<td>Student decides when to use the Forgiveness Policy and must initiate the process with advisor</td>
</tr>
<tr>
<td>Redemption was tied to withdrawal hours</td>
<td>Forgiveness is not tied to withdrawal hours. Effective Fall 2013, students will not have a limit on withdrawal hours</td>
</tr>
<tr>
<td>Course must be retaken at Clemson</td>
<td>Courses required for degree must be retaken at Clemson. If the course is not required for the degree, it can be forgiven and does not have to be retaken.</td>
</tr>
<tr>
<td>Limited to 10 hours of redemption</td>
<td>Can apply to classes retroactive (i.e., current senior could forgive class from freshman year) only for courses taken Fall 2003 or later</td>
</tr>
<tr>
<td>Limited to three classes</td>
<td>Limited to three classes</td>
</tr>
</tbody>
</table>

For students who enrolled under the Academic Redemption Policy, remaining redemption hours will be converted to Forgiveness courses (on a proportionate basis) beginning of Fall 2013. The scale used for the conversion is published online at http://www.registrar.clemson.edu/html/acadForgiveness.htm
ACADEMIC ELIGIBILITY POLICY

Contact: Julia Lusk, Student Services Manager, MCBRIDE, 656-3941

All students are expected to study and perform to the best of their abilities. The academic eligibility standards listed below represent minimum levels required to remain enrolled at the University. A student who fails to meet these standards is not making satisfactory academic progress and should seek additional assistance from an academic advisor, the Academic Recovery Program, the Academic Success Center or other appropriate University resources.

The evaluation for academic eligibility is separate from the evaluation for satisfactory academic progress conducted by the Financial Aid office. Further information on satisfactory academic progress for financial aid purposes can be found on page II-27 and at www.clemson.edu/financial-aid/applying/academic进步.html.

ACADEMIC ELIGIBILITY DEFINITIONS
The following terms identify levels of academic difficulty pertinent to a student’s academic eligibility.

**Academic Alert:** A student who earns a semester grade-point average below 1.5, regardless of cumulative grade-point average, is placed on academic alert. No notation concerning academic alert will appear on the student’s permanent record.

**Academic Probation:** A student who fails to maintain a cumulative grade-point average of 2.0 or higher is placed on academic probation. No notation concerning probation will appear on the student's permanent record. A student on academic probation may enroll in a maximum of 16 credit hours, unless permission for a higher course load is granted by the academic advisor. Students on academic probation are expected to participate in the Academic Recovery Program.

**Academic Suspension:** A suspended student is ineligible to enroll in classes for the fall or spring semester immediately following the suspension notification. Suspension is for one semester only and the student is eligible to reenroll the following semester.

**Academic Dismissal:** A student who enrolls after a suspension is subject to dismissal at the end of the next semester in which he/she does not meet the academic eligibility criteria listed on page II-8. The period of dismissal is for one calendar year and readmission is by appeal only. A dismissed student who is readmitted and again fails to meet academic eligibility standards will be permanently dismissed. Permanent dismissal may not be appealed, and a student permanently dismissed may not apply for Academic Renewal.

A student on academic probation enrolled for two consecutive semesters is evaluated to determine academic eligibility. Eligibility for continued enrollment is evaluated at the end of each semester unless otherwise indicated in this policy. Students who have completed only one semester will not be evaluated.
ACADEMIC ELIGIBILITY STANDARDS

A student on academic probation (below a 2.0 cumulative GPA) will remain academically eligible if one of the following conditions is met.

1. The student passes at least 12 credit hours and earns a 2.4 or higher semester GPA. Duplicate credits do not count as credits passed unless otherwise required to meet an alternative departmental standard.

2. The student achieves the minimum cumulative grade-point average (MCGPA) listed below.

<table>
<thead>
<tr>
<th>Total Attempted Hours*</th>
<th>MCGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-29</td>
<td>1.75</td>
</tr>
<tr>
<td>30-59</td>
<td>1.85</td>
</tr>
<tr>
<td>60-89</td>
<td>1.95</td>
</tr>
<tr>
<td>90+</td>
<td>2.00</td>
</tr>
</tbody>
</table>

*Total Attempted Hours includes all credit hours attempted at Clemson, plus any advanced standing earned from transfer credits and credits awarded from approved examination programs. Only grade points earned at Clemson are used to calculate the MCGPA.

3. The student achieves a 2.0 or higher cumulative GPA.

ACADEMIC ELIGIBILITY EVALUATION

As described below, academic eligibility criteria are different for students who 1) have completed fewer than three semesters, 2) have completed at least three semesters, 3) have been suspended, and 4) are returning on appeal. Conditions of academic eligibility are described in the Academic Eligibility Standards section.

1. A student who has completed fewer than three fall and spring semesters will be evaluated at the end of his/her first spring semester unless he/she entered the University that semester. If the student is on academic probation for two consecutive semesters, he/she is eligible to enroll in the subsequent summer and fall semester but must meet academic eligibility standards in the fall semester to avoid suspension for the following spring semester. This term of suspension is not appealable. First time students have three full semesters of eligibility. If a student withdraws for one or more semesters, those semesters are not counted as eligible semesters.

2. After a student has completed three or more fall and spring semesters, he/she will be evaluated at the end of each semester. If the student is on academic probation for two consecutive semesters, and fails to meet academic eligibility standards, he/she is will be suspended for the next regular (fall or spring) semester. A student subject to suspension at the end of spring semester is required to enroll in summer school at Clemson and meet academic eligibility standards to avoid suspension.

3. A student who re-enrolls after being suspended is evaluated at the end of each semester until a cumulative grade-point average of 2.0 or higher is achieved. A previously suspended student who is on academic probation and fails to meet academic eligibility standards will be dismissed at the end of the following semester for one calendar year and permitted to re-enroll only as a result of a successful appeal.

4. A student permitted to re-enroll due to a successful appeal of suspension or dismissal is evaluated at the end of each semester until a cumulative grade-point average of 2.0 or higher is achieved. A
student who fails to meet academic eligibility standards will be suspended or dismissed, according to his/her academic situation.
POTENTIAL ACADEMIC ELIGIBILITY OUTCOMES FOR STUDENTS WHO HAVE COMPLETED FEWER THAN THREE SEMESTERS (FALL AND SPRING)

Student’s first semester of enrollment is Fall ’17. Student’s CGPA falls below 2.0. Student is on academic probation but can re-enroll in Spring ’18.

SP 18

- Student achieves 2.0 CGPA ➞ Student is off academic probation and can re-enroll in Fall ’18.
- Student meets *AE criteria ➞ Student is still on academic probation but can re-enroll in Fall ’18.
- Student does NOT meet *AE criteria ➞ Student is still on academic probation but can re-enroll in Fall ’18.

FA 18

- Student achieves 2.0 CGPA ➞ Student is off academic probation and can re-enroll in Spring ’18.
- Student meets *AE criteria ➞ Student is still on academic probation but can re-enroll in Spring ’18.
- Student does NOT meet *AE criteria ➞ Student is suspended for Spring ’18, and there is no appeal process for this suspension.
- Student can re-enroll beginning in Summer ’18 or beyond.

*AE Criteria (Must satisfy one of the three criteria):
1. Pass at least 12 credit hours and earn a 2.4 GPA in the fall or spring semesters
2. Achieve minimum cumulative grade-point average (MCGPA) of:
<table>
<thead>
<tr>
<th>Total Credit Hours</th>
<th>MCGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-29</td>
<td>1.75</td>
</tr>
<tr>
<td>30-59</td>
<td>1.85</td>
</tr>
<tr>
<td>60-89</td>
<td>1.95</td>
</tr>
<tr>
<td>90+</td>
<td>2.00</td>
</tr>
</tbody>
</table>
3. Pass at least 12 credit hours and earn a 2.4 GPA in any combination of summer sessions
4. The student achieves a 2.0 or higher cumulative GPA
POTENTIAL ACADEMIC ELIGIBILITY OUTCOMES FOR STUDENTS WHO HAVE COMPLETED THREE OR MORE FALL AND SPRING SEMESTERS

Student’s CGPA falls below 2.0. Student is on academic probation but can re-enroll in Spring ’18.

*AE Criteria (Must satisfy one of the three criteria):
1. Pass at least 12 credit hours and earn a 2.4 GPA in the fall or spring semesters
2. Achieve minimum cumulative grade-point average (MCGPA) of:
   - Total Credit Hours: MCGPA
     - 16-29: 1.75
     - 30-59: 1.85
     - 60-89: 1.95
     - 90+: 2.00
3. Pass at least 12 credit hours and earn a 2.4 GPA in any combination of summer sessions
4. The student achieves a 2.0 or higher cumulative GPA
STUDENTS SUBJECT TO DISMISSAL

If a student who re-enrolls after suspension does not meet the AE criteria, the student is subject to dismissal at the end of the fall and spring semesters.

- **FA 17**
  - Student is suspended for this semester.

- **SP 18**
  - Student re-enrolls and achieves 2.0 CGPA: Student is off academic probation and is eligible to re-enroll in Fall ’18.
  - Student meets AE criteria: Student is still on academic probation but is eligible to re-enroll in Fall ’18.
  - Student does NOT meet AE criteria: Student is subject to dismissal for a calendar year.
  - Student attends summer school and achieves 2.0 CGPA: Student is off academic probation and is eligible to re-enroll in Fall ’18.
  - Student attends summer school and meets AE criteria: Student is still on academic probation but is eligible to re-enroll in Fall ’18.
  - Student attends summer school and does NOT meet AE criteria: Student is dismissed for a calendar year and must appeal for readmission.
  - Student does NOT attend summer school: Student is dismissed for a calendar year and must appeal for readmission.
  - Student does not attend summer school and does not file an appeal: Student is dismissed for a calendar year and must appeal for readmission for Fall ’19.

*AE Criteria (Must satisfy one of the three criteria):

1. Pass at least 12 credit hours and earn a 2.4 GPA in the fall or spring semesters
2. Achieve minimum cumulative grade-point average (MCGPA) of:
   - Total Credit Hours  | MCGPA
   - 16-29               | 1.75
   - 30-59               | 1.85
   - 60-89               | 1.95
   - 90+                 | 2.00
3. Pass at least 12 credit hours and earn a 2.4 GPA in any combination of summer sessions
4. The student achieves a 2.0 or higher cumulative GPA.
WITHDRAWAL FROM COURSES POLICY

Contact: Reagan Blondeau, Assistant Registrar, BREAGAN, 656-2431

W GRADE POLICY
A grade of \( W \) indicates that the student withdrew from the course or was withdrawn by the instructor after the first two weeks and prior to the last five weeks of classes, not including the examination period. Proportionate time periods apply during summer and other shortened sessions.

Students who withdraw from a course will have a \( W \) recorded on their transcripts for the course. \( W \) grades will not post on official transcripts until after grades have been calculated for the term.

WITHDRAWAL-RELATED DATES
During the first two weeks of class, students may drop courses without having their enrollment in the course(s) reflected on their official record. The deadline to drop a course without record is September 5 for the fall term and January 24 for the spring term. Proportionate time periods apply during summer and other shortened sessions.

After October 31 for the fall term and after March 16 for the spring term, students cannot withdraw from their courses and will have final grades recorded.

PROCEDURE FOR WITHDRAWAL FROM LAST COURSE
Students are not allowed to drop their last remaining class. Prior to the first day of class, students wishing to withdraw from the University must submit a Withdrawal Prior to First Day of Classes form (www.registrar.clemson.edu/html/forms.htm) in order to drop their last class. Beginning with the first day of class, students must submit a Withdrawal Request form (www.registrar.clemson.edu/html/forms.htm) to withdraw from the University since dropping the last class ends their enrollment for the term. For more information about withdrawing from the University, review page II-14.

Visit www.registrar.clemson.edu/html/forms.htm for the appropriate form:
- Withdrawal Prior to First Day of Class (prior to the start of classes)
- Withdrawal Request (once classes have started)

NOTES:
Student athletes cannot drop a course that would cause their enrollment to fall below 12 credit hours.

The Registration Correction form (www.registrar.clemson.edu/secure/f2/regForm.htm) may be used by instructors who wish to drop students after the deadlines above.
WITHDRAWAL FROM THE UNIVERSITY

Contact:  Jeff Appling, Associate Dean, JAPPLIN, 656-3022

A student may withdraw from the University subject to the restrictions in the section on W-Withdrew. Prior to the last day to withdraw from classes, students may withdraw via the iROAR registration portal. All military service or medical withdrawals must be processed by the Associate Dean of Undergraduate Studies. Students should report to E-103 Martin Hall.

Students receiving financial aid who withdraw from the University may have to repay significant portions of their financial aid. Students should report to G-01 Sikes Hall to determine the repayment amount. For financial aid purposes, enrollment is defined and satisfactory academic progress levels are established as of midnight on the last day to drop without a W grade. Withdrawing from the University can negatively impact financial aid eligibility if a student has not completed a sufficient number of hours. Details are available at http://www.clemson.edu/financial-aid/.
NOTE: This information is accurate as of May 1, 2017. In September, 2017, there will be new workflows to process changes of academic program, minor, curriculum year, and program. The Registrar’s Office plans to hold several meetings in the fall term for advisors to help them become familiar with the new process. At that time, the Registrar’s Office will also have updated videos and manuals on its website and plans to send email blasts to advisors and students to help with the transition.

CHANGING ACADEMIC PROGRAMS

Request to Change Academic Program forms are available in the Office of Enrolled Student Services, 104 Sikes Hall.

1. When new freshmen and transfer students enroll at Clemson, most are accepted into a particular academic program. Two notable exceptions are 1) engineering students who must enroll in General Engineering their first year and 2) business students who must enroll in Pre-Business their first year. See paragraph 4 below for related comments on these two groups. Additionally, approximately 200 students are accepted each year as undeclared students.

2. The Admissions Office approves and processes changes of academic program requests for new freshmen and transfer students at Orientation and prior to the start of classes. Once classes begin, students must use the Request to Change Academic Program form to request a change of academic program. Completed forms must be submitted to Enrolled Student Services, 104 Sikes Hall.

3. Enrolled students who wish to change academic programs must process a Request to Change Academic Program form and submit it to Enrolled Student Services, 104 Sikes Hall. The form must be approved and signed by an advisor of both the current and new academic departments. Students wishing to change academic programs should talk with an advisor in both departments. Students should gain the acceptance in the new academic program prior to disengaging from the current one. Many academic departments have established one or more conditions, such as a minimum GPA, an application process, etc. that must be satisfied before approving a student’s request to change academic program. Students are usually assigned to the curriculum year in effect at the time of the academic program change.

4. All engineering students must complete the first-year General Engineering curriculum before being admitted into a specific engineering program (Civil, Electrical, Mechanical, etc.). All new business students must complete the first-year Pre-Business curriculum before being admitted into a specific business degree program (Accounting, Economics, Management, etc.). Both curricula have minimum GPA requirements that must be satisfied before students can advance to a specific degree-granting academic program. Advisors in both programs assist students in selecting a specific academic program and curriculum year.

5. If a student withdraws from the University or does not remain continuously enrolled (summer terms excluded), he/she is readmitted into the academic program in which he/she was last enrolled.

Please refer to the Departmental Change-of-Academic Program Requirements section on page II-17 in this manual for departmental- and/or program-specific restrictions.
RESOURCES FOR STUDENTS CONSIDERING A CHANGE OF ACADEMIC PROGRAM

If a student is considering changing his/her academic program and is unsure of into which academic program to change, the Michelin Center for Career and Professional Development can help. The Center offers career assessments that can help students understand their interests, skills and abilities and relate to Clemson’s academic programs and the world of work. Students may stop by the Career Center, located in 316 Hendrix Student Center, to take an assessment from 9:00am - 12:00pm or 1:30pm – 4:00pm. Students may also call 864-656-6000 to schedule an appointment.

CHANGING CURRICULUM YEAR

Request to Change Academic Program forms are available in Enrolled Student Services, 104 Sikes Hall.

1. When students initially enroll at Clemson, the curriculum requirements for the degree in their academic program are those outlined in the Undergraduate Announcements in effect at the time of their enrollment. The Undergraduate Announcements (undergraduate catalog) is published annually around May 15 and is in effect for 12 months until the following May 15.

2. If a student withdraws from the University and subsequently returns or does not remain continuously enrolled (summers excluded), the student’s curriculum year is changed to the one in effect at the time of re-enrollment for students with fewer than 90 credits. For seniors (90 credits and more), the curriculum year remains the same as when they were last enrolled. The student’s academic program department can approve an exception. A Request to Change Academic Program form must be turned into Enrolled Student Services, 104 Sikes Hall, for requesting the approval.

3. When transfer students enroll at Clemson, they are assigned the curriculum in effect for their academic program based on the Undergraduate Announcements in effect at the time they enroll at Clemson. As an alternative, transfer students may select the curriculum in effect in the Undergraduate Announcements at the time they entered the previous college(s), provided they have been in continuous enrollment since initially entering college. Further, transfer students may select any curriculum at Clemson subsequent to their initial college enrollment. New transfer students should meet with an advisor in their academic program department to determine which curriculum year is best for them. New transfer students wanting a curriculum year different from the one in effect when they transfer to Clemson should talk with their advisor, process a Request to Change Academic Program form, and submit the completed form to Enrolled Student Services, 104 Sikes Hall.

4. Enrolled students who wish to change curriculum year within their current academic program (or who have been pursuing an academic program curriculum in order to complete requirements to change their academic program) should first meet with their academic advisor to discuss 1) the advantages, disadvantages, availability of required courses that must be taken and 2) earned courses that can be used in the new curriculum. Students must receive approval to change their curriculum year requirements. A Request to Change Academic Program form must be turned into Enrolled Student Services, 104 Sikes Hall, for requesting the approval.
DEPARTMENTAL CHANGE OF ACADEMIC PROGRAM REQUIREMENTS

CHANGE OF ACADEMIC PROGRAM POLICY

Any undergraduate student who meets Academic Eligibility requirements may transfer from one major to another major, subject to departmental enrollment restrictions and entrance requirements as stated elsewhere in the Undergraduate Announcements. Any college or department that seeks an exception to this policy must have the approval of Academic Council.

Candidates for graduation must be officially accepted in the major for which they are applying for a degree no later than the date applications for diplomas are due.

DEPARTMENTAL CHANGE OF ACADEMIC PROGRAM INFORMATION AND CONTACTS

Please contact the appropriate departmental representative for the most current information on change-of-academic program requirements for a particular department.

COLLEGE OF AGRICULTURE, FORESTRY AND LIFE SCIENCES

AFLS Undeclared

Any student desiring a CAFLS academic program but unsure of which academic program will be suitable or unable to meet academic requirements for the desired academic program may initially switch to AFLS Undeclared.

Contact: Katie Black, hulse@clemson.edu, (864) 656-6662, F153 P&A

Agricultural Education

Contact: Christi Leard (ccampb3@clemson.edu); 656-4082, 244 McAdams
Phil M. Fravel (fravel@clemson.edu); 864-656-6947; 238 McAdams

Agribusiness

Contact: Christi Leard (ccampb3@clemson.edu); 656-4082, 244 McAdams

Agricultural Mechanization & Business

Contact: Christi Leard (ccampb3@clemson.edu); 656-4082, 244 McAdams
Hunter Massey (massey4@clemson.edu); 656-4056; 249 McAdams

Animal & Veterinary Sciences

Students wishing to change their academic program to Animal Veterinary Sciences must have earned a minimum 2.5 GPA.

Contact: Kathy Still (ktstill@clemson.edu); 656-3162; 131 P&A
Glenn Birrenkott (gbrrnkt@clemson.edu); 656-4019; 140 P&A

Environmental & Natural Resources

Contact: Amy Sanders, (amybs@clemson.edu); 656-4840; 265 Lehotsky

Environmental & Natural Resources Undeclared

Any student interested in ENR and unsure of which concentration to go into should contact Amy Sanders, (amybs@clemson.edu); 656-4840; 265 Lehotsky

Food Science and Human Nutrition

Food Science & Technology Concentration:
Contact: Sara Cothran (sstanci@clemson.edu); 864-508-0875; 210 P&A
**Nutrition Concentration:**

Students wishing to change into the Nutrition and Dietetics Concentration must meet the following requirements:

For Dietetics emphasis, students must meet the following requirements:
1. Complete at least 60 credit hours by the end of the semester the student is applying.
2. Have a minimum GPA of 3.20.
3. Complete BIOL 1030 and BIOL 1050 (or BIOL 1100), BIOL 1040 and BIOL 1060 (or BIOL 1110), CH 1010, CH 1020, CH 2230, CH 2270, and BIOL 2220 with a C or better.
4. Complete FDSC 1010, PSYC 2010, ECON 2000 or 2120, NUTR 2030 and NUTR 2160 with a B or better.
5. Complete a Dietetics emphasis application form by the beginning of either spring semester or fall semester.

Students with a GPA of less than 3.2 GPA but greater than 3.0 are conditionally accepted with final acceptance based on posted semester grades. Students are allowed to apply up to two times. Once in the Dietetics emphasis, a student may complete the curriculum, but must maintain a minimum GPA of 2.0. To receive a signed Declaration of Intent and/or Verification Statement, students must comply with the GPA, grade and other requirements indicated in the “Declaration of Intent and Verification Statement Policy.” A signed Verification Statement is required for admission to an ACEND-accredited dietetic internship program, but receipt of a Verification Statement does not guarantee acceptance into an ACEND-accredited dietetic internship program. (See the FNPS Handbook for more details.)

To receive a signed Declaration of Intent and/or Verification Statement, a student must meet the following academic and professional requirements:
1. Earn a minimum of a baccalaureate degree from a U.S. regionally accredited college/university.
2. Complete all the academic requirements of a dietetics education program accredited by ACEND.
3. Demonstrate an overall minimum GPA of 3.0 based on all completed college coursework.
4. Complete all DPD-required NUTR and FDSC courses with a B or better.
5. Complete all other DPD-required coursework with a C or better.
6. Adhere to Clemson University’s Academic Integrity Policy and the Student Code of Conduct.

Contact: Lacey Durrance (edurran@clemson.edu); 864-656-2148; 215 P&A

**Forest Resource Management**

Contact: Amy Sanders, (amybs@clemson.edu); 656-4840; 265 Lehotsky

**Horticulture**

Contact: James Faust, (jfaust@clemson.edu); 864-633-7227; 165 P&A Bldg.

**Packaging Science**

Students wishing to change their academic program to Packaging Science must have earned a minimum 2.0 cumulative GPA, complete four (4) of the following courses with an average GPA of 2.7—BIOL 1030, BIOL 1040, CH 1010, CH 1020, PHYS 2070, PHYS 1220, PHYS 2080, PHYS 2210, MTHS 1060 (or 1040 +1070), and complete PKSC 1020 with a grade of B or better.

Contact: Tyler Stuettgen (tstuett@clemson.edu) 864-552-0658; 233 P&A

Glenda Brown (gbrwn@clemson.edu); 656-5698; 224 P&A
Students’ applications for acceptance into the program are reviewed at the end of fall semester each year. Candidates must first complete ARCH 1010 and earn a 2.7 cumulative GPA at the end of the fall semester. Students will be accepted into the academic program based on GPA, space availability and their performance in ARCH 1010. Students who have been accepted into the program will be notified before the start of the spring semester.

Contact: Timothy Brown (tb2@clemson.edu) 656-3914, Lee Hall 3-132

Change of academic program requests are considered only once a year, normally in May or June. To receive consideration for a change of academic program, students must complete an application form and have their names placed on the waiting list. Students must have 1) completed ENGL 1030, PHYS 2070 and 2090, and MTHSC 1020 or 1060; 2) earned at least 30 semester credit hours with at least 24 of the 30 credit hours completed at Clemson; and 3) earned a minimum 2.7 cumulative GPA by the end of the spring semester of the year the change of academic program request is made. Students who do not meet the minimum requirements at the end of the spring semester will not be considered.

Contact: Roger Liska (riggor@clemson.edu); 656-3878; 2-123 Lee

To be considered for a change of academic program to Performing Arts, students must pass an interview and/or audition with departmental faculty and have earned at least a 2.8 GPA.

Contact: David Hartmann (hartmad@clemson.edu); 656-3043; 221 Brooks Center

Contact: Greg Shelnutt (gshelnu@clemson.edu); 656-3880; 2-121 Lee

Contact: Keri Crist-Wagner (kcristw@clemson.edu); 656-3153; 816 Strode
History

Students requesting to change their academic program to History must have completed at least 12 credit hours at Clemson and have either earned a minimum 2.0 cumulative GPA or have completed HIST 1720 or 1730 at Clemson with a grade of A or B.

Contact: Amit Bein (abein@clemson.edu); 656-3153; 202 Hardin

Language & International Health

Students who have completed fewer than 50 credit hours with a minimum cumulative GPA of 2.5 may change their academic program to Language and International Health. Students with 50 or more credit hours with a minimum cumulative GPA of 2.75 may apply for a change of academic program into Language and International Health; academic program change approvals will be based on space availability.

Contact: Dr. Yanhua Zhang yhzhang@clemson.edu

Language & International Trade

Contact: Lee Ferrell ferrell@clemson.edu

Modern Languages

(American Sign Language, Chinese, French, German, Italian, Japanese, Spanish)

Contact:
American Sign Language: Stephen Fitzmaurice (sfitzma@clemson.edu) 864-431-7778, 705 Strode Tower, CU 105, University Center of Greenville

Chinese: Yanming An (yanming@clemson.edu); 656-3544; 614 Strode

French: Joe Mai (jmai@clemson.edu); 656-3241; 509 Strode

German: Johannes Schmidt (schmidtj@clemson.edu), 656-4299; 706 Strode

Italian: Luca Barattoni (lbaratt@clemson.edu); 303 Strode

Japanese: Jae Takeushi, (JTAKEUC@clemson.edu) 313 Strode,

Spanish: Allison Whitehouse (aaw3@clemson.edu); 656-1671; 710 Strode

Pan African Studies

Contact: Abel Bartley (abartly@clemson.edu); 656-5372; 108 Hardin

Philosophy

Contact: Steve Satris (stephen@clemson.edu); 210 Hardin

Religious Studies

Contact: Steven Grosby (sgrosby@clemson.edu); 656-7907 ext. 13; 218 Hardin
Benjamin White (bwhite5@clemson.edu); 656-7907 ext. 19; 222 Hardin
Mashal Saif (864) 656-2584 (msaif@clemson.edu) 214 Hardin Hall
Elizabeth Jemison (ejemiso@clemson.edu) 864-656-2001 , 220 Hardin

Women’s Leadership

Contact Diane Perpich (dperpic@clemson.edu); 656-1532, 224 Hardin

Undeclared/Exploratory

Only those students who have earned 45 or fewer credit hours may change into Humanities Undeclared.

Contact: Brandon Jones; 656-2365; 201 Academic Success Center (bwj@clemson.edu)
Students wishing to change their academic program to Anthropology must have earned at least 12 credit hours at Clemson and must have a minimum 2.0 cumulative GPA.

Contact: Danielle Lester Arrington (dleste@clemson.edu); 864-656-3385; Brackett 130-D

Students may change their academic program to Communication based on approval from a Department of Communication faculty committee. The deadline for applying for a change of academic program during the fall semester is September 15 with decisions made by October 1. For spring semester changes of academic program, the deadline is February 15 with decisions made by March 1. A maximum of 30 changes of academic program are accepted per year. To qualify for a change of academic program, applicants should have completed 15 credit hours at Clemson University, including ENGL 1030 (transfer credit accepted) and COMM 2010. A C or better must be earned in ENGL 1030 and COMM 2010. All students must have earned a 2.5 GPA or higher. An application and a writing sample are also required. The typical profile of a successful applicant granted a change of academic program includes a GPA of well above 3.0, a superior writing sample, and an overall application which demonstrates an understanding of and commitment to a career in communication. For the most up to date requirements and information visit https://www.clemson.edu/cbshs/departments/communication/academics/undergraduate/communication/apply-undergraduate.html

Contact: Lori Pindar (lorip@clemson); 656-5747; 408 Strode

An application is required to change into Health Science. The process is very competitive, and applications are accepted in the Fall semester starting on the first day of class with a deadline of the last day of class. Students are allowed to apply once per year and are limited to a total of two submissions while at Clemson. Decisions are based on available space, GPA, and earned academic credit. Applications are reviewed by the Department of Public Health Science Advisory Committee. Changing into Health Science is not guaranteed. Students are encouraged to apply during the first semester of their freshman year due to space limitations. Students should contact Kristin Goodenow as soon as possible to learn more specifics.

Contact: Kristin Goodenow (kristig@clemson.edu); 656-5123; 309 Edwards

Students may change academic programs into Nursing based on the approval of an admissions committee in the School of Nursing. Applications are accepted each year during January with a submission deadline of January 31. Decisions are made by February 28. There will be two applications. One will be an application for new students who have completed only one semester of college course work who, if accepted, will be on track to graduation. Students should not count advanced credit standing from AP and IB examinations and high school dual enrollment credit if applying in this category. Seats in this group will be very limited and extremely competitive. The second application will be for all other students, including those who have transferred from another institution to Clemson, and have been enrolled at Clemson for at least one semester (full-time), with sophomore and higher standing including transfer credit. Students approved to change into nursing as a sophomore will have a start date of the following January for enrolling in upper-division (junior-level clinical) nursing courses and should expect to complete the program in 4.5 years total. All applicants should meet the following minimum...
requirements prior to the semester of application: a GPA of 2.75, and completion of a minimum of two required sciences in the Nursing curriculum with a C or better. Selection priority is based on GPA, number of completed nursing prerequisites, and grades in the science courses required for Nursing. Students are also expected to enroll in 14-16 credit hours of course work for a back-up academic program in the fall/spring semesters, not in random elective courses. Students are allowed to apply only twice for a change into nursing. Detailed information is available from the CBSHS Academic Advising Center in 309 Edwards Hall or at www.clemson.edu/nursing.

Contact: Kristin Goodenow (kristig@clemson.edu); 656-5123; 309 Edwards

Parks, Recreation & Tourism Management (except PGM)  When space is available, students with a 2.0 cumulative GPA and approval of the department chair or his/her designee may change academic programs to one of the concentrations in PRTM. Students are encouraged to speak with the PRTM advisor about changing their academic program prior to the start of their sophomore year to avoid a delay in graduation due to course sequencing and course prerequisite requirements. Bridge to Clemson students are also advised to change into PRTM prior to enrolling at Clemson. Students changing into PRTM prior to their sophomore year will be enrolled in 15 credits of PRTM in the fall of their sophomore year.

Contact: Micky Ward (mickyw@clemson.edu); 656-0371; 309 Edwards

PGA Professional Golf Management  Contact: Rick Lucas (rlucas@clemson.edu); 656-0112; 128 Lehotsky

Political Science  Contact: Danielle Lester Arrington (dcleste@clemson.edu); 656-3385; Brackett 130-D

Psychology  To add or change into a Psychology academic program, a student must attend a mandatory change of academic program meeting. At the time of the meeting, a student must have earned a 2.4 GPA based on 12 or more credits completed at Clemson or in the Bridge Program. Preregistration is required; complete instructions are available at http://www.clemson.edu/cbbs/departments/psychology/undergraduate/changemajor.html. Students who do not yet meet the requirements to change into the PSYC academic program will also find useful information on that page.

Contact: Jeff Moore (jtmoores@clemson.edu); 656-2570; 327 Brackett

Sociology  Students wishing to change their academic program to Sociology must have earned at least 12 credit hours at Clemson and must have a minimum 2.0 cumulative GPA.

Contact: Danielle Arrington (dcleste@clemson.edu); 864-656-3385; Brackett 130-D

Sports Communication  Students may change their academic program to Sports Communication based on approval from a Department of Communication Studies faculty committee. As enrollment in the academic program is limited, the deadline and opportunities for application will vary, but students will be notified when opportunities become available. To qualify for a change of academic program, applicants should have completed 15 credit hours at Clemson University, including ENGL 1030 (transfer credit accepted) and COMM 2010. A B or better must be earned in ENGL 1030 and COMM 2010. All students must have earned a 3.0 GPA or higher. An application and a writing sample are also required. The typical profile of a successful applicant granted a change of academic program includes a GPA of approximately 3.0 or higher, a superior writing sample, and an overall application which demonstrates an understanding of and commitment to a career in sports communication. For the most up to date requirements and information
visit [http://www.clemson.edu/caah/departments/communication-studies/academics/undergraduate/sports-communication/apply.html](http://www.clemson.edu/caah/departments/communication-studies/academics/undergraduate/sports-communication/apply.html)

Contact: Lori Pindar (lorip@clemson); 656-5747; 408 Strode

**COLLEGE OF BUSINESS**

All change of academic program forms for changing in or out of Business School academic programs (from or to pre-business, between business academic programs and from or to graphic communications academic programs) are processed in the Business School Academic Advising Center (located in G-02 Sirrine).

### Pre-Business

Students wishing change their academic program to Pre-Business must have 1) completed at least 12 credit hours at Clemson and 2) a minimum 2.0 Clemson cumulative GPA.

Contact: Business School Advising Center, G-02 Sirrine  
(A–F) Jason Allen ([ja6@clemson.edu](mailto:ja6@clemson.edu)); 656-6957  
(G–M) Emily Danuser, ([edanuse@clemson.edu](mailto:edanuse@clemson.edu)); 656-2826  
(N–Z) Suerea Wooten ([swooten@clemson.edu](mailto:swooten@clemson.edu)); 656-6956

### Business Degree Programs

To be eligible for admission into the B.S. degree programs in Accounting, Economics, Financial Management, or Management, students must have completed the courses outlined in the Pre-Business first-year core curriculum and have a Clemson/Bridge cumulative GPA of 2.0 or higher. Students wishing to enter the marketing program must have completed the pre-business first-year core curriculum and have a Clemson/Bridge cumulative GPA of 3.0 or higher.

Students should initiate a change-of-academic program request with the Business School Academic Advising Center after completing the first-year core curriculum. Students who fail to meet the requirements for admission to a degree-granting business program may remain in Pre-Business until those requirements are met, but only until completion of 64 credit hours. Students who exceed 64 credit hours and still do not meet the requirements for admission into a degree program must declare another academic program.

Contact: Business School Advising Center, G-02 Sirrine  
(A–F) Jason Allen ([ja6@clemson.edu](mailto:ja6@clemson.edu)); 656-6957  
(G–M) Emily Danuser, ([edanuse@clemson.edu](mailto:edanuse@clemson.edu)); 656-2826  
(N–Z) Suerea Wooten ([swooten@clemson.edu](mailto:swooten@clemson.edu)); 656-6956

### Economics B.A.

Students wishing to change their academic program to B.A. in Economics must have completed at least 12 credit hours at Clemson and must have a 2.0 minimum Clemson/Bridge cumulative GPA.

Contact: Robert Fleck ([rfleck@clemson.edu](mailto:rfleck@clemson.edu)); 656-3964; 228B Sirrine

### Graphic Communications

Students wishing to change their academic program to Graphic Communications must have earned 1) a minimum 2.0 cumulative GPA, 2) 12 or more credit hours at Clemson, and 3) a B or better in G C 102.

Contact: Amanda Menefee ([menefee@clemson.edu](mailto:menefee@clemson.edu)); 656-3447; G02B Tillman
COLLEGE OF EDUCATION

Education
Changing into academic programs in Education is highly competitive and limited in Early Childhood Education, Elementary Education, and Special Education. The process involves a formal application and an essay. Requests for a change of academic program application can be made by appointment with an advisor. Students wishing to change into any education academic program must have a minimum GPA of 2.75; however, applicants’ GPA are often higher. Applications are accepted in the fall only with a submission deadline by the last day of classes of the fall or spring semester. For more information, visit http://www.clemson.edu/academics/dcas/advising/education/change-of-major/

Contact: Stacey Marcus (staceym@clemson.edu); 656-3180; 309 Edwards

COLLEGE OF ENGINEERING, COMPUTING AND APPLIED SCIENCES

General Engineering
Enrolled students who wish to change from their current non-engineering academic program to any engineering academic program must first change into the General Engineering (GE) program. Students cannot change directly into a specific engineering academic program. To obtain approval to change into GE, a student must first 1) meet with a GE advisor; 2) complete the following courses with a grade of C or better: MATH 1060 (or MATH 1040 + 1070); CH 1010, and ENGR 1020 (or ENGR 1050 + 1060); and 3) have a cumulative GPA of 2.0 or higher.

Changing from GE into an engineering degree program is contingent on 1) completing the GE courses required by the individual engineering department with a grade of C or better and 2) earning the minimum cumulative GPA set forth by the individual engineering department. Refer to the current University Announcements for specific engineering curricula and departmental requirements.

Contact: General Engineering Advising Center; 656-2541; 1st Floor Lever

Computer Information Systems
Students wishing to change their academic program to Computer Information Systems must have a minimum 2.0 cumulative GPA.

Contact: Chris Plaue (cplaue@clemson.edu); 656-6933; 106 McAdams Hall

Computer Science
Students wishing to change their academic program to Computer Science must have a minimum 2.0 cumulative GPA.

Contact: Chris Plaue (cplaue@clemson.edu); 656-6933; 106 McAdams Hall

Geology
Contact: Mark Schlautman (mschlau@clemson.edu); 656-4059; 445A Brackett
COLLEGE OF SCIENCE

Biochemistry Contact: Alison Starr-Moss (astarr@clemson.edu); 656-6877; 158 P&A
Joey Thames (jthames@clemson.edu); 656-5160; 147 P&A

Biological Sciences Students wishing to change their academic program to Biological Sciences must have a minimum 2.4 cumulative GPA. Upon meeting this requirement, students may change their academic program to Biological Sciences during non-peak advising times.
Contact: Londan Means (londanm@clemson.edu); 656-3604, 124 Long
Lisa Flick (lcflick@clemson.edu); 656-5074, 129 Long

Chemistry Contact: Dennis Taylor (dtlay@clemson.edu); 656-2680; 265 Hunter
Kris Coleman (kcolem3); 656 3089, 219 Hunter.

Genetics Contact: Alison Starr-Moss (astarr@clemson.edu); 656-6877; 158 P&A
Joey Thames (jthames@clemson.edu); 656-5160; 147 P&A

Mathematical Sciences Contact: Leo Rebholz (ugcmath@clemson.edu); 656-6404;
Martin O-102

Microbiology: Students wishing to change their academic program to Microbiology must have a minimum 2.4 cumulative GPA. Upon meeting this requirement, students may change their academic program to Microbiology during non-peak advising times.
Contact: Londan Means (londanm@clemson.edu); 656-3604, 124 Long
Lisa Flick (lcflick@clemson.edu); 656-5074, 129 Long

Physics and Astronomy Contact: Celeste Hackett (chacket@clemson.edu); 656-3418; 118 Kinard

NON-DEGREE PREPROFESSIONAL HEALTH STUDIES

Prepharmacy Contact: Adam Hunter (hunter3@clemson.edu); 656-3288, 105 Long

Preprofessional Health Contact: Adam Hunter (hunter3@clemson.edu); 656-3288, 105 Long

Pre-Health Career Advising Contact: Jessica Owens (dean4@clemson.edu); 656-4154, F-153 P&A
FINANCIAL AID

CONTACT:  Financial Aid Staff, G-01 Sikes Hall, 656-2280

APPLYING FOR FINANCIAL AID
Application for financial aid is complete when 1) a student has been accepted to the University as a degree-seeking student and 2) the Office of Student Financial Aid has received all required documents, including a federally processed FAFSA (Free Application for Federal Student Aid). Students may complete the FAFSA electronically at www.fafsa.gov. The Title IV code used to list Clemson on the FAFSA is 003425. Students and parents of dependent students need a FSA ID to file electronically without a signature, to make corrections online, and to renew their FAFSA the following year. To request or change a FSA ID, students or parents may go to www.fsaid.edu.gov

The FAFSA must be submitted after October 1 for 2017-18 to be considered valid for the following academic year. To be considered for all federal and state financial aid programs, the FAFSA priority deadline is March 1 for entering freshmen and April 1 for continuing students. This date is subject to be moved earlier for 2018-19. Applications for PLUS and private loans must be completed no later than June 15 to be available for fall payment.

All records used in completing the FAFSA and other applications should be saved in case they are needed for verification purposes later. Students may view their student account information online in iROAR.

All accepted freshmen and continuing students are automatically considered for University-administered scholarships. Students’ official Clemson records are reviewed to determine students’ academic program, class standing, GPA and other selection criteria; students are considered for any scholarship for which they are eligible. It is not necessary to apply for a particular scholarship or have prior knowledge of eligibility criteria (except for the scholarships listed as exceptions at www.clemson.edu/financial-aid/types/scholarships/cu-schol-index.html)

Evaluation of a student’s FAFSA begins shortly after the deadline dates. Students must annually submit the FAFSA to receive consideration for federal financial aid programs and need-based University scholarships.

STATE SCHOLARSHIPS (PALMETTO FELLOWS, LIFE, HOPE)
No application is required for new or continuing students who qualify for the SC Hope or LIFE scholarships. All students who are South Carolina residents will automatically be reviewed to determine their eligibility for these scholarship programs.

The Palmetto Fellows scholarship DOES require an application. The student can obtain the application from his/her high school guidance counselor.

For more information about these programs, go to www.clemson.edu/financial-aid/types/scholarships/state-schol.html or www.che.sc.gov. Also, please refer to the LIFE, HOPE and Palmetto Fellows at a Glance handout on page II-27 that describes eligibility and important things to remember about the state scholarships.

For eligibility purposes, grades and credits earned at all colleges attended will be used to calculate a student’s LIFE Scholarship GPA and credits. Students are required to report all courses regardless of grades earned.

CONTINUED ELIGIBILITY FOR RENEWABLE SCHOLARSHIPS
Renewable scholarships are reviewed each year and, when funded, can be renewed for a maximum of three additional years of continuous undergraduate study. Continued eligibility is dependent on criteria established for each scholarship, including meeting the minimum GPA requirement and satisfactorily completing 12 credits per semester. Unless otherwise noted on the official award notification, a minimum cumulative 3.0 GPA is required for renewal. Renewable scholarships are not renewed automatically; consideration for scholarship continuation is based on all eligibility requirements.
**COOPERATIVE EDUCATION PROGRAM**

This program resides within the Center for Career and Professional Development and allows students to work and learn under a mentor in their field of study. **Students are not eligible for financial aid during co-op rotations unless they are simultaneously registered for at least six credit hours at the University.** Co-op students with academic recruiting scholarships who maintain eligibility may receive stipends for eight semesters or summers depending on co-op rotation schedules. However, they may receive only two stipends per award year and should schedule their rotations to receive the maximum benefits. For further information, please contact the Office of Student Financial Aid.

**SUMMER SCHOOL**

Financial aid generally is available only for the nine-month academic year except for students in special programs, such as Cooperative Education, that require summer attendance. In other cases, the Federal Direct PLUS Loans (for graduate students or parents) and private loans usually are the only types of aid available for summer school. Students who borrowed the Federal Direct Loan maximum during the academic year are not eligible for additional Direct Loan assistance in the summer unless they have progressed to a higher grade level with a higher loan limit. Students in accelerated degree programs who plan to graduate in less than four years may be eligible to use the state scholarships in the summer.

Application for summer school aid requires a separate *Summer School Enrollment Form* in addition to the FAFSA. Students should NOT submit the *Summer Enrollment Form* until their summer school schedule is FINALIZED. Financial aid will be processed based on a student's registered credit hours in the iROAR portal. Summer loans are not processed automatically based on submission of the FAFSA. Students planning to attend summer school in 2017 must submit a Summer School Enrollment form online and a 2017-2018 FAFSA (if not already submitted) by the suggested deadline of April 1. Students or parents applying for a Federal Direct PLUS Loan must complete a loan application/promissory note online at [www.studentloans.gov](http://www.studentloans.gov). If applying for a private loan, students and their co-signers must complete a loan application/promissory note directly with their lender of choice. First-time Federal Direct Loan borrowers must complete a promissory note and entrance loan counseling at [www.studentloans.gov](http://www.studentloans.gov).

Cooperative Education students who wish to receive their unused fall or spring scholarship stipends in the summer must enroll in at least 12 credit hours during summer school. A total of 24 credit hours must be completed for the year in order for renewable University scholarships to be awarded for the following year. (More restrictive criteria apply for renewal of the Palmetto Fellows Scholarship or LIFE Scholarship.)

For most types of aid, students must be enrolled at least half time (currently six credit hours for undergraduates, five hours for graduate students) for the period of the aid request. Students receiving non-resident scholarships or out-of-state tuition scholarships may be eligible to receive a prorated amount of their scholarship in summer.

**STUDY ABROAD**

Students who wish to study abroad should first contact the study abroad coordinator in the Office of Global Engagement. Those who wish to receive financial aid for course work outside the United States must schedule an appointment with the financial aid office at least three months prior to their departure.

Federal financial aid is available for sanctioned study abroad programs. Depending on the type of program, scholarships and campus-based aid may be available. Students should inquire with the academic department coordinating their trip and the Office of Global Engagement about the availability of travel grants-in-aid.

Financial aid is disbursed upon verification of the student’s enrollment in the foreign country. Therefore, financial aid is not available in time to pay upfront costs such as advance deposits and plane fares.

**SATISFACTORY ACADEMIC PROGRESS**

The Clemson University Satisfactory Academic Progress Policy evaluates both the quality (GPA) and quantity (credit hours earned) of a student’s academic work. The student must first earn the minimum GPA and credits required to meet the academic eligibility and graduation standards as defined in the Clemson University Undergraduate Announcements. Additionally, the student must maintain satisfactory academic progress to receive any type of financial aid assistance.
To view the Financial Aid satisfactory academic progress policy and frequently asked questions, go to www.clemson.edu/financial-aid/applying/academic-progress.html

Notifications of warning status and unsatisfactory academic progress are sent after each term to all currently enrolled students who applied for financial aid. requirements, other aid awarded, and available funding. Scholarships are withdrawn immediately if eligibility status is not maintained.

TRANSFER STUDENTS
Transfer students applying for student loans will be considered as entering freshmen in determining maximum loan limits. Following completion of the transfer credit evaluation and enrollment processes, students may submit a request for additional funds due to a change in their academic class standing. Transfer students are eligible for consideration of Clemson scholarships after completing at least 12 credit hours at Clemson.

CURRENT STUDENTS
Students can view the current status of their financial aid application and/or awards by logging into iROAR.

ELECTRONIC AWARD LETTERS
Financial aid award notifications are posted in iROAR. Notifications for continuing students are sent to their Clemson email account. Notifications for entering freshmen are sent to the email address provided on the admission application until May 1.
# Hope, LIFE, & Palmetto Fellows Scholarships at a Glance

<table>
<thead>
<tr>
<th></th>
<th>Stipend Amount per academic year</th>
<th>Freshman Eligibility*</th>
<th>Continued Eligibility</th>
<th>AP Hours</th>
<th>Duplicate Hours</th>
<th>Exemption Hours</th>
<th>Number of Possible Stipends**</th>
<th>Enhancement for STEM</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Hope</strong></td>
<td>$2,800</td>
<td>3.0 high school GPA</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>2</td>
<td>N/A</td>
</tr>
<tr>
<td><strong>LIFE</strong></td>
<td>$5,000</td>
<td>Two of the three:</td>
<td>average of 30</td>
<td>will count toward total needed</td>
<td>do not count</td>
<td>will count toward total needed</td>
<td>8</td>
<td>Additional $2,500***</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3.0 high school GPA</td>
<td>hours per academic year, cumulative 3.0 GPA All-college</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1100 or higher SAT Score</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rank in the top 30% of your graduating class</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Palmetto Fellows</strong></td>
<td>$6,700- Year one $7,500 Years 2-4</td>
<td>Must apply with high school guidance counselor.</td>
<td>take and pass 30 hours per academic year, cumulative 3.0 Clemson GPA</td>
<td>do not count</td>
<td>may count if replacing AP credits, first time ONLY</td>
<td>do not count</td>
<td>8</td>
<td>Additional $2,500***</td>
</tr>
</tbody>
</table>

* Other eligibility requirements: student must be a South Carolina Resident at the time of graduation and upon entering his or her freshman year.

** After four years from initial college enrollment students are ineligible for scholarship renewal.

*** Certain STEM majors are eligible for the enhancement beginning in the sophomore year if the student completes 14 hours of math and science coursework (includes AP and Dual Enrollment) prior to the first day of the student’s sophomore year.

### Other things to Remember:

Students cannot gain eligibility for the Life Scholarship mid-year.

The make-up period is the immediate summer of that academic year.

Summer State Scholarships are available if eligible. If you are a Co-op student, a Study Abroad student, a student with a registered disability or a transfer student, the above may differ for you.

### Per the Commission on Higher Education for the State of South Carolina:

All appeals must go through CHE. The form can be found their website.

[www.che.sc.gov](http://www.che.sc.gov)  
803-737-2260

### Additional Questions can be answered online:

[www.clemson.edu/financial-aid](http://www.clemson.edu/financial-aid)

**NOTE:** Changes to the SAT scores are pending finalization of the College Board concordance tables for the revised SAT. Additionally, the SC Commission on Higher Education is discussing significant changes to selection criteria, retention criteria and availability of the enhancement to the SC Uniform Grading Scale.
LAWFUL PRESENCE/SOUTH CAROLINA ILLEGAL IMMIGRATION REFORM ACT

CONTACT: Registrar, 102 Sikes Hall, 656-2171

In accordance with section 59-101-430 of the SC Code of Laws, also known as the South Carolina Illegal Immigration Reform Act, those unlawfully present in the United States are prohibited from attending a public institution of higher education in South Carolina. Those unlawfully present in the United States are also prohibited from receiving a public higher education benefit including scholarships, financial aid, grants, or resident tuition. All students whose lawful presence needs to be verified will be sent an email with instructions for verifying their lawful presence.

FREQUENTLY ASKED QUESTIONS

Q. What documents will be accepted as proof of U.S. citizenship?
A. The following original documents are accepted. Summer transient students only may provide a notarized copy of the original document.
   • SC driver's license first issued after January 1, 2002 if you were born after January 1, 1987.
   • U.S. passport
   • U.S. or U.S. Territory birth certificate
   • Certificate of Naturalization
   • U.S. government issued Consular Report of Birth Abroad
   • Certificate of Citizenship
   • Social Security approval through Federal Application for Student Financial Aid (FAFSA)

Q. Why have students not been required to document this before?
A. The South Carolina Illegal Immigration Reform Act was enacted in 2008.

Q. Clemson already has the student’s Social Security number. Is that good enough?
A. No. Students must bring one of the documents listed in the original email to one of the offices indicated so they may be cleared for registration.

Q. The student has never received financial aid. Does he/she still have to comply?
A. Yes. Compliance is not related to receipt of financial aid, but submitting the FAFSA is one method for citizenship to be confirmed by the Social Security Administration.

Q. The student does not want to apply for financial aid. Does he/she still have to file a FAFSA?
A. No. The FAFSA is one method for citizenship to be confirmed, but any of the other documents listed in the original email are acceptable.

Q. Can the student fax the document?
A. No. The student must bring an original. We will review it and return it to the student immediately.

Q. Can a student use his/her driver’s license if it is NOT from South Carolina or if it was first issued before 2002?
A. No. At this time, we can only use a South Carolina Driver’s License first issued on or after January 1, 2002, if the student was born after January 1, 1987.

Q. The student is a permanent resident or international visitor. What documentation must he/she present to be cleared?
A. No documentation is required unless the student was contacted by the Office of International Affairs. The student would be cleared through the Department of Homeland Security.
Q. The student is taking all course work online and will not be in South Carolina before he/she needs to register for the subsequent term. What should he/she do?
A. The student should contact any of the offices listed in the original email to make special arrangements.

Q. The student recently graduated or will graduate this semester. Does he/she still need to comply?
A. If the student is no longer enrolled, the student will not need to comply now. But, if the student returns to Clemson at a later date, he/she will need to provide verification.

Q. What is Clemson’s policy for complying with this law?
A. To view the text of the law and the Clemson Board of Trustee’s process for compliance, please see the “Admission” section in the current Undergraduate Announcements.
<table>
<thead>
<tr>
<th>Codes</th>
<th>Majors and Concentrations and Certificate Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS-AGRB-A</td>
<td>BS Agribusiness</td>
</tr>
<tr>
<td>BS-AGED-A</td>
<td>BS Agricultural Education</td>
</tr>
<tr>
<td></td>
<td>E004 Communication Emphasis</td>
</tr>
<tr>
<td></td>
<td>E013 Leadership Emphasis</td>
</tr>
<tr>
<td></td>
<td>E022 Teaching Emphasis</td>
</tr>
<tr>
<td>BS-AGME-A</td>
<td>BS Agricultural Mechanization and Business</td>
</tr>
<tr>
<td>BS-AVS-A</td>
<td>BS Animal and Veterinary Sciences</td>
</tr>
<tr>
<td>ANAG</td>
<td>Animal Agribusiness Concentration</td>
</tr>
<tr>
<td>EQUI</td>
<td>Equine Business Concentration</td>
</tr>
<tr>
<td>PREV</td>
<td>Preveterinary and Science Concentration</td>
</tr>
<tr>
<td>BS-ENR-A</td>
<td>BS Environmental and Natural Resources</td>
</tr>
<tr>
<td>COBI</td>
<td>Conservation Biology Concentration</td>
</tr>
<tr>
<td>NRE</td>
<td>Natural Resource and Economic Policy Concentration</td>
</tr>
<tr>
<td>NRMG</td>
<td>Natural Resources Management Concentration</td>
</tr>
<tr>
<td>BS-FDHN-A</td>
<td>BS Food Science and Human Nutrition</td>
</tr>
<tr>
<td>FDST</td>
<td>Food Science and Technology Concentration</td>
</tr>
<tr>
<td>E192</td>
<td>Culinary Science Emphasis</td>
</tr>
<tr>
<td>E193</td>
<td>Food Packaging and Manufacturing Operations Emphasis</td>
</tr>
<tr>
<td>E194</td>
<td>Sustainable Food, Nutrition and Health Emphasis</td>
</tr>
<tr>
<td>NUTR</td>
<td>Nutrition Concentration</td>
</tr>
<tr>
<td>BS-FORM-A</td>
<td>BS Forest Resource Management</td>
</tr>
<tr>
<td>E148</td>
<td>Land Surveying Emphasis</td>
</tr>
<tr>
<td>BS-HORT-A</td>
<td>BS Horticulture</td>
</tr>
<tr>
<td>BS-PKGS-A</td>
<td>BS Packaging Science</td>
</tr>
<tr>
<td>E007</td>
<td>Distribution, Transportation and Engineering Technology Emphasis</td>
</tr>
<tr>
<td>E130</td>
<td>Food and Health Care Packaging Emphasis</td>
</tr>
<tr>
<td>E136</td>
<td>Materials Emphasis</td>
</tr>
<tr>
<td>E149</td>
<td>Package Design and Graphics Emphasis</td>
</tr>
<tr>
<td>BS-PES-A</td>
<td>BS Plant and Environmental Sciences</td>
</tr>
<tr>
<td>AGBI</td>
<td>Agricultural Biotechnology Concentration</td>
</tr>
<tr>
<td>AGRO</td>
<td>Agronomy Concentration</td>
</tr>
<tr>
<td>SWS</td>
<td>Soil and Water Science Concentration</td>
</tr>
<tr>
<td>BS-TURF-A</td>
<td>BS Turfgrass</td>
</tr>
<tr>
<td>BS-WFB-A</td>
<td>BS Wildlife and Fisheries Biology</td>
</tr>
</tbody>
</table>
COLLEGE OF ARCHITECTURE, ARTS AND HUMANITIES

BA-ARCH-B  BA Architecture

BS-CSM-B  BS Construction Science and Management

BA-ENGL-B  BA English
  E062  Literature Emphasis
  E063  Writing and Publication Studies Emphasis

BA-HIST-B  BA History
  E009  Public History Emphasis

BLA-LARC-B  BLA Landscape Architecture

BS-LIH-B  BS Language and International Health
  E068  Chinese Emphasis
  E112  Spanish Emphasis
  E110  French Emphasis
  E153  Health Administration Emphasis
  E131  Community Development Emphasis

BA-LIT-B  BA Language and International Trade
  AIEC  Applied International Economics – Chinese Concentration
  AIEF  Applied International Economics – French Concentration
  AIEG  Applied International Economics – German Concentration
  AIEJ  Applied International Economics – Japanese Concentration
  AIES  Applied International Economics – Spanish Concentration
  INTC  International Trade – Chinese Concentration
  INTF  International Trade – French Concentration
  INTG  International Trade – German Concentration
  INTJ  International Trade – Japanese Concentration
  INTS  International Trade – Spanish Concentration
  TSMC  Tourism – Chinese Concentration
  TSMF  Tourism – French Concentration
  TSMG  Tourism – German Concentration
  TSMJ  Tourism – Japanese Concentration
  TSMS  Tourism – Spanish Concentration

BA-MLAN-B  BA Modern Languages
  E069  American Sign Language Emphasis
  E068  Chinese Emphasis
  E110  French Emphasis
  E111  German Emphasis
  E070  Italian Emphasis
  E006  Japanese Emphasis
  E112  Spanish Emphasis

BA-PAS-B  BA Pan African Studies

BA-PHIL-B  BA Philosophy
  E071  Law, Liberty and Justice Emphasis

BA-PERF-B  BA Production Studies in Performing Arts
  AUDI  Audio Technology Concentration
  MUSI  Music Concentration
  THEA  Theatre Concentration

BA-RELS-B  BA Religious Studies
BFA-VART-B  BFA Visual Arts
BA-WOML-B  BA Women's Leadership
BA-WCIN-B  BA World Cinema

COLLEGE OF BEHAVIORAL, SOCIAL AND HEALTH SCIENCES

BA-ANTH-C  BA Anthropology
BS-ANTH-C  BS Anthropology
BA-COM-C  BA Communication
BS-CRJU  BS Criminal Justice
BS-HLTH-C  BS Health Science
   CAIM  Cardiovascular Imaging Leadership Concentration
   HPB  Health Promotion and Behavior Concentration
   HSAD  Health Services Administration Concentration
   PPHL  Preprofessional Health Studies Concentration
BS-NURS-C  BS Nursing
BS-PRTM-C  BS Parks, Recreation and Tourism Management
   CRSC  Community Recreation, Sport and Camp Management Concentration
   PCAM  Parks and Conservation Area Management Concentration
   PGM  Professional Golf Management Concentration
   RETH  Recreational Therapy Concentration
   TT  Travel and Tourism Concentration
BA-POSC-C  BA Political Science
BS-POSC-C  BS Political Science
   AMPO  American Politics Concentration
   GLPO  Global Politics Concentration
   POEC  Political Economy Concentration
   PADM  Public Administration Concentration
   PUPO  Public Policy Concentration
BA-PSYC-C  BA Psychology
BS-PSYC-C  BS Psychology
BA-SOC-C  BA Sociology
   E015  Community Studies Emphasis
   E011  Criminal Justice Emphasis
   E012  General Sociology Emphasis
   E014  Social Services Emphasis
BS-SOC-C  BS Sociology
   E015  Community Studies Emphasis
   E011  Criminal Justice Emphasis
   E012  General Sociology Emphasis
   E014  Social Services Emphasis
BA-SPOC-C  BA Sports Communication
BS-YTDS-C Youth Development Studies
   E025 Athletic Leadership Emphasis
   E026 Camp Management Emphasis
   E027 Event Management Emphasis
   E028 Nonprofit Leadership Emphasis

COLLEGE OF BUSINESS

BS-ACCT-D BS Accounting
BA-ECON-D BA Economics
BS-ECON-D BS Economics
BS-FINM-D BS Financial Management
   E132 Corporate Finance Emphasis
   E146 Financial Planning Emphasis
   E144 Financial Services Emphasis
   E140 Real Estate Emphasis

BS-GCOM-D BS Graphic Communications

BS-MGT-D BS Management
   E191 Business Analytics Emphasis
   E051 Entrepreneurship Emphasis
   E057 General Management Emphasis
   E052 Human Resources Management Emphasis
   E053 International Management Emphasis
   E054 Management Information Systems Emphasis
   E055 Operations Management Emphasis
   E056 Supply Chain Management Emphasis

BS-MKT-D BS Marketing
UD-PREB-D UD Pre-Business

COLLEGE OF EDUCATION

BA-ECHE-E BA Early Childhood Education
BA-ELED-E BA Elementary Education
   E048 Literacy, Culture and Diversity Emphasis
   E049 Mathematics and Science Emphasis

BS-MTCH-E BS Mathematics Teaching

BA-STCH-E BA Science Teaching
   E098 Biological Sciences Emphasis
   E099 Chemistry Emphasis
   E008 Physics Emphasis

BS-STCH-E BS Science Teaching
   E098 Biological Sciences Emphasis
   E102 Physical Sciences Emphasis

BA-SECE-E BA Secondary Education
   E050 English Emphasis
   E101 Mathematics Emphasis
<table>
<thead>
<tr>
<th>Code</th>
<th>Program Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>E108</td>
<td>Social Studies (History) Emphasis</td>
</tr>
<tr>
<td>BA-SPED-E BA</td>
<td>Special Education</td>
</tr>
</tbody>
</table>

**COLLEGE OF ENGINEERING, COMPUTING AND APPLIED SCIENCES**

<table>
<thead>
<tr>
<th>Code</th>
<th>Program Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS-BIOE-F</td>
<td>BS Bioengineering</td>
</tr>
<tr>
<td>BELE</td>
<td>Bioelectrical Concentration</td>
</tr>
<tr>
<td>BMAT</td>
<td>Biomaterials Concentration</td>
</tr>
<tr>
<td>BS-BIEN-F</td>
<td>BS Biosystems Engineering</td>
</tr>
<tr>
<td>E023</td>
<td>Bioprocess Engineering Emphasis</td>
</tr>
<tr>
<td>E024</td>
<td>Ecological Engineering Emphasis</td>
</tr>
<tr>
<td>BS-CHEN-F</td>
<td>BS Chemical Engineering</td>
</tr>
<tr>
<td>BMOL</td>
<td>Biomolecular Engineering Concentration</td>
</tr>
<tr>
<td>BS-CIVE-F</td>
<td>BS Civil Engineering</td>
</tr>
<tr>
<td>E141</td>
<td>Applied Fluid Mechanics Emphasis</td>
</tr>
<tr>
<td>E134</td>
<td>Construction Emphasis</td>
</tr>
<tr>
<td>E090</td>
<td>Environmental Engineering Emphasis</td>
</tr>
<tr>
<td>E162</td>
<td>Geoenvironmental Engineering Emphasis</td>
</tr>
<tr>
<td>E133</td>
<td>Structural Engineering Emphasis</td>
</tr>
<tr>
<td>E142</td>
<td>Transportation Engineering Emphasis</td>
</tr>
<tr>
<td>BS-CPEN-F</td>
<td>BS Computer Engineering</td>
</tr>
<tr>
<td>BS-CIS-F</td>
<td>BS Computer Information Systems</td>
</tr>
<tr>
<td>BA-CPSC-F</td>
<td>BA Computer Science</td>
</tr>
<tr>
<td>BS-CPSC-F</td>
<td>BS Computer Science</td>
</tr>
<tr>
<td>BS-ELEN-F</td>
<td>BS Electrical Engineering</td>
</tr>
<tr>
<td>BS-ENVE-F</td>
<td>BS Environmental Engineering</td>
</tr>
<tr>
<td>UD-GENG-F</td>
<td>UD General Engineering</td>
</tr>
<tr>
<td>BS-GEOL-F</td>
<td>BS Geology</td>
</tr>
<tr>
<td>ENSC</td>
<td>Environmental Science Concentration</td>
</tr>
<tr>
<td>HYDR</td>
<td>Hydrogeology Concentration</td>
</tr>
<tr>
<td>BS-INEN-F</td>
<td>BS Industrial Engineering</td>
</tr>
<tr>
<td>BS-MSE-F</td>
<td>BS Materials Science and Engineering</td>
</tr>
<tr>
<td>INOR</td>
<td>Inorganic Materials Concentration</td>
</tr>
<tr>
<td>POLM</td>
<td>Polymeric Materials Concentration</td>
</tr>
<tr>
<td>BS-ME-F</td>
<td>BS Mechanical Engineering</td>
</tr>
</tbody>
</table>

**COLLEGE OF SCIENCE**

<table>
<thead>
<tr>
<th>Code</th>
<th>Program Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS-BIOC-G</td>
<td>BS Biochemistry</td>
</tr>
<tr>
<td>BA-BIOS-G</td>
<td>BA Biological Sciences</td>
</tr>
<tr>
<td>E076</td>
<td>Prerehabilitation Sciences Emphasis</td>
</tr>
<tr>
<td>BS-BIOS-G</td>
<td>BS Biological Sciences</td>
</tr>
</tbody>
</table>

II-36
<table>
<thead>
<tr>
<th>Code</th>
<th>Program Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>E077</td>
<td>Entomology Emphasis</td>
</tr>
<tr>
<td>E078</td>
<td>Prepharmacy Emphasis</td>
</tr>
<tr>
<td>E080</td>
<td>Toxicology Emphasis</td>
</tr>
<tr>
<td>BA-CHEM-G</td>
<td>BA Chemistry</td>
</tr>
<tr>
<td>BS-CHEM-G</td>
<td>BS Chemistry</td>
</tr>
<tr>
<td>BS-GEN-G</td>
<td>BS Genetics</td>
</tr>
<tr>
<td>BA-MTHS-G</td>
<td>BA Mathematical Sciences</td>
</tr>
<tr>
<td>BS-MTHS-G</td>
<td>BS Mathematical Sciences</td>
</tr>
<tr>
<td>E081</td>
<td>Abstract Mathematics Emphasis</td>
</tr>
<tr>
<td>E082</td>
<td>Actuarial Science/Financial Mathematics Emphasis</td>
</tr>
<tr>
<td>E083</td>
<td>Applied and Computational Mathematics Emphasis</td>
</tr>
<tr>
<td>E085</td>
<td>Operations Research/Management Science Emphasis</td>
</tr>
<tr>
<td>E086</td>
<td>Statistics Emphasis</td>
</tr>
<tr>
<td>BS-MICR-G</td>
<td>BS Microbiology</td>
</tr>
<tr>
<td>BIOM</td>
<td>Biomedicine Concentration</td>
</tr>
<tr>
<td>BA-PHYS-G</td>
<td>BA Physics</td>
</tr>
<tr>
<td>BS-PHYS-G</td>
<td>BS Physics</td>
</tr>
<tr>
<td>BPHY</td>
<td>Biophysics Concentration</td>
</tr>
<tr>
<td>E099</td>
<td>Chemistry Emphasis</td>
</tr>
<tr>
<td>E088</td>
<td>Computer Science Emphasis</td>
</tr>
<tr>
<td>E089</td>
<td>Engineering Emphasis</td>
</tr>
<tr>
<td>E090</td>
<td>Environmental Engineering Emphasis</td>
</tr>
<tr>
<td>E091</td>
<td>Geology Emphasis</td>
</tr>
<tr>
<td>E092</td>
<td>Mathematical Sciences Emphasis</td>
</tr>
<tr>
<td>E093</td>
<td>Physics and Astronomy Emphasis</td>
</tr>
<tr>
<td>UD-PPFH-G</td>
<td>UD Preprofessional Health Studies</td>
</tr>
<tr>
<td>UD-PRPH-G</td>
<td>UD Prepharmacy</td>
</tr>
</tbody>
</table>

**CERTIFICATE PROGRAMS**

<table>
<thead>
<tr>
<th>Code</th>
<th>Program Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CERTU-ASLE-B</td>
<td>CERTU American Sign Language-English Education Interpreting</td>
</tr>
<tr>
<td>CERTU-ASLH-B</td>
<td>CERTU American Sign Language for Health Care Practitioners</td>
</tr>
<tr>
<td>CERTU-AUE-F</td>
<td>CERTU Automotive Engineering</td>
</tr>
<tr>
<td>CERTU-GHLR-C</td>
<td>CERTU Global Health in Low Resource Countries</td>
</tr>
<tr>
<td>CERTU-IESC-F</td>
<td>CERTU International Engineering and Science</td>
</tr>
<tr>
<td>CERTU-LEAD-E</td>
<td>CERTU Leadership</td>
</tr>
<tr>
<td>CERTU-PSEN-F</td>
<td>CERTU Power Systems Engineering</td>
</tr>
<tr>
<td>CERTU-PUBH-C</td>
<td>CERTU Public Health</td>
</tr>
<tr>
<td>CERTU-RENE-F</td>
<td>CERTU Renewable Energy</td>
</tr>
<tr>
<td>CERTU-SALET-D</td>
<td>CERTU Sales</td>
</tr>
<tr>
<td>CERTU-SIXS-F</td>
<td>CERTU Six Sigma</td>
</tr>
<tr>
<td>CERTU-SPMO-C</td>
<td>CERTU Sports Psychology and Motivation</td>
</tr>
<tr>
<td>CERTU-SCCD-C</td>
<td>CERTU Sports Coaching and Character Development</td>
</tr>
<tr>
<td>CERTU-SFAC-C</td>
<td>CERTU Sports First Aid and Conditioning</td>
</tr>
<tr>
<td>CERTU-SUBA-C</td>
<td>CERTU Substance Abuse</td>
</tr>
</tbody>
</table>
CODES FOR UNDERGRADUATE MINORS

NOTE: Students cannot major and minor in the same field or earn a minor that is not permitted by the degree program.

<table>
<thead>
<tr>
<th>Minor</th>
<th>Minor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>ACCT</td>
</tr>
<tr>
<td>Adult Extension Education</td>
<td>ADEX</td>
</tr>
<tr>
<td>Aerospace Studies</td>
<td>AS</td>
</tr>
<tr>
<td>Agricultural Business Management</td>
<td>AGBM</td>
</tr>
<tr>
<td>Agricultural Mechanization and Business</td>
<td>AGME</td>
</tr>
<tr>
<td>American Sign Language Studies</td>
<td>ASLS</td>
</tr>
<tr>
<td>Animal and Veterinary Sciences</td>
<td>AVS</td>
</tr>
<tr>
<td>Anthropology</td>
<td>ANTH</td>
</tr>
<tr>
<td>Architecture</td>
<td>ARCH</td>
</tr>
<tr>
<td>Art</td>
<td>ART</td>
</tr>
<tr>
<td>Athletic Leadership-not opened to Marketing majors</td>
<td>AL</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>BIOC</td>
</tr>
<tr>
<td>Biological Sciences-not open to Science Teaching (Biological Sciences)</td>
<td>BIOS</td>
</tr>
<tr>
<td>Brand Communications</td>
<td>BRCM</td>
</tr>
<tr>
<td>British and Irish Studies</td>
<td>BRIR</td>
</tr>
<tr>
<td>Business Administration-not open to Accounting, BS Economics (except students pursuing a second degree in a business related field), Financial Management, Management, or Marketing majors</td>
<td>BUAD</td>
</tr>
<tr>
<td>Chemistry-not open to Science Teaching (Chemistry)</td>
<td>CHEM</td>
</tr>
<tr>
<td>Chinese Studies</td>
<td>CSTU</td>
</tr>
<tr>
<td>Cluster–Engineering</td>
<td>CLEN</td>
</tr>
<tr>
<td>Cluster–Life Sciences</td>
<td>CLLS</td>
</tr>
<tr>
<td>Cluster–Physical Sciences</td>
<td>CLPH</td>
</tr>
<tr>
<td>Cluster–Social Sciences</td>
<td>CSLO</td>
</tr>
<tr>
<td>Communication Studies (General)</td>
<td>COSG</td>
</tr>
<tr>
<td>Communication Studies (Sports)</td>
<td>COMS</td>
</tr>
<tr>
<td>Computer Science-not open to Computer Information Systems</td>
<td>CPSC</td>
</tr>
<tr>
<td>Creative Writing</td>
<td>CREA</td>
</tr>
<tr>
<td>Crop and Soil Environmental Science</td>
<td>CSEN</td>
</tr>
<tr>
<td>Digital Production Arts</td>
<td>DPA</td>
</tr>
<tr>
<td>East Asian Studies</td>
<td>EAS</td>
</tr>
<tr>
<td>Economics</td>
<td>ECON</td>
</tr>
<tr>
<td>English-not open to Secondary Education (English) majors</td>
<td>ENGL</td>
</tr>
<tr>
<td>Entomology</td>
<td>ENT</td>
</tr>
<tr>
<td>Entrepreneurship-not open to Accounting, BS Economics, Financial Management, Management, or Marketing</td>
<td>ENTR</td>
</tr>
<tr>
<td>Environmental Science and Policy</td>
<td>ENSP</td>
</tr>
<tr>
<td>Equine Industry-not open to Animal and Veterinary Science</td>
<td>EQIN</td>
</tr>
<tr>
<td>Film Studies</td>
<td>FILM</td>
</tr>
<tr>
<td>Financial Management</td>
<td>FINM</td>
</tr>
<tr>
<td>Discipline</td>
<td>Code</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>-------</td>
</tr>
<tr>
<td>Food Science</td>
<td>FDSC</td>
</tr>
<tr>
<td>Forest Products-<em>not open to Forestry</em></td>
<td>FORP</td>
</tr>
<tr>
<td>Forest Resource Management</td>
<td>FORM</td>
</tr>
<tr>
<td>French Studies</td>
<td>FSTU</td>
</tr>
<tr>
<td>Gender, Sexuality, and Women’s Studies</td>
<td>GSWS</td>
</tr>
<tr>
<td>Genetics</td>
<td>GEN</td>
</tr>
<tr>
<td>Geography</td>
<td>GEOG</td>
</tr>
<tr>
<td>Geology</td>
<td>GEOL</td>
</tr>
<tr>
<td>German Studies</td>
<td>GSTU</td>
</tr>
<tr>
<td>Global Politics-<em>not open to Political Science</em></td>
<td>GLPO</td>
</tr>
<tr>
<td>Great Works</td>
<td>GW</td>
</tr>
<tr>
<td>History-<em>not open to Secondary Education: Social Studies</em></td>
<td>HIST</td>
</tr>
<tr>
<td>Horticulture-<em>not open to Turfgrass</em></td>
<td>HORT</td>
</tr>
<tr>
<td>Human Resource Management-<em>not open to Management</em></td>
<td>HRM</td>
</tr>
<tr>
<td>International Engineering and Science</td>
<td>IESC</td>
</tr>
<tr>
<td>Italian Studies</td>
<td>ISTU</td>
</tr>
<tr>
<td>Japanese Studies</td>
<td>JSTU</td>
</tr>
<tr>
<td>Legal Studies</td>
<td>LEGS</td>
</tr>
<tr>
<td>Management</td>
<td>MGT</td>
</tr>
<tr>
<td>Management Information Systems-<em>not open to Management</em></td>
<td>MGIS</td>
</tr>
<tr>
<td>Mathematical Sciences-<em>not open to Mathematics Teaching or Secondary Education (Mathematics)</em></td>
<td>MTHS</td>
</tr>
<tr>
<td>Microbiology</td>
<td>MICR</td>
</tr>
<tr>
<td>Middle Eastern Studies</td>
<td>MEST</td>
</tr>
<tr>
<td>Military Leadership</td>
<td>ML</td>
</tr>
<tr>
<td>Music</td>
<td>MUSI</td>
</tr>
<tr>
<td>Natural Resource Economics</td>
<td>NARE</td>
</tr>
<tr>
<td>Non-Profit Leadership</td>
<td>NONP</td>
</tr>
<tr>
<td>Nuclear Engineering and Radiological Sciences</td>
<td>NERS</td>
</tr>
<tr>
<td>Packaging Science</td>
<td>PKGS</td>
</tr>
<tr>
<td>Pan African Studies</td>
<td>PAS</td>
</tr>
<tr>
<td>Park and Protected Area Management</td>
<td>PPAM</td>
</tr>
<tr>
<td>Philosophy</td>
<td>PHIL</td>
</tr>
<tr>
<td>Physics-<em>not open to Science Teaching (Physical Sciences) or Science Teaching (Physics)</em></td>
<td>PHYS</td>
</tr>
<tr>
<td>Plant Pathology</td>
<td>PLPA</td>
</tr>
<tr>
<td>Political and Legal Theory</td>
<td>PLGT</td>
</tr>
<tr>
<td>Political Science</td>
<td>POSC</td>
</tr>
<tr>
<td>Precision Agriculture</td>
<td>PRAG</td>
</tr>
<tr>
<td>Psychology</td>
<td>PSYC</td>
</tr>
<tr>
<td>Public Policy-<em>not open to Political Science</em></td>
<td>PUPO</td>
</tr>
<tr>
<td>Race, Ethnicity, Migration</td>
<td>REM</td>
</tr>
<tr>
<td>Religious Studies</td>
<td>RELS</td>
</tr>
<tr>
<td>Russian Area Studies</td>
<td>RUAR</td>
</tr>
<tr>
<td>Science and Technology in Society</td>
<td>STS</td>
</tr>
<tr>
<td>Screenwriting</td>
<td>SCRN</td>
</tr>
<tr>
<td>Sociology</td>
<td>SOC</td>
</tr>
<tr>
<td>Spanish Studies</td>
<td>SSTU</td>
</tr>
<tr>
<td>Spanish-American Area Studies</td>
<td>SAAS</td>
</tr>
<tr>
<td>Sustainability</td>
<td>SUST</td>
</tr>
<tr>
<td>Program</td>
<td>Code</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Theatre</td>
<td>THEA</td>
</tr>
<tr>
<td>Travel and Tourism</td>
<td>TT</td>
</tr>
<tr>
<td>Turfgrass-<em>not open to Horticulture</em></td>
<td>TURF</td>
</tr>
<tr>
<td>Urban Forestry</td>
<td>URFB</td>
</tr>
<tr>
<td>Wildlife and Fisheries Biology</td>
<td>WFB</td>
</tr>
<tr>
<td>Women’s Leadership</td>
<td>WOML</td>
</tr>
<tr>
<td>Writing–Business and Technical Option</td>
<td>WRBT</td>
</tr>
<tr>
<td>Writing–Media Studies Option</td>
<td>WRMS</td>
</tr>
<tr>
<td>Writing–Writing Pedagogy Option</td>
<td>WRWP</td>
</tr>
<tr>
<td>Youth Development Studies</td>
<td>YTDS</td>
</tr>
</tbody>
</table>
REGISTRATION PROCESS

CONTACT:  Kelly McDavid, Registration Coordinator, MCDAVID, 656-5282
www.registrar.clemson.edu/portal/

iROAR REGISTRATION TRAINING MATERIALS:
http://www.registrar.clemson.edu/html/trainingStudent.htm

Currently enrolled students use iROAR to register for classes. During each of the summer orientation sessions, with the guidance of their academic advisors and Registration Services staff, all new freshman and transfer students use iROAR to register for their fall courses.

REGISTRATION INSTRUCTIONS
To use iROAR, students need to know their username and their computer password (5–9 characters). Students must see their advisor prior to registering for classes in order to be cleared for registration. Freshman and transfer students do not need to be cleared for Orientation registration. For more information and training materials about registration in iROAR, visit http://www.registrar.clemson.edu/html/trainingStudent.htm.

WAIT LIST
During orientation, the wait list will be used only for new transfer students; it will not be available for new freshmen. In the event a transfer student cannot register for a desired course, the student may add him/herself to the wait list for the course. Please check enrollment options at the orientation desk before suggesting the wait list. Wait list openings are on a first-come, first-served basis. For more information about the wait list process in iROAR, visit http://www.registrar.clemson.edu/html/waitlist.htm.

KEY POINTS REGARDING THE WAIT LIST
- Wait List hours do not count toward full-time status.
- Wait List hours are not calculated into semester fees.
- Wait List hours do not automatically assure a seat in the class.
- For more information about waitlists, visit http://www.registrar.clemson.edu/html/waitlist.htm.

For various reasons, students may have difficulty enrolling in required courses. Encourage students to access iROAR regularly throughout the registration period as new sections may open and class capacities may be increased. Please note that during the summer, new freshmen and transfers are blocked from drop/add activity from the close of their orientation session until all orientation sessions are completed. Continuing undergraduate students will be blocked from registration during all orientation sessions from 11:59pm on June 9 through 2:00pm on July 24.

The academic calendar for each term identifies specific registration-related dates and deadlines. Edits built into the online system will permit enrollment in courses consistent with these deadlines. Students’ ability to enroll in courses (all or selected courses) offered by an academic department may also be restricted by that department.

PAYMENT OF TUITION AND FEES
Students must satisfy fees in advance to prevent schedule cancellation. Payment deadlines are displayed on the Registration Portal (www.registrar.clemson.edu/portal/). Additional payment information is available from the Student Financial Services office at http://www.clemson.edu/financial-aid/.
**SCHEDULE CHANGES**
Changes to a student’s schedule must be made using iROAR.

**FRESHMAN/TRANSFER ORIENTATION REGISTRATION BLOCKS**
New students’ (freshman and transfer) drop/add activities will be blocked at the close of their respective orientation session and will remain blocked until July 24 at 2:00 pm.

Continuing students can use the registration system at any time (except during orientation) to add a course or drop a course through the published deadlines. See the academic calendar on page II-1 or at [http://www.registrar.clemson.edu/html/Acad_Cal.htm](http://www.registrar.clemson.edu/html/Acad_Cal.htm) for dates.
DEGREE WORKS

Finding Degree Works
Log into iROAR with your Clemson username, password and two-factor authentication.

Degree Audit
A Degree Audit will populate all course information for a student, including courses they have completed, have transferred in and are currently enrolled in for current and future terms. If you want to complete a degree audit on one student, enter their CUID number in the Student ID field and click enter.
To search multiple students, click on the Find button and a search box will populate. Use this to limit your search, either by major, minor, concentration, program, degree, academic class, attribute or graduation status. Once you have chosen how to limit your search, click Search.

Note: When searching for multiple students, there is a maximum limit of 300 students. To avoid receiving an error message, narrow your search further, by curriculum year for example.

The search results will populate under the Student Search section. To degree audit all students in the search, click check all and OK. Otherwise check the students you wish to audit and click OK. The students will populate in the Student ID tab. To go through each student, click the arrow next to their name, or select the drop-down arrow.

Note: In order to populate accurate information, you MUST click the refresh button and then click Process New.
Notes
It is advisable to use the Notes function on DegreeWorks every time you meet with your students. The students will be able to see the notes. Use this section to relay which courses you advised your students to take. This will serve as both a reminder to the student, and as a back-up to your advising session.

To get to the notes section, click on the notes tab, click on the add note button and type in your notes. Click Save Note. This will be displayed at the bottom of the DegreeWorks Audit.

What If Report
If a student wants to change attributes of their degree, such as major or minor, concentration or curriculum year, and wants to see what current courses would count towards that change, perform a What If by clicking on the What If button.

Once you have entered the change, click Process What If to see how the degree audit would look with those changes.
**Look Ahead**

To make sure your advisee is staying on track with their degree, before they sign up for a future class, perform a Look Ahead to see how that class will affect their degree progress. Click Look Ahead.

Simply enter the course subject and number and click add courses. Continue until all future courses appear to the right. Then click Process New. This will generate a new audit, which includes the future courses you added, highlighted in blue.

For more detailed information, please visit [www.registrar.clemson.edu](http://www.registrar.clemson.edu)
1. Go to www.registrar.clemson.edu

2. Using the Registrar’s Index at the bottom of the page, Click R.

   Registrar Index:  A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

   Index — R

   Re-Entrance Request
   Registrar Contact Information
   Registration, iROAR — online registration
   Registration Coordinator Portal
   Registration Coordinators

3. Click on the Registration Coordinator Portal.

4. Scroll down to ‘Links’ near the bottom of the page.

   Links
   IROAR
   iROAR Report Generator
   ZSLive
   Access to INB
   Business Objects Reporting
   Campus Codes
   Common Testing
   Exam Schedule
   IROAR Training Documents
   Undergraduate Major/Program Codes
   Graduate Major/Program Codes
   New Subject Codes
   No Waitlist Courses
   Overrides
   Registration Coordinators
   Rollover Information
   Room Coordinators
   Standard Meeting Times
   Summer Term Fees
   Summer Term Key Dates
   Fee Deadlines

5. Click the iROAR Report Generator link. This will open a new page.
6. Click on iROAR Reports.

7. Select a form you wish to view. There are many forms that may be of interest to you as an advisor, however, the following may be the most helpful:

- Advisors by Major and Minor
- Class rolls
- Course restrictions
- Students enrolled, including Veteran information
- Student GPA by term
- Students enrolled for the first time
- Students graduating
- Students limited to 16 hours
- Students missing and advisor
- Students not cleared for registration
8. Select from the term, major and level you wish to search. Then click view Report.

![Term, Major, Level Table]

9. The report will populate below. You also have the option to download the file into an Excel Spreadsheet.

![Excel Spreadsheet]

**Students Enrolled**

This listing includes students who are currently enrolled in at least one course. Only those majors that are associated with enrolled students in the semester selected will appear in the list of majors. This semester:

<table>
<thead>
<tr>
<th>TERM</th>
<th>NAME</th>
<th>EMAIL</th>
<th>DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>Alice</td>
<td><a href="mailto:example@clemson.edu">example@clemson.edu</a></td>
<td>2</td>
</tr>
</tbody>
</table>

Note: If you do not have access to the iROAR Report Generator, please contact Nikki Hood (steele6@clemson.edu) in Registration Services.
FORM TO REQUEST SUBSTITUTION FOR AN ACADEMIC REQUIREMENT

CONTACT: Registrar, 102 Sikes Hall, 656-2171

A student may request substitution of a course, whether Clemson credits or transfer credits, for a curriculum requirement in the academic program, the minor, or General Education. Substitutions will be applied toward degree requirements only after approval by all the appropriate academic signatories. Students should initiate the request with their assigned academic advisor using the Form to Request Substitution for an Academic Requirement, available on the Registrar’s website at www.registrar.clemson.edu.

All requests for course/requirement substitutions must be submitted and approved as early as possible and prior to the start of the student’s final semester at Clemson University (i.e., the graduation semester). It is the student’s responsibility to ensure that the necessary forms have been processed and signed. Failure to follow these guidelines may result in the student’s graduation being delayed to at least the following semester.

Important points to consider:

- The form is used to request substitution but there is no guarantee of acceptance.
- Substitutions must be requested as soon as possible so that a remedy can be sought if the request is denied (i.e., student needs to sign up for a required class).
- Substitutions should be infrequent. Curricula should be changed if substitutions are routinely granted.
- Form is initiated by student and advisor who work together on appropriate justification.
- Justifications must include documentation; “needed for graduation” is not acceptable.
- Separate signatures are required. No single person can sign for all levels.
- Substitutions for a minor, or CCA or STS requirement require only one signature past the advisor (see form instructions).
- Department chairs and the associate dean of the academic program college need to sign after the advisor.
- If the course being substituted is taught in another college, the associate dean in that college must sign as the last signatory.
- For Gen Ed courses:
  - Communication Studies will be signed by the College of Behavioral, Health, and Social Sciences (CBHSS).
  - Arts and humanities courses signed by College of Architecture, Art and Humanities associate dean.
  - Math, Biological Sciences and Physical sciences (chemistry, physics, astronomy, geology) signed by College of Science associate dean.
  - Social sciences depend on CU course home. For example, history is signed by CAAH associate dean and anthropology by CBHSS associate dean.
**Form to Request Substitution for an Academic Requirement**

<table>
<thead>
<tr>
<th>Box 1</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: <strong>SAMPLE DO NOT USE</strong></td>
<td>Signature:</td>
<td>Student making request</td>
<td></td>
</tr>
<tr>
<td>Last</td>
<td>First</td>
<td>Middle</td>
<td></td>
</tr>
<tr>
<td>CUID: <strong>X X X - X X X - X X X</strong></td>
<td>Student email address: <a href="mailto:__________________________@clemson.edu">__________________________@clemson.edu</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic program:</td>
<td>Catalog year: ________ - ________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The following substitution for an academic requirement is requested:</td>
<td>Expected graduation date: month year</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Box 2</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Is this a transfer course? (See University Regulations)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Yes</td>
<td>☐ No</td>
<td>☐ 2-year school</td>
<td>☐ 4-year school</td>
</tr>
<tr>
<td>If yes, list name of transfer institution(s):</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Box 3</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Detailed Justification (required; cite specific curriculum requirement; attach supporting documentation):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date: ________ Name: __________________________ Signature: __________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Please print</td>
<td>Academic Advisor/Department Chair</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:** This is the only additional signature needed if substitution is for a course requirement in a minor, CCA, or STS

<table>
<thead>
<tr>
<th>Box 4</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Remarks:</td>
<td>☐ Approved</td>
<td>☐ Denied</td>
<td></td>
</tr>
<tr>
<td>Date: ________ Name: __________________________ Signature: __________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Please print</td>
<td>Department Chair of Minor, CCA, or STS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Box 5</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Remarks:</td>
<td>☐ Approved</td>
<td>☐ Denied</td>
<td></td>
</tr>
<tr>
<td>Date: ________ Name: __________________________ Signature: __________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Please print</td>
<td>Department Chair of Academic program</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**When this form is complete, please return to the Enrolled Student Services Office in 104 Sikes Hall.**
Form to Request Substitution for an Academic Requirement

INSTRUCTIONS

To avoid prerequisite issues or a delay in graduation, this form should be submitted as early as possible. Note that some colleges do not consider requests in the last semester, so it is best to submit prior to application for graduation.

This form is a request for a change to the curriculum requirements for an individual student and approval is not guaranteed, nor does approval for this individual student imply that the same request will be approved for others. Denied requests will be returned to the academic advisor.

**Student Responsibilities – Box 1:** Meet with your academic advisor to discuss your request. Sign the form and fill in the information in Box 1. Work with your advisor to fill out the Detailed Justification section in Box 3. The request is dated on the date your advisor signs. A clear justification will expedite the review process.

**Transfer Courses – Box 2:** Courses transferring to Clemson as “Elective” must have supporting documentation attached. A Permission to Take Course work Elsewhere form must be completed prior to enrolling at another institution. Courses taken at 2-year institutions cannot be used to substitute for 300 or higher level courses.

**Advisor Responsibilities – Box 3:** Work with the student to provide the Detailed Justification in Box 3. Attach supporting documentation which should include a copy of the curriculum map from the Undergraduate Announcements with the specific requirement highlighted. Other documents may include course syllabi, memoranda of support from the department’s curriculum committee, or TCEL data. Sign the form in Box 3 and provide the student with instruction on delivery to the person that can provide the next required signature. Keep a copy of the form for your records.

**Signatory Information**

Remarks are required if the request is denied, and the student must meet again with the academic advisor.

**Requirement for Minor/CCA/STS – Box 4**

Approval for a substitution within a minor can be granted by the chair responsible for the minor curriculum, usually the department chair (or designee) for the department that teaches courses in the minor. For some programs (cluster minors, Women’s Studies, etc.) the signatory may not be a department chair. Visit [http://www.clemson.edu/administration/ugs/](http://www.clemson.edu/administration/ugs/) for the current list of contacts. Substitutions for Cross Cultural Awareness must be approved by Dr. John Griffin (Dean of Undergraduate Studies). Substitutions for STS must be approved by Dr. Pam Mack (History). No additional signatures are required.

**Requirement for Academic program – Box 5**

- **Department Chair of Academic program:** The department chair (or designee) in which the curriculum is offered must approve by signature after the academic advisor has approved the request. A department chair may approve the request as advisor under special circumstances. The department chair will ensure delivery of the form to the appropriate Dean’s Office.

- **Dean of Academic program College:** The Dean (or designee) of the college in which the curriculum is offered must approve by signature after the department chair has approved the request. If all courses involved on the form are contained within one college then this is the last signature required. The Dean’s Office will ensure delivery of the form to Sikes Hall.

- **Dean Responsible for Requirement or Course:** If the academic requirement or course is housed in a separate unit outside of the academic program college, the Dean (or designee) in the unit responsible for the requirement or course must approve the request. The Dean’s Office will ensure delivery of the form to Sikes Hall.