ACADEMIC CALENDAR

**Long Summer 2014**
May 13, Tu Late enrollment
May 14, W Classes begin
May 15, Th Last day to register or add a class
May 21, W Last day to drop a class or withdraw from the University without a W grade
June 3, Tu Last day to order diploma for August graduation
June 16-20, M-F Long summer break
July 1, Tu Last day for instructors to issue midterm evaluations
July 4, F July 4th holiday
July 8, Tu Last day to drop a class or withdraw from the University without final grades
July 30, W Last day of class
July 31, Th Study Day
August 1 & 4, F & M Examinations
August 5, Tu 2:00 P.M.—Deadline to submit candidate grades
August 6, W 9:00 A.M.—Deadline to submit other grades
August 7, Th Candidates for graduation may access grades
August 8, F Graduation

**Summer I 2014**
May 13, Tu Late enrollment
May 14, W Classes begin
May 15, Th Last day to register or add a class
May 19, M Last day to drop a class or withdraw from the University without a W grade
May 30, F Last day for instructors to issue midterm evaluations
June 3, Tu Last day to order diploma for August graduation
June 5, Th Last day to drop a class or withdraw from the University without final grades
June 7, Tu Last day of class
June 8, W Study Day
June 12-16, Tu-F Examinations
June 25, W 9:00 A.M.—Deadline to submit grades

**Summer II 2014**
June 23, M Orientation
June 24, Tu Late enrollment
June 25, W Classes begin
June 26, Th Last day to register or add a class
June 30, M Last day to drop a class or withdraw from the University without a W grade
July 4, F July 4th holiday
July 14, M Last day for instructors to issue midterm evaluations
July 18, F Last day to drop a class or withdraw from the University without final grades
July 30, W Last day of class
July 31, Th Study Day
August 1 & 4, F & M Examinations
August 5, Tu 2:00 P.M.—Deadline to submit candidate grades
August 6, W 9:00 A.M.—Deadline to submit other grades
August 7, Th Candidates for graduation may access grades
August 8, F Graduation

**Summer Minimester A 2014**
May 13, Tu Late enrollment
May 14, W Classes begin
May 14, W Last day to register or add a class
May 15, Th Last day to drop a class or withdraw from the University without a W grade
May 21, W Last day for instructors to issue midterm evaluations
May 23, F Last day to drop a class or withdraw from the University without final grades
May 30, F Last day of class
June 2, M Examinations
June 3, Tu Last day to order diploma for August graduation
June 4, W 9:00 A.M.—Deadline to submit grades

**Summer Minimester B 2014**
June 3, Tu Late enrollment
June 3, Tu Classes begin
June 3, Tu Last day to register or add a class
June 3, Tu Last day to order diploma for August graduation
June 4, W Last day to drop a class or withdraw from the University without a W grade
June 10, Tu Last day for instructors to issue midterm evaluations
June 12, Th Last day to drop a class or withdraw from the University without final grades
June 19, Th Last day of class
June 20, F Study Day
June 23, M Examinations
June 25, W 9:00 A.M.—Deadline to submit grades

**Summer Minimester C 2014**
June 24, Tu Late enrollment
June 24, Tu Classes begin
June 24, Tu Last day to register or add a class
June 25, W Last day to drop a class or withdraw from the University without a W grade
July 1, Tu Last day for instructors to issue midterm evaluations
July 3, Th Last day to drop a class or withdraw from the University without final grades
July 4, F July 4th holiday
July 11, F Last day of class
July 14, M Examinations
July 16, W 9:00 A.M.—Deadline to submit grades

**Summer Minimester D 2014**
June 25, W Classes begin
June 26, W Last day to register or add a class
June 30, M Last day to drop a class or withdraw from the University without a W grade
July 4, F July 4th holiday
July 14, M Last day for instructors to issue midterm evaluations
July 18, F Last day to drop a class or withdraw from the University without final grades
July 30, W Last day of class
July 31, Th Study Day
August 1 & 4, F & M Examinations
August 5, Tu 2:00 P.M.—Deadline to submit candidate grades
August 6, W 9:00 A.M.—Deadline to submit other grades
August 7, Th Candidates for graduation may access grades
August 8, F Graduation

**Fall Semester 2014**
Aug 18-19, M-Tu Late enrollment
Aug 19, Tu University Convocation
Aug 20, W Classes begin
Aug 26, Tu Last day to register or add a class
Sep 2, Tu Last day to drop a class or withdraw from the University without a W grade
Sep 9, Tu Last day to order diploma for December graduation
Oct 10, F Last day for instructors to issue midterm evaluations
Oct 24, F Last day to drop a class or withdraw from the University without final grades
First Fall 2014
Aug 18, M Late enrollment
Aug 18, M Classes begin
Aug 25, M Last day to register or add a class
Aug 29, F Last day to drop a class or withdraw from the University without a W grade
Sep 9, Tu Last day to order diploma for December graduation
Sep 12, F Last day for instructors to issue midterm evaluations
Sep 19, F Last day to drop a class or withdraw from the University without final grades
Oct 3, F Last day of classes
Oct 6-10, M-F Examinations
Oct 15, W 9:00 a.m.–Deadline to submit grades

Second Fall 2014
Oct 13, M Late enrollment
Oct 13, M Classes begin
Oct 20, M Last day to register or add a class
Oct 24, F Last day to drop a class or withdraw from the University without a W grade
Nov 3-4, M-Tu Fall break
Nov 5, W Registration for spring and summer terms begins
Nov 11, Tu Last day for instructors to issue midterm evaluations
Nov 18, Tu Last day to drop a class or withdraw from the University without final grades
Nov 26-28, W-F Thanksgiving holidays
Dec 5, F Last day of classes
Dec 8-12, M-F Examinations
Dec 15, M 9:00 a.m.–Deadline to submit candidate grades
Dec 17, W 9:00 a.m.–Deadline to submit other grades
Dec 17, W Candidates for graduation may access grades
Dec 18, Th Graduation

Fall Minimester A 2014
Aug 18-19, M-Tu Late enrollment
Aug 20, W Classes begin
Aug 20, W Last day to register or add a class
Aug 21, Th Last day to drop a class or withdraw from the University without a W grade
Aug 29, F Last day for instructors to issue midterm evaluations
Sep 2, Tu Last day to drop a class or withdraw from the University without final grades
Sep 9, Tu Last day of classes
Sep 9, Tu Last day to order diploma for December graduation
Sep 10, W Study day
Sep 11, Th Examinations
Sep 15, M 9:00 a.m.–Deadline to submit grades

Fall Minimester B 2014
Sep 16, Tu Late enrollment
Sep 17, W Classes begin
Sep 17, W Last day to register or add a class
Sep 18, Th Last day to drop a class or withdraw from the University without a W grade
Sep 26, F Last day for instructors to issue midterm evaluations
Sep 30, Tu Last day to drop a class or withdraw from the University without final grades

Fall Minimester C 2014
Oct 13, M Late enrollment
Oct 13, M Classes begin
Oct 14, Tu Last day to drop a class or withdraw from the University without a W grade
Oct 22, W Last day for instructors to issue midterm evaluations
Oct 24, F Last day to drop a class or withdraw from the University without final grades
Oct 31, F Last day of classes
Nov 3-4, M-Tu Fall break
Nov 5, W Examinations
Nov 7, F 9:00 a.m.–Deadline to submit grades

Fall Minimester D 2014
Nov 11, Tu Late enrollment
Nov 12, W Classes begin
Nov 12, W Last day to register or add a class
Nov 13, Th Last day to drop a class or withdraw from the University without a W grade
Nov 21, F Last day for instructors to issue midterm evaluations
Nov 26-28, W-F Thanksgiving holidays
Nov 25, Tu Last day to drop a class or withdraw from the University without final grades
Dec 5, F Last day of classes
Dec 8, M Examinations
Dec 15, M 9:00 a.m.–Deadline to submit candidate grades
Dec 17, W 9:00 a.m.–Deadline to submit other grades
Dec 17, W Candidates for graduation may access grades
Dec 18, Th Graduation

Spring Semester 2015
Jan 5, M Orientation
Jan 5-6, M-Tu Late enrollment
Jan 7, W Classes begin
Jan 13, Tu Last day to register or add a class
Jan 19, M Martin Luther King Jr. holiday
Jan 21, W Last day to drop a class or withdraw from the University without a W grade
Jan 28, W Last day to order diploma for May commencement
Feb 27, F Last day for instructors to issue midterm evaluations
Mar 13, F Last day to drop a class or withdraw from the University without final grades
Mar 16-20, M-F Spring break
Mar 30, M Registration for fall term begins
Apr 4-11, Sa-Sa Honors and Awards Week
Apr 23-24, Th-F Classes meet; exams permitted in labs only
Apr 27-May 1, M-F Examinations
May 5, Tu 9:00 a.m.–Deadline to submit candidate grades
May 6, W 9:00 a.m.–Deadline to submit other grades
May 7, Th Candidates for graduation may access grades
May 8, F Commencement

First Spring 2015
Jan 5, M Late enrollment
Jan 5, M Classes begin
Jan 12, M Last day to register or add a class
Jan 19, M Martin Luther King Jr. holiday
Jan 20, Tu Last day to drop a class or withdraw from the University without a W grade
Jan 28, W Last day to order diploma for May commencement
Feb 2, M Last day for instructors to issue midterm evaluations
Feb 9, M Last day to drop a class or withdraw from the University without final grades
Feb 23, M Last day of classes
Feb 24-27, Tu-F Examinations
Mar 2, M 9:00 a.m.–Deadline to submit grades

**Second Spring 2015**
Mar 2, M Late enrollment
Mar 2, M Classes begin
Mar 9, M Last day to register or add a class
Mar 13, F Last day to drop a class or withdraw from the University without a W grade
Mar 16-20, M-F Spring break
Mar 30, M Registration for fall term begins
Apr 3, F Last day for instructors to issue midterm evaluations
Apr 10, F Last day to drop a class or withdraw from the University without final grades
Apr 24, F Last day of classes
Apr 27-May 1, M-F Examinations
May 5, Tu 9:00 a.m.–Deadline to submit candidate grades
May 6, W 9:00 a.m.–Deadline to submit other grades
May 7, Th Candidates for graduation may access grades
May 8, F Commencement

**Spring Minimester A 2015**
Jan 5-6, M-Tu Late enrollment
Jan 7, W Classes begin
Jan 7, W Last day to register or add a class
Jan 8, Th Last day to drop a class or withdraw from the University without a W grade
Jan 19, M Martin Luther King Jr. holiday
Jan 19, M Last day for instructors to issue midterm evaluations
Jan 21, W Last day to drop a class or withdraw from the University without final grades
Jan 28, W Last day of classes
Jan 28, W Last day to order diploma for May commencement
Jan 29, Th Study day
Jan 30, F Examinations
Feb 2, M 9:00 a.m.–Deadline to submit grades

**Spring Minimester B 2015**
Feb 2, M Late enrollment
Feb 2, M Classes begin
Feb 2, M Last day to register or add a class
Feb 3, Tu Last day to drop a class or withdraw from the University without a W grade
Feb 11, W Last day for instructors to issue midterm evaluations
Feb 13, F Last day to drop a class or withdraw from the University without final grades
Feb 20, F Last day of classes
Feb 23, M Examinations
Mar 2, M 9:00 a.m.–Deadline to submit grades

**Spring Minimester C 2015**
Mar 2, M Late enrollment
Mar 2, M Classes begin
Mar 2, M Last day to register or add a class
Mar 3, Tu Last day to drop a class or withdraw from the University without a W grade
Mar 11, W Last day for instructors to issue midterm evaluations
Mar 13, F Last day to drop a class or withdraw from the University without final grades
Mar 16-20, M-F Spring break
Mar 27, F Last day of classes
Mar 30, M Registration for fall term begins
Mar 30, M Examinations
Apr 6, M 9:00 a.m.–Deadline to submit grades

**Spring Minimester D 2015**
Apr 6, M Late enrollment
Apr 6, M Classes begin
Apr 6, M Last day to register or add a class
Apr 7, Tu Last day to drop a class or withdraw from the University without a W grade
Apr 15, W Last day for instructors to issue midterm evaluations
Apr 17, F Last day to drop a class or withdraw from the University without final grades
Apr 24, F Last day of classes
Apr 27, M Examinations
May 5, Tu 9:00 a.m.–Deadline to submit candidate grades
May 6, W 9:00 a.m.–Deadline to submit other grades
May 7, Th Candidates for graduation may access grades
May 8, F Commencement

**Summer 2015**
May 12, Tu Late enrollment
May 13, W Classes begin
May 14, Th Last day to register or add a class
May 20, W Last day to drop a class or withdraw from the University without a W grade
Jun 2, Tu Last day to order diploma for August graduation
Jun 15-19, M-F Long summer break
Jun 30, Tu Last day for instructors to issue midterm evaluations
Jul 6, M July 4th holiday
Jul 7, Tu Last day to drop a class or withdraw from the University without final grades
Jul 29, W Last day of classes
Jul 30, Th Study day
Jul 31 & Aug 3, F & M Examinations
Aug 4, Tu 2:00 p.m.–Deadline to submit candidate grades
Aug 5, W 9:00 a.m.–Deadline to submit other grades
Aug 6, Th Candidates for graduation may access grades
Aug 7, F Graduation

**First Summer 2015**
May 12, Tu Late enrollment
May 13, W Classes begin
May 14, Th Last day to register or add a class
May 18, M Last day to drop a class or withdraw from the University without a W grade
May 29, F Last day for instructors to issue midterm evaluations
Jun 2, Tu Last day to order diploma for August graduation
Jun 4, Th Last day to drop a class or withdraw from the University without final grades
Jun 16, Tu Last day of classes
Jun 17, W Study day
Jun 18-19, Th-F Examinations
Jun 24, W 9:00 a.m.–Deadline to submit grades

**Second Summer 2015**
Jun 22, M Orientation
Jun 23, Tu Late enrollment
Jun 24, W Classes begin
Jun 25, Th Last day to register or add a class
Jun 29, M Last day to drop a class or withdraw from the University without a W grade
Jul 6, M July 4th holiday
Jul 13, M Last day for instructors to issue midterm evaluations
Jul 17, F Last day to drop a class or withdraw from the University without final grades
Jul 29, W Last day of classes
Jul 30, Th Study day
Jul 31 & Aug 3, F & M Examinations
Aug 4, Tu 2:00 p.m.–Deadline to submit candidate grades
Aug 5, W 9:00 a.m.--Deadline to submit other grades
Aug 6, Th Candidates for graduation may access grades
Aug 7, F Graduation

**Summer Minimester A 2015**
May 12, Tu Late enrollment
May 13, W Classes begin
May 13, W Last day to register or add a class
May 14, Th Last day to drop a class or withdraw from the University without a W grade
May 20, W Last day for instructors to issue midterm evaluations
May 22, F Last day to drop a class or withdraw from the University without final grades
May 29, F Last day of classes
Jun 1, M Examinations
Jun 2, Tu Last day to order diploma for August graduation
Jun 3, W 9:00 a.m.--Deadline to submit grades

**Summer Minimester B 2015**
Jun 2, Tu Late enrollment
Jun 2, Tu Classes begin
Jun 2, Tu Last day to register or add a class
Jun 2, Tu Last day to order diploma for August graduation
Jun 3, W Last day to drop a class or withdraw from the University without a W grade
Jun 9, Tu Last day for instructors to issue midterm evaluations
Jun 11, Th Last day to drop a class or withdraw from the University without final grades
Jun 18, Th Last day of classes
Jun 19, F Study day
Jun 22, M Examinations
Jun 24, W 9:00 a.m.--Deadline to submit grades

**Summer Minimester C 2015**
Jun 23, Tu Late enrollment
Jun 23, Tu Classes begin
Jun 23, Tu Last day to register or add a class
Jun 24, W Last day to drop a class or withdraw from the University without a W grade
Jun 30, Tu Last day for instructors to issue midterm evaluations
Jul 2, Th Last day to drop a class or withdraw from the University without final grades
Jul 6, M July 4th holiday
Jul 10, F Last day of classes
Jul 13, M Examinations
Jul 15, W 9:00 a.m.--Deadline to submit grades

**Summer Minimester D 2015**
Jul 15, W Late enrollment
Jul 15, W Classes begin
Jul 15, W Last day to register or add a class
Jul 16, Th Last day to drop a class or withdraw from the University without a W grade
Jul 22, W Last day for instructors to issue midterm evaluations
Jul 24, F Last day to drop a class or withdraw from the University without final grades
Jul 31, F Last day of classes
Aug 3, M Examinations
Aug 4, Tu 2:00 p.m.--Deadline to submit candidate grades
Aug 5, W 9:00 a.m.--Deadline to submit other grades
Aug 6, Thu Candidates for graduation may access grades
Aug 7, Fri Graduation

*Note*: Dates on this calendar were accurate at the time of printing. Dates, however, may change as conditions warrant. Current information is available at

[www.registrar.clemson.edu/html/Acad_Cal.htm](http://www.registrar.clemson.edu/html/Acad_Cal.htm)
The One-Stop Enrollment page is an excellent resource for new and continuing students for an array of enrollment-related questions.  

www.registrar.clemson.edu/onestop
Policies and Procedures

ACADEMIC FORGIVENESS POLICY

Contact: Cal Becker, Associate Registrar, BCALVIN, 656-2174
2014-15 Undergraduate Announcements, p. 28
www.registrar.clemson.edu/html/acadForgiveness.htm

The Academic Forgiveness Policy (AFP) allows a student enrolled beginning Fall 2013 or after to eliminate from the calculation of his/her GPA up to three courses in which a D or F was earned. Students enrolled prior to Fall 2013 who 1) were under the former Academic Redemption Policy and 2) have sufficient redemption hours will be allowed academic forgiveness on a modified scale. Detailed information is available at www.registrar.clemson.edu/html/acadForgiveness.

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 that result 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.
- 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 Clemson’s academic integrity policy.
ACADEMIC ELIGIBILITY POLICY

Contact: Julia Lusk, Student Services Manager, MCBRIDE, 656-3941
2014-15 Undergraduate Announcements, p. 27
www.registrar.clemson.edu/portal/

All students are expected to study and perform to the best of their abilities. The academic eligibility standards listed below represent minimum levels 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, Academic Success Center or other appropriate University resources.

The evaluation for academic eligibility is separate from the evaluation for satisfactory academic progress required for Student Financial Aid. Further information on satisfactory academic progress for financial aid purposes can be found on page I-25 and at www.clemson.edu/financial-aid/applying/academic-progress.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 spring semester in which he/she does not meet the academic eligibility criteria listed below. 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 for two consecutively enrolled 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>Minimum Cumulative Grade-Point Average (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 based on 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 has two consecutive semesters on academic probation, 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.

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

3. A student enrolled 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 on academic probation who fails to meet academic eligibility standards will be dismissed at the end of the following term for one calendar year and permitted to enroll only as a result of a successful appeal.
4. A student permitted to reenroll 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.
WITHDRAWAL FROM COURSES POLICY

Contact: Julie Pennebaker, Assistant Registrar, PJULIA, 656-5281
2014-15 Undergraduate Announcements, p.26-27
www.registrar.clemson.edu

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.

After the first two weeks and before the last five weeks of class, students who drop a class will
have a \( W \) for the class recorded on their transcripts. 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 classes without their prior enrollment in
the course reflected on their official record.

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 on this page: 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 I-11.

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)

NOTE:
Student athletes cannot drop a course that would cause their enrollment to fall below 12 credit
hours.
WITHDRAWAL FROM THE UNIVERSITY

Contact: Jeff Appling, Associate Dean, JAPPLIN, 656-3022
2014-2015 Undergraduate Announcements, p. 31
www.registrar.clemson.edu/portal/

A student may withdraw from the University subject to the restrictions in the section on W-Withdrew outlined in the Undergraduate Announcements. Students who exceed these restrictions shall have final grades recorded. Any variance from the restrictions must be approved by the provost or the provosts’ designee. The student must document the circumstances supporting the request. All University withdrawals (including withdrawing from the only course in which a student is enrolled) must be processed by the Associate Dean of Undergraduate Studies. Students requesting to withdraw from the University should visit 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-08 Sikes Hall to determine the amount. For financial aid purposes, enrollment is defined and satisfactory academic progress levels are established as of the last day to register or add classes. Withdrawing from the University can negatively impact financial aid eligibility if a student has not completed a sufficient number of credit hours. Details are available at www.clemson.edu/finaid.

Students should refer to their registration materials for refund information and deadlines. Refunds are based on the effective date of the withdrawal. The refund schedule is maintained by the Student Financial Services Office (G-08 Sikes Hall). Inquiries about refunds should be directed to that office.
CHANGE OF ACADEMIC PROGRAM
AND CHANGE OF CURRICULUM YEAR

2014-15 Undergraduate Announcements, p. 31
www.registrar.clemson.edu/

CHANGING ACADEMIC PROGRAMS

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

1. A student should pick up a change of major card from 104 Sikes Hall, take it to the new department first for a signature and course advising, and bring the card back to the original department to be signed out.

2. If students withdraw from the University or do not remain continuously enrolled (summer terms excluded), they are readmitted into the academic program in which they were last enrolled.

Please refer to the Departmental Change-of-Academic Program Requirements section on page I-14 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 which academic program to change, the Center for Career and Professional Development can help. The Center offers career assessments that can help students understand how they relate to 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, or Undergraduate Catalog, is published around May 15th each year and is in effect for 12 months until the following May 15th.

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 return for students with less than 95 credits. The curriculum year remains the same as when they were last enrolled for seniors (95 credits and more). 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. Transfer students are assigned the curriculum year based on the Undergraduate Announcements in effect at the time they enroll at Clemson. As an alternative, transfer students may select the curriculum that was outlined in the Clemson catalog 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 and process a Request to Change Academic Program form to be turned into 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 the advantages, disadvantages, availability of required courses that must be taken, and 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

Unless otherwise stated, students must meet the following requirements to change academic programs:

“Any undergraduate student who meets the Academic Eligibility Policy after attempting 12 credit hours at Clemson University (or who is allowed to continue by virtue of a semester 2.4 grade-point average on 12 earned credits or who is allowed to continue through appeal to the Appeals Committee on Academic Eligibility or by other authorization of this committee) may transfer from one academic program to another. Any college or department that seeks an exception to this policy must have the approval of the collegiate dean and the provost” 2014-15 Undergraduate Announcements, page 31.

Exceptions to this policy are listed below. Please contact the appropriate departmental representative for the most current information on change-of-academic program requirements for a particular department.

AGRICULTURE, FORESTRY AND LIFE SCIENCES

**Agriculture 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 Agriculture Undeclared.

Contact: Joey Thames (jthames@clemson.edu) 656-1534; 153 P & A

**Agricultural Education**

Contact: Thomas Dobbins (tdbbns@clemson.edu); 656-5674; 171 P&A
Christi Leard (ccampb3@clemson.edu); 656-4082, 244 McAdams

**Agribusiness**

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

**Agricultural Mechanization & Business**

Contact: 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: Glenn Birrenkott (gbrrnkt@clemson.edu); 656-4019; 134 P&A
Kathy Still (kstill@clemson.edu); 656-3162; 131 P&A
Biochemistry  
Contact: Alison Starr-Moss (gbadv@clemson.edu)  
mailto:cheryli@clemson.edu); 656-6877; 158 P&A

Biological Sciences  
Students wishing to change their academic program to Biological Sciences must have earned a minimum 2.4 GPA.

Contact: Sally Brock (sallyb@clemson.edu); 656-3604; 124 Long Hall
Robert Cohen (rschoen@clemson.edu); 656-1415, 128 Long Hall
Stephanie Evans (shevans@clemson.edu); 656-5074, 129 Long Hall

Environmental & Natural Resources  
Contact: Pat Layton (playton@clemson.edu); 656-3303; 132 Lehotsky
Amy Sanders, (amybs@clemson.edu); 656-4840; 248 Lehotsky

Any student interested in ENR and unsure which concentration to go into should contact Amy Sanders, (amybs@clemson.edu); 656-4840; 248 Lehotsky

Food Science  
*Food Science & Technology Concentration:*
Contact: Aubrey Coffee (acoffee@clemson.edu); 656-1201; 205 P&A

*Nutrition & Dietetics Concentration:*
Contact: Rita Haliena (rhln@clemson.edu); 656-7614; 218 P&A (Juniors and Seniors)
Sara Stancil (sstanci@clemson.edu); 864-508-0875; 210 P&A (Freshman & Sophomores)
Glenda Brown (gbrown@clemson.edu); 656-5698; 224 P&A

Forest Resource Management  
Contact: Pat Layton (playton@clemson.edu); 656-3303; 132 Lehotsky
Amy Sanders, (amybs@clemson.edu); 656-4840; 248 Lehotsky

Genetics  
Contact: Alison Starr-Moss (gbadv@clemson.edu)  
mailto:cheryli@clemson.edu); 656-6877; 158 P&A

Horticulture  
Contact: Ellen Vincent, (ellenav@clemson.edu); 656-1342; 173 P&A

Microbiology  
Contact: Sally Brock (sallyb@clemson.edu); 656-3604; 124 Long Hall
Bob Ballard (ballard@clemson.edu); 656-3579; G-22 Jordan
Stephanie Evans (shevans@clemson.edu); 656-5074, 129 Long Hall

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 GPR 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: Erin Snyder (emsnyde@clemson.edu); 301-922-7366; 311 HA Smith Bldg.
Glenda Brown (gbrwn@clemson.edu); 656-5698; 224 P&A

Plant & Environmental Sciences
Contact: Pat Zungoli (pzngl@clemson.edu); 656-3137; 264 P&A

Turfgrass
Contact: Haibo Liu, (haibol@clemson.edu ); 656-6367;260 P&A

Wildlife & Fisheries Biology
Contact: Pat Layton (playton@clemson.edu ); 656-3303; 132 Lehotsky
Amy Sanders, (amybs@clemson.edu); 656-4840; 248 Lehotsky

ARCHITECTURE, ARTS AND HUMANITIES

SCHOOL OF DESIGN AND BUILDING

Architecture
Students are selected for acceptance into the program once per year, normally in late April. Candidates must first complete ARCH 1010 and earn a 2.7 cumulative GPA at the end of the fall semester. In addition, they must enroll in ARCH 1510 during the spring semester. Students will be accepted into the academic program based on space availability and their performance in ARCH 1010 and ARCH 1510. (Not published in 2014-15 Undergraduate Announcements)

Contact: Bob Hogan (hrobert@clemson.edu); 656-3914; 3-132 Lee

Construction Science & Management
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

Landscape Architecture Contact: Matthew Power (powers8@clemson.edu); 656-4408; 3-116 Lee

SCHOOL OF THE ARTS 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 at least a 2.8 GPA.

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

Visual Arts (B.F.A.) Contact: Greg Shelnutt (gshelnu@clemson.edu); 656-3880; 2-121 Lee

SCHOOL OF HUMANITIES

Communication Studies Students may change their academic program to Communication Studies based on approval of a committee of faculty from the Department of Communication Studies. 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 including ENGL 1030 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 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 communication. For more information, visit www.clemson.edu/caah/communication/undergraduate.

Contact: Joe Mazer (jmazer@clemson.edu) 656-5254; 407 Strode

English Contact: Cameron Bushnell (cbushne@clemson.edu); 656-3151; 804 Strode
Jessica Dean (dean4@clemson.edu); 656-3152, 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 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
Thomas Kuehn (tjkuehn@clemson.edu); 656-3153, 126A 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 changes will be based on space availability.

Contact: Graciela Tissera (gtisser@clemson.edu); 656-3493; 713 Strode

Language & International Trade

Contact: Leslie Williams (elwill@clemson.edu); 656-3547; 702 Strode

Modern Languages

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

Chinese: Yanming An (yanming@clemson.edu); 656-3395; 614 Strode
French: Joe Mai (jmai@clemson.edu); 656-3241; 509 Strode
German: Johannes Schmidt (schmidj@clemson.edu); 656-4299; 706 Strode
Italian: Luca Barattoni (lbaratt@clemson.edu); 656-3538; 303 Strode
Japanese: Leslie Williams (elwill@clemson.edu); 656-3547; 614 Strode
Spanish: Michael Greene (mgreen4@clemson.edu); 656-1671; 710 Strode

Pan African Studies

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

Philosophy

Contact: Stephen Satris (stephen@clemson.edu); 656-7907 ext. 16; 210 Hardin

Religious Studies

Contact: Steven Grosby (sgrosby@clemson.edu); 656-7907 ext. 13; 218 Hardin
Students may change their academic program to Sports Communication based on approval of a committee of faculty from the Department of Communication Studies. 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 including ENGL 1030 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 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 more information, visit http://www.clemson.edu/caah/communication/undergraduate/sports-communication/index.html.

Contact: Jimmy Sanderson (jsande6@clemson.edu); 656-3996; 413 Strode

Women’s Leadership

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

Undeclared Humanities

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

Contact: Lindsey Kovach (lgillen@clemson.edu); 656-4485; 103 Strode

**BUSINESS AND BEHAVIORAL SCIENCE**

All change of academic program forms (with the exception of psychology and political science academic program changes) for students desiring to change into or out of CBBS academic programs (from or to pre-business, between business academic programs, from or to behavioral science academic programs, and from or to graphic communications academic program) are processed in the CBBS Academic Advising Center (located in G-02 Sirrine). Changes of academic program forms for students wishing to change into psychology or political science are initiated in those departments.

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: BBS Advising Center, G-02 Sirrine (A–F) Rhonda Woods (rwoods@clemson.edu); 656-6957 (G–M) Adam Hunter (hunter3@clemson.edu); 656-2526 (N–Z) Suerea Wooten (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 CBBS 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: BBS Advising Center, G-02 Sirrine
(A–F) Rhonda Woods (rwoods@clemson.edu); 656-6957
(G–M) Adam Hunter (hunter3@clemson.edu); 656-2526
(N–Z) Suerea Wooten (swooten@clemson.edu); 656-6956

**Anthropology**

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: Sarah Winslow (swinslo@clemson.edu); 656-3819;
135A Brackett
Ellen Granberg (granber@clemson.edu); 656-3238; 132B Brackett

**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); 656-3964; 228B Sirrine
Raymond Sauer (sauerr@clemson.edu); 656-3969; 228 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: Sam Ingram (sting@clemson.edu); 656-3447; G02A Tillman
Political Science
Contact: Adam Warber (awarber@clemson.edu); 656-1828; 231A Brackett

Psychology
To add or change into a Psychology academic program, a student must attend one mandatory change of academic program meeting. At the time of the meeting, a student must have 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 www.clemson.edu/psych/ugrad/change-of-major/. Students who do not yet meet the requirements to change into the PSYC academic program will also find useful information on that page.
Contact: Cynthia Pury (cpury@clemson.edu); 656-7876; 410 H 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: Sarah Winslow (swinslo@clemson.edu); 656-3819; 135A Brackett
Ellen Granberg (granber@clemson.edu); 656-3238; 132B Brackett

ENGINEERING AND SCIENCE
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 the 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: MTHS 1060, CH 1010, and ENGR 1020 (ENGR 1050 + 1060 as of summer 2014); and 3) have a cumulative GPA of 2.0 or higher. (Not published in 2014-15 Undergraduate Announcements)

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 by the individual engineering department. Refer to the current University Announcements for specific engineering curricula and department requirements.
Contact: College of Engineering & Science Advising Center; 656-2541; 1st Floor Lever

Chemistry
Hunter

Contact: Dennis Taylor (dftay@clemson.edu); 656-2680; 265

Computer Information Systems

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

Contact: Ken Weaver (weaver3@clemson.edu); 656-6933; 106 McAdams.
Mark Smotherman (mark@clemson.edu); 656-5878; 108 McAdams.
Undergraduates must make an appointment with Dr. Weaver or Dr. Lowe (rlowe@clemson.edu)

Computer Science

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

Contact: Ken Weaver (weaver3@clemson.edu); 656-6933; 106 McAdams
Mark Smotherman (mark@clemson.edu); 656-5878; 108 McAdams.
Undergraduates must make an appointment with Dr. Weaver or Dr. Lowe (rlowe@clemson.edu)

Geology
441B Brackett

Contact: Mark Schlautman (mschlau@clemson.edu); 656-4059;

Mathematical Sciences
102 Martin

Contact: Mark Cawood (cawood@clemson.edu); 656-6404; O-102 Martin

Physics

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

HEALTH, EDUCATION AND HUMAN DEVELOPMENT

Students wishing to change into any academic program in the College of HEHD (except for the Professional Golf Management (PGM) program), should visit the HEHD Advising Center in 309 Edwards Hall. See the next page for change of academic program contact information for PGM.

Education

Changing into academic programs in Education is highly competitive and limited in Early Childhood Education, Elementary Education, Special Education, Secondary Education – Social Studies, and Secondary Education – English. The process involves a formal application and an essay. Requests for a change of academic program application can be made at the Health, Education and Human Development Academic Advising
Center in 309 Edwards Hall and should be accompanied by an appointment with an advisor. Students wishing to change into any education academic program must have a minimum grade-point average of 2.75; however, applicant grade-point averages are often higher. Applications are accepted in the fall semester with a due date of December 3.

Contact: Stacey Marcus (staceym@clemson.edu); 656-5514; 309-A Edwards Hall
Elementary Education
Secondary Education Math, Social Studies, and English
Science Teaching (all)

Contact: Micky Ward (mickyw@clemson.edu); 656-0371; 309 Edwards Hall
Early Childhood Education
Special Education

Health Science
Admission is competitive and an application is required. When space is available, students with fewer than 50 credit hours and a minimum cumulative GPA of 2.25 may apply to change their academic program to Health Science. When space is available, students with 50 or more credit hours may apply for a change of academic program if they meet the following criteria: (1) completion of the Health Science mathematics and statistics requirements and the natural science with lab requirement; (2) earned a minimum cumulative GPA of 2.5; and (3) submission of a 1–3-page document detailing why the applicant desires to pursue Health Science and how this academic program would support his/her career goals. Changing into Heath Science is not guaranteed. Students are encouraged to apply during the first semester of their freshman year due to space limitations and to explore academic programs that can still lead to careers within the health professions. Additional information is available at www.clemson.edu/hehd/departments/public-health/. Students should contact Kristin Goodenow as soon as possible to learn more specifics.

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

Nursing
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 deadline of January 31. Decisions are made by February 28. Students approved to change into nursing will have a start date of the following January for enrolling in upper-division (junior-level clinical) nursing courses. Applicants should meet the following requirements prior to the semester of application:
a minimum cumulative grade-point average of 2.75, completion of a minimum of two required sciences in the Nursing curriculum with a C or better. Selection priority is based on grade-point average, number of completed nursing prerequisites and grades in the science courses required for Nursing. Students are allowed to apply only twice. Detailed information is available from the Academic Advising Center in 309 Edwards Hall or at www.clemson.edu/nursing.

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

Parks, Recreation & Tourism Management

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; 282 Lehotsky

NON-DEGREE PREPROFESSIONAL HEALTH STUDIES

Prepharmacy
122 Long Hall

Contact: Vincent Gallicchio (vsgall@clemson.edu); 650-6702, Sally Brock (sallyb@clemson.edu); 656-3604; 124 Long Hall

Preprofessional Health
122 Long Hall

Contact: Vincent Gallicchio (vsgall@clemson.edu); 650-6702, Sally Brock (sallyb@clemson.edu); 656-3604; 124 Long Hall

Prerehabilitation Sciences
122 Long Hall

Contact: Vincent Gallicchio (vsgall@clemson.edu); 650-6702, Sally Brock (sallyb@clemson.edu); 656-3604; 124 Long Hall

Preveterinary Medicine
134 P&A

Contact: Glenn Birrenkott (gbrrnktt@clemson.edu); 656-4019, Kathy Still (kstill@clemson.edu); 656-3162; 131 P&A
FINANCIAL AID

CONTACT: Financial Aid Staff, G-01 Sikes Hall, 656-2280
2014-2015 Undergraduate Announcements, pp.23
www.clemson.edu/finaid

APPLYING FOR FINANCIAL AID
Application for financial aid is complete when a student has been accepted to the University as a degree-seeking student and when 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 PIN to file electronically without a signature, to make corrections online, and to renew their FAFSA the following year. To request or change a PIN, students or parents may go to www.pin.ed.gov.

The FAFSA must be submitted after January 1 in order for the information submitted to be considered valid for the upcoming academic year. Processing time for financial aid is approximately 12 weeks. 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. Applications for PLUS and private loans should 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 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.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 I-29 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, 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.

**COOPERATIVE EDUCATION PROGRAM**

This program is an academic engaged-learning program that resides within the Center for Career and Professional Development. The program allows students to learn and work under a mentor in their field of study and it involves multiple rotations and more than one academic term. **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. Additional information regarding the Cooperative Education program may be found at the Center in 316 Hendrix Center or at career.clemson.edu/co-op_and_internships/.

**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.

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 2014 must submit a Summer School Enrollment form online and a 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.

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.

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.

Students must be enrolled at least half-time (currently six hours for undergraduates, five hours for graduate students) for the period of the loan request.

**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](http://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.
### LIFE, HOPE and Palmetto Fellows 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 Math &amp; Science</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hope</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>LIFE</td>
<td>$5,000</td>
<td>Two of the three: 3.0 high school GPA, 100 or higher SAT Score. Rank in the top 30% of your graduating class.</td>
<td>Average of 30 hours per academic year, cumulative 3.0 GPA - All colleges</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>Palmetto Fellows</td>
<td>$6,700</td>
<td>Must apply with high school guidance counselor. Must have: 3.0 high school GPA, 1200 or higher SAT score; rank in top 6% of your graduating class.</td>
<td>Take and pass an actual 30 hours per academic year, cumulative 3.0 Clemson GPA</td>
<td>Do not count</td>
<td>May count if replacing AP hours</td>
<td>Do not count</td>
<td>8*****</td>
<td>Additional $3,300*****</td>
</tr>
</tbody>
</table>

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

** After four years from initial college enrollment students are ineligible for scholarship renewal unless deferred officially with coop or internship semesters.

*** Landscape Architecture is the only 5 year program at Clemson University. Therefore, those students may receive 10 stipends of the Life Scholarship. Beginning in 2014-15 there will be a Landscape Architecture 4 year program which will only have 8 stipends.

**** Palmetto Fellow recipients who are in 5 year Landscape Architecture Program will receive 10 stipends of Palmetto Fellows instead of 8.

***** Certain math and science majors are eligible for the enhancement beginning in the sophomore year if they complete 14 hours of math and science coursework by the first day of their sophomore year.

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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.

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.

Please come to our office if you have any questions.

G61, Sikes Hall
www.clemson.edu/financialaid
finalaid@clemson.edu
(864) 656-2280

Per the Commission on Higher Education For the State of South Carolina:
A student cannot have more than two stipends of their scholarship per academic year.
All appeals must go through CHE. The form can be found on their website: www.chsc.gov
(803) 737-2260

Palmetto Fellows/LIFE/Hope info:
http://www.clemson.edu/financial-aid/types/scholarships/state-schol.html

4/18/2014
LAWFUL PRESENCE/SOUTH CAROLINA ILLEGAL IMMIGRATION REFORM ACT

CONTACT: Registrar, 102 Sikes Hall, 656-2171
2014-2015 Undergraduate Announcements, p.16
www.registrar.clemson.edu/html/lawfulPresence.htm

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.

The following are frequently asked questions that may help address concerns when advising students:

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 their 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 page 13 of “Admission” in the 2014-15 Undergraduate Announcements.
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. 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. Wait list openings are on a first come, first served basis. For more information about the wait list process in iROAR, visit http://www.clemson.edu/iroar/students/iROARfaqs.html

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, although students may request to pay for full-time status when paying tuition and fees.
- Wait List hours do not automatically assure a seat in the class.
- Wait List hours DO count toward the maximum allowed credit load—17 credit hours for new students and 19 hours for continuing students. Beginning August 19, 2014 for fall semester and January 6, 2015, for spring semester, most students will be allowed to register for up to 21 hours. Students on academic probation are restricted and cannot register for more than 16 credit hours. Email regserv@clemson.edu to request credit hour increases to 21 credit hours.
- 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.

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/) and the OneStop page (www.registrar.clemson.edu/onestop). Additional payment information is available from the Student Financial Services office at www.clemson.edu/cfo/receivables/sar/duedates.html.

**SCHEDULE CHANGES**
Changes in 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 18.

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 (http://www.registrar.clemson.edu/html/Acad_Cal.htm) for dates.
FORM TO REQUEST SUBSTITUTION FOR AN ACADEMIC REQUIREMENT

CONTACT: Registrar, 102 Sikes Hall, 656-2171
2013-14 Undergraduate Announcements, p.28
www.registrar.clemson.edu/html/courseSub.htm

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:

- Form is used to request substitution but there is no guarantee of acceptance.
- Substitutions must be requested as soon as possible so that remedy can be sought if 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 and arts and humanities courses signed by AAH associate dean.
  - Math signed by CES associate dean.
  - Biological sciences signed by CAFLS associate dean.
  - Physical sciences (chemistry, physics, astronomy, geology) signed by CES associate dean.
Social sciences depend on CU course home. For example, history is signed by AAH associate dean and anthropology by BBS associate dean.