

# ARKANSAS TECH UNIVERSITY

## BOARD POLICY

**Policy Number:** 301

**Subject:** Admissions Policy

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**Date Adopted:** March 1986

**Revised:** April 1988, October 1994, December 1995, September 2013

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Individuals who meet the admission requirements listed below may apply to Arkansas Tech University. The University reserves the right to reject the application of any individual. Every student must file an application for admission. Applications and additional information about Arkansas Tech are available from the Office of Admissions, Arkansas Tech University, 1605 Coliseum Drive, Suite 141 Doc Bryan, Russellville, Arkansas 72801.

Students may apply on-line from the Tech web site at [www.atu.edu](http://www.atu.edu) or e-mail for additional information via [tech.enroll@atu.edu](mailto:tech.enroll@atu.edu).

Tech will provide equal opportunity in admission to all persons. This applies to all phases of the admission process. Any demographic information collected through the admission application is on a voluntary basis and is to be used in a nondiscriminatory manner consistent with applicable civil rights laws for reporting and statistical purposes only and cannot affect eligibility for admission.

Tech is subject to and endorses both the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The Director of Disability Services serves as the coordinator for these federal programs. The Office of Disability Service is located in Doc Bryan and can be contacted by calling (479) 968-0302 or FAX (479) 964-0375.

Beginning June 1, 2007, all students at Arkansas Tech University will be assigned a permanent, randomly generated, student identification number. A student's social security number will be used only on applications for admission and solely for the purposes of State and Federal reporting requirements and determination of eligibility for Federal financial aid.

All students must provide proof of two measles, one mumps and two rubella immunizations by way of an official record from another educational institution, certificate from a licensed medical doctor, or an authorized public health department representative. Proof of the appropriate immunizations must be presented to the Office of Admissions prior to admission to the university.

All students who hold a resident alien status must provide a copy of their resident alien card documenting an unexpired status.

Entering freshmen must comply with the following admission requirements and freshman placement standards. This includes students who enter with college credit earned prior to high school graduation, during summer following high school graduation, or by advanced placement.

Residual college entrance exams, taken on other college campuses, will not be accepted for admissions.

### **Entering Freshman/New Student**

New students to Arkansas Tech University must submit an application for admission, college entrance exam scores, a record documenting completion of secondary requirements, and proof of immunization documenting 2 MMR. If you have concurrent college credit, an official transcript from that institution is required. For Advanced Placement (AP), College Level Examination Program (CLEP), or International Baccalaureate (IB) credit, original score reports or a certified copy from your high school will need to be submitted prior to credit being awarded. A minimum criterion for exam scores and grade point average is listed below:

1. Composite ACT score of 15 or above, composite SAT score of 1060 or above, or a composite COMPASS score of 47 (averaging scores in algebra, writing, and reading) or above for students who graduate from a public secondary school; composite ACT score of 19 or above, composite SAT score of 1330 or above, or a composite COMPASS score of 68 (averaging scores in algebra, writing, and reading) or above for students who graduate from a private secondary school, home school, or received a GED. Note: The ACT Writing exam is not required for admission purposes.
2. Completion of graduation requirements from an accredited public or private secondary school, a non-accredited private secondary school, or a home school program documenting a minimum 2.0/4.0 cumulative grade point average, and completion of the university's secondary school core curriculum, OR minimum GED score of 450.

### **Secondary School Core Course Recommendation**

A minimum of twenty-two earned core course credits is required, from grades nine through twelve, for admission purposes. Two additional units of foreign language are recommended for college preparation. Asterisks indicate core courses required by Act 1290 for unconditional admission.

\*English - 4 units, with emphasis on writing skills, but not to include oral communications, journalism, drama, or debate.

Oral Communications – ½ unit of oral communications.

\*Science- 3 units with laboratories, chosen from physical science, biology, chemistry, or physics. Only one unit may come from a life science.

\*Mathematics- 4 units, including algebra I and algebra II, geometry, and an advanced math course. The fourth unit may be college algebra or a higher level college math course, as long as

three college credit hours are earned. College credit will show on a high school transcript as a half-unit of credit, but will still be considered the fourth unit for unconditional college admission purposes. The student must present a college transcript along with his or her high school transcript when applying for unconditional admission. It is strongly recommended that students take a math course during their senior year.

\*Social Studies- 3 units, to include 1 unit each of American history (does not include contemporary American history), world history (not to include world cultures, world geography, or global studies), and ½ unit of American government, or civics and ½ unit of social studies (not to include courses in practical arts).  
Physical Education – ½ unit of physical education.

Health and Safety- ½ unit of health and safety.

Fine Arts- ½ unit of fine arts.

Electives- 6 units of career focus electives.

### **Freshman Placement Standards**

In accordance with A.C.A. § 6-61-110, first-time entering undergraduate students (includes students who entered college the summer of 1995 or thereafter and students who enter with advanced standing) who enroll in baccalaureate degree programs or associate-degree transfer programs must meet the following placement standards prior to enrollment in college-level mathematics reading, or English composition courses. Remedial courses do not provide credit toward a degree.

**Mathematics** - Students scoring 19 or above on the mathematics section of the ACT, 460 or above on the quantitative portion of SAT-1, may enroll in college-level mathematics courses. For students who take the COMPASS, those scoring a 41 or above on the algebra section may enroll in college-level mathematics courses. Students not meeting the standard must successfully complete a developmental (pre-college level) mathematics program, demonstrating achievement at least as sophisticated as intermediate algebra, in order to be placed in college-level mathematics courses.

**English Composition**- Students scoring 19 or above on the English section of the ACT or 450 or above on the writing section of SAT-1 may enroll in college-level English courses. For students who take the COMPASS, those scoring 80 or above on the writing section may enroll in college-level English courses. Students not meeting the standard must successfully complete a developmental program.

**Reading**- Students scoring 19 or above on the reading section of the ACT, 470 or above on the reading section of SAT-1 will be considered to have met minimal reading skill requirements. For students who take the COMPASS, those scoring 83 or above on the reading section will be considered to have met minimal reading skill requirements. English composition may be taken concurrent with or subsequent to any required developmental reading program. Students who

are required to complete developmental program(s) in mathematics, English, and/or reading, must enroll in the appropriate course during their first semester at Tech and in each subsequent semester until the developmental program is completed successfully.

### **Former Students**

Students who have interrupted their attendance at Arkansas Tech University for more than one year or who have attended another university in the interim must reapply for admission. Additional documents are required for readmission. Notification will be sent. Academic clemency may be granted in accordance with the clemency policy detailed in the Regulations and Procedures section.

### **Transfer Students**

Transfer students making application for admission to Arkansas Tech University must submit official transcripts from all colleges/universities where they have been officially registered. Students seeking transfer of credit from other institutions may be asked to provide a catalog or course description from the transfer institution.

Students with fewer than 24 semester hours of earned college-level credit must also submit a high school transcript and must request current transferable ACT or SAT scores be sent to the University. ACT, SAT, or COMPASS scores will not be required if the English and mathematics general education requirements have been satisfied with grades of "C" or better. In the event that receipt of a student's transcript is unavoidably delayed, as may frequently occur at midyear, a transfer student may be admitted provisionally pending receipt of the official transcript. However, the University reserves the right to require immediate withdrawal if the previous record does not meet admission requirements.

Applicants for transfer must have earned a GPA of 2.00 (on a 4.00 scale) on all college-level courses attempted and be eligible to re-enroll at the last college or university attended.

### **Transfer Credit**

The following policy is effective July 7, 2010. ATU will recognize transfer credit from the same U.S. regional accreditation associations; along with, additional colleges listed by ADHE in ACTS. The ACTS courses will be the only transfer credit accepted from that institution. Acceptance of the course credit will be determined by the date the institution was formally recognized by ADHE, and the student's matriculation term that must coincide or follow the date of that recognition. Credit from U.S. colleges and universities not accredited by one of the six regional accreditation associations or listed by ADHE in ACTS will not be accepted for transfer credit. Credit from

colleges or universities outside the U.S. presented for transfer credit will be considered on an individual basis. **Transfer credit, although accepted by the university, is not guaranteed to be applicable toward meeting degree requirements for all programs offered by the university. Applicability of transfer credit to meet degree requirements depends on the major selected by the transfer student.**

### Arkansas Course Transfer System (ACTS)

The Arkansas Course Transfer System (ACTS) is designed to assist in planning the academic progress of students from the high school level through the adult workforce. This system contains information about the transferability of courses within Arkansas public colleges and universities. Students are guaranteed the transfer of applicable credits and equitable treatment in the application of credits for admissions and degree requirements. Students may complete specified General Education courses anywhere in the public system as well as many courses in the degree/major that have been pre-identified for transfer. Course transferability is not guaranteed for courses listed in ACTS as "No Comparable Course." Transferability of courses taken prior to January 1, 2007, is at the discretion of the receiving institution. The Arkansas Course Transfer System can be accessed at <http://acts.adhe.edu/>.

Act 747 of 2011 establishes a statewide common course numbering system for postsecondary courses. The Arkansas Course Transfer System (ACTS) meets this requirement.

The following table lists those courses found within ACTS and the equivalent Arkansas Tech University course as of April 1, 2013. Please refer to the ACTS website (<http://acts.adhe.edu/studenttransfer.aspx>) for the most up-to-date course listings.

ACTS Course Index Number	ACTS Course Index Name	Arkansas Tech University Course Number	Arkansas Tech University Course Name
ANTH1013	Introduction to Anthropology	ANTH 1213	Introduction to Anthropology
ANTH2013	Cultural Anthropology	ANTH 2003	Cultural Anthropology
ARTA1003	Art Appreciation	ART 2123	Experiencing Art
ARTA2003	Art History Survey I	ART 2103	Art History I
ARTA2103	Art History Survey II	ART 2113	Art History II
BIOL 1004	Biology for Non-Major's	BIOL 1014	Introduction to Biological Sciences
BIOL 1014	Biology for Majors	BIOL 1114	Principles of Biology
BIOL 1034	Botany for Majors	BIOL 2134	Principles of Botany
BIOL 1054	Zoology	BIOL 2124	Principles of Zoology
BIOL2404	Human Anatomy and Physiology I *	BIOL 2014	Human Anatomy
BIOL2414	Human Anatomy and Physiology II *	No Comparable Course	No Comparable Course

CHEM1004	Chemistry I for General Education	CHEM 1114	Survey of Chemistry
CHEM1214	Chemistry I for Health Related Professions 1111	CHEM 1113/CHEM 1111	Survey of Chemistry and Lab
CHEM1224	Chemistry II for Health Related Professions	CHEM 2204	Organic Physiological Chemistry
CHEM1414	Chemistry I for Science Majors	CHEM 2124	General Chemistry I
CHEM1424	Chemistry II for Science Majors	CHEM 2134	General Chemistry II
CPSI1003	Introduction to Computers	COMS 1003	Introduction to Computer Based Systems
CRJU1023	Introduction to Criminal Justice	CJ 2003	Introduction to Criminal Justice
DRAM1003	Theatre Appreciation	TH 2273	Introduction to Theatre
ECON2103	Principles of Macroeconomics	ECON 2003	Principles of Economics I
ECON2203	Principles of Microeconomics	ECON 2013	Principles of Economics II
ENGL 1013	Composition I	ENGL 1013	Composition I
ENGL1023	Composition II	ENGL 1023	Composition II
ENGL2013	Introduction to Creative Writing	ENGL 2043	Introduction to Creative Writing
ENGL2023	Introduction to Technical Writing	ENGL 2053	Technical Writing
ENGL2113	World Literature I	ENGL 2003	Introduction to World Literature
ENGL2653	American Literature I	ENGL 2013	Introduction to American Literature
FREN1013	French I	FR 1014	Beginning French I
FREN1023	French II	FR 1024	Beginning French II
FREN2013	French III	FR 2014	Intermediate French I
FREN2023	French IV	FR 2024	Intermediate French II
GEOG1113	Human Geography	GEOG 2023	Human Geography
GEOG2103	World Regional Geography	GEOG 2013	Regional Geography of the World
GEOG2223	Physical Geography	No Comparable Course	No Comparable Course
GEOL1114	Physical Geology	GEOL 1014	Physical Geology
GEOL1124	Environmental Geology	No Comparable Course	No Comparable Course

GEOL1134	Historical Geology	GEOL 2024	Historical Geology
GERM1013	German I	GER 1014	Beginning German I
GERM1023	German II	GER 1024	Beginning German II
GERM2013	German III	GER 2014	Intermediate German I
GERM2023	German IV	GER 2024	Intermediate German II
HEAL 1003	Personal Health	HLED 1513	Personal Health and Wellness
HIST1113	World Civilizations I	HIST 1503	World Civilizations I
HIST1123	World Civilizations II	HIST 1513	World Civilizations II
HIST2113	United States History I	HIST 2003	United States History I
HIST2123	United States History II	HIST 2013	United States History II
MATH1003	College Math	MATH 1003	College Mathematics
MATH1103	College Algebra	MATH 1113	College Algebra
MATH1203	Plane Trigonometry	MATH 1203	Plane Trigonometry
MATH1305	Pre-Calculus	MATH 1914	Precalculus
MATH2103	Introduction to Statistics	MATH 2163	Introduction to Statistical Methods
MATH2203	Survey of Calculus	MATH 2243	Calculus for Business and Economics
MATH2405	Calculus I	MATH 2914	Calculus I
MATH2505	Calculus II	MATH 2924	Calculus II
MATH2603	Calculus III	MATH 2934	Calculus III
MUSC1003	Music Appreciation	MUS 2003	Introduction to Music
PHIL 1103	Philosophy	PHIL 2003	Introduction to Philosophy
PHSC1004	Physical Science	PHSC 1013/PHSC 1021	Introduction to Physical Science and Physical Science Lab
PHSC1104	Earth Science	GEOL 1004	Essentials of Earth Science
PHSC1204	Introduction to Astronomy	PHSC 1053/PHSC 1051	Astronomy and Observational Astronomy Lab
PHYS2014	Algebra/Trigonometry-Based Physics I	PHYS 2014	Physical Principles I
PHYS2024	Algebra/Trigonometry-Based Physics II	PHYS 2024	Physical Principles II
PHYS2034	Calculus-Based Physics I	PHYS 2114	General Physics I
PHYS2044	Calculus-Based Physics II	PHYS 2124	General Physics II

PLSC2003	American National Government	POLS 2003	American Government
PLSC2103	State and Local Government	No Comparable Course	No Comparable Course
PSYC1103	General Psychology	PSY 2003	General Psychology
PSYC2103	Developmental Psychology	No Comparable Course	No Comparable Course
SOCI1013	Introduction to Sociology	SOC 1003	Introductory Sociology
SOCI2013	Social Problems	CJ 2033/SOC 2033	Social Problems
SPAN1013	Spanish I	SPAN 1014	Beginning Spanish I
SPAN1023	Spanish II	SPAN 1024	Beginning Spanish II
SPAN2013	Spanish III	SPAN 2014	Intermediate Spanish I
SPAN2023	Spanish IV	SPAN 2024	Intermediate Spanish II
SPCH1003	Introduction to Oral Communications	SPH 1003	Introduction to Speech Communication
ACCT2003	Principles of Accounting I	ACCT 2003 **	Principles of Accounting I
ACCT2013	Principles of Accounting II	ACCT 2013 **	Principles of Accounting II
BLAW2003	Legal Environment of Business	BLAW/BUAD 2033**	Legal Environment of Business
BUSI2103	Business Statistics	BUAD 2053 **	Business Statistics

**\* Note - Human Anatomy and Physiology I and Human Anatomy and Physiology II must be taken at the same institution to be transferable.**

**\*\* Note- Accounting and business courses are not general education core courses.**

### **International Student Admissions**

The International and Multicultural Student Services Office (IMSSO) is pleased to serve as the admissions office for international students studying at Arkansas Tech University (Tech). Any student who is not a United States citizen or a permanent resident of the United States is considered an international student. International students are subject to out-of-state tuition rates and an international student services fee as well as additional admission requirements. International students interested in applying for admission to Tech must submit the following documents:

1. **Application** -An application for international admission, properly completed
2. **Application Fee**- A nonrefundable application fee of \$50 USD
3. **Academic Records** -All transcripts must be originals or school-certified copies of originals with official English translations. Notarized copies are not accepted.
  - i. **Entering Freshmen:** All applicants must submit appropriate academic records verifying



previous educational attainment and the completion of secondary education requirements

or the equivalency of US high school. This documentation should include grade/mark sheets as well as certificate/diplomas showing completion of secondary education equivalent to 12 years of US high school.

ii. **Transfer Students:** Students who have previously attended college either in the US or abroad must submit official transcripts from all colleges/universities where they have been officially registered. Students seeking transfer of credit from a foreign college/university must complete a credential evaluation through a company authorized by Arkansas Tech University (a list of approved service providers can be obtained in the IMSSO or in the Registrar's Office) and submit catalog or course descriptions from the transfer institution. Students with fewer than 24 semester hours of earned college-level credit must also submit a high school transcript or the equivalency of a US high school transcript and diploma as well as complete an entrance exam such as the ACT, SAT or COMPASS.

4. **Entrance Exam-** All applicants must complete the ACT, SAT or COMPASS exam. Students who have not completed the ACT or SAT may take the COMPASS exam on campus upon arrival and after admission to assist in advisement and course placement. However, if ACT or SAT scores are available, please provide this documentation along with the application for admission.

Students with more than 24 semester hours of earned college-level credit are not required to take an entrance exam.

5. **English Proficiency-** Students who wish to apply for admission to the English Language Institute (ELI) are not required to demonstrate English proficiency. All other applicants should

submit official documentation of meeting one of the following standards:

- a. A minimum score of 500 on the written TOEFL (Test of English as a Foreign Language), 173 on the computerized TOEFL or 61 on the Internet-based TOEFL. Scores must be received directly from Educational Testing Service (ETS). The school code for Arkansas Tech University is 6010.
- b. A minimum score of 5.5 on the International English Language Testing System (IELTS). An official score card must be sent directly to Arkansas Tech University.
- c. An EIKEN score of Grade 2A. Scores must be sent directly from STEP, Inc. (Society for Testing English Proficiency).
- d. For transfer students from US colleges/universities, one of the above mentioned documents can be provided or an official college/university transcript showing

successful completion of college-level English Composition I and English Composition II with a grade of C or better.

NOTE: Test scores are only valid for 2 years. Please submit only those scores taken within two years from the time of application.

6. **Evidence of Sufficient Financial Support-** Undergraduate costs are estimated at \$19,568 USD for 9 months of study including tuition and fees, housing, meals, books and other living expenses. Applicants must provide certified evidence of the source and amount of funding that will be utilized to support educational expenses. Documents must be official and issued within the 6 months previous to the time of application. No copies are accepted.
7. **Passport-** Please provide a photocopy of your current passport as well as any previous visas to the US, I-20's and an I-94 card if available.

The application for international admission and all supporting documents should be submitted by May 1 for the fall semester, October 1 for the spring semester and March 1 for both summer sessions for priority consideration. Applications are still accepted after the priority dates. Admission will not be granted until all supporting documentation as listed above has been received and evaluated. Upon acceptance, notification will be sent to the student along with an I-20 (Certificate of Eligibility).

Students seeking to defer admission to a future term must submit a \$25 USD deferral fee along with updated evidence of financial support. Please send a written request for deferral to the IMSSO along with the fee and updated financial support documentation within 60 days of the start date of your last admission.

Full payment of tuition and fees must be paid at registration each semester. International students are required to purchase a health insurance policy provided by the university. Tech receives no remuneration as a result of international student enrollment in the health insurance plan. More detailed information regarding international student admissions may be obtained by contacting the International and Multicultural Student Services Office, Tomlinson 29, Arkansas Tech University, Russellville, Arkansas, 72801-2222, USA; telephone 479-964-0832; fax 479-880-2039; web <http://www.atu.edu/imssso>.

### **Conditional Admission**

First-time entering freshmen and transfer students who have been denied admission may file a written appeal addressed to the Assistant Vice President for Enrollment Management seeking conditional admission. The appeal must be made within ten calendar days from the date admission was denied and should state applicant's grounds for appeal. Students granted conditional admission will be admitted on academic probation.

## **Non-Degree Admission**

Arkansas Tech University serves the general public by allowing individuals to enroll in classes for professional development and self-fulfillment without meeting regular admission requirements. The

student admitted under this policy, who later chooses to pursue a degree, must reapply for admission as a degree seeking student and meet standard admission policies. A maximum of 27 credit hours earned as a non-degree seeking student may be applied to a degree program. Financial aid benefits may not be granted to students admitted as non-degree seeking. For more information, call the Office of Admissions at (479) 968-0343.

## **High School – University Admissions**

Arkansas Tech University welcomes the opportunity to serve area schools by complementing their programs with special opportunities for students to enroll for college courses and earn college credit by attending Tech during summer sessions or by attending on a part-time basis during the regular academic year, concurrent with enrollment in secondary school. In accordance with the Arkansas Code of 1987 Annotated, paragraph 6-18-223, makes provisions whereby a student who is enrolled in a public school in Arkansas and who has completed the eighth grade is eligible to enroll at Arkansas Tech University upon approval of the appropriate public school official, provided the student does not need developmental courses in mathematics, English or reading and has a cumulative high school grade point average of 2.00 or greater on a 4.0 scale.

Upon completion of a course(s), students may choose whether or not to have the course(s) and grade(s) recorded for college credit. Students who do not wish to have the course(s) and grade(s) recorded for college credit must notify the Registrar in writing within thirty days of the end of the term or semester. Once admitted and enrolled, concurrent students do not need to reapply for the concurrent program unless there is a break in fall/spring enrollment. Concurrent students must reapply when changing admission status, for example, from concurrent to entering freshmen. The course(s) agreed upon by the student and their high school must also be approved each term by a university official. The application for concurrent enrollment can be found at <http://www.atu.edu/admissions/index.shtml>.

## **ACT (American College Testing) Program**

Entering freshmen are required to provide Arkansas Tech University with American College Testing

(ACT) Assessment scores for purposes of admission, academic placement, and the awarding of academic scholarships. Entering freshmen who have not taken the ACT prior to arrival at Arkansas Tech or whose score report is more than five years old are required to take the Residual ACT preceding their first semester. The ACT, which covers English, mathematics, reading and science reasoning, is administered six times per year at test centers, such as high schools, colleges and universities, across the nation. ACT information and registration forms may be obtained from local high schools, colleges, or universities.

You may also contact the Arkansas Tech University Testing Center for ACT information and registration materials. In addition, you may correspond directly with ACT at American College Testing Program, P.O. Box 168, Iowa City, Iowa 52243.

The 2013-2014 ACT national test schedule is as follows:

**Test Date**

September 21, 2013

October 26, 2013

December 14, 2013

February 8, 2014

April 12, 2014

June 14, 2014

Please check the ACT Website for registration deadlines for 2013-2014 tests and for the 2014-2015 test schedule at [www.actstudent.org](http://www.actstudent.org).

**COMPASS (Computerized-Adaptive Placement Assessment and Support System)**

Entering freshmen are required to provide Tech with American College Testing (ACT) Assessment, Scholastic Aptitude Test (SAT), or Computerized-Adaptive Placement Assessment and Support System (COMPASS) scores for purposes of admission and academic placement. COMPASS is administered on the computer and consists of three tests: writing, math algebra, and reading. Please contact the Arkansas Tech University Testing Center for ACT or COMPASS information at (479) 968-0302.

**Student Retention and Graduation Rates**

For information about retention and graduation rates at Tech, go to <http://ir.atu.edu> or contact the Office of Institutional Research.

**Selecting a Major Field**

Arkansas Tech University encourages students to give serious thought to the selection of a major field of study. They should determine the academic pursuits that lead to the vocations most attractive, not only in financial gain, but in interest as well. Then they should examine the program of study most closely related to their interest areas.

**Undecided Study**

Many students entering the University have not chosen a major. The individual who has not decided on a major may enroll in general education courses which are required of all candidates for the baccalaureate degree (see General Education Requirements. Students enrolling as "undecided" majors will be assigned to the Academic Advising Center. The Academic Advising Center is located in Rothwell Hall, room 107, and can be contacted by calling (479) 964-0843. Students enrolled as "undecided" may select a major at any time; however, a student must select a major during the semester in which the student earns 45 credit hours.

## **Procedure for Scheduling Courses**

Detailed procedures for registration/early registration are available each semester online at [www.atu.edu](http://www.atu.edu). Prior to enrollment, students, in consultation with an academic advisor in their major field of study, prepare a class schedule and officially register for classes, pay fees and, if living on campus, pay room rent and board.

## **Course Information**

All courses taught at Arkansas Tech University are listed alphabetically by subject area in the Course Descriptions section. Course symbols, the four-digit numbers used to identify courses within a department, have the following significance: the first digit of the number denotes the year level at which the course is given; the second and third digits differentiate the course from others in the department; the fourth digit shows the number of credit hours given. Typically an "hour of credit" requires one hour of classroom work per week for the duration of a semester.

## **Graduate Program**

The requirements for the degree of master of education, master of science in education, master of liberal arts, master of arts, master of science, master of science in nursing, master of engineering, and educational specialist degree are set forth in the publication entitled "Graduate Catalog". Information may be obtained by contacting the Dean of the Graduate College, telephone (479) 968-0398.