

*"Student-Centered, Quality Driven"*



# 2010 - 2012 Undergraduate Catalog

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Atlanta, GA 30314

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# Clark Atlanta University

## Undergraduate Catalog

*“Student-Centered, Quality Driven”*

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## UNDERGRADUATE CATALOG 2010-2012

The Clark Atlanta University 2010-2012 Undergraduate Catalog herein incorporates the appropriate academic programs, and many of the policies and resources of the University. This Catalog, as well as other official supplements, is not a contract. While the provisions of the Catalog ordinarily will be applied as stated, Clark Atlanta University reserves the right to revise information, including but not limited to academic requirements for graduation, without providing actual or constructive notice to individual students. Changes made by a school or department will be available in the appropriate Dean's office. Official updates to the 2010-2012 will appear on the Clark Atlanta website beginning with AY 2010-2011.

Every student is responsible for the completion of his/her academic program, and for meeting all degree requirements. It is the individual student's responsibility to keep abreast of the current graduation requirements and any changes in his/her particular degree program.

Web page: <http://admissions.cau.edu/>

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## MESSAGE FROM THE PRESIDENT

Greetings and welcome to Clark Atlanta University! On behalf of the students, alumni, faculty and staff I welcome you to the CAU Family and invite you to immerse yourselves in this proud legacy and culture. Clark Atlanta University is at an exciting moment in its history as we celebrate our twentieth year as a consolidation of two great institutions with over one hundred years of history for each of them.

On a 126 acre campus adjacent to the very vibrant Atlanta downtown, Clark Atlanta University, a United Methodist Church-related institution, is ranked as a leading comprehensive and research university. It is the largest of the United Negro College Fund institutions and is the anchor of the Atlanta University Center – the nation’s oldest and largest consortium of historically black institutions.

I commend you for your interest in Clark Atlanta and urge your perusal of its programs, offerings and services. You will find our academic programs are first-rate, our students are high achievers, our faculty and staff are committed to uncompromising standards of excellence, and our University produces recognized leaders in their professions who are empowered to change their communities, the nation and the world. The University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS), 1866 Southern Lane, Decatur, Georgia 30033-4097; telephone 404-679-4500, and its degree programs in Business Administration, Education, Public Administration, and Social Work are all professionally accredited. Through centers of excellence in business administration, cancer research, communication arts, national securities studies and urban education, this University is a beacon, both symbolically and substantively, of high quality and technologically sophisticated teaching and learning.

You will also find that at Clark Atlanta, our mottoes, “Culture for Service” and “I’ll Find A Way or Make One,” are not composed of idle words; they are inescapable mandates that are embraced, adhered to and perpetuated by all those who have come before you. We believe that the tireless pursuit of these ideals forges a path toward a life of distinction. As President, I invite you into the venerable order of Clark Atlanta University’s outstanding students, distinguished faculty and staff, and successful alumni. Be advised though, membership has a cost—and the price is an unwavering commitment to strive for excellence in all your endeavors at this institution.

Please feel free to visit our campus or our website at [www.cau.edu](http://www.cau.edu).

Sincerely,

*Carlton E. Brown*

Carlton E. Brown  
President



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**Clark Atlanta University  
Academic Calendar  
2010-2012**

**FALL SEMESTER 2010**

**AUGUST**

2	Deadline: Financial Enrollment Fall
3	Cancellation of Classes (Nonfinancial Enrollment)
3	First Day of Late Registration
12	Faculty Returns (Faculty/Staff Opening Session @ 9:00AM)
13	Schools/Department Meetings
15	Residence Halls Open (New Students @ 8:00AM)
16-17	New Students Finalize Registration/Enrollment
18-24	CAU Experience/Orientation
20	MAPP (Required for all New Freshmen)
21	Residence Halls Open (Returning Students @ Noon)
24	Cancellation of Classes (Nonfinancial Enrollment)
25	Classes Begin

**SEPTEMBER**

3	Last Day Registration/Financial Enrollment/Cross Registration
6	Labor Day Holiday
7	Classes Resume
7	Final Cancellation of Classes (Nonfinancial Enrollment)
7-Nov 5	Withdrawal Period
10	Deadline: Spring Class Schedule to Registrar (Dept. Chairs/Deans)
17	Deadline: December Graduation Application to Registrar (Dept. Chairs/Deans)
20	Deadline: Theses/Dissertation to Academic Depts. (Dec.)
21	Opening Convocation
24	Deadline: May Undergraduate Graduation Applications to Registrar
24	Fall Enrollment Census Date
27 Oct 2	Homecoming Week
29	Deadline: Spring Admissions Application

**OCTOBER**

11-15	Mid-semester Examinations
14-15	Board of Trustees Meeting
29	Deadline: Approved Theses/Dissertation to School Deans (Dec.)
---	Deadline: Financial Aid Application
---	Academic Advisement Opens Spring

**NOVEMBER**

1	Deadline: Financial Aid Application
1	Academic Advisement Opens Spring
5	Last Day to Withdraw from Courses
8	Registration Opens Spring
15-19	Student Evaluation of Instruction
22	Deadline: Approved Theses/Dissertation to Graduate Dean (Dec.)
25-26	Thanksgiving Holidays
29	Classes Resume
---	Last Day of Classes

**DECEMBER**

1	Last Day of Classes
2-3	Reading Period

**FALL SEMESTER 2011**

**AUGUST**

1
2
2
11
12
14
15-16
17-23
19
20
23
24

**SEPTEMBER**

2
5
6
6
6-Nov 4
9
16
19
20
23
23
26 Oct 1
28

**OCTOBER**

10-14
13-14
28
31
31

**NOVEMBER**

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4
7
14-18
21
24-25
28
30

**DECEMBER**

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1-2

3	Cancellation of Classes (Nonfinancial Enrollment Spring)	2
4-13	Banner Web Grading Period	3-12
6-10	Final Examinations	5-9
10	Fall Semester Ends	9
11	Residence Halls Close @ Noon	10
13	Deadline: May Graduate Graduation Applications to Registrar	12
13	Deadline: Summer Undergraduate/Graduate Graduation Applications to Registrar	12
13	Deadline: Final Grades to Registrar via Banner Web	12
13	Last Day for Faculty after Final Grades Submission	12
24	Christmas Holiday for Staff According to Work Responsibilities	23
31	New Year's Holiday for Staff According to Work Responsibilities	30

**SPRING SEMESTER 2011**

**JANUARY**

3	Staff Returns
3	Faculty Returns (Faculty/Staff Opening Session @ 9:00AM)
4-7	Faculty Development Workshops & Semester Start Activities
8	Residence Halls Open @ Noon
10-11	New Student Orientation
10-11	Schools/Department Meetings
10	First Day of Late Registration
11	Cancellation of Classes (Nonfinancial Enrollment)
12	Classes Begin
17	Martin Luther King, Jr. Holiday
21	Last Day of Registration/Financial Enrollment/Cross Registration
22	Final Cancellation of Classes (Nonfinancial Enrollment)
24-Mar 21	Withdrawal Period
24	Deadline: Theses/Dissertations to Academic Departments (May)

**FEBRUARY**

4	Deadline: Summer/Fall Schedule of Classes to Registrar (Dept. Chairs/Deans)
4	Spring Enrollment Census Date
17-18	Board of Trustees Meeting
21	Deadline: Approved Theses/Dissertations to School Deans (May)
26	MAPP Test (Required of all Juniors)
28	Deadline: Fall Admissions Application
28	Deadline: Summer Financial Aid Application
28	Deadline: Fall Financial Aid Application Priority
28-Mar 4	Mid-semester Examinations

**MARCH**

7-11	Spring Break
14-18	Founders Week
21	Last Day to Withdraw from Courses
26	Senior exit Examination (Major Field Test)
28	Academic Advisement Opens Summer/Fall
28	Deadline: Approved Theses/Dissertations to Graduate Dean (May)
29	Deadline: Fall/Summer Graduate Admissions Application

**APRIL**

4	Registration Opens Summer/Fall
---	Good Friday Holiday
---	Classes Resume
11-15	Student Evaluation of Instruction
22	Good Friday Holiday
25	Classes Resume

**SPRING SEMESTER 2012**

**JANUARY**

2
2
3-6
7
9-10
9-10
9
10
11
16
20
21
23-Mar 20
23

**FEBRUARY**

3
3
16-17
20
25
27
27
27
27-Mar 2

**MARCH**

5-9
12-16
19
24
26
26
27

**APRIL**

2
6
9
16-20
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27	Last Day of Classes	---
28-29	Reading Period	---
28-30	Senior Final Examinations Period	---

**MAY**

---	Last Day of Classes	2
---	Reading Period	3-4
---	Senior Final Examinations Period	3-5
2-6	Final Examinations	7-11
3	Deadline: Graduating Students' Final Grades to Registrar via Banner Web	8
6	Spring Semester Ends	11
7	Residence Halls Close @ Noon	12
10	Deadline: Final Grades to Registrar via Banner Web	14
12-13	Board of Trustees Meeting	17-18
15	Baccalaureate Service	20
16	Commencement	21
---	Deadline: Theses/Dissertation to Academic Departments (Sum.)	22
18	Faculty/Staff Closing Session @ 9:00AM	23
24	Deadline: Theses/Dissertation to Academic Departments (Sum.)	---
28	Residence Halls Open Summer Semester	---
30	Memorial Day Holiday	28

**MAY**

**SUMMER SEMESTER 2011**

**JUNE**

1	Classes Begin
---	Residence Halls Open Summer Semester
3	Last Day for Summer Registration/Financial Enrollment
3	Cancellation of Classes (Nonfinancial Enrollment)
---	Classes Begin
6-Jul 1	Course Withdrawal Period
---	Last Day for Summer Registration/Financial Enrollment
---	Cancellation of Classes (Nonfinancial Enrollment)
---	Course Withdrawal Period
22-24	Mid-semester Examinations
22-24	New Student Orientation for Fall
---	Mid-semester Examinations

**SUMMER SEMESTER 2012**

**JUNE**

---
2
---
---
4
---
8
8
11-Jul 6
---
20-22
27-29

**JULY**

4	Independence Day Observed
5	Classes Resume
6	Last Day to Withdraw
6-8	New Student Orientation for Fall
20-22	New Student Orientation for Fall
22	Last Day of Classes
25-29	Final Examinations
25	New Transfer Student Orientation for Fall
29	Summer Semester Ends
---	Residence Halls Close @ Noon
29	Deadline: Final Grades to Registrar via Banner Web
30	Residence Halls Close @ Noon

**JULY**

4
5
6
11-13
18-20
20
23-27
27
27
28
30
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Note: Calendar dates are subject to change

Sources: Office of The University Registrar/Office of Planning, Assessment and Research  
(June 6, 2008)

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## INSTITUTIONAL HISTORY

Clark Atlanta University is a comprehensive, private, urban, coeducational institution of higher education with a predominantly African-American heritage. It offers undergraduate, graduate, and professional degrees as well as certificate programs to students of diverse racial, ethnic, and socioeconomic backgrounds. It was formed by the consolidation of Atlanta University, which offered only graduate degrees, and Clark College, a four-year undergraduate institution oriented to the liberal arts.

The first President of Clark Atlanta University was Dr. Thomas W. Cole, Jr., who served concurrently as the President of both Atlanta University and Clark College prior to consolidation. In November 1987, after more than a year of discussion, the Boards of Trustees of Atlanta University and Clark College authorized an exploration of the potential advantages of closer working arrangements between the two institutions, including their consolidation into one university. In April 1988, the joint committee delivered its report titled *Charting a Bold New Future: Proposed Combination of Clark College and Atlanta University* to the Boards for ratification. The report recommended that the two schools be consolidated into a single institution. On June 24, 1988, the Boards of both Atlanta University and Clark College made the historic decision to consolidate the two institutions, creating Clark Atlanta University. The new and historic University inherits the rich traditions of two independent institutions, connected over the years by a common heritage and commitment; by personal, corporate and consortia relationships; and by location.

Atlanta University, founded in 1865, by the American Missionary Association, with later assistance from the Freedman's Bureau, was, before consolidation, the nation's oldest graduate institution serving a predominantly African-American student body. By the late 1870s, Atlanta University had begun granting bachelor's degrees and supplying black teachers and librarians to the public schools of the South. In 1929-30, it began offering graduate education exclusively in various liberal arts areas, and in the social and natural sciences. It gradually added professional programs in social work, library science, and business administration. At this same time, Atlanta University affiliated with Morehouse and Spelman Colleges in a university plan known as the Atlanta University System. The campus was moved to its present site, and the modern organization of the Atlanta University Center emerged, with Clark College, Morris Brown College, and the Interdenominational Theological Center joining the affiliation later. The story of the Atlanta University over the next twenty years from 1930 includes many significant developments. The Schools of Library Science, Education, and Business Administration were established in 1941, 1944, and 1946 respectively. The Atlanta School of Social Work, long associated with the University, gave up its charter in 1947 to become an integral part of the University. In 1957, the controlling Boards of the six institutions (Atlanta University; Clark, Morehouse, Morris Brown and Spelman Colleges; and Gammon Theological Seminary) ratified new Articles of Affiliation. Unlike the old Articles of 1929, the new contract created the Atlanta University Center. The influence of Atlanta University has been extended through professional journals and organizations, including *Phylon* and the National Association for the Advancement of Colored People, for both of which Dr. W.E.B. DuBois, a member of the faculty, provided leadership.

Clark College was founded in 1869 as Clark University by the Freedmen's Aid Society of the Methodist Episcopal Church, which later became the United Methodist Church. The University was named for Bishop Davis W. Clark, who was the first President of the Freedmen's Aid Society and

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became Bishop in 1864. A sparsely furnished room in Clark Chapel, a Methodist Episcopal Church in Atlanta's Summer Hill section, housed the first Clark College Class. In 1871, the school relocated to a new site on the newly purchased Whitehall and McDaniel Street property. In 1877, the School was chartered as Clark University.

An early benefactor, Bishop Gilbert Haven, visualized Clark as the "university" of all the Methodist schools founded for the education of freedmen. Strategically located in the gateway to the South, Clark was founded to "give tone" to all the other educational institutions of the Methodist Episcopal Church providing education for Negro youth. After the school had changed locations several times, Bishop Haven, who succeeded Bishop Clark, was instrumental in acquiring 450 acres in South Atlanta, where in 1880 (the institution relocated in 1883) the school conferred its first degree. Also in 1883, Clark established a department, named for Dr. Elijah H. Gammon, known as Gammon School of Theology, which in 1888 became an independent theological seminary and is now part of the Interdenominational Theological Center.

For purposes of economy and efficiency, during the 1930s, it was decided that Clark would join the Atlanta University Complex. While students on the South Atlanta campus fretted over final examinations in the winter of 1939, work was begun across town on an entirely new physical plant adjoining Atlanta University, Morehouse College, and Spelman College.

During the 1980s some of the advantages of proximity, which had seemed promising earlier, again became evident. Clark College and Atlanta University through consolidation preserved the best of the past and present and "Charted a Bold New Future." Clark Atlanta University was created on July 1, 1988.

Dr. Walter D. Broadnax became the second President for Clark Atlanta University on August 1, 2002, and served until his retirement on July 31, 2008. The third President is Dr. Carlton E. Brown, who assumed leadership on August 1, 2008.

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## MISSION STATEMENT

Clark Atlanta University (CAU), formed in 1988 as a result of the consolidation of two independent historically black institutions — Atlanta University (1865) and Clark College (1869), is a United Methodist Church-related, private, coeducational, residential, and comprehensive urban research university. The University offers undergraduate, graduate and professional, and non-degree certificate programs.

### MISSION

Clark Atlanta University is an institution of high research activity characterized by a focus on the intellectual and personal development of each student. Its purpose is to prepare a diverse community of learners to excel in their chosen endeavors and to become responsible, productive, and innovative citizen leaders, locally and globally. This outcome is accomplished by the provision of access to and excellence in teaching, research, service, and creative activities through continuous engagement in an enriched, challenging, and nurturing environment.

*Revised, approved by the Board of Trustees, October 15, 2009*

### IMPLEMENTATION OF THE MISSION

In order to accomplish its Mission, Clark Atlanta University is committed to:

1. Providing access to a range of integrated educational programs, research opportunities, and service and action learning through a diverse community of teachers and scholars for continual professional growth and leadership vital to an increasingly advanced and interconnected global society. (Teaching and Learning)
2. Conducting high-quality research, scholarship, and artistic activities through modern facilities and current technology to generate, preserve and impart discovery of new knowledge and understanding conducive to all academic and professional disciplines that benefit students, scholars, and communities across the world. (Research and Scholarship)
3. Contributing time, expertise and professional services through collaborative partnerships, civic engagement, and outreach initiatives responsive to the needs of multicultural communities in a continuously changing world. (Institutional Advancement and Community Engagement)
4. Continuing its historic dedication toward social responsibility, human justice and well-being that advance rigorous interdisciplinary inquiry, improve national and international affairs, and enhance civic dialogue in an atmosphere of open exchange of ideas, sound ethical and moral principles that promote personal integrity, responsibility and cooperation, mutual respect for individual beliefs and understanding of others. (Civic Service and Environmental Sustainability)

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## VISION

Clark Atlanta University will further extend its national prominence and international presence for its distinctive capacity and commitment to provide a personally transformative learning environment, characterized by excellence in teaching, rigorous and innovative academic programs, dedication to the nurturing and development of its students, and the conduct of research addressing critical local, national, and global issues. Its students and faculty will gather from all parts of the world to discover and apply solutions to many of society's most pressing problems. Clark Atlanta University graduates will demonstrate finely honed intellectual capability, innovative ideas and practices, inclusiveness, a disposition to serve, and a distinct appreciation for diversity in people, place, and opportunity.

*Approved by the Board of Trustees, October 15, 2009*

## CORE VALUES

### 1. **Student-centeredness**

We embrace a student-centered ethos which emphasizes the delivery of high quality and reliable support services that are responsive to the diverse backgrounds which students bring to the institutions. As a student-centered environment it is incumbent upon us to be inclusive – recognizing and respecting all forms of human diversity – and a cohesive campus community in our day-to-day interactions.

### 2. **Pursuit of Excellence**

We are committed to continuous pursuit of excellence in all of our endeavors to best serve our stakeholders, inclusive of our processes and practices.

### 3. **Innovation and Discovery**

We are a community of educators bound by our passion for teaching, research and scholarship. We are dedicated to making significant contributions to the knowledge of humankind through the diverse talent and skills of our students, researchers, faculty and staff.

### 4. **Integrity**

We are an educational community that predicates our work and relationships on high moral character and sound ethical principles and practices.

### 5. **Social Responsibility**

We are an educational community that believes in equality, justice, civic engagement, and personal and professional accountability.

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## 6. Respect

We are a community that recognizes the interdependence of all individuals and fully embrace and support diversity of thought, culture, ideas, experiences, and talents of people. While we are considerate of the feelings of others and treat all individuals equally with dignity and sensitivity, we acknowledge the value of our workplace property, protocol, and authority and are committed to the awareness, conservation, and care of our work and natural environment.

### **STRATEGIC PRIORITIES AND GOALS**

**2010 -2013**

**PRIORITY I: Build and execute institutional accountability for enrollment management**

**GOAL:** Offer a campus-wide comprehensive program to attract and retain a multicultural and international pool of talented learners.

**PRIORITY II: Build institutional capacity**

**GOAL:** Maintain and enhance the University's academic and administrative processes, employee professional development and infrastructure.

**PRIORITY III: Align learning, knowledge/discovery and performance**

**GOAL:** Achieve academic excellence and expand learner experiences based on best practices in instruction, involvement in inquiry, and the use of practical experiences.

**PRIORITY IV: Improve and maintain financial strength and viability**

**GOAL:** Stabilize and sustain the University's financial and business structures to increase student affordability and the quality of educational programs and support services.

**PRIORITY V: Embrace and provide leadership in community development and environmental sustainability**

**GOAL:** Promote and enhance the identity and value of the University's strong commitment to civic engagement, social responsibility initiatives and sound sustainability stewardship.



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## CULTURAL CREED

Clark Atlanta University is committed to academic excellence, building character and service to others. The University will achieve its mission by cultivating an environment of honesty, kindness, mutual respect, self-discipline, school loyalty, trust, academic integrity and communal pride. As a member of this scholarly community, I make the following pledge:

- I will work to promote academic honesty and integrity;
- I will work to cultivate a learning environment which opposes violence, vulgarity, lewdness and selfishness;
- I will embrace the concept of mutual respect by treating others the way I want them to treat me;
- I will support a campus culture of diversity by respecting the rights of those whose views and experiences differ from my own;
- I will honor and care for the sanctity of my body as the temple of God;
- I will commit myself to service so that I can make a difference in the world and a difference for more than just myself;
- I will celebrate and contribute to the “spirit of greatness” left by those who preceded me and I will work to leave this a better place for those who follow me.

As a member of this community, I am committed to conducting myself in ways that contribute to a civil campus environment which encourages positive behavior in others. I accept the responsibility to uphold these noble ideals as a proud member of the Clark Atlanta University Family.

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## CAMPUS LIFE

Clark Atlanta University is a **Student Centered, Quality-Driven** University that intimately and unequivocally embraces the notion that our students are our primary stakeholders, and with that comes the responsibility of providing them with a quality academic environment that is second to none in all areas: teaching, student services, administrative processes and extracurricular activities. On our campus are persons from different regions of the world, various background, and diverse experiences, seeking to make a positive difference in the lives of our students.

### THE FACULTY

Clark Atlanta's faculty is characterized by concern for students and their education. The faculty consists of two hundred and thirty (178) full-time faculty members, seventy-nine percent (77%) of whom hold earned doctoral degrees. The faculty-student ratio is one to sixteen, which encourages individualized instruction and discussion-style teaching methods. The faculty members come from various backgrounds, countries, and ethnic groups. Nevertheless, they have much in common: the use of effective teaching techniques and methods to make courses more relevant and interesting; dedication to the University, its students, and its heritage; a tradition of friendliness to all who visit or study on campus; and a firm belief in the importance of higher education.

### THE STAFF

Students are encouraged to become acquainted with staff persons in the various offices since throughout their matriculation at the University they will be in contact with staff members. The Clark Atlanta University staff is responsible for ensuring that all services offered by the University are rendered with a high level of efficiency. Toward this end, staff members are sensitive to the individual needs of students as they assist the faculty and administration in supporting the students' quest for personal and academic growth.

### THE STUDENTS

Clark Atlanta undergraduate students number 3,202 men and women from 42 states, the District of Columbia, and 10 foreign countries. Clark Atlanta students are responsible citizens of their communities. For example, through a special program, many Clark Atlanta students visit local high schools and neighborhoods to tutor students in academic subjects. Students do not receive academic credit for this service; they participate because they care about keeping young people in school.

### STUDENT GOVERNMENT

The views of students are considered invaluable at Clark Atlanta and its students serve in many leadership and decision-making capacities. The Clark Atlanta University Student Government Association (CAUSGA) speaks for the student body. Through its executive board, which is elected for a one-year term, the student body is represented at functions and meetings that are held on and off campus. CAUSGA officers and the presidents of all chartered student organizations comprise the Council of Chartered Organizations (CCO). The CCO represents the student body in the formal relations with the administration, faculty, other institutions, and the public. Through these structures,

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students can make their opinions and desires known and be assured that they will be heard. Students also hold membership on the University's Board of Trustees and the University Senate.

## **RELIGIOUS LIFE**

Directed by the University Chaplain, the Office of Religious Life seeks to foster a university culture of increased spiritual awareness and respect for diverse faith traditions supported by an intellectual, cultural, and socially curious environment guided by sound moral and theological values. We work to provide the theology, counseling, programming, and opportunities for spiritual formation to the entire university community. Weekly Chapel Services are at the heart of Religious Life here at Clark Atlanta University. The Office of Religious Life also offers a variety of opportunities for students, faculty and staff to share in rewarding spiritual activities.

Our programming includes: Weekly Chapel Services, Chapel Assistants Program, CAU Gospel Choir, Spoken Word Ministry, Praise Dance Ministry, Bible Studies, Small Group Studies, Prayer and Counseling, Muslim Student's Association and a Spiritual Awareness Forum Series. We also work with a number of student organizations as well as associated campus ministries to ensure that our community has access to a diverse number of opportunities to worship and grow spiritually. Clark Atlanta University enjoys a close relationship to the General Board of Higher Education and Ministry of the United Methodist Church.

## **LECTURES AND OTHER CULTURAL ACTIVITIES**

Clark Atlanta makes available to its students a wide range of cultural and intellectually enriching activities. Several major lecture series are sponsored by various departments, including the C. Eric Lincoln Lectureship in Social Ethics, sponsored annually by the Department of Religion and Philosophy, and the Julius C. Daugherty Endowed Lecture in Law and Government, which under the auspices of the School of Arts and Sciences honors the memory of a distinguished alumnus and brings to the campus lecturers of national and international import. In the School of Business, the Dean's Executive Lecture Series expose students to senior-level executives, and enlighten them about the leadership style and responsibilities of some of the nation's most influential people, such as Ann Fudge, President of Maxwell House Coffee, Kraft General Foods; Ernest Green, Managing Director, Lehman Brothers, and Kenneth I. Chenault, Chairman and COO, American Express Company.

A number of other academic departments contribute to the cultural and intellectual life of the University. The Art Department annually sponsors visiting artists and exhibitions. Past exhibits and exhibitors have included such notables as: Richard Hunt, Gordon Parks, "Blacks in America: A Photographic Record" from the George Eastman House, and the Printmaking Workshop of New York with workshop director Robert Blackburn. The Department of English sponsors several events that enhance the cultural and academic climate of Clark Atlanta University and the Atlanta community. Foremost among them is the Annual Writers Workshop Conference, winner of the 1995 Governor's Award in the Humanities. Other activities are the African-American Read-In (an affiliate of the National Council of Teachers of English, NCTE), the Charles Waddell Chesnut Association (an affiliate of the American Literature Association), and the Annual James Weldon Johnson Gala, a scholarship benefit named in honor of the University's most well-known and distinguished alumnus.

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Clark Atlanta students are encouraged to join one of the University's performing arts groups. Among these groups are the Clark Atlanta University Philharmonic Society, which has performed in the Caribbean, New York City, at major universities, and at the inaugural ceremonies of former President Jimmy Carter; the Clark Atlanta University Jazz Orchestra, which has achieved international recognition, having been invited to perform at major jazz festivals in the United States, Europe, and Africa; and the Clark Atlanta University Players, one of the outstanding theater groups in the region, consistently maintaining excellence in its productions. Additionally, Clark Atlanta University has a handbell choir, symphony orchestra and both a concert and a marching band. Membership in these ensembles, including the Philharmonic Society and the Jazz Band, is by audition only.

## **HONOR SOCIETIES**

The following honor societies are open to high academic achievers:

### General Honor Societies

Alpha Kappa Mu National Honor Society  
Golden Key International Honor Society

### Discipline-Specific Honor Societies

Business Administration:	Beta Gamma Sigma Honor Society
Communication Arts:	Lambda Pi Eta International Communication Honor Society
Criminal Justice:	Alpha Phi Sigma Honor Society
Drama:	Alpha Psi Omega Honor Society
Education:	Kappa Delta Epsilon Honor Society
English:	Sigma Tau Delta International Honor Society
History:	Phi Alpha Theta International Honor Society
Mathematics:	Pi Mu Epsilon National Honor Society
Modern Foreign Languages:	Sigma Delta Pi National Collegiate Hispanic Honor Society
Natural Sciences/Mathematics:	Beta Kappa Chi National Scientific Honor Society
Political Science:	Pi Sigma Alpha National Honor Society
Premedical:	Alpha Epsilon Delta Honor Society
Psychology:	Psi Chi National Honor Society
Public Administration:	Pi Alpha Alpha National Honor Society
Social Work:	Phi Alpha National Honor Society
Sociology:	Alpha Kappa Delta Honor Society

## **FORENSICS SOCIETY**

The Forensics Society is composed of students interested in public speaking, oral interpretation, and debate. The society participates in competitions locally and nationally.

## **FRATERNITIES AND SORORITIES**

Greek-letter fraternities and sororities play an active role on the CAU campus, and contribute to the cultural, scholastic, political, service, and social life at the University. The Greek-letter organizations provide another vehicle for student leadership opportunities. Fraternities that have chapters on campus are: Alpha Phi Alpha, Kappa Alpha Psi, Omega Psi Phi, Phi Beta Sigma, and Iota Phi Theta. Sorority chapters are: Alpha Kappa Alpha, Delta Sigma Theta, Sigma Gamma Rho, and Zeta Phi

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Beta. Each organization has a faculty or staff advisor and is supervised by the deans and the Pan-Hellenic Council. Fraternities and sororities are about friendships, scholarship, community service, philanthropy, brotherhood, sisterhood, and leadership. None of the fraternities or sororities maintains residence facilities.

## **CHARTERED ORGANIZATIONS**

Clark Atlanta University has over eighty (80) chartered organizations and numerous special interest clubs. There are many advantages to connecting to a student organization, making new acquaintances, developing new talents and abilities, operating as part of a team, learning to set and attain goals, as well as having fun. All organizations on campus are nonprofit and must register with the Office of Student Activities. As you develop at Clark Atlanta University, you will learn that the more involved you become, the more you will profit from your educational experiences, both in and out of the classroom!

## **STUDENT PUBLICATIONS**

Clark Atlanta University students publish a monthly University newspaper, *The Panther*, and an annual yearbook, which reflect student opinion. These publications are produced under the advisorship of the faculty/staff and without administrative censorship and provide practical experience in journalism.

## **ATHLETICS**

The University has been a member of the Southern Intercollegiate Athletic Conference (SIAC) since 1913, when the Conference was established. Since that time, the Clark Atlanta University athletics program has developed excellent players in each sport that it sponsors—football, men’s and women’s basketball, men’s and women’s track and field, men’s and women’s cross country, women’s volleyball, women’s softball, baseball, and women’s tennis. Seven (7) SIAC divisional championships in the past eight years attest to the strength of the University’s athletic programs.

Athletic scholarships are available in all sports and are based on specific qualifications. High school and/or transfer records, college entrance test scores such as Scholastic Aptitude Test (SAT) or American College Test (ACT), and National Collegiate Athletic Association (NCAA) eligibility criteria are considered.

## **RECREATION AND INTRAMURAL SPORTS**

The recreational/intramural program offers recreational opportunities for residential and commuter students. The program includes intramural sports, such as basketball, softball, and volleyball, as well as aerobics and Tai Chi.

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## **ENROLLMENT SERVICES**

The Division of Enrollment Services and Student Affairs has responsibility for developing and implementing services, activities, and experiences that complement students' academic experience as well as enhance their adjustment to and participation in university life. Hence, its purview is broad and concerned with nonacademic and academic aspects of university life. Its functions and activities involve fostering personal and social development, orienting students new to the University; offering opportunities for leadership development; providing residential facilities management, services and programs; assisting with postgraduation planning; conducting recruitment and admission of new and transfer undergraduate and graduate students, providing a variety of student financial aid/planning services, and providing a registration and financial enrollment process within a highly technological environment.

The Division consists of the following areas: Undergraduate and Graduate Admissions, Registration and Records, Student Financial Aid, International Students and Americans with Disabilities Act, University Counseling Center, Career Planning and Placement Center, Student Health Center, Residential Life, Student Activities, Student Center, Physical Fitness Center, Recreational and Intramural Sports, Campus Volunteer Office, Student Judicial Matters, and Student Government Association.

## **UNDERGRADUATE ADMISSIONS**

Admission to Clark Atlanta University is based solely on the academic qualifications of the applicant. Decisions are made without regard to race, creed, or other considerations irrelevant to scholastic aptitude.

The Admissions Committee of Clark Atlanta University is composed of representatives from the faculty, administration, staff, and student body. This committee considers high school record, college entrance test scores – Scholastic Aptitude Test (SAT), or American College Test (ACT), letters of recommendation, and students' statements about themselves.

### **APPLICATION**

All students seeking admission must submit an application and a nonrefundable application fee of \$35.00. This fee is neither refundable nor transferable to another term, regardless of the admission decision. Fees should be remitted by cashier's check or money order payable to Clark Atlanta University. Former students must submit an application; however, they are not required to submit the application fee. Applicants may secure application forms and other information concerning admission from the Office of Admissions or via the University's Web site ([www.cau.edu](http://www.cau.edu)). An application must be submitted for each term for which admission is sought.

### **APPLICATION DEADLINES**

Fall priority deadline	March 1
Final Fall deadline	June 1
Spring deadline	October 1

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Note: Priority deadlines guarantee that the applicant will receive full consideration for financial aid for which he/she may be eligible and that the applicant's admission file, financial aid, housing, and course registration will be processed prior to the beginning of the ensuing semester.

### **ADMISSION PROCEDURES**

Before any action can be taken on an application, the following must be submitted to the Office of Admissions:

- Application for Admission
- Application fee of \$35.00
- An official copy of the high school transcript or of the General Equivalency Diploma (GED)
- Report of SAT or ACT test scores
- Two letters of recommendation from teachers and/or counselors

### **ADMISSION CRITERIA**

#### **REGULAR ADMISSION**

Regular Admission to Clark Atlanta University is based on the following criteria:

- Minimum test score on the Scholastic Aptitude Test (SAT) or American College Test (ACT). The typical minimum score on the SAT is 900 (Verbal and Math Only) or 19 Composite Score on the ACT.
- A minimum high school grade point average of 2.5 on a 4.0 scale.
- Acceptable letters of recommendation.
- Applicant's statement of interest (essay).

#### **CONDITIONAL ADMISSION**

Conditional Admission is considered for applicants who demonstrate potential for college success may be granted to applicants who do not meet minimum SAT or ACT score requirements as stated above, but have minimum grade point average requirements, unit requirements, and acceptable letters of recommendation. Students admitted on condition will have one academic year to achieve a minimum 2.0 grade point average, will be limited to twelve hours of academic credit each semester for the first year of matriculation, and must enroll in the Undergraduate Academic Seminar in their first semester. If the 2.0 grade point average is not achieved during the first semester, the student will be sent a warning letter from the Dean for Undergraduate Studies. If the 2.0 is not achieved by the end of the student's second semester, the student is dismissed from the University. A letter delineating the above conditions will be sent to the student upon acceptance.

#### **FRESHMAN APPLICANTS**

Clark Atlanta University requires first-time freshmen to have completed four years of a college preparatory program in high school and to have graduated from an accredited secondary school, or to have received the GED (General Equivalency Diploma). Typically, freshman applicants have the following distribution of high school units:

English:	4 units
Mathematics:	3 units
Natural Science:	2 units

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Foreign Language:	2 units
Social Studies:	3 units
Electives:	3 units

The principal, counselor, or registrar must send the high school transcript directly to the Office of Admissions. A transcript of the first three years of course work is adequate for admission and financial aid purposes. However, upon completion of the high school program, applicants must submit a final transcript showing the date of graduation. Admission to Clark Atlanta University granted before submission of the final transcript is contingent on the successful completion of the final courses pursued and on graduation. Once accepted by Clark Atlanta University, first-time freshmen that take courses prior to enrollment at the University must receive permission from Clark Atlanta before they enroll in such courses if they are to receive credit at Clark Atlanta University.

### **TRANSFER APPLICANTS**

A transfer student has been enrolled in a minimum of twelve semester or eighteen quarter hours at another institution prior to coming to Clark Atlanta University. A student with less than the minimum required hours will be evaluated as a first-time student and must submit high school records and all college transcripts. A transfer student must complete an application for admission and list all previous colleges and/or universities and must include the records from these institutions. Any student who does not include a record from all previously attended institutions is subject to dismissal from the University. The University requires that transfer students demonstrate satisfactory academic achievement, good character, and separation in good standing from all regionally accredited institutions previously attended. Students may not transfer grades below "C." Transfer applicants must submit all materials by the deadlines established for application to the University for the term for which admission is sought.

### **TRANSFER REQUIREMENTS AND PROCEDURES**

A student who wishes to transfer to Clark Atlanta University from another college or university is governed by the following specific requirements and procedures:

- Must have a satisfactory cumulative grade point average of 2.5 on a 4.0 scale at the last institution attended.
- Must provide a statement from the last institution attended verifying that the student is in good disciplinary standing. The Student Affairs Officer at the previous institution must sign the statement.
- Must provide an official transcript from all postsecondary institutions attended (college, technical school, nursing school, military school) prior to application for admission to Clark Atlanta University.
- Must present a catalog from each of the previously attended institutions that shows a description of all courses included in the transcript to the Office of Admissions.

Students in two-year and community colleges may apply for transfer before completing the two-year program. Graduates who have received the Associate of Arts (AA) degree are generally, but not always, classified as juniors when admitted to Clark Atlanta University. The courses accepted and the number of hours completed will determine the classification of a transfer student.

To establish Clark Atlanta residency, students must take at Clark Atlanta University a minimum of sixty-six (66) semester hours of courses toward the degree unless otherwise defined by an



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articulation agreement between Clark Atlanta University and the previous institution. Eighteen (18) of these hours must be at the junior or senior level in the major area of study. Transfer students with fewer than twelve (12) hours of instruction are tested as entering freshmen and must take placement examinations.

Transfer credit will be awarded on a course-by-course basis and is given only for University core courses approved by the Dean for Undergraduate Studies and major courses approved by the chair of the department in which the student applies for admission. Only courses in which the student earned a grade of “C” or better will be considered for transfer credit. Only these transfer hours earned will be credited toward the minimum hours of graduation.

Accepted credits earned at all previously attended institutions will count toward graduation, but will not be averaged into the Clark Atlanta University grade point average. Only the hours and quality points for course credits earned at Clark Atlanta University will constitute the student’s GPA at Clark Atlanta University. Courses taken eight or more years previous to transfer will not be accepted (see **Expiration of Credits**).

Once enrolled, a transfer student must satisfy the Clark Atlanta University Core Curriculum requirement or the equivalent course requirement prior to graduating. Course substitutions for transfer students must be completed by the end of the first semester in which the student is enrolled at Clark Atlanta University.

#### **LIMITATION ON TRANSFER CREDIT**

A transfer student may receive credit toward graduation for no more than fifty-six (56) credit hours unless otherwise defined by an articulation agreement between Clark Atlanta University and the previously attended institution. Note: A transfer student with 56 hours of accepted transfer credits may earn an additional 12 hours (maximum) of degree credits through Study Abroad.

#### **READMISSION APPLICANTS**

Any student who is not continuously enrolled or who misses a regular term, excluding summer, must apply for readmission. Former students may secure applications for readmission from the Office of Admissions or at the University’s Web site ([www.cau.edu](http://www.cau.edu)) at no cost. Requests for readmission must be submitted with supporting materials thirty days prior to the first day of classes for the term for which readmission is sought, and all prior financial obligations must be satisfied. Students who have attended other colleges during their absence from Clark Atlanta are required to submit official transcripts from each college attended.

#### **PART-TIME APPLICANTS**

The term “part-time,” as defined by Clark Atlanta University, refers to an undergraduate student who is regularly enrolled and pursuing a degree from Clark Atlanta University but who registers for fewer than twelve (12) semester hours in any given semester. An applicant seeking admission as a part-time student must meet the same admission requirements as a first-time freshman or a transfer student.

#### **EARLY ADMISSION APPLICANTS**

The early admission program is designed for exceptionally qualified high school students whose success in college can be predicted without their completing a full high school program. Further information may be obtained from the Office of Admissions.

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### **TRANSIENT APPLICANTS**

A transient student is one who is enrolled in another college and pursues courses at Clark Atlanta University, but receives no credit toward a Clark Atlanta University degree. A student applying for this status must submit an application and transcript for admission, the processing fee of \$35.00, and a statement from the institution to which the credits are to be transferred confirming that this arrangement is acceptable.

### **HOME-SCHOOLED APPLICANTS**

Applicants for freshman admission who have been home schooled may be considered for admission by meeting the following criteria:

- Completed admissions application and fees
- ACT score report or SAT I score report
- SAT II subject report
- Students' portfolio of their course work

### **NONDEGREE APPLICANTS**

A nondegree student does not wish to become a candidate for a degree. The student may select a specialized program or enroll in courses that will prepare him/her for a particular vocation, promotion, advancement in an occupation, or interest. The student may complete no more than 30 semester hours in this status. The University reserves the right not to accept these credits toward a degree. Should a nondegree student wish to earn a degree, application must be made through the Office of Admissions for a change of status. Credit for work already completed will be determined by the department in which the student expects to major.

### **POSTBACCALAUREATE APPLICANTS**

Students who possess baccalaureate degrees and desire to pursue course work for teacher certification requirements and those interested in taking courses for personal or professional growth must submit an application for admission. A complete application for postbaccalaureate status includes all of the materials required for admission of transfer students.

### **VETERANS**

Veterans of military service must meet the same admission requirements expected of other applicants.

### **INTERNATIONAL STUDENTS**

Clark Atlanta University believes that exposure to diverse cultures is beneficial and, accordingly, encourages enrollment of students from other countries. In addition to meeting the regular requirements for admission (with allowances for differences abroad in secondary school curricula), the applicant must demonstrate a reasonable proficiency in the English language. The University requires a minimum score of 500 on the paper test or 173 on the computerized examination of the Test of English as a Foreign Language (TOEFL). Applicants from other countries may be admitted for either the first semester (August) or second semester (January). In order to ensure ample time for enrollment for a specific term, the application for admission and all supporting documents must be on file by the deadline dates established for application to the University for the term for which admission is sought. Students from other countries are required to submit documents in English certified by appropriate officials. Because of its limited resources, Clark Atlanta is unable to provide financial assistance to international students. Therefore, prospective students must be prepared to bear the expense of correspondence, processing fees, and other costs associated with application for

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admission to Clark Atlanta University. Before the University forwards a “Certificate of Eligibility” (Form I-20) and other materials, an applicant must submit to the University funds sufficient to cover the expenses for one year.

#### **APPLICATION FOR INTERNATIONAL EXCHANGE**

All students requiring an institutional certification of educational expenses for an Exchange Control Permit should request this as needed from the Office of International Student Services.

#### **IMMIGRATION AND NATURALIZATION SERVICE (INS)**

The Immigration Office, which serves Clark Atlanta University, is located in Atlanta, Georgia. However, most student papers are processed through the INS Data Processing Center in London, Kentucky, or the INS Regional Service Center in Dallas, Texas. Information and assistance concerning the filing of documents with the INS should be requested of the Office of International Student Services. It is important for international students to be aware of the types of documents which must be maintained and the requirements of the Immigration and Naturalization Service for maintaining legal status during their matriculation at Clark Atlanta University.

**Passport:** A travel document issued by a competent authority (usually the government of the student’s country of citizenship) showing the bearer’s identity, origin, and nationality, which is valid for entry into a foreign country. A student’s passport or travel document must be kept valid at all times.

**Visa:** A visa to enter the United States, as a nonimmigrant is a stamp or label affixed on a page of the passport. It enables the passport bearer to request the immigration officer at the port of entry to grant admission to the United States under conditions specified for the type of visa the bearer holds.

**D/S:** This notation signifies “duration of status.” It means that the student is eligible to remain in the U.S. until the completion of one or more academic programs so long as he or she is attending the school he/she was authorized to attend, is maintaining a full course of study, and is not engaging in illegal employment. If any of these conditions is not met, the student is no longer in legal status.

#### **VISA TYPES FREQUENTLY FOUND AT CLARK ATLANTA UNIVERSITY**

**Permanent Resident:** An immigrant is an alien who has been lawfully admitted to the United States for permanent residence. The word “immigrant” is interchangeable with “permanent resident,” or “PR.” Immigrants have virtually the same legal rights and civil liberties that are held by U.S. citizens, with some exceptions.

- F-1 Student
- F-2 Dependent of Student (spouse or minor child)
- J-1 Exchange Visitor (may be student, faculty, or researcher)
- J-2 Dependent of Exchange Visitor (spouse or minor child)

#### **FORMS FREQUENTLY USED AT CLARK ATLANTA UNIVERSITY**

**Form I-94. Arrival/Departure Record.** This is a small card issued to all non-immigrants upon entry into the U.S. It is stapled in the passport and contains the bearer’s name, date of birth, country of citizenship, admission number, visa status, and authorized length of stay.

**Certificate of Eligibility (Form I-20).** This document is issued to an admitted student who has shown proof of financial support for his studies to allow him/her to obtain a student (F-1) visa or to

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change from another visa status to student (F-1) status. Students are to retain a copy of this form for travel. It must be revalidated annually for travel of the student, or for travel of F-2 dependents of students. The Form I-20 also contains any notations of permission to accept or continue part-time employment or practical training.

**Form IAP-66. Certificate of Eligibility for Exchange Visitor Status (J-1).** This form is issued by the Exchange Visitor's program sponsor indicating the term of appointment, length of stay, program definition, and financial arrangements. It is also necessary for temporary visits outside the U.S. by the J-1 student, for J-2 dependents, and for extension of the exchange visitor's stay.

**Form I-538.** This form is an application by a nonimmigrant student (F-1) for extension of stay, permission for practical training, or permission to accept or continue part-time employment.

**Form I-506.** This form is an application for change of nonimmigrant status. A nonimmigrant who entered the U.S. as a tourist (B-2) and has been accepted to Clark Atlanta University must apply to the Immigration and Naturalization Service for a change to student (F-1) status within the first thirty (30) days of attendance.

**Form I-34. Affidavit of Support.** Students should confer with the Associate Dean of Student Affairs for information regarding securing and/or completion of any of the forms listed above.

#### **MAINTENANCE OF STATUS**

Nonimmigrant students must register for and complete a full course of study during the academic year (Fall and Spring semesters) in order to maintain their student status. Any student registering for less than a full course of study must have a letter on file with the Associate Dean of Student Affairs, from his/her academic adviser, department chair, or a physician explaining the need for a reduced load. Students entering Clark Atlanta University after attending another academic institution in the United States must file a notification of transfer with the Immigration and Naturalization Service within thirty days of matriculating at Clark Atlanta University. Students should see the Associate Dean of Student Affairs to complete this process.

Students on nonimmigrant visas may engage in on-campus employment that will not displace a U.S. resident. However, these students are not eligible to participate in the Federal College Work-Study Program.

### **REGISTRATION AND ACADEMIC RECORDS**

A new student presenting him/herself for registration must have received an admission letter from the Office of Admissions. No provision is made to accommodate students who arrive unofficially or without having made previous arrangements. Registration and Enrollment are the processes by which one is enrolled as a student at the University. Registration includes advisement and course entry and results in a schedule of classes. Enrollment includes payment of tuition and other charges, and completion and filing of informational forms for various purposes during a prescribed time period. The following are responsibilities of the student:

- To become familiar with the Academic Calendar appearing in the front of this Catalog and a number of other media throughout the University.

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Familiarity with the Calendar facilitates adherence to the registration process. The process helps to assure that a student's name will be entered on the correct class rolls.

- To complete registration according to regulations. Academic credits may not be earned unless the student is officially registered and financially enrolled for classes.
- To consult the academic advisor and secure appropriate signatures on required forms. This will ensure that proper course sequences are being followed for the student's curriculum.

To be classified as a student at Clark Atlanta University, one must be enrolled in at least one course or program, e.g., Co-Op, Internship, Practicum. A student who drops all courses must also complete withdrawal procedures and is subject to the University's policies and procedures with regard to dropping, adding, and withdrawing from classes. In all cases in which a student has not completed registration by the end of the specified registration date, a late registration fee will be charged.

### **REGISTRATION POLICY**

Registration is the process that results in a student's schedule of classes for a specific term. This means that the student has properly reserved a seat in a set of courses. Students must use the Bannerweb student self-service registration page to register for all classes and are required to complete registration before classes begin. All students are required to pick up registration materials, have registration forms approved by the department chairperson or advisor, and register for courses by the end of the Late Registration period as defined in the Academic Calendar. If a student has not financially enrolled by the designated date, course registration will be cancelled by the University and the student will not be considered as currently enrolled. Students who are not properly registered and enrolled will not be permitted to attend classes or take examinations.

### **DROPPING/ADDING OR WITHDRAWING FROM COURSES**

Students may drop or add courses during the designated drop/add period on the Academic Calendar. Students must consult with their faculty advisor prior to making any changes in their class selections. Course withdrawal begins after the end of the drop/add period, and the official date to complete course withdrawals for each term is found in the Academic Calendar. Students who wish to withdraw from an individual course must obtain a Course Withdrawal form from the Office of the University Registrar. The form must be complete with all appropriate signatures as required and submitted to the Office of the University Registrar prior to the official deadline for withdrawal. When a student is authorized to withdraw from a course, a final grade of "W" is assigned regardless of his/her performance in the course prior to the official date of withdrawal. Course withdrawal does not carry any refund of tuition and/or fees. When students are cross-registered at other AUC institutions, the Clark Atlanta withdrawal policy will apply. When a student is cross-registered through the ARCHE program, the "host" school policy applies.

### **WITHDRAWAL FROM THE UNIVERSITY**

To withdraw from the University, the student must obtain a Withdrawal Form from the Office of the University Registrar. In addition to any requirement of the individual school's policy, the student must obtain the necessary and appropriate signatures as required by the form. The University

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Registrar's signature is affixed to the form upon completion and then returned to this office for final processing.

The "official" withdrawal date is the date on which the University Registrar signs the form or if student received funds from the Federal Title IV financial aid programs, the regulations require that the date used to calculate the "Return of Title IV funds" is the date the student signed the withdrawal form. A final grade of "W" is assigned for all courses when students withdraw from the University.

### **CROSS-REGISTRATION**

**Cross-registration at the Atlanta University Center (AUC).** Undergraduate students of Clark Atlanta University may cross register for courses at all of the AUC schools with the exception of Morehouse School of Medicine. Graduate students of Clark Atlanta may cross register for courses at Morehouse School of Medicine. All students wanting to cross register must pick up a cross-registration form from their department. Completely fill out the information requested, specifically indicating the subject/course to be taken at the "host" institution. Once the form is complete, the student must get the approvals of his/her advisor and the other required signatures as indicated. The student must then turn form in to the Office of the University Registrar in order to be registered for the class. All cross-registration forms must be submitted by the end of the Add/Drop period each term. Forms submitted after this date will not be accepted.

**Cross-registration Outside the AUC.** Students from colleges and universities outside the AUC may take both undergraduate and graduate courses at Clark Atlanta University through the Atlanta Regional Consortium for Higher Education (ARCHE) affiliation. These students must apply for ARCHE cross-registration through their "home" institution. Their "home" institution must approve this application before they will be allowed to register at Clark Atlanta. This application must show evidence that the student has completed the appropriate prerequisites for the courses to be taken at CAU. It is the responsibility of the student to secure acceptance at his/her home institution for the transfer of academic credit. Once students submit the application to their "home" institution, the application is forwarded to CAU for acceptance and registration. Clark Atlanta has the right to deny cross-registration to any student based upon the rules and regulations governing registration and enrollment at CAU.

A Clark Atlanta University student may cross register at a participating ARCHE school. The Clark Atlanta student must follow the same guidelines as stated above. An ARCHE school has the right to deny cross-registration to any CAU student based upon the rules and regulations governing its registration and enrollment. Clark Atlanta students must be in Good Academic Standing in order to be approved for cross-registration.

### **STUDENT RECORDS**

**Privacy of Student Records.** Release of student information is governed by the guidelines of the Family Education Rights and Privacy Act (The Act). Within certain limits students have the right to prohibit the release of personal data without their permission.

### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

Clark Atlanta University, like other institutions of higher education, accumulates and maintains records concerning the characteristics, activities and accomplishments of its students. Because the University recognizes students' right of privacy, a policy regarding the confidentiality of the information which becomes a part of their permanent records and governing the conditions of its disclosure has been formulated and adopted. This policy reflects a reasonable balance between the

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obligation of the University for the protection of the rights and privacy of students and its responsibility to society.

Students have the right upon request to the proper official to know of the existence and content of all materials that are in their official records kept by the University and to inspect and review such records except personally signed confidential documents placed in the file before January 1, 1975.

Students shall have the opportunity for a hearing by appropriate officials to challenge the content of their University records, to ensure that the records are accurate, not misleading or otherwise in violation of the privacy or other rights of students and to provide an opportunity for the correction or deletion of any inaccurate or misleading or otherwise inappropriate data contained therein.

The information listed below is considered “directory information” and may be released without permission from students. Students, however, do have the right to direct that any request must be filed in writing with the Office of the University Registrar.

**Directory Information includes:**

- a. Student’s Name
- b. Address
- c. Telephone Number
- d. E-mail
- e. Date and Place of birth
- f. Major field of study
- g. Dates of attendance
- h. Current enrollment status
- i. Degrees and awards received
- j. Most recent educational agency or institution attended
- k. Participation in officially recognized activities and sports
- l. Weight and height of members of athletic teams

Students who desire that any or all of the above information not be released must complete a Request to Prevent Disclosure of Information Form in the Office of the Registrar within (5) working days after the close of the official registration period. All other information is considered confidential and may be released only under specific conditions. A full copy of the University’s policy may be obtained in the Office of the University Registrar.

**Telephone Requests.** In response to telephone requests, the University releases only students’ enrollment status and previously published directory data. If callers require additional data, students must provide written authorization for release of such information. A copy of each authorization will be filed in the student’s permanent record.

**Faculty Requests.** Faculty will be granted access to students’ academic records for the purpose of advisement and related matters. However, faculty must follow the appropriate guidelines with regard to release of information as required by the FERPA laws.

**Student Requests.** No student will be given information about another student without written consent.

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**Parent or Guardian Requests.** The Act governs release of data to parents and guardians. The Act places the control of academic data in the hands of students.

### **TRANSCRIPTS**

Transcripts are a record of the student's academic history while matriculating at Clark Atlanta University. All courses and final grades that were taken while at CAU are documented on the transcript.

**Official Transcripts.** The official transcript is a record of a student's academic history. It bears the signature of the Registrar, the official seal of the University, and a release of information statement. Students may request official transcripts to be sent to colleges, universities, places of employment, and approved institutions. The fee for official transcripts is \$8.00 per request. The Office of the University Registrar processes all requests within 5 – 10 business days; however, some requests may take longer to process due to other factors. Consistent with the provisions in the FERPA act, all requests will be processed within 31 days from the date of receipt.

**Unofficial Transcripts.** The unofficial transcript for internal distribution and student use is a true copy of the student's official academic record. The fee for an unofficial transcript is \$5.00 per request. It does not contain the Registrar's signature or the University seal. A currently enrolled student may print an unofficial copy of his/her transcript utilizing the Bannerweb student self-service student records page.

**Transcript Requests.** All transcript requests must be made in writing to the Office of the University Registrar. The following minimum information must be provided:

- Student name (while at Clark Atlanta University)
- Student ID number or Social Security number
- Date of initial enrollment
- Date of graduation (if applicable)
- Status while enrolled (undergraduate/graduate/summer)
- Name of transcript recipient
- Address to which transcript is to be sent
- Student's original signature

Students must submit a written request via the mail or in person. Fax and/or e-mail requests for transcripts will not be accepted or processed.

**Financial Hold.** Students with outstanding financial obligations to the University or with delinquent Perkins Loan payments may be denied release of a transcript. A new request for transcript must be made after the financial hold has been cleared.

**Change of Name and Address.** Every student is responsible for notifying the Office of the University Registrar of any change of name and address. Failure to do so can cause serious delay in the handling of student records and in notifying students in emergencies. Currently enrolled students may update their address online using the Bannerweb student self-service personal information page and non enrolled students must submit request in writing and only the student may change his/her address. Name-change requests must also be submitted in writing and be accompanied by official documentation of the change. This documentation may be one of the following: marriage license,



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social security card, or official legal disposition of the change. A copy of this document must be filed in the student's official record.

**OFFICE OF VETERANS AFFAIRS**

The University is approved by the Georgia Department of Veterans Services (State Approving Agency) for the enrollment of veterans, service personnel, reservists, and dependents of deceased or disabled veterans who are eligible for educational assistance from the Veterans Administration. Individuals desiring additional information should write, telephone, or visit the Office of the University Registrar, Trevor Arnett Hall, Room 102, CAU, 404-880-8938.

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## FINANCIAL AID

The Office of Student Financial Aid at Clark Atlanta University exists to assist students in finding ways to pay for their college education. Since the majority of funds administered by the Office of Student Financial Aid come from federal and state sources, Clark Atlanta has adopted the same philosophy for awarding aid as the Department of Education. That is, it is the parents' responsibility to finance their child's education to the extent possible. Clark Atlanta University will attempt to provide financial assistance to those families who have been determined eligible based on the formula approved by Congress and used by the Department of Education. CAU will provide informational resources to all students and families regardless of eligibility. Such resources will enable parents and student to seek sources of financial aid outside the institution.

### STUDENT RIGHTS AND RESPONSIBILITIES

#### **What Students Have the Right to Know:**

- The cost of attendance.
- The financial assistance available from federal, state, and institutional sources.
- Procedure and deadlines for submitting applications for financial aid.
- How financial aid recipients are selected.
- How financial eligibility is determined, including resources the financial aid office considered available to the student.
- When and how financial aid funds are disbursed.
- An explanation of each type of award the student receives.
- The refund policy for students who withdraw.
- For any federal or state student loan received: the interest rate, the total amount to be repaid, when repayment begins, the length of the repayment period, and the cancellation or deferment provisions of the loan.
- For any Federal Work Study job: a description of the job, the hours a student is eligible to work, the rate of payment, and how and when payment is made.
- The criteria used to determine satisfactory academic progress for financial aid purposes.
- How to appeal a decision by the Office of Financial Aid concerning an award.

#### **What Students Have Responsibility to Do:**

- Read directions thoroughly, complete all forms accurately, and comply with all deadlines.
- Submit any additional information or documents required by the Office of Financial Aid or other agency if applicable.
- Contact the Financial Aid Office if an award letter is not received within three weeks of submitting all required documents.
- Read, understand, and keep copies of any forms the student is required to sign. Repay any student loans that are received.
- Attend an entrance interview and exit interview if federal or state loans are received while attending Clark Atlanta University.
- Notify the Office of Financial Aid of any change in enrollment status or financial status, including any scholarships or grants received from outside sources.

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- Notify the lender, if you have a loan, of any changes to your permanent address and enrollment status.
  - Satisfactorily perform the work agreed upon in a federal work-study job.
  - Know and comply with all requirements for continuation of financial aid, including satisfactory academic progress requirements.
  - Check the status of your account each semester to verify all eligible aid is applied to your account.
  - Check your account on banner Web daily. Important information about your financial aid may be posted.
  - Verify your mailing address with the University Registrar each semester.
  - Check your Financial Aid account on Banner Web often for updates to your award and other important Financial Aid information.

### **HOW TO APPLY FOR FINANCIAL AID**

- a. Complete FAFSA.** To receive financial aid at Clark Atlanta University, all students must complete the Free Application for Federal Student Aid (FAFSA) each school year. The FAFSA may be obtained on the Internet at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students who received federal financial aid in the previous school year may receive a Renewal Application. The Renewal Application may also be completed on the Internet. We strongly recommend that students apply using the Internet.

When completing the FAFSA, list Clark Atlanta University's name and school code "001559" in the section that asks you to list the school you plan to attend. The address for Clark Atlanta University is 223 James P. Brawley Drive, S.W., Atlanta, GA 30314.

- b. Review SAR for Accuracy.** When you apply on the Internet, you should receive a Student Aid Report (SAR) in about 10 days. Review your SAR to ensure the information is correct. If the information is incorrect, make the corrections on the SAR and return it to the processor. If Clark Atlanta University is listed in the school section, the Financial Aid Office will receive the information on your SAR. If the information is not correct, your application will be delayed.
- c. Special Instructions.** If the information on your SAR states that "Your application has been selected for a review in a process called verification," you must send signed copies of your and your parents' (if dependent) federal 1040 tax returns to the financial aid office. You will also have to complete a Verification Worksheet that you can download from the financial aid Web site or obtain from the Financial Aid Office. Check the Financial Aid Office BANNERWEB site (<http://BANNERWEB.CAU.EDU:8820>) to get additional information or documentation that may be needed.

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## **PRIORITY DEADLINES**

The FAFSA should be completed and transmitted by March 1. All other documents should be completed and submitted to the Financial Aid Office by April 1, regardless of the semester in which you plan to enroll. Files completed (Student Aid Report and other required documents) by April 1 will receive priority consideration and should be awarded by May 30. We will begin processing files completed after April 1, after we award files completed before April 1. Students who apply after April 1 should allow 6 to 8 weeks to receive an award letter. Students applying after June 15 should be prepared to pay their fees during registration and may be reimbursed based on their eligibility. Applications for Spring Semester must be completed by November 1.

## **NEW STUDENTS**

New students must be accepted for admission to Clark Atlanta University before we can process their application for financial aid. All students that wish to receive financial aid (Pell Grant, SEOG, loans, scholarships, HOPE, etc.) must complete the FAFSA and be admitted to Clark Atlanta University.

## **ELIGIBILITY FOR FINANCIAL AID**

### **Requirements for Financial Aid**

To receive funds administered by the Office of Financial Aid, you must:

- Be admitted or enrolled as a regular student in a degree-granting program.
- Be a U.S. citizen or eligible noncitizen.
- Have a valid social security number.
- Make satisfactory academic progress toward completion of your degree.
- Not owe a refund on any federal grant, and must not be in default on any student loan previously received unless you can provide proof regarding satisfactory arrangements having been made with the lender.
- Be registered with the Selective Service and the Immigration and Naturalization Service if required by law to do so.
- Have not been convicted of drug charges.

Federal regulations require that we verify the accuracy of information provided by applicants whom the Department of Education selects for a process called verification. As a result, applicants are required to submit federal tax returns, a financial aid verification worksheet, and other documentation, which may be requested, before a financial aid award can be finalized. Students who do not complete the verification procedure as required will not be eligible to receive any aid awarded by the Office of Financial Aid. **NOTE:** Our review of documentation may result in an adjustment to the aid award. Thus, it is in the student's best interest to notify the Office of Financial Aid regarding changes in information originally reported on the Free Application for Federal Student Aid (FAFSA).

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## **SATISFACTORY ACADEMIC PROGRESS POLICY FOR FINANCIAL AID RECIPIENTS**

Federal regulations and Clark Atlanta University policies require that students receiving financial assistance maintain satisfactory academic progress (SAP). In general, “satisfactory academic progress” means progressing toward successful and timely completion of degree requirements. The programs affected by the SAP requirements include federal, state, and University aid. Students receiving funds from any of these sources must demonstrate and maintain SAP or face financial aid probation and/or denial of aid from all sources. Students receiving scholarships based upon merit must comply with the academic requirements associated with the scholarship.

## **APPEAL PROCEDURE FOR SATISFACTORY ACADEMIC PROGRESS POLICY**

A student may appeal a denial for financial aid if the student had unusual circumstances that prevented him/her from performing satisfactorily. A letter of appeal describing the situation may be submitted to the Financial Aid Appeals Committee. Upon receipt, the committee will review the appeal and determine whether the student is eligible to continue receiving financial aid.

## **HOW FINANCIAL AID ELIGIBILITY IS DETERMINED**

The guiding principle about financial aid at Clark Atlanta University is that the primary responsibility for meeting the cost of higher education rests with the student and family to the extent that they are able to pay. The difference between the costs of education and the calculated ability of a family to meet those costs is the eligibility for financial assistance. The process used to determine each individual family’s ability to pay is known as expected family contribution (EFC). It is derived from a formula developed by Congress called Federal Methodology. The formula calculates the EFC based on the information reported by the family on the Free Application for Federal Student Aid (FAFSA)

## **DEPENDENCY STATUS**

For financial aid purposes, students are considered either dependent or independent. Again, Congress established these guidelines. For example, for the 2008-2009-award year, a student is considered an independent student for federal and state programs if the student meets one of the following criteria:

- Was born before January 1, 1984;
- Is a veteran of the U.S. Armed Forces;
- Is an orphan or ward of the court;
- Provides over half his/her support;
- Will be enrolled in a graduate or professional educational program for the 2008-09 academic year;
- Is married at the time the FAFSA is completed.

## **COST OF ATTENDING CLARK ATLANTA UNIVERSITY**

The cost of attending Clark Atlanta University for an academic year (2 semesters) may vary from student to student, depending on the level of enrollment, dependency status, and the amount each individual requires for personal and living expenses. These estimated expenses make up the Cost of Attendance or Student Budget. This cost is an estimate of education-related expenses that a student may incur at Clark Atlanta University. It includes, but is not limited to, the amount the student must pay directly to the University to register for classes and room and board.

The Office of Financial Aid uses standard budgets for all students based on enrollment status. The budgets (cost of attendance) include tuition, fees, living expenses, transportation, and books and

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supplies. If special circumstances exist (such as expenses related to a catastrophic loss or unusual medical bills), a student may request special treatment of the information reported on the FAFSA.

**NOTE:** Credit card bills, prior debts, automobile payments, maintenance and other personal discretionary expenses are not grounds for special treatment.

### **THE FINANCIAL AID AWARD**

The primary objective of the Office of Financial Aid is to assist as many students as possible by using a combination of available funds. Students who comply with published priority deadlines for application completion will be awarded first and will be eligible for all available funds. Students who apply after the published priority deadlines may be awarded but funds will be limited. An application is complete when the Financial Aid Office receives all required documents. Financial assistance is awarded to cover educational expenses only. The priority deadline for applying for financial aid is April 1. Therefore, students should complete the FAFSA at least 4 weeks before April 1 to ensure that the Financial Aid Office receives the Student Aid Report (SAR) by the priority date.

### **AID AWARDED BASED ON HOURS OF ENROLLMENT**

In determining the amount of each award, the financial aid staff assumes the student will be enrolled full time (at least 12 hours per semester) for fall and spring unless otherwise indicated. The aid award is subject to adjustment should the hours of enrollment change during the year. Adjustments to the award may occur up to the drop/add period for the semester in which the hours are affected.

**NOTE:** Award revision may affect the billing statement from Student Accounts.

### **UNDERSTANDING THE AWARD OFFER LETTER**

- The online financial aid notification represents an offer that is based upon provided information and funds available to the University at the time of the award. The availability of funds from federal and state programs is subject to Congressional and state appropriations and to changes in federal and state legislation.
- Total Cost of Education represents the estimated cost of educational expenses for the award period (including tuition, fees, books and supplies, room, board, and miscellaneous). This is an estimate. Where one lives and what he/she pays for transportation and personal expenses could cause the actual cost to be higher or lower.
- Expected Family Contribution (EFC) includes parent and student contributions, which are determined from information provided by the student and his/her family on the FAFSA, plus other resources that may be available, such as veteran benefits and private scholarships.
- Annual financial aid awards are usually divided into semester amounts and will be applied to the student's bill according to the way they are listed on the award offer letter.
- The student may accept or decline any portion of the award online. Please note that if any portion of the award is declined, Clark Atlanta University will not replace it with other funds.

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- By accepting the award notification, the student is certifying that he/she understands and accepts his/her rights and responsibilities as an aid recipient at Clark Atlanta University as outlined in this publication. The student must notify the Financial Aid Office if he/she does not accept the award as listed on the online award notification.

### **FEDERAL WORK-STUDY/LOAN OPTION**

Most financial aid awards include student loans and/or work-study employment. If the student wishes to exchange a loan for employment or employment for a loan, he/she should contact the financial aid advisor. Adjustments will be contingent upon the student's eligibility according to program regulation and on the availability of funds.

### **EXTERNAL SCHOLARSHIPS AND RESOURCES**

Financial aid recipients must notify the Office of Financial Aid if any awards are extended to them from sources other than Clark Atlanta University. Receipt of external awards may result in a revision of financial aid from Clark Atlanta University. It is also the student's responsibility to notify the Office of Financial Aid of any special instructions or billing information regarding external scholarships. No credit will be entered on the student's account before the check arrives. It is also the Office of Financial Aid's policy to divide external scholarships equally between fall and spring semesters unless specified by the donor.

### **CHANGES IN FINANCIAL SITUATIONS**

The student's financial aid situation may change after submission of the Free Application for Federal Student Financial Aid (FAFSA). It is the student's responsibility to notify the Office of Financial Aid of any changes to the information originally reported on the FAFSA. In the event of substantial change in family circumstances (loss of employment, death, unexpected medical bills which are unusually high, etc.), he/she may notify the Office of Financial Aid and request a reevaluation of his/her award. The request must be in writing with appropriate documentation, and it should describe the substantial changes in detail, specifying dollar amounts. Any award adjustment is contingent upon the student's eligibility according to program regulations and the availability of funds. The decision of the Office of Financial Aid is final.

**Note:** The student should maintain a file containing all financial aid correspondence and information, all bills from the Student Accounts Office, and all promissory notes for loans accepted. It is possible that some of the financial aid received will be subject to federal income tax, particularly scholarships and grants that exceed the cost of tuition and related expenses. Keeping complete and accurate records now may save the student time later.

### **FUNDING FOR SUMMER SESSION AND STUDY ABROAD**

Depending upon the program and the student's final aid award, financial aid may be available to regularly enrolled students who choose to attend summer school or study abroad. Students planning to study abroad should meet with their financial aid advisor as far in advance as possible. Students who receive full eligibility of aid in fall and spring semesters will not have eligibility for summer. The priority deadline for applying for summer financial aid is April 15. Contact the Office of Financial Aid for application information.

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## TYPES OF FINANCIAL AID AVAILABLE

**Grants and Scholarships.** Gift assistance (free money) does not have to be earned or repaid. Unless otherwise noted, awards from the following programs will appear as credits on the student's account once the financial aid award package is finalized (and if the student is eligible for the funds). A FAFSA must be completed for all aid.

### Federal

- **Federal Pell Grant.** Undergraduate students, first baccalaureate degree only. Eligibility for Pell Grant is based upon the federal eligibility formula. Once the FAFSA has been processed, the student will receive a Student Aid Report (SAR). He/she should verify that Clark Atlanta University (school code 001559) is listed in the school section. This is his/her indication that CAU has received the ISIR and can determine his/her eligibility for financial aid. The student should review the SAR for accuracy and follow any instructions. The amount of Federal Pell Grant may range from \$0 to \$4,500, per academic year, subject to Congressional appropriations, and the student's enrollment status.
- **Federal Supplemental Educational Opportunity Grant (FSEOG).** Undergraduate students, first baccalaureate degree only. FSEOG is awarded to on-time filers with Pell Grant eligibility. Funds are limited. The FAFSA is the application used to determine eligibility.

### State

- **Georgia Tuition Equalization Grant (GTEG).** Undergraduate only. These grants are for Georgia residents as defined by the State agency and are not based on need. Any Georgia resident who is regularly enrolled full-time is eligible to receive the GTEG and must apply by completing the Georgia Grant Application in order to receive the grant. GTEG awards will reduce other full-tuition awards the student receives (i.e., tuition discounts or waivers, academic scholarships, etc.). Applications are available in the Office of Student Financial Aid and must be submitted by the deadline that is established by the State. The GTEG credit will appear on the student's account after the Office of Financial Aid has certified his/her GTEG eligibility.
- **Helping Outstanding Pupils Educationally (HOPE).** Undergraduates only. In addition to the criteria for GTEG, students must have and maintain a 3.0 cumulative grade point average. Eligibility and the amount of the award is determined by the state.
- **Governor's Scholars.** For undergraduate Georgia residents, scholars are selected by the Georgia Student Finance Authority. Students must submit applications to the State Agency. **Note:** Students from states outside of Georgia should contact the appropriate state agencies for information concerning state grant awards and eligibility requirements.

## UNIVERSITY GRANTS AND SCHOLARSHIPS

Clark Atlanta University grants and scholarships for undergraduates are awarded by the Office of Student Financial Aid. All interested applicants must complete a Free Application for Federal Student Aid (FAFSA) on or before May 1 in order to be considered for the upcoming year. Contact the Office of Student Financial Aid for more specific details at 404-880-8992.

- **Tuition Waivers.** Eligible Clark Atlanta University faculty and staff may receive tuition



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scholarship waivers valued at full tuition less the amount of any other designated tuition award or federal and state grant awards. This benefit is also available to spouses, sons, and daughters of eligible University employees. Contact the University's Office of Human Resources for an application and procedures. Tuition waivers will appear as a credit on the student's account once the approved application has been processed. The FAFSA must be completed before the waiver can be received.

- **Employment.** Most financial aid awards include student loans and/or work study employment. If the student wishes to exchange a loan for employment or employment for a loan, he/she should contact the financial aid advisor. Adjustments will be contingent upon the student's eligibility according to program regulation and on the availability of funds. Many departments depend on student employees to assist with the effective operation of departments. Students gain valuable work experience and skills, which contribute to a student's overall education and development.
- **Loan Programs.** Funds from federal, state and private organizations must be repaid. Some loans require interest payments while the student is in school; others begin repayment after the student ceases to be enrolled at a postsecondary institution at least half time. **Note:** Loan awards typically increase as the student progresses toward degree completion. Most loan funds will be credited directly to the student's account after completion of the promissory note and other required documents. Both types of loans are subject to cancellation if the student does not endorse checks promptly or if he/she fails to complete the required documents in a timely manner.

When a student decides to take out a student loan, he/she is making a commitment to repay it. Repayment is mandatory whether or not the education program is completed. All first-time borrowers must participate in loan counseling provided by the Office of Financial Aid and Student Loan and Collections. Before leaving Clark Atlanta University, all borrowers must have an exit interview to discuss repayment, deferment and cancellation provisions.

### **Federal**

- **Federal Perkins Loan.** Graduates and undergraduates. Awards are based on financial need as demonstrated by the information provided on the FAFSA and the availability of funds. Preference will be given to undergraduate students who demonstrate exceptional need and who meet on-time filing priority deadlines.
- **Federal Stafford Loan (Subsidized).** Low interest loans may be made to eligible undergraduate and graduate students enrolled at least half-time, by banks, credit unions, and other commercial lenders who participate in the program. Students are not required to pay interest on the loan if they continue to be enrolled at least half-time. Students must demonstrate financial eligibility as determined by the information provided on the FAFSA. The interest rate on their loan could change each year of repayment but, by law, it will never exceed 8.25%.

Eligibility for loans will be based on the information received on the Student Aid Report. Students do not have to complete a separate loan application but will have to complete a promissory note agreeing to repay the loan. At the time a Federal Stafford Loan is taken out, the student is charged an origination fee up to 3%, which will be deducted proportionately from each loan disbursement made to him/her. The fee is allowed by law

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and is used to reduce the federal government's cost of subsidizing this loan program. In addition, the student's lender may charge an insurance premium of up to 1% of the loan principal.

- **Federal Stafford Loan (Unsubsidized).** Unsubsidized Stafford Loan Funds are available to students meeting all Stafford program requirements other than demonstrated need (students must apply for need-based aid prior to being considered for subsidized loan). An origination fee may be charged, and the student may have to pay interest during in-school and deferment periods unless other arrangements are made with the lender. Interest accrues during the in-school period, but payment of interest may be deferred upon request.
- **Federal PLUS Loan.** A PLUS loan is made to credit-worthy parents of eligible dependent undergraduate students. Although the University requires the student to file a FAFSA, PLUS loans are not based on need and may be used to replace the expected family contribution if the student also receives need-based financial aid. The student should contact the Office of Financial Aid for application information.

**NOTE:** If a parent is denied the PLUS Loan, the dependent student can apply for an Unsubsidized Stafford Loan provided the parent submits a copy of the denial notice to the Office of Financial Aid. The amount of Unsubsidized Stafford may be significantly less than the amount a parent could borrow from the PLUS loan. The student should contact the Financial Aid Office for details and loan limits.

## HOW FINANCIAL AID PAYMENTS ARE MADE TO STUDENTS

To complete enrollment for a term, students are required to satisfy their financial obligations to the University.

- a. **Billing and Registration.** The billing statement mailed by the Student Accounts Office will list the charges for tuition, fees, room and board for students living in campus housing, plus any other amounts owed the University. Some of the financial aid the student is eligible to receive for the semester may appear as a credit on his/her account if all documents were received by the Office of Financial Aid. For student loans, the amount credited to the account may be less than the amount that appears on the award letter. This difference results from the loan origination fees deducted from the loan by the lender.
- b. **Credit.** Financial aid awarded may appear on the student's invoice after he/she registers for classes. This aid will not be applied to the student's account until he/she has met all eligibility requirements and enrollment is complete. Listed are examples of aid that will be automatically applied to the student's account:
  - Federal Supplemental Educational Opportunity Grant (SEOG)
  - Federal Plus Loan (pending receipt of funds from student's lender)
  - Federal Perkins Loan\*\*
  - Georgia Tuition Equalization Grant (GTEG) and HOPE Scholarships\*\*\*
  - CAU Tuition Waiver/Scholarship

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Loans that are awarded to students based on their eligibility may appear as a memo on their bill. This will allow students to complete registration. If they fail to submit a completed promissory note or the funds are not received by CAU, the loan will be cancelled. Once the loan is removed from the account, he/she will be responsible for paying the amount owed CAU at that time.

**\*\*Perkins Loan Borrowers** - At the beginning of each academic year, a packet of loan documents must be signed by the student and processed by the Office of Student Financial Aid before Perkins Loan proceeds can be credited to the student's account.

**\*\*\***These awards are based on expected eligibility. The State agency must approve all awards and send funds to CAU. Awards will be removed if funds are not received from the state.

- c. **Checks.** Certain funds are disbursed as checks and may require endorsement by the student. These include external loans (loans obtained through private organizations), private scholarships, and federal work-study.
- d. **Loan Checks.** Most loan funds are sent to the institution by EFT (Electronic Loan Transfer) and do not require the student's signature. Because of federal regulations, the University may be unable to disburse loan funds to students until after drop/add; however, funds will be available to cover registration charges. Excess loan funds will be available approximately five working days after the last.
- e. The University has arranged with some lenders to transfer loan proceeds electronically from the lender directly to the student's account. In these instances, a loan credit will appear on the student's account and check endorsement will not be required.
- f. **Scholarship Checks.** Donors may send a scholarship check to Student Accounts on behalf of the student. Scholarship checks should be made payable to CAU. If the scholarship check is copayable, the student must endorse the check in the Student Account's Office. If the scholarship check is made payable to Clark Atlanta University only, it does not require the student's endorsement. The amount of the scholarship will appear as a payment on the billing statement. If the student wishes to use the scholarship to assist in covering his/her charges, the student is responsible for ensuring that the scholarship check is received by Student Accounts by the time fees are due.
- g. **Additional Notes.** The student and his/her family are responsible for paying in full each semester the balance due on his/her bill. If the student chooses to pay in installments rather than in full, he/she may contact Student Accounts for arrangements and procedures.

## **WITHDRAWALS AND CANCELLATIONS**

Students who officially withdraw from the University during the first five weeks of a semester may be entitled to a partial refund of tuition. While a refund of institutional charges may be appropriate, students receiving federal and state funds may not receive a refund. A refund caused by federal and state aid will be returned to the appropriate federal or state program.

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**FEDERAL RETURN OF FUNDS POLICY** (previously known as the Refund and Repayment Policy) became effective the 2000-2001 academic year. This policy affects any student who completely withdraws for the semester and has Title IV Federal Financial Aid.

If the Financial Aid Office posts federal aid to the student's account and he/she withdraws from all classes, the Financial Aid Office may be required to remove some or all federal aid from his/her account and return it to the source. The amount of federal aid that will be removed depends on the date on which he/she withdraws during the semester. This policy deals with federal aid only. Students should contact the Student Accounts Office at (404) 880-8033 for further information on how their charges may be affected if they withdraw from all classes.

The federally mandated Return of Funds Policy governs the return of Title IV funds disbursed to students who complete the official withdrawal process. Title IV funds includes:

- Federal Stafford Subsidized and Unsubsidized Loans,
- Federal PLUS Loans,
- Federal Perkins Loans,
- Federal Pell Grants, and
- Federal Supplemental Educational Opportunity Grants (SEOG).
- Federal Work-Study funds are excluded from this policy.

During the first 60% of the enrollment period (semester or term), a student earns federal funds in direct proportion to the length of time he/she remains enrolled. The period of time during which a student is enrolled determines the percentage of aid earned by him/her. A student who remains enrolled beyond the 60% point earns all aid for the term.

The percentage of the period that the student remained enrolled is determined by dividing the number of days the student attended by the number of days in the term. Calendar days are used in the determination of percentages. Breaks of five days or longer are excluded in the calculations. If the amount of Title IV funds disbursed is greater than the amount of Title IV funds earned by the student, a return of Title IV funds is necessary. Both the University and the student are responsible for returning a percentage of the unearned aid.

Once the Return of Funds is calculated, the proceeds must be returned in the following order:

- Unsubsidized Federal Stafford Loan
- Subsidized Federal Stafford Loan
- Federal PLUS Loan
- Federal Perkins Loan Program
- Federal Pell Grant Program
- Federal Supplemental Educational Opportunity Grant
- Other Title IV Programs (except Federal Work Study)

Students receiving a Federal Stafford Loan have a legal obligation to contact their lending institution at the time of withdrawal or nonwithdrawal or nonenrollment. In addition, federal regulations require that the institution forward directly any monies owed back as repayment on the federal Stafford loan. In such cases, a student's account will be debited for the required

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amount and the funds will be mailed to the lender by the University. If a student plans to return during the academic year, a new loan application must be submitted.

**NOTE:** Any student leaving the University for any reason is advised to contact the Office of Student Accounts, Student Loan and Collections, and Office of Financial Aid to ensure that all financial matters are handled properly.

**Financial aid applications must be renewed each year!!**

### **IMPORTANT DATES TO REMEMBER**

<b>March 1</b>	Priority Deadline to submit FAFSA to the processor
<b>April 1</b>	All documents due in the Financial Aid Office for priority treatment
<b>May 1</b>	Online Award Notifications available
<b>April 15</b>	All documents must be in the Financial Aid Office for students applying for financial aid to attend Summer School.
<b>June 15</b>	Deadline to have all documents into the Office of Student Financial Aid for fall enrollment

### **TUITION AND FEE CHARGES AND PAYMENTS**

All tuition and other charges are due and payable on or before registration. Failure to satisfy this requirement or make satisfactory financial arrangements for each semester will result in cancellation of registration. Financial aid awarded and payments made on account may be counted toward satisfying a student's charges. Otherwise, students must pay the tuition and fee charges from other sources by the enrollment deadline.

Federal financial aid in the form of Pell Grants and loans is normally not enough to cover the entire cost of tuition, fees, and room and board. Accordingly, students should expect to pay a portion of the tuition and fee charges not covered by financial aid and loans. The amount that parents and students should expect to pay will depend on financial aid eligibility, available funds, and boarding arrangements.

The following policies shall govern all entering and continuing Clark Atlanta University students.

#### **Responsibility for Paying Charges**

Students, parents or legal guardians are responsible for satisfying all tuition and other charges in accordance with the terms described herein on or before registration each semester.

#### **Check Acceptance Policy**

It is the policy of Clark Atlanta University to accept only those payments made in personal check, cashier's check, money order, certified check, and VISA, MasterCard, American Express, or Discover Card. A returned check fee applies once a student presents an insufficient-fund check to the University. Once you present an insufficient-fund check to the University, we will no longer accept personal checks as payment. To make an Online Payment by check or credit card log on to [HTTP://BANNERWEB.CAU.EDU:8820](http://BANNERWEB.CAU.EDU:8820). When making payments to the University, please do not

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include monies for any personal expenses of the students. The student's name and ID number should be written on his/her payment.

**Billing Dates**

Students and parents are sent an account statement periodically. Prompt attention to the account statement is necessary.

**WITHDRAWAL FROM THE UNIVERSITY**

A student who officially withdraws from the University during the first five weeks of a semester is entitled to a partial refund of tuition, fees, room and board in accordance with the following schedule:

Withdrawal Period (Starting with the first official day of classes)	Refund
Within two weeks:	80%
Between two and three weeks:	60%
Between three and four weeks:	40%
Between four and five weeks:	20%
Beyond five weeks:	None

Refunds are based on the date the student signs the withdrawal application.

**Note:** This schedule does not apply to summer session. Please see Summer School Bulletin for schedule.

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## STUDENT AFFAIRS

The Office of Student Affairs promotes and supports student achievement by providing a variety of services, programs, and activities to improve the students' experience and to support students in meeting the many demands of their personal and academic life. We align our support of student learning and personal growth in the use of human development concepts such as those developed by Chickering, Astin, Gilligan, and Kohlberg, and student retention concepts such as those developed by Tinto and Braxton. Some of the programs and services we offer and support include:

- Orientation
- Student Government Association
- Community Services
- Career Planning and Placement
- Religious Life
- Health Services
- Counseling Services
- Dean of Campus Life
- Judicial Affairs
- Residential Life
- Disability Services
- Student Activities
- Intramural Sports
- Student Center Management and Recreation
- Student Handbook
- Greek Life

The Office of Student Affairs is the primary resource for students and serves as the main liaison between students and administration at Clark Atlanta University. We partner with faculty in the academic process, and we stand committed to student success.

### GENERAL PRINCIPLES CONCERNING STUDENT WELFARE

Clark Atlanta has formulated regulations that are deemed to be in the best interests of students and the University. These are published in full in the current Student Handbook, copies of which are issued to new students at the beginning of each semester. Students are urged to read carefully these regulations so that they may make informed decisions as members of the University community.

The failure of any student to cooperate with members of the University community in their efforts to maintain a wholesome environment, or the inability to demonstrate sincerity of purpose and to profit from the experiences and contacts provided by the University, are sufficient reasons to withdraw from the student privileges of the undergraduate experience at the University.

### RESIDENCE LIFE (STUDENT HOUSING)

**Reservations and Assignments.** New students should request room reservations as soon as they are accepted for admission to the University. Returning students must fill out an application of intent for the following school year. All students of Clark Atlanta University are required to pay a room reservation fee. When the request and fee are received, and if space is available, the applicant gets an assignment from the Office of Residence Life. Should a student fail to enroll, and an assignment has been made, the fee is not refundable after July 1 (Fall Semester) and December 1 (Spring

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Semester). Students withdrawing from the University and/or residence hall after registration will not be reimbursed for room cost. Room charges are not refundable.

**Linen.** Each student living in the University residence halls is required to furnish sheets (single), pillow cases, blankets, bedspreads and towels to meet his or her needs.

**Security Deposit.** Each student must make a damage deposit of \$150.00 to guarantee and cover damage to residence hall property. The damage deposit is due at the time the advance deposit is made. This deposit may be refundable at the end of the school year, or prior to that time if the student withdraws from the University with no damages and no balance due to the University.

## **STUDENT HEALTH SERVICES**

In keeping with a holistic approach to health needs, the University seeks to promote scholastic accomplishments and life enjoyments, to prevent incapacitating illness, and to render health services based on needs assessment. The Student Health Center staff assists the University in meeting these objectives by providing treatment of episodic acute illnesses, preventive health care, and health education. These services are designed to help students maintain good health and to achieve their primary goal – that of obtaining a higher education.

**Immunization Requirements.** The University requires that students submit proof of immunization to Rubeola (Red Measles), Mumps, Rubella (German Measles), Tetanus (booster within last 10 years), and Meningitis. Results of a Tuberculin skin test within the last year (or a chest x-ray, where indicated) are also required. This information is required for all first-time entering students, transfers and international students prior to enrolling. Persons born prior to 1957 are considered immune to Rubeola, Mumps, and Rubella, and are therefore exempt from proof of these immunization requirements. However, these persons must submit results of a Tetanus booster, documentation of a Meningitis vaccine (Menomune) and results of a Tuberculin skin test (or chest x-ray, if indicated). It is necessary that any illness be reported promptly to the Student Health Center. Students are urged to seek assistance, before their illness becomes incapacitating.

## **Hours of Operation**

### **Student Health Center Hours\***

Monday through Friday: 9:00 a.m. – 5:00 p.m.

### **Nurse Practitioner/Registered Nurse**

Monday through Friday: 9:00 a.m. – 5:00 p.m.

### **Physician's Hours:**

Monday and Friday: 9:00 a.m. – 1:00 p.m.

*\* The Student Health Center is closed when the University is not in session.*

- All nonemergency visits must be by appointment and when the student has no scheduled classes.
- Students can get EMERGENCY CARE after hours by dialing 8911.
- A Student Health Center staff member is on call 24 hours a day.
- The Student Health Center is closed when the University is not in session.



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**Outpatient Service.** Office treatment at the Student Health Center is provided without cost to the student. If the student's condition is such that outside consultation or treatment by a specialist is necessary, the Student Health Center staff makes referrals. The student or the parent (of a minor student) bears the financial responsibility for such services; however, these services may be covered by the Student Illness and Accidental Injury Insurance Plan. The Student Health Center is not responsible for fees (medical) or expenses derived from treatment rendered by any outside physician or facility.

**Illness Excuse Policy.** Each request for an excuse will be received on an individual basis. A written excuse may be given:

1. When a student has been hospitalized or confined at home for treatment and provides appropriate medical documentation.
2. When a student has been ill at home and assessment indicates student should reasonably have been confined.

Students who are too ill to attend classes are advised to report in person to the Student Health Center for evaluation and disposition. Except for unusual circumstances, absence excuses will not be given to students who do not present documentation from a licensed health care provider, or who have not visited the Student Health Center for care.

**Eligibility for Treatment.** All students of Clark Atlanta University are required to pay a Student Health fee, and, as such, are eligible for treatment in Health Services. All students who go to the Center for any medical needs must present their University identification card (at the time of visit) and must have the required health documentation on file.

**Insurance Coverage.** Clark Atlanta University offers a secondary Student Accident and Health Insurance Plan to all students. All full-time undergraduate students, all residential students, and all international students are required to participate in the Clark Atlanta University Student Accident and Health Insurance Plan. Participation is voluntary for all other students. This plan is renegotiated annually, and as such, benefits are subject to change. Specific questions may be directed to the Student Health Center staff at (404) 880-8322.

## **FOOD SERVICES**

The University provides dining facilities for on-campus meals. Students are expected to come to all meals appropriately dressed, to talk in moderate tones, and to exhibit courteous behaviors at all times.

### **Meals are served at the following hours:**

#### **Monday through Friday**

Breakfast 7:00 a.m. – 10:00 a.m.

Lunch 11:00 a.m. – 3:00 p.m.

Dinner 4:00 p.m. – 7:00 p.m.

Panther Café Late Night (To Go Only) 7:45 p.m. – 8:45 p.m.

#### **Saturday and Sunday**

Breakfast 9:00 a.m. – 10:00 a.m.

Brunch Noon – 2:00 p.m.

Dinner 4:30 p.m. – 6:00 p.m.

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**Holidays:** Posted in advance.

Students may take meals from the Dining Hall only in cases of illness and when permission has been given by the Student Health Center staff. When presenting a permission slip for a carry-out meal, the student must present a meal card. In addition to the Dining Hall, food is available in the Snack Bar, located in the Bishop Cornelius Henderson Student Center (see below).

**Recreation/Snack Bar is open at the following times:**

Monday through Friday, 10:00 a.m. – 10:00 p.m.  
Saturday, Noon – 10:00 p.m.  
Sunday, by Request

**COUNSELING SERVICES**

The University Counseling Center (UCC) is a comprehensive mental health counseling and personal assistance facility providing psychological, emotional and social development services and resources to all CAU students. The UCC seeks to enhance the overall well-being, psychological and interpersonal functioning of students. The Center offers individual and group counseling, drug and alcohol awareness and prevention counseling, stress and anger management skills-building strategies, as well as an array of personal/social development programs.

To meet its charge, the UCC staff consists of a director, licensed psychologist, other licensed mental health counselors, and support staff who serve both undergraduate and graduate students during their matriculation at Clark Atlanta University. The UCC staff members have been carefully selected to provide students with a counseling center which is responsive to their individual needs and which coordinates and implements programming aimed at fostering the students' total psychosocial development.

The UCC is open Monday through Friday, 9:00 a.m. to 5:00 p.m. After-hour appointments also may be arranged by request. Students may schedule their own appointments, or they may be referred by University administrators, faculty, staff, or other interested parties. All services are strictly confidential.

**CAREER PLANNING AND PLACEMENT CENTER**

Clark Atlanta University's Career Planning and Placement Center (CPPC) is associated with the Atlanta University Center's Career Services. CPPC provides assistance to students in their search for permanent, internship, summer and/or part-time employment. Assistance is provided to students in preparing of resumes, learning interview techniques, and organizing and researching their employment search. CPPC services are designed to facilitate communication between students and employers. Other activities in which career planning and placement services are involved include posting job notices, coordinating on-campus interview opportunities, maintaining employer lists and sponsoring a variety of career development seminars and programs.

Each year more than 300 companies visit the Career Planning and Placement Center to recruit potential employees. Many organizations, which do not visit the campus, list job announcements with the CPPC. Throughout the year seminars, workshops, and special events are conducted to provide students the opportunity to interact with representatives in both formal and informal settings, and to aid students in exploring career paths.

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## **CAMPUS SECURITY**

The University has implemented measures for the safety and protection of students and other members of the University community, although the effectiveness of the measures depends on each person's assuming the responsibility for self-protection. The Clark Atlanta University Public Safety Department consists of police officers and public safety officers who patrol on foot and in vehicles providing for the safety of campus members and protection of University property. Students are expected to be knowledgeable of and to observe all rules designed to protect persons and property.

Security measures that must be followed at all times include:

- carrying student I.D. card and presenting it upon request
- following the procedures for evacuation of residence buildings
- rules for usage of panic doors
- observing the regulations governing conditions for residence hall visitation
- declining requests to transfer keys to unauthorized users
- keeping residence hall room doors locked
- attending crime-prevention and safety-awareness programs

## **ATHLETIC AND RECREATIONAL FACILITIES**

Students may use University recreational facilities and areas provided that such use does not conflict with University-scheduled programs and activities. These areas may be used daily except on Sunday when they are usually closed. When using these areas, students are expected to exercise discretion in conduct at all times and must leave facilities and areas clean and in order. Users will be charged for breakage beyond ordinary wear and tear.

## **STUDENT GOVERNMENT ASSOCIATION**

Functioning under the name Clark Atlanta University Student Government Association (CAUSGA), student government ultimately is involved with the quality of student and University life. Its functions are varied: providing a forum for the expression of student ideas, serving as intermediary between the student and the University community, promoting intellectual dialogue, and securing student enrichment.

The CAUSGA concerns itself with a range of activities and responsibilities and its purposes are intimately related to all facets of campus life: (1) to promote the individual and collective interests of the student body; (2) to further the democratic process through student representation in institutional governance; (3) to cultivate student leadership and encourage student participation in all phases of institutional governance; (4) to convey students' views to the University faculty and administration; (5) to coordinate and develop student activities; (6) to promote good relations and communications among the students, the faculty, and the administration; and (7) to promote school spirit and traditions.

## **INTERNATIONAL STUDENT SERVICES**

As a service to students studying in the institution while holding nonimmigrant visas, the Office of International Student Services provides specific and relevant information and programs. Within the University, the program serves as a liaison between nonimmigrant visa holders and the University departments which educate or wish to employ them. The Associate Director of Admissions serves as liaison between students and the U.S. Immigration and Naturalization Service, the U.S. Information Agency, the U.S. and Georgia Department of Labor, sponsoring agencies, and foreign governments.

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Through International Student Services, students can receive information on changes in immigration regulations, tax laws, social security requirements affecting non-immigrants, social activities on campus and within the Atlanta community, and notice of upcoming seminars of interest to the international community.

It is the University's desire that students from other countries develop friendships among their American counterparts rather than being isolated from the CAU community. Accordingly, the Office of International Student Services encourages international students to participate in regular University activities as well as those designed specifically for them. When appropriate, international students are invited to participate in activities by sharing practices from their cultures, countries, and religions in order to demonstrate the diversity of the campus community and to help American students learn about the countries and cultures of their fellow students.

The Office of International Student Services monitors the course load of students on nonimmigrant visas to ensure that they are enrolled in a full course of study during the academic year and to maintain records of F-1 students as required by the Code of Federal Regulations. Students requiring additional information should contact the Office of International Student Services.

### **DISABILITY SERVICES**

Clark Atlanta University is committed to removing the barriers that deny individuals with disabilities an equal opportunity to share in and contribute to the vitality of University life. The Americans with Disabilities Act of 1992 mandates access to public accommodations, services, transportation, and communication.

The University meets its commitment to making ADA's promise of equal opportunity for individuals with disabilities a reality. Services include but are not limited to the following:

- academic adjustments
- auxiliary aids and services
- student services
- mentorship programs
- readers
- scribes
- career counseling
- seminars
- priority scheduling
- tutorial services
- state and community resources
- disability parking

### **RIGHTS AND STANDARDS FOR PERSONAL CONDUCT**

The Student Code of Conduct is applicable to all students, undergraduate and graduate, taking coursework at Clark Atlanta University. The purpose of the Student Code of Conduct is to provide guidelines for appropriate student behavior essential to the CAU community and its educational mission. Please see the student handbook for Clark Atlanta University's Student Code of Conduct.

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## **DUE PROCESS**

A student accused of a serious offense is notified in writing of the specific charge before the case is considered. He or she is notified in writing of the time and place of the review of the case and has reasonable time and opportunity to prepare a defense. The student also may testify and present evidence in his/her behalf in accordance with the procedures set forth in the “Code of Student Conduct.”

## **POLICY ON DRUG-FREE ENVIRONMENT**

Clark Atlanta University does not permit or condone the illicit or unauthorized possession, use, consumption, sale or distribution of illegal drugs and/or alcohol by its students and employees on its property or as part of its activities. This policy applies to all full-time and part-time students; and all full-time and part-time permanent and temporary employees, including faculty, administration, all exempt and nonexempt staff and any student employees and interns.

Students who violate this policy will be subject to appropriate disciplinary action consistent with local, state and federal law, which may include counseling, a reprimand and warning, disciplinary probation, suspension, expulsion and referral to the proper law enforcement authorities for prosecution.

Employees who violate this policy will be subject to appropriate disciplinary action consistent with local, state and federal law, which may include counseling, mandatory participation in an appropriate rehabilitation program, being placed on strict probation, unpaid suspension from employment, termination of employment and referral to the proper law enforcement authorities for prosecution. All disciplinary procedures and appeals presently applicable to students and employees will continue to be available for violations of this policy.

The purpose of this policy is to produce a workplace and campus environment that discourages the unauthorized or illegal use of drugs and alcohol by students and employees. The University has prepared and made available information that is important for each student and employee to read and understand regarding the legal penalties and the health risks that are associated with alcohol and drug abuse.

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## ACADEMIC SERVICES

Clark Atlanta provides a number of academic services that support the University's students and academic programs. These services are provided through support facilities such as the library, the faculty development center, computer facilities, and instructional resources facilities. Academic programs are further enhanced by interinstitutional agreements, affiliated organizations, and the Summer School.

### ROBERT W. WOODRUFF LIBRARY

The world's oldest educational consortium serving historically black colleges and universities, the Robert W. Woodruff Library of the Atlanta University Center, Inc., is an imposing monument to knowledge and enlightenment. The Woodruff Library has been an active participant in the intellectual and social life of the Atlanta University Center since its opening in 1982, fully supporting the teaching and learning missions of four unique, but culturally and geographically linked, institutions of higher learning—Clark Atlanta University, Interdenominational Theological Center, Morehouse College, and Spelman College. Throughout the three levels of the 220,000-square-foot-facility are an estimated 1,500 reading stations (136 closed carrels for research and intensive study by faculty and graduate students, 468 open study carrels, and facilities for the disabled) serving a variety of research and study needs. In addition, the Virginia Lacy Jones Exhibition Hall, with a capacity of up to 500 in theater style seating, accommodates student-, faculty- and library-sponsored cocurricular programs and exhibits open to the entire AUC community.

A renovation set to begin in Spring 2009 will further maximize space usage, enhance technological and digital resources and create an aesthetically pleasing academic and social environment designed specifically to meet the needs of the 21<sup>st</sup> century information seeker. When completed in Fall 2010, the “new Woodruff” will be a technology-infused, intellectual and social hub that supports teaching and learning excellence in the digital age. Conceptual plans call for a main-level learning commons with full wireless access, a media presentation center, additional meeting and seminar rooms for collaborative study and comfortable furnishings that easily adapt to student and faculty needs for concentrated individual research or group interaction. In addition, the Archives & Special Collections reading room and exhibit spaces will be upgraded and seminar rooms added to enhance use of primary resources in teaching and research.

Nearly 100 librarians and support staff work to ensure that the Woodruff Library is a safe, efficient and effective learning environment that complements and supports the academic programs offered by its member institutions. Librarians offer engaging and skill-building orientation and instruction programs, working closely with faculty to develop expansive and relevant print and electronic collections. Holdings include: 352,000 print volumes; 49,926 electronic books; 31,197 bound periodicals; 1,036 current periodical subscriptions; 5,518 videos, DVDs and CDs; and more than 235 electronic databases. Electronic resources are accessible via the Library's 486 public workstations and remotely through Internet browsers. The Archives and Special Collections Department is noted for its extensive holdings of materials on the African-American Experience, including the John Henrik Clarke Africana and African-American Collection and materials in the Henry P. Slaughter and Countee Cullen Memorial collection of graphic and performing arts. In

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addition, at the request of Morehouse College, for which Woodruff serves as the academic library of record, the Woodruff Library of the AUC has served as “custodian” of the Morehouse College Martin Luther King Jr. Collection since September 2006. As such, the Library houses and oversees the security, conservation, preservation and preparation of the collection for scholarly access.

The Woodruff Library provides access to both print and electronic materials that support teaching, study and research within the Atlanta University Center. The Library has a well-developed computer telecommunications infrastructure that allows users to obtain information electronically and enables qualified library staff to help students and faculty successfully locate, evaluate and use resources that support their academic endeavors. The Library also participates in resource-sharing programs. Membership in ARCHE (the Atlanta Regional Consortium of Higher Education) provides faculty and students with access to the collections of nineteen area libraries.\*\* Other consortial memberships include: Georgia Library Learning Online (GALILEO), a statewide virtual resource network; the Southeastern Library Network (SOLINET); the Online Computer Library Center (OCLC), and the HBCU Library Alliance.

\*\*Members of the Atlanta Regional Consortium for Higher Education (ARCHE) are: Agnes Scott College, Atlanta College of Art, Atlanta History Center, Atlanta-Fulton Public Library, Brenau University, Clayton College and State University, Columbia Theological Seminary, Emory University, Georgia Department of Archives and History, Georgia Institute of Technology, Georgia Public Library Service, Georgia State University, Institute of Paper Science and Technology, Jimmy Carter Presidential Library, Kennesaw State University, Mercer University (Atlanta Campus), Oglethorpe University, Robert W. Woodruff Library of the Atlanta University Center, Southern Polytechnic State University, and State University of West Georgia.

## **THE FACULTY DEVELOPMENT CENTER**

Prior to 2007, the Center for Excellence in Teaching and Learning (CETL), Academic Instruction Technology Center (AITC) and the Instructional Media Resource Center (IMRC) were independent units engaged in faculty development with specific and discrete areas of expertise. Since November 2007, these units have been integrated into one interfacing unit called the Faculty Development Center (FDC), which is dedicated to providing the faculty at Clark Atlanta University (to include full-time and part-time faculty ) with resources and other support activities needed to ensure that the highest quality of teaching and learning, exposure to the most cutting-edge techniques to promote scholarly output, and training in the use of the latest information technology related to instruction and academic administration. The range of offerings of the Faculty Development Center remains as wide and complete as ever and the Center even retains the names of the previous units as sub-areas. These are:

## **FDC CENTER FOR EXCELLENCE IN TEACHING AND LEARNING**

The FDC Center for Excellence in Teaching and Learning (CETL) facilitates a variety of activities designed to improve the productivity of the faculty in accomplishing the mission of the University: teaching, research/scholarship, and service, and to enhance teacher effectiveness to improve student learning. Located at Fountain Drive, S.W., CETL conducts seminars and workshops to support teaching and learning offers travel and technology grants, secures and maintains print resources to support teaching, and coordinates other activities that advance the abilities of faculty to enhance student learning across the curriculum.

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### **FDC ACADEMIC INSTRUCTIONAL TECHNOLOGY CENTER**

The FDC Academic Instructional Technology Center (AITC), located on the third floor of McPheeters-Dennis Hall, provides high quality, reliable and responsive instructional technology support services to Clark Atlanta University faculty, staff and students. Dedicated to encouraging and enhancing the use of instructional technology, AITC provides academic instructional technology training services, technology infusion collaborations, and classroom and open access computing laboratory support.

### **FDC INSTRUCTIONAL MEDIA RESOURCES CENTER**

The FDC Instructional Media Resources Center, co-located with the AITC in McPheeters-Dennis Hall, provides a variety of audiovisual services to CAU faculty, staff and students. Services include: the provision of educational media resources (software and hardware) materials for design and production for presentation and instructional applications, audiovisual training workshops, consultation, previewing of media materials, and video documentation.

### **ENROLLMENT SUPPORT SERVICES AND STUDENT RETENTION**

The Office of Enrollment Support Services coordinates services designed to improve the quality of academic and administrative services offered to undergraduate students. Four major areas addressed by the unit are: (1) overseeing a university-wide academic advisement program, (2) monitoring and tracking the academic progress of students, (3) orchestrating early intervention strategies to address students needs and challenges, and (4) managing the transfer evaluation process of potential transfer students. Special emphases are placed on the following populations of students: academically “at risk,” nontraditional, students with disabilities, and athletes.

The services include:

- **Academic Advisement.** Activities include coordinating advisement workshops for faculty advisors, assigning academic advisors to first-year students (freshmen and transfers), entering courses for first-year students, reviewing academic records for overload approvals, and advising undeclared majors.
- **Transfer Student Evaluations.** Services include reviewing academic records from previously attended colleges and universities to ascertain transferable credits within the core curriculum, serving as liaison between academic departments and transfer students, and conducting initial orientation session to introduce transfer students to the registration process.
- **Early Intervention/ Retention Alert.** Provides services to first-year students who are conditionally admitted to increase the likelihood of academic success during the first year of enrollment. Students are referred to the appropriate unit for assistance when necessary. The Office also conducted weekly seminars with the primary purpose of monitoring the progress of each student participating. Notification of lack of satisfactory academic progress and review of appeals are coordinated by the Office of Enrollment Support Services and Student Retention.
- **Academic Support Services.** Group and individual tutorial services and study skills workshops are provided by the Center for Academic Achievement.
- **Undergraduate Academic Seminar.** The primary purpose of the weekly seminars is to monitor the progress of each student participating. These meetings serve as a forum to develop and implement solutions to the day-to-day challenges that may arise. The meetings are designed to be positive exchanges of feelings, ideas, solutions and future approaches to academics in general.



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## CENTER FOR ACADEMIC ACHIEVEMENT

The Center for Academic Achievement Center (CAA) is the academic support unit of the University. The primary mission of the Center is to provide to the Clark Atlanta community integrated academic support in study skills and in the academic disciplines through tutorials. The Center, located in Kresge Hall, provides support in the following areas:

- **Study Skills Program.** The CAA Study Skills Program assists students in meeting the sometimes overwhelming demands of university academic life through workshops, seminars and individual assistance. Workshop topics include time Management, Reading Textbooks, Study Strategies, Outlining and Taking Class Notes.
- **Tutorial Program.** The Tutorial Program provides individual and group tutorial assistance for core courses and for many departmental courses in the areas of mathematics, science, business, foreign languages.
- **Writing Assistance.** The Tutorial Program provides assistance with papers and writing assignments. Students are aided in composing and revising drafts and with proofreading and correcting errors in papers.
- **Computer Lab.** The Computer Lab is available on a walk-in basis. Students may use the Lab to access the Internet, Microsoft Word, Excel and PowerPoint. The CAU PAW Card can be used to print word-processed assignments or information from the Internet.

## CAU ART GALLERIES

The Clark Atlanta University Art Galleries holds one of the largest and most historically significant collections of African-American art in the United States. The historical permanent visual arts collection was established, in 1942, under the direction of nationally acclaimed artist, Hale Woodruff who chaired the Art department at Atlanta University. From 1942 to 1970, the galleries hosted the esteemed *Exhibition of Paintings, Prints, and Sculptures by Negro Artists in America*. Works that received purchase awards from this exhibition were added to the permanent collection. By 2001, the Clark Atlanta University Art Galleries housed over 950 works, including those of renowned artists such as Elizabeth Catlett, Romare Bearden, John Biggers, Lois Mailou Jones, John Wilson and others. Selections from the collection are displayed regularly in an elegantly renovated former reading room located on the second level of Trevor Arnett Hall. Woodruff's "Art of the Negro" mural series and works by Jacob Lawrence, Lois Mailou Jones, Henry O. Tanner and many other luminary artists are represented.

The purpose of the galleries is to maintain and cultivate a representative collection of American art and to encourage scholarly research, with special attention to the development of African American artists. The collection's works of art--paintings, murals, sculpture, works on paper, ethnographical artifacts--and educational programming and outreach support the Clark Atlanta University (CAU) institutional mission. Currently, the galleries are a national forum for emerging artists and artists of color. Moreover, the galleries foster visual literacy and intellectual access to an audience of university students, faculty, public school students and the community at-large. The galleries are also a valuable pedagogical resource for both undergraduate and graduate courses, and students at Clark Atlanta engage in a number of assignments that include viewing and studying the collections.

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## **SUMMER SCHOOL**

The Clark Atlanta University Summer School operates on an eight-week session plan. A schedule of courses is published for the Summer School with full information on admissions, programs, costs and financial aid. Inquiries should be made to the Director of the Summer School. The courses offered by Clark Atlanta University, graduate and undergraduate, are of the same standards as those offered in the regular session and carry the same credit.

## **OAK RIDGE ASSOCIATED UNIVERSITIES**

Since 1980, students and faculty of Clark Atlanta University have benefited from its membership in Oak Ridge Associated Universities (ORAU). ORAU is a consortium of colleges and universities and a contractor for the U.S. Department of Energy (DOE) located in Oak Ridge, Tennessee. ORAU works with its member institutions to help their students and faculty gain access to federal research facilities throughout the country; to keep its members informed about opportunities for fellowship, scholarship and research appointments; and to organize research alliances among its members.

Through the Oak Ridge Institute for Science and Education, the DOE facility that ORAU operates, undergraduates, graduates, postgraduates, as well as faculty enjoy access to a multitude of opportunities for study and research. Students can participate in programs covering a wide variety of disciplines including business, earth sciences, epidemiology, engineering, physics, pharmacology, ocean sciences, biomedical sciences, nuclear chemistry, and mathematics. Appointment and program length range from one month to four years. Many of these programs are especially designed to increase the number of underrepresented minority students pursuing degrees in science-and engineering-related disciplines. A comprehensive listing of these programs and other opportunities, their disciplines, and details on locations and benefits can be found in the ORISE Catalog of Education and Training Programs, which is available at <http://www.ornl.gov/orise/resgd.htm>, or by calling either of the contacts below.

ORAU's Office of Partnership Development seeks opportunities for partnerships and alliances among ORAU's members, private industry, and major federal facilities. Activities include faculty development programs, such as the Ralph E. Powe Junior Faculty Enhancement Awards, the Visiting Industrial Scholars Program, consortium research funding initiatives, faculty research, and support programs as well as services to chief research officers. For more information about ORAU and its programs, contact Dr. Ron Mickens, Department of Physics, or visit the ORAU Home Page (<http://www.ornl.gov>).

## **SPECIAL PROGRAMS**

Clark Atlanta University offers a number of special programs, services and activities. Several of these are described below. One of these is the ROTC Program, which offers specialized curricular to students that further enhances the undergraduate experience. Enrollment in some of these programs may be limited. Inquiries should be addressed to the director or other persons as indicated.

## **PREPROFESSIONAL PROGRAMS**

Clark Atlanta students planning careers in law, pharmacy, medicine, dentistry, or the ministry may be guided by their advisors in selecting courses which help to prepare them for admission to professional schools in their field. For example, a prelaw program, administered by the Department of Political Science, seeks to channel and monitor the progress of students who indicate a desire to

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earn a law degree following completion of their bachelor's degree at Clark Atlanta. A prepharmacy curriculum is available through the Department of Chemistry. Information on these programs may be obtained from the academic departments.

### **ACCELERATED BACHELOR'S/MASTER'S PROGRAMS**

Clark Atlanta offers students of superior ability entrance into 5-year dual bachelor's and master's degree programs in several areas. These include the BS/MS programs in the Division of Natural Sciences and Mathematics, the Accelerated Interdisciplinary Degree Program in the Department of Religion and Philosophy, and the BA/MA in Accounting. Information on these programs is provided in the appropriate sections of this catalog.

### **INTERNSHIPS**

Clark Atlanta students may participate in a variety of internship programs in public service administration and in private firms and agencies. Internships are part of the instructional program and are offered by departments throughout the University. Students may earn a maximum of two (2) courses of internship credit in one (1) semester and a maximum of four (4) courses of credit during their matriculation. Academic credit is determined by departments, and students must enroll in appropriate courses during the official registration period in order to receive such credit. This registration rule applies to summer sessions as well as to fall and spring semesters.

### **COOPERATIVE EDUCATION**

The Cooperative Education Program (Co-op) is a unique educational experience that combines classroom instruction with supervised, paid career-related work experience. It provides students with professional work experiences in business, industry, government and non-profit organizations allowing them to learn firsthand what challenges professionals in your chosen field face and how your skills might best fit in. Co-op allows students to not only evaluate whether a career is right for them, but is also a great way for potential employers to get to know the students.

#### **There are two Co-op Work options at Clark Atlanta University:**

- **Alternate** - The student alternates between a semester of full-time study and a semester of full-time work.
- **Parallel** - The student combines periods of work and study during the same semester.

Academic credit may be awarded for Cooperative Education experiences. The amount of credit awarded varies from one academic department to another. Co-op is available to eligible undergraduate and graduate students in good academic standing at Clark Atlanta University.

Undergraduate students must have completed two semesters (sophomore standing) of study with a minimum cumulative GPA of 2.0 and preregister with their department chairperson prior to beginning Co-op/Internship assignments. Graduate students must have a GPA of 3.0 or higher. In addition, each student enrolled in Co-op must attend a minimum of three (3) Leadership and Professional Development (LPD) Seminars scheduled during the academic year. Interested students must submit a completed application packet (application form, resume and unofficial transcript) to the Office of Career Planning and Placement to enroll in the Co-op Program.

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## **PARTNERSHIP FOR PUBLIC SERVICE**

Clark Atlanta students, through a national initiative, "A Call to Serve: Leaders in Education Allied for Public Service," which is designed to educate a new generation about the importance of a strong civil service, has established links between federal agencies and the campus to provide students with information about federal jobs. The Partnership works to make the government an employer of choice for talented and dedicated students. For information on Partnership for Public Service, contact the Office of Career Planning and Placement.

## **LEADERSHIP AND PROFESSIONAL DEVELOPMENT PROGRAM**

The Leadership and Professional Development Program (LPD) supported by the Ford Motor Company coordinates a series of professional development courses for undergraduate and graduate students designed to enhance their ability to succeed and compete in today's workplace. As future professionals, Clark Atlanta University students will face many new challenges, such as the globalization of business, the increased focus on team work and accountability, and the ever-changing face of communication and information technologies, that will require an understanding of the concepts and complexities associated with leadership. Clark Atlanta graduates must be able to effectively transition into the workplace, having developed the necessary skills needed to adapt and succeed in a diverse and global market. The LPD Program is committed to empowering students through a series of professional courses accessible through workshops and seminars, interactive lab resources, and in-class series. **Visit the LPD website at:** <http://lpd.cau.edu>.

## **INTERNATIONAL EDUCATION AND STUDY ABROAD**

Study Abroad is a university-wide program, housed in the Office of International Education, which provides opportunities for all students regardless of major to travel and study at foreign colleges and universities around to world. Students are required to receive academic credit during their period of study abroad. Academic advisement and course approval are performed by the department chairs in collaboration with the director of International Education prior to departure for abroad. Students can use all of their financial aid to underwrite the cost of studying abroad. It is strongly recommended that all students take advantage of this cultural and academically-enriching program. Opportunities are available during the summer, semester or the entire academic year. Additional inquiries relative to this program should initially be directed to one of the departmental liaisons, then to the Director of International Education (Trevor-Arnett, room 109).

## **WASHINGTON SEMESTER PROGRAM**

Clark Atlanta University is affiliated with the Washington Semester Program administered by American University. This Program offers an opportunity for Clark Atlanta students to experience a rewarding semester at American University in a diverse and dynamic setting. A multidisciplinary program that blends classroom instruction with the rich resources of Washington, D.C., students participating in the Program are provided direct exposure to the practitioners of public policy in the nation's capital. Several programs incorporate overseas travel as part of program activities. Students interested in learning more about the program should contact Dr. Johnny Wilson in the Department of Political Science.

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## TRIO PROGRAMS

TRIO Programs are federally funded programs designed to identify and assist students who may experience difficulty in obtaining a college education due to financial hardship or insufficient academic preparation, or who are potentially first-generation college students. The goal is to increase the number of disadvantaged students who graduate from college. TRIO Programs provide classroom instruction, tutoring, study skills, academic advising and personal counseling to students. Eligible students receive the support necessary to reach their maximum capability throughout their middle and high school matriculation. All programs include cultural and academic activities.

- The **Educational Talent Search (ETS)**. ETS serves 1200 students from target schools located in southeast Atlanta and Cobb, Coweta, and Troup Counties (grades 6-12). Middle school participants meet with ETS staff twice a month and high school students meet once a month during school hours. ETS participants enter the program in middle school and remain in the program until graduation from high school. In addition to academic counseling, participants visit college campuses, receive assistance in filling out admission and financial aid forms and receive fee waivers for the SAT or ACT and participating college admission fees. The Educational Talent Search Re-entry Program assists adults who want to earn a high school diploma (GED), technical school certificate or a college degree. Seventy-five percent of Educational Talent Search students enroll in the college of their choice.
- The **Upward Bound Program**. Based at Clark Atlanta University, the Upward Bound Program serves 100 inner-city high school participants (grades 9-12) from the target schools (Carver, South Atlanta and Southside). The program is divided into two components: (1) the academic year, and (2) a six-week summer residential program. During the academic year, participants meet at CAU on Saturdays and after school where they receive classroom instruction, tutoring, test prep and study skills. The six-week summer program allows the program participant to either live on campus or commute while experiencing the college environment. This component is divided into three areas (1) Freshman Academy – commuters, (2) Grades 10 through 12, and (3) Bridge Program – Upward Bound high school graduates. During the six-week program participants (grades 9-12) participate in classroom instruction, community service, interest area classes, i.e., art, music, cooking, fitness, etc., cultural and recreational activities, and tours of other college campuses. The Bridge Program is the capstone of the project offering our high school graduates the opportunity to earn six hours of transferable college credit at no cost to the student. The overall objective is for participating students to enroll in a postsecondary program and earn a four-year degree.

## RESERVE OFFICER TRAINING CORPS (ROTC) PROGRAMS

### ARMY RESERVE TRAINING OFFICERS TRAINING CORPS (Army ROTC)

Army ROTC is available to Atlanta University Center students through a cooperative agreement with the Department of the Army and Georgia State University. Students may enroll in Army ROTC without incurring a military service obligation. While a major or minor is not offered through Army ROTC, such courses are incorporated into a student's normal degree requirements.

**Army ROTC Curriculum.** The military science curriculum is divided into two components: a basic course component covering work in the first two years, and an advanced course component covering work in the last two years. The basic course component is normally taken during the freshman and sophomore years; however, the student may, as an alternative, fulfill basic course

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requirements by attending a four-week summer camp between the sophomore and junior years. The best qualified students completing the basic course instruction are selected for advanced course instruction, which leads to an officer's commission. The advanced course, normally taken during the junior and senior years, is designed to produce officers for the United States Army, Army Reserves, and National Guard. Upon completion of the advanced course component, students are commissioned as a Second Lieutenant. Army ROTC courses, listed below, are taught at Georgia State University, and are available to Clark Atlanta students through cross-registration procedures in the ARCHE Program.

**ROTC Scholarships.** Each year Army ROTC offers a variety of scholarship programs to students who demonstrate outstanding academic and leadership potential. Eligible freshman and sophomore students may compete for three-and two-year scholarships which pay tuition, fees, for books, and a per-month tax-free stipend.

### **ARMY ROTC COURSES DESCRIPTIONS**

**MSL 1010: Foundations of Officership.**

**3 credits**

Designed to generate interest and further study into military science and the U.S. Army. Must be taken concurrently with MSL 1010L.

**MSL 1020: Basic Leadership.**

**3 credits**

Designed to generate interest and further study into military science and the U.S. Army plus build upon the experiences learned in MSL 1010. Must be taken concurrently with MSL 1020L.

**MSL 2010: Leadership and Teamwork.**

**3 credits**

Examines how to build successful teams, various methods for influencing action, effective communication in setting and achieving goals, the importance of timing the decision, creativity in the problem solving process, and obtaining team buy-in through immediate feedback. Students apply, practice, and experience leadership principles. Must be taken concurrently with MSL 2010L.

**MSL 2020: Individual Leadership Studies.**

**3 credits**

Examines how to build successful teams, various methods for influencing action, effective communication in setting and achieving goals, the importance of timing the decision, creativity in the problem solving process, and obtaining team buy-in through immediate feedback. Must be taken concurrently with MSL 2020L.

**MSL 3010: Leadership and Problem Solving.**

**3 credits**

Introduction to the U.S. Army's organization and small unit operations and decision-making. The course is designed to enable a student with no prior military or cadet experience to quickly learn the essential cadet knowledge and skills necessary for successful performance as an MSL III cadet. Emphasis will be on developing leadership skills through operations orders, troop leading procedures, small-unit operations and basic soldier skills. Must be taken concurrently with MSL 3010L.

**MSL 3020: Leadership and Ethics.**

**3 credits**

Expounds upon concepts and lessons learned during MSL 3010. The purpose is to reinforce knowledge gained and continue to prepare students for roles as small-unit leaders in a mentally

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and physically challenging environment. Emphasis is on developing leadership skills through extensive exposure to operations orders and troop leading procedures, application of small-unit skills, rehearsal of battle-drills, and small-unit tactics, and an introduction to military small-group dynamics. Must be taken concurrently with MSL 3020L.

**MSL 4010. Military Science and Leadership. 3 credits**

Designed to enable cadets to make informed decisions to prepare for Army careers. Lessons concentrate on Army operations, training management, communications, leadership skills, and support the beginning of the final transition from cadet to lieutenant. Must be taken concurrently with MSL 4010L.

**MSL 4020. Officership. 3 credits**

Students will complete a semester long Senior Leadership Project that requires them to plan, organize, collaborate, analyze, and demonstrate their leadership skills. The primary focus of instruction is to provide a foundation from which a cadet transitions to his/her commission as a second lieutenant in America's Army and officer corps. This course enables students to attain knowledge and proficiency in Ethics, Military Law, Personnel Administration, and Supply Management. Must be taken concurrently with MSL 4020L.

**ARMY ROTC PROGRAM (24 HOURS)**

**Freshman Year**

MSL 1010	Foundations of Officership (3)
MSL 1010L	Officership Laboratory (0)
MSL 1020	Basic Leadership (3)
MSL 1020L	Leadership Laboratory (0)

**Sophomore Year**

MSL 2010	Leadership and Teamwork (3)
MSL 2010L	Leadership and Teamwork Laboratory (0)
MSL 2020	Individual Leadership Studies (3)
MSL 2020L	Individual Leadership Studies Laboratory (0)

**Junior Year**

MSL 3010	Leadership and Problem Solving (3)
MSL 3010L	Leadership and Problem Solving Laboratory (0)
MSL 3020	Leadership and Ethics (3)
MSL 3020L	Leadership and Ethics Laboratory (0)

**Senior Year**

MSL 4010	Leadership Management (3)
MSL 4010L	Leadership Management Laboratory (0)
MSL 4020	Officership (3)
MSL 4020L	Officership Laboratory (0)

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## NAVAL RESERVE OFFICERS TRAINING CORPS (NROTC)

**General Information.** The Naval Reserve Officer Training Corps program prepares midshipmen and officer candidates morally, mentally, and physically to serve as commissioned officers in the United States Navy and the United States Marine Corps. The education program consists of a rigorous curriculum in engineering, principles of leadership, ethics, naval history, weapon systems, and navigation necessary to serve as professional officers in the Naval Service. Upon graduation, students are commissioned Ensigns or Second Lieutenants and proceed to active duty in aviation, nuclear propulsion, submarine or surface warfare, and the United States Marine Corps. A select number of students proceed directly to graduate school—this includes law school and medical school. Graduate school programs are very competitive.

**Enrollment Information.** Students are enrolled as Scholarship students, College Program students – working towards scholarship, full participation in program, or Naval Science students – nonscholarship, not fully participating in program. An orientation period for all freshmen NROTC midshipmen is conducted just prior to registration week for the fall semester.

**Scholarship Information.** Scholarship students are appointed midshipmen in the Naval Reserve after a nationwide competition based on high school academic performance, SAT or ACT scores, interviews and recommendations. The Professor of Naval Science (PNS) at the host college also has available Historically Black Colleges and Universities (HBCU) Scholarships. Candidates for HBCU scholarships must meet the same academic criteria as national scholarship students; however, application, interview, and recommendations are completed at the host unit located in the Atlanta University Center. The NROTC scholarships pays for tuition and academic fees, and a portion of textbooks for a period not exceeding four years (five years for engineering students). All students must be found medically qualified before any benefits are paid by the Navy. Other benefits include uniforms provided by the government and monthly retainer pay. Midshipmen are free to select the academic major of their choice, but must also complete the prescribed naval science curriculum. Midshipmen must also complete required professional development cruises of three (3) to five (5) weeks each summer; and to accept a commission as Ensign, USN, or Second Lieutenant, USMCR. Students may apply for a commission in the regular Navy or Marine Corps after receiving their reserve commission.

Students not meeting scholarship eligibility may participate in the NROTC program while working on meeting eligibility requirements. These students are classified as College Program students or Naval Science students depending on their level of participation. Regularly enrolled undergraduates may enroll as Naval Science students, at which point they take Naval Science courses as electives and have no other contact with the Navy. These students have no assurance of ultimate commissioning, nor do they receive the financial benefits available to scholarship and college program students.

**Curriculum Information.** In addition to the required Naval Science courses listed below, all Navy Option scholarship students must complete two semesters of calculus by the end of sophomore year and two semesters of calculus-based physics by the end of the junior year. Additional requirements are based on whether the student is a technical or nontechnical major, Navy Option or Marine Option, and scholarship or nonscholarship. Each student should acquire from the Naval Science Department a complete description of program requirements, since the above statement is only a general guideline. Interested students should contact the NROTC office at Morehouse



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College, 404-572-3600, or feel free to stop by. Naval ROTC courses, listed below, are taught at Morehouse College, and are available to Clark Atlanta students through the standard cross-registration procedures.

### **NAVAL ROTC COURSE DESCRIPTIONS**

#### **MNAS 101: Naval Orientation.**

**3 credits**

Provides an introduction to the United States Navy and Marine Corps including organization, traditions and regulations, career opportunities and shipboard safety and emergency procedures. Also covers study and test-taking skills and develops writing ability throughout the semester.

#### **MNAS 102: Seapower and Maritime Affairs.**

**3 credits**

Provides an understanding of broad principles, concepts, and elements of seapower and maritime affairs. Examines the history and modern political applications of seapower as it relates to the United States and other nations.

#### **MNAS 201: Naval Weapons Systems.**

**3 credits**

Introductory study of engineering principles using Naval Weapon Systems as examples for study. Students develop a fundamental working knowledge of weapon system components and subsystems and their contribution to the overall system. Topics covered include radar and underwater sound propagation theory, weapon capabilities and the role that they play in the Navy's mission.

#### **MNAS 202: Naval Engineering.**

**3 credits**

Provides an introduction to engineering using naval propulsion plants as examples for study. Subjects covered include thermodynamics, the steam cycle (both conventional and nuclear), internal combustion and gas turbine engines, electrical distribution systems, hydraulics, refrigeration cycles and basic naval architecture including stability and buoyancy.

#### **MNAS 301: Navigation I.**

**3 credits**

Provides theory and techniques of navigation at sea. Areas of emphasis include: dead reckoning, piloting, rules governing waterborne traffic and utilization of nautical charts, tables and navigational instruments such as the sextant. Advanced electronic navigation systems are also introduced.

#### **MNAS 302: Navigation II.**

**3 credits**

Provides an understanding of the elements and principles of naval operations. Introduced are command responsibility, tactical doctrine, communication procedures, and relative movement problems. Practical applications include a review of navigation techniques.

#### **MNAS 310: Evolution of Warfare.**

**3 credits**

Studies forms of warfare practiced by past and present military strategists on economical, psychological, moral, political, and technological factors. Selected campaigns are studied, with emphasis on the leadership, evolution of tactics, weaponry, and principles of war. Warfare strategies, policies and doctrines are studied from prehistoric periods to the dawn of the modern era.

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**MNAS 401: Naval Leadership and Management.****3 credits**

Theme is “junior officer as a manager, organizational decision maker and leader.” Provides a comprehensive advanced level study of organizational behavior and management. Major behavioral theories and their practical applications are explored in detail. Other topics developed include values, ethics, decision-making, communication, responsibility, authority, accountability, and total quality leadership (TQL).

**MNAS 402: Naval Leadership and Ethics.****3 credits**

As the capstone course of the naval science curriculum, it discusses and develops an overview of the duties, responsibilities, and expectations of a junior naval officer. Includes the study of significant features of military law, values, ethics, leadership, divisional maintenance administration and training. Also covers elements of personal affairs such as finance, orders, benefits, travel and related topics.

**MNAS 420: Amphibious Warfare.****3 credits**

Provides an understanding of the importance of projecting sea power ashore with emphasis placed on the Battle of Marathon in Athens in 410 B.C., the Gallipoli campaign and the Battle of Inchon in 1950. The student will gain an appreciation for the application for Amphibious Warfare from the pre-modern age to contemporary times. Strategic concepts and tactical considerations will be studied in planning specific operations and amphibious landings.

**MNAS 110L/111L, 210L/211L, 310L/311L,  
and 410L/411L: Naval Science Drill.****0 credit**

Leadership laboratory taken by all midshipmen. Students receive a grade of “P” for satisfactory completion. Satisfies core curriculum requirement for physical education.

**AIR FORCE RESERVE OFFICER TRAINING CORPS (AFROTC)**

**The Air Force Reserve Officer Training Corps (AFROTC)** is a 2.5-to 4-year educational program designed to give men and women the opportunity to become Air Force officers while completing a degree. The Air Force ROTC program is designed to prepare persons to assume positions of increasing responsibility and offers a wide variety of challenging opportunities for professional growth. A few include: Pilot, Navigator, Aircraft Maintenance, Missiles, Engineering, Scientific and Developmental Fields, Computer Science, Law, Health Services and Management.

**Academic Schedule:** Freshmen and sophomores attend a 50-minute class on either Tuesday or Thursday, and a 50-minute Leadership Lab on both Tuesdays and Thursdays (3 hours per week total). The Leadership Labs consist of drill and ceremony practice, guest speakers from across the nation, athletic competitions, and other cadet activities. Juniors and seniors attend a 80-minute class each Tuesday and Thursday in addition to the Leadership Lab (5 hours per week). All cadets are required to wear their Air Force uniform throughout both days.

**Obligation after Commissioning.** Upon graduation from school and completing all Air Force requirements, the student will be commissioned as a Second Lieutenant in the Air Force. Nonflying officers have a 4-year active duty commitment; navigators and pilots, respectively, have 8-year and 10-year commitments.

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**Cross-registration.** Students who are interested in enrolling in Air Force ROTC courses leading to a commission in the United States Air Force can do so through the cross-registration process at their school. (See AFROTC Course of Instruction attached and call 404-894-4175 for more instructions)

**Field Training:** All cadets compete for field training, usually the summer before their junior year. Cadets who have been in ROTC since their freshman year attend a four-week camp; new cadets go for six weeks. Field training, held at Air Force bases across the country, is an intense experience in every respect: physically, emotionally, and intellectually. Cadets return to school with increased self-confidence, time-management skills, and a thorough understanding of the importance of teamwork. Many even say, in retrospect, that field training was fun. Activities include training in leadership and management, problem-solving, physical fitness, marksmanship, survival, and jet aircraft orientation (many cadets' most memorable activity – 30 minutes in a jet trainer with an instructor pilot).

**In-college scholarships.** Air Force ROTC can help with the high cost of getting a university degree. As an Air Force ROTC cadet you are entitled to many benefits. Some of them are:

- Up to full tuition and required fees per academic year, \$900 for textbooks, and \$400 a month tax-free allowance
- Free Air Force uniforms and textbooks
- Management training and opportunities to apply leadership principles
- At most schools, academic credit for your Air Force ROTC classes
- Travel on military aircraft on a space-available basis if you are on Air Force ROTC scholarship or in the Professional Officer Course.

### **Three- and two-year Historically Black Colleges and Universities (HBCU)**

**Scholarships are available** for any Atlanta University Center students. The objective of the HBCU scholarship program is to encourage outstanding minority HBCU students to enroll in the Air Force ROTC program. To compete for the scholarship you must: be a full-time student, be physically and medically qualified, have at least a 2.5 GPA and no "D"s, "F"s or "I"s, and meet all other eligibility criteria.

**Pre-Health Professions and Armed Forces Health Professions Scholarships.** Two- and three-year Pre-Health Professions Programs scholarships are offered to encourage students to earn commissions through Air Force ROTC and continue their education in medical or osteopathic school. You must apply before the end of the sophomore or freshman year. You will also be guaranteed additional tuition assistance for graduate-level health schooling expenses under the Armed Forces Health Professions Scholarship Program. When you are accepted to your graduate-level health professions school, you will be granted the scholarship and transferred into the Air Force Medical Corps. Armed Forces Health Professions Scholarship participants incur an additional active-duty service commitment.

### **AEROSPACE STUDIES (AFROTC) COURSE OF INSTRUCTION**

#### **AS 1110: Foundations of the AF I.**

**1 credit**

Description: Examines the role of the US Air Force in the contemporary world by studying national security objectives and the uses of national power to achieve objectives. Includes background, mission, and organization of the Air Force, through a study of the total force structure, strategic offensive and defensive forces, and aerospace support forces. Promotes an understanding of the

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concepts of professionalism and officership as they apply to the military. Emphasis is on the development of oral and written communication skills.

**AS 1111: Leadership Laboratory. 1 credit**

Introduction to the customs, traditions, and courtesies of the Air Force through drill and ceremonies, guest speakers, physical fitness activities, sports, and base visits. Grading is pass/fail only. *Corequisite: AS1110.*

**AS 1120: Foundations of the AF II. 1 credit**

Continues the study of the US Air Force mission, opportunities and benefits, and military history. Course also emphasizes the progression from cadet to Air Force officer, and the preparation for and application of written and oral interpersonal communication skills.

**AS 1121: Leadership Laboratory. 1 credit**

Continuation of CAS 1111. Emphasis on role and responsibilities of an Air Force junior officer. Air Force customs and courtesies, drill and ceremonies, and introduction to the military environment. Grading is pass/fail only. *Corequisite: AS 1120.*

**AS 2210: US Air and Space Power I. 1 credit**

An introduction to the study of air power and how technology has affected the growth of air power. The course is developed from a historical perspective, starting from before the Wright Brothers and continuing through the interwar years of 1919-1937. A section on communication will also be taught so one can better appreciate the importance of communication in the Air Force. This course will also initiate one's preparation for field training.

**AS 2211: Leadership Laboratory. 1 credit**

Emphasizes development of techniques used to direct and inform. Students are assigned leadership and management positions in the CAS 1111 program described above. Grading is pass/fail only. *Corequisite: AS 2210*

**AS 2220: US Air and Space Power II. 1 credit**

Continues the history of air power since the Korean War, with emphasis on the US Air Force. Includes the role of air forces in conflicts, and the effect of space-age technology on air power. Also examines the peaceful employment of US air power. *Prerequisite: None.*

**AS 2221: Leadership Laboratory. 1 credit**

Continuation of AS 2211. Adds a special program in preparation for Field Training. Grading is pass/fail only. *Corequisite: AS 221.1.*

**AS 3310: Leadership Studies I. 3 credits**

Principles, styles, and perspectives of leadership and management with emphasis placed on their application to today's Air Force. Case studies are used to examine Air Force management situations. *Prerequisite: None.*

**AS 3311: Leadership Laboratory. 1 credit**

Supervisory practice and exercise of leadership functions in controlling and directing activities of the cadet corps. Practical development of leadership potential. Grading is pass/fail only. *Corequisite: AS 3310.*

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**AS 3320: Leadership Studies II.**

**3 credits**

Continuation of AS 3321 with emphasis now on leadership. Leadership concepts and professional ethics explored through the use of case studies and interactive class exercises. Communications skills are also emphasized.

**AS 3321: Leadership Laboratory.**

**1 credit**

Continues AS 3311 emphasis on supervisory and leadership skills. Emphasis on advantages of an Air Force career. Grading is pass/fail only. *Corequisite CAS 3310.*

**AS 4410: National Security Affairs.**

**3 credits**

A study of the environment of current and historical civil military relations and the relations of the branches of government in shaping national security policy. Emphasis is on integration of current events into course topics. Students are asked to challenge current ideas on National Security Policy. Introduces the student to the problems and issues confronting American national security and the process by which American national security policy is formulated.

**AS 4411: Leadership Laboratory.**

**1 credit**

Exercise of management functions in planning, supervising, and directing cadet corps activities. Students acquire proficiency in military leadership skills. Grading is pass/fail only. *Corequisite AS 4410.*

**AS 4420: Preparation for Active Duty.**

**3 credits**

Study of selected issues that affect the military today. Topics include the laws of armed conflict, the military legal system, aerospace doctrine, military as a profession, officership, and the transition from civilian to military life. Communications skills are emphasized.

**AS 4421: Leadership Laboratory.**

**1 credit**

Continues AS 4411. Emphasis on developing top-level management skills. To include the planning, organizing, and implementation of Aerospace Studies military training. Grading is pass/fail. *Corequisite: AS 4420.*

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## ACADEMIC STANDARDS AND REQUIREMENTS

### RESIDENCY REQUIREMENTS

Clark Atlanta University requires all undergraduate students to take a minimum of sixty-six (66) credit hours in residence.\* The 66 hours must be taken while the student is enrolled and in good standing at the University. These hours must be earned through courses taken at Clark Atlanta University or one of the other institutions of the Atlanta University Center.

### CLASSIFICATION OF STUDENTS

The classification of a Clark Atlanta student is determined by the number of credit hours earned as follows:

Freshman:	from 0-27 semester hours
Sophomore:	from 28-57 semester hours
Junior:	from 58-87 semester hours
Senior:	88 or more semester hours

### COURSE LOAD

The normal course load for a full-time undergraduate student is fifteen (15) to eighteen (18) credit hours. Twelve (12) hours is the minimum course load students can take and be considered full-time. A student may take up to eighteen (18) hours without being charged for an overload. Students who desire to take more than eighteen (18) hours must have a 3.25 GPA, permission from their department chairperson, and the approval of the Dean for Undergraduate Studies or his/her designee. The student must pay for each additional hour. The maximum load for any semester is twenty-one (21) credit hours. The maximum course load in the summer is nine (9) credit hours.

### CLASS ATTENDANCE

**Initial Class Attendance.** The University's position is that students should attend all classes for which they are enrolled. Official enrollment (settlement of financial obligations) is required for class attendance and punctuality in classes is expected. To confirm enrollment in each scheduled class, a student must attend each class within the first two weeks following the official start of the semester. After this period, students will not be permitted to enter any class and the professor will report a student's nonattendance to the Office of the University Registrar. A student that is reported for nonattendance will be withdrawn from the class with a grade of "WU" assigned. The student should contact the Office of Student Financial Aid to determine any impact on his/her financial aid eligibility.

*\*This policy become effective Fall 2002.*

**Continuing Class Attendance.** Each instructor has the responsibility to establish a requirement for attendance and participation in all course activities and include it in the course syllabus. When a student is absent, instructors may accept a student's explanation for absence(s) or refer the student to the designated authority (see below) for an Official Absence Excuse Form. When a student has missed an examination or failed to meet the deadline for an assignment, he/she must obtain an Official Absence Excuse Form. Students missing examinations because of illness or authorized absences are entitled to make up the examinations or assignments.

**DESIGNATED AUTHORITY FOR OFFICIAL CLASS ABSENCE EXCUSE**

<b>REASON FOR ABSENCE</b>	<b>DESIGNATED AUTHORITY</b>	<b>DOCUMENTS REQUIRED</b>
Emergencies (deaths, natural disasters)	Dean for Student Affairs	Student Documentation as determined by Dean of Student Affairs
Jury Duty	Course Faculty	Jury Summons and Release Forms
Medical (off-campus students)	Health Center Director	Student documentation per Student Handbook
Medical (on-campus students)	Health Center Director	Student documentation per Student Handbook
Military	See policy statement	Military Orders
Official Athletics Activities (e.g., athletes, cheerleaders, student assistants)	School Deans	Documentation (team roster) provided to Deans by Athletic Director
Official University Business (e.g., musical ensembles, SGA, forensics, etc.)	School Deans	Documentation (letter, roster, agenda, etc.) provided by Sponsoring Department to School Deans
Interviews (off-campus)	Course Faculty	Prior permission of Faculty
Interviews (on-campus) University-Sanctioned Assemblies (e.g., convocations, lectures, etc.)	Course Faculty Course Faculty	Prior permission of Faculty University Schedule/Prior Permission of Faculty
Other	Dean for Student Affairs (as appropriate)	Student Documentation as determined by Dean of Student Affairs

**Stopped Attendance.** A student who has stopped attending class is one who has not attended class for three consecutive weeks and has not contacted his/her professor to discuss any issues surrounding the nonattendance. A student who falls into this category does not qualify for an incomplete (“I” grade) and will not be administratively withdrawn. This student will receive a course grade in accordance with the grading policy as stipulated in the course syllabus. The student retains the option to withdraw from the course within the time frame for withdrawal as specified by University regulations. The instructor is expected to record the last date of attendance of a student whose class attendance behavior falls under this category.

**ACADEMIC HONESTY**

The faculty and students at Clark Atlanta University recognize that academic honesty is fundamental to the education process. Any instance of academic dishonesty is a violation of University policy and may subject a student to disciplinary action (See Student Handbook). Integrity in the performance of academic assignments both in the classroom and outside is fundamental to the University’s policy of academic honesty. Students who submit work which is not their own or who commit other acts of academic dishonesty forfeit the opportunity to continue to matriculate at Clark Atlanta University.

**THE GRADING SYSTEM**

**Grades and Quality Points.** Course work is evaluated as shown below. Parenthetical numbers represent the numerical value each grade carries in the computation of grade point averages. Grades which have no numerical value are not computed in the grade point average.

- |                      |                 |
|----------------------|-----------------|
| A (4) = Excellent    | I =Incomplete   |
| B (3) =Above Average | IP =In Progress |
| C (2) =Average       | AU =Audit       |

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D (1) =Below Average	HP =High Pass (Honors Program)
P =Pass, with course credit	R, Z, E = Course Repeated appended to earlier earned grade)
P* = Pass, no course credit	F(0) =Failure
T =Administrative Termination	F* =Failure, no course credit
W =Withdrew	
WU =Nonattendance	

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The scale listed below is used for translating numerical grades into letter grades:

90-100	=	A
80 - 89	=	B
70 - 79	=	C
60 - 69	=	D Below
60	=	F

**Grade Point Average.** Grade point average (GPA) is determined by dividing the sum of the quality points earned in courses graded “A” through “F” by the total number of graded course credits attempted. When a course is repeated, only the last grade is considered in computing the cumulative GPA. However, the original grade remains on the students’ transcript, followed by the symbol “Z” prior to July 1990 or “R” after June 30, 1990, which indicates that a course was retaken and its original grade replaced by a subsequent grade. As of September 1999, repeated courses are designated as follows: “I” meaning that the course/grade/credit is included in the GPA calculations and an “E” for the course/grade/credit that is being excluded is the GPA calculations. To reiterate, course credit is given only once, and the grade followed by “Z” or “R” is not computed in the grade point average. The following grades are not used in the calculation of the GPA: I, AU, F\*, P\*, IP, T and W.

### **GOOD ACADEMIC STANDING AND SATISFACTORY ACADEMIC PROGRESS**

The academic records of undergraduate students are evaluated after each term. A grade point average (GPA) of 2.00 is required for an undergraduate student to maintain good academic standing. Students must also complete and pass 67% of courses attempted during a given semester. Courses attempted include any course in which grades of A, B, C, D, F, W, I, P (with course credit), or IP are received. Students who fail to maintain good academic standing are placed on academic probation or academic suspension as described below. These standards apply to all students— full-time as well as part-time. Summer school grades will be considered a part of the cumulative grade point average of the previous academic year. Students in good academic standing are eligible to receive financial aid at Clark Atlanta University. Students not in good academic standing or who are dismissed from the University are not eligible to receive financial aid.

**Academic Warning.\*\*** Students earning below a cumulative grade point average of 2.00 for the first time during their matriculation at the University will be placed on academic warning.

\*\*This policy became effective Fall 2008.

**Academic Probation.** Students are placed on academic probation if their cumulative GPA falls below 2.0 for two consecutive semesters. Students may remove themselves from academic probation by a minimum GPA of at least 2.0. Students must enroll in and successfully complete Undergraduate Academic Seminar (CUGS 097/098) during the period of academic probation. Student on probation who fail to participate and successfully complete this seminar will forfeit the right to appeal should he/she be academically suspended.



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**Academic Suspension.** Students on academic probation who fail to raise their GPA to 2.0 after two consecutive semesters are placed on academic suspension. Students suspended under this rule will be eligible to apply for readmission to the University after one semester of suspension. After the third suspension, students will not be eligible for readmission.

**Appeal of Academic Suspension.** To appeal academic suspension and dismissal actions, a student must be able to document mitigating circumstances. The student must indicate, in writing, to the Dean for Undergraduate Studies the reasons for failure to meet the satisfactory progress requirements. Documentation to support the appeal is required. Petitions for reinstatement must be received in the Office of the Dean for Undergraduate Studies by June 30 of each academic year.

**Academic Reinstatement Following Academic Suspension.** Students seeking reinstatement following academic suspension must apply through the Office of Admission. The student must also submit a statement describing academic activities during the suspension period and outlining reasons that reinstatement should be granted. The application and supporting statement will be referred to the Office of Enrollment Support and Student Retention (OESSR) for review. A recommendation for action will be returned to the Office of Admission and communicated to the student. Reinstated students must:

- Have any credits earned at another regionally accredited college or university evaluated by the major department chair or advisor and/or the Dean for Undergraduate Studies to determine which courses will be applied to the student's CAU academic record.
- Have at least a 2.0 cumulative grade point average on credits earned at other institution(s).
- Enroll in no more than thirteen (13) semester hours, except with the approval of the major department chair, and must earn at least a 2.0 GPA during the first semester after returning.
- Meet with academic adviser and/or major department chair to review their academic progress at least once per month.
- Enroll in CUGS 097/098 – Undergraduate Academic Seminar - Comprehensive Opportunities for Providing Enrichment (COPE). This seminar is required of all students readmitted following academic suspension. Students who fail to participate in and successfully complete Undergraduate Studies Academic Seminar will forfeit their right to appeal a second academic suspension.

**Maximum Time Frame.** To quantify academic progress, a school must set a maximum time frame in which a student is expected to finish a program. For an undergraduate program, the maximum time frame may not exceed 150% of the published length of the program measured in academic years, academic terms, credit hours attempted, or clock hours completed, as appropriate. For instance, if the published length of an academic program is 122 credit hours, the maximum time frame established by the school must not exceed 183 attempted credit hours (that is 122 x 1.5). The following policies apply in determining attempted hours:

- **Transfer Credits.** Transfer credits accepted from another college or university will be counted as attempted hours and will be applied to the maximum attempted hours allowed to

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complete a degree program. Transfer student must complete and pass 67% of courses taken for degree program.

- **Incomplete Courses.** Any course in which the “I” grade is given is counted in hours attempted. However, it is not included in hours earned until such time as the course is completed and a grade is given.
- **Maximum Time Frame.** Students are given a maximum time frame for completion of a degree that may not exceed 150% of the total semester hours required for the degree. A student who has completed the academic requirements for the degree or certificate he or she is pursuing but has not yet received the degree or certificate cannot receive further financial aid for that program.
- **Withdrawals.** Any course in which the “W” grade is given is counted in hours attempted. Excessive withdrawals from classes may result in the loss of financial aid.
- **Audit Courses.** Students are not eligible to receive financial aid for courses which they audit.

**Financial Aid Probation.** A student who has been identified as not meeting one or more of the standards as delineated by the University’s policy governing satisfactory academic progress standards may be placed on financial aid probation. During this period, a student is expected to improved his/her academic progress.

**Appeal of Academic Suspension (Financial Aid).** Any student not meeting the financial aid eligibility may appeal the decision to terminate financial aid if extenuating circumstances were present. The student must adhere to the following requirements:

- Complete the Financial Aid Appeal Form.
- Provide documentation of the extenuating circumstance(s). The documentation must be directly related to the event(s) that affected the student’s ability to meet satisfactory academic progress standards.
- Submit appeal to the Financial Aid Appeals Committee by the deadline (June 30).

**Reinstatement of Financial Aid Eligibility.** If a student loses eligibility because he/she failed to meet standards of academic progress and does not have mitigating circumstances, the student may have his/her aid reinstated as follows:

- Enroll in at least six (6) credit hours of courses required for a degree.
- Pay his/her fees without the use of financial aid.
- Complete all courses attempted with at least 2.0 semester GPA or higher.

Once the student has met the aforementioned requirements, he/she must submit a “Financial Aid Appeal Form” along with a copy of the current grade report. Upon receipt of the appeal form and verification of the student’s grades, financial aid may be awarded on a semester-by-semester basis. The student must submit a grade report two weeks following the issuance of grades each semester.

## **DECLARATION OF MAJOR/MINOR**

Students are advised to decide upon a major by the time they have accumulated 30 credit hours, however, a major must be declared not later than 45 credit hours. A student with more than 45 credit hours will not be allowed to register for the next semester until he/she has declared a major. A minor may be declared prior to attaining senior status (88 credit hours) and must meet requirements stated below.

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## **REQUIREMENTS FOR MAJORS AND MINORS**

A major consists of between nineteen (19) and twenty-four (24) three credit-hour courses, including cognates (courses in other disciplines that enhance the student's knowledge of the major subject area). Departments determine the courses and sequence of courses. Students may elect to take minors consisting of from six (6) to eight (8) courses. Minors must be determined by the departments that offer them and approved by the chairperson of the students' major department.

## **INTERDEPARTMENTAL MAJORS AND DOUBLE MAJORS**

Students may design interdepartmental majors consisting of a minimum of twelve (12) courses. Such majors require the approval of the chairpersons of the respective departments; the support of three faculty members, one of whom must agree to serve as the student's major advisor; and the approval of the Dean for Undergraduate Studies. Students electing a double major must complete the requirements of both major departments. Course substitutions in the major must be approved by department chairpersons. The prescribed course of study must be filed in the student's permanent record in the Office of the University Registrar.

## **PROCEDURE FOR CHANGING MAJORS/MINORS**

When students change a major, they must obtain:

- A Change of Major/Minor Form from the Office of the University Registrar;
- The signature of the department chairperson for the current major/minor;
- The signature of the department chairperson for the new major/minor; and
- Return the completed form to the Office of the University Registrar.

## **INCOMPLETE (I) GRADE POLICY**

An incomplete ("I") grade is given when a student has been enrolled in a course for an entire semester but has not completed all the requirements. The "I" is typically given only when the student has an official excuse for not taking the final examination or has not completed course requirements for reasons that are acceptable to the instructor, but is otherwise doing passing work. In awarding an "I" grade, the instructor must submit an Incomplete Grade Assignment Form to the Office of the University Registrar showing the reason for the grade, the work required for removing the "I" grade, and a default grade to be awarded if the work is not completed. The original Incomplete Grade Assignment Form must be submitted to the Office of the University Registrar for grade processing and documentation. The default grade will be assigned to the student by the Office of the University Registrar if the instructor does not submit a Change of Grade Form by the time limit for grade changes or Incomplete Grade removal has expired.

An "I" grade should be removed by the end of the semester following the one in which it was assigned, but must be removed no later than one year from the end of the semester in which the "I" grade was assigned. Removal of an "I" does not assure a passing grade in the course. A student cannot register for a course in which he/she has an Incomplete grade and cannot register and enroll in any course where an "I"- graded course is a prerequisite.

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### **ACADEMIC FORGIVENESS POLICY**

The Academic Forgiveness Policy permits a student who retakes the same course at Clark Atlanta University to replace the first grade earned with the last grade earned. (Transient course work will not be considered to fulfill the academic forgiveness requirement). The student must officially register and pay for the course each time it is taken. It is important to note that the last grade earned, whether higher or lower, will be the grade of record. The credit hours earned for a course will be counted only once regardless of the number of times the course was taken. The adjusted grade point average excludes the unsatisfactory grades (“D” or “F”) previously earned in the repeated course. If a student withdraws from the course that is being repeated, the previously earned grade will stand. (A “W” cannot be used to adjust the grade point average.)

### **CHANGE OF GRADE**

In the event an instructor makes an error in reporting a grade, he/she must give written justification for the change to the department chair and school dean. Grade changes must be approved by the School Dean and forwarded to the University Registrar. A change of grade for a course taken in fall semester must be submitted not later than May 1 of the following spring semester. A change of grade for a course taken in the spring semester must be submitted not later than December 1 of the following fall semester. A change of grade cannot be made for courses taken in previous academic years.

### **IN PROGRESS COURSE/MISSING GRADE POLICY**

“In Progress” showing on a student’s academic record indicates that credit has not been given for course and the instructor did not submit a final grade. The course instructor must submit a final grade for the “In Progress” course to be removed from student’s academic record. Registering for an “In Progress” course for a subsequent semester will not remove “In Progress” from the semester that no grade was reported. A student may not graduate with an “In Progress” course on his/her academic record.

### **ADDING AND DROPPING COURSES**

Students may add or drop courses during the first week of the semester (period designated as add/drop in the academic calendar). Students must consult with their adviser to determine the appropriate course(s) to Add and/or Drop. After consulting with an adviser, the student will use the Web Registration process to complete all Add/Drop activities during the designated period.

### **COURSE WITHDRAWALS**

The last day to withdraw from a class is fifteen (15) business days after the officially scheduled midterm examination period. The official date will be posted on the Academic Calendar for each term. After obtaining the signature of the department chairperson/adviser, students must secure the instructor’s signature on the Course Withdrawal Form to ensure proper grade assignment, and must submit the completed form with authorizing signatures to the Office of the University Registrar. When students are authorized to withdraw from a course, a grade of “W” is assigned regardless of their performance in the course prior to the official date of withdrawal. When students are cross-registered at other AUC institutions, the withdrawal policy of CAU will apply. Withdrawing from a course does not carry any tuition refund.

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## **AUDITING COURSES**

A regular full-time student may audit one (1) course in a semester. Students must obtain the instructor's signature and the approval of the faculty advisor, and must register officially for class and pay the standard fee. Although auditors are not required to take course examinations, individual instructors may stipulate requirements for the auditors' attendance, preparation, and participation in class activities and laboratory exercises. Students receive no credit for auditing courses and cannot change the auditing status after the add/drop period ends.

## **COURSE NUMBERING SYSTEM**

Courses numbered 100 through 199 are introductory, while those in the 200 series are intermediate work. Courses numbered in the 300s and 400s are more advanced and are considered upper-division courses and are recommended for students with junior or senior status. Graduate courses, which are 500-series courses, with special permission, may be taken by undergraduates to complete major requirements. The letter "H" indicates that the course is an Honors section. Students who wish to enroll in Honors Program courses must have permission from the Director of the Honors Program.

## **MINIMUM CLASS SIZE**

For an undergraduate course to be offered during the regular academic year, the minimum class size is ten (10) and six (6) during the summer term. The University reserves the right to cancel any class with fewer than the required minimum number of students.

## **SUBSTITUTION OF COURSES**

Under some circumstances, a course may be substituted for a required University core or major course. Substitutions must be recommended and approved prior to course enrollment. To replace a required major course, a Course Substitution Form must be submitted by the department chair to the School Dean for approval. Upon approval, the Dean must forward the form to the University Registrar. To substitute a University core curriculum course, a Course Substitution Form should be submitted by the department chair to the Dean for Undergraduate Studies for approval. If approved, the Dean for Undergraduate Studies will submit the approved course substitution authorization to the University Registrar. Lower-level courses cannot be substituted for upper-level courses. For transfer students, course substitutions must be completed by the end of the first semester in which the student is enrolled at the University. The completed form must be submitted to the Office of the University Registrar.

## **WAIVER OF COURSES.**

Clark Atlanta University does not allow course waivers.

## **EVALUATION OF TRANSFER CREDIT**

Credit earned at other institutions including the other institutions of the Atlanta University Center is accepted as semester-hour credits in partial fulfillment of the graduation requirements. Quarter-hour transfer credits will be converted to semester-hour equivalents (one quarter-hour credit being equivalent to two-thirds semester-hour credit). Course work accepted for transfer credit must have a grade of "C" or better and must have been earned at a regionally accredited institution. All transcripts received from previously attended institutions become a part of the student's permanent record. Accepted credits earned at all previously attended institutions will count toward graduation, but will not be averaged into the CAU grade point average.

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## LIMITATIONS ON TRANSFER CREDIT

A transfer student may receive credit toward graduation for no more than fifty-six (56) credit hours unless otherwise defined by an articulation agreement between Clark Atlanta University and the previously attended institution. \*A transfer student with 56 hours of accepted transfer credits may earn an additional 12 hours (maximum) of degree credit through Study Abroad. Courses taken eight or more years previous to transferring to Clark Atlanta will not be accepted. (See Expiration of Credits.) Transferable credits may not include courses below the 100 level.

A number of students take courses on the campus of Clark Atlanta University through a number of vehicles. These include cross-registration in the AUC and ARCHE, exchange programs with other colleges and universities and consortium agreements. In cases where the courses taken by transfer students were taught on the CAU campus by CAU faculty, prior to the time of credit expiration, the credits will be (1) treated as CAU credits and included in the residency requirement, and (2) excluded from the fifty-six credit hour transfer limit.

*\*Policy effective Fall 2008.*

## STATUTES OF LIMITATION

**Changes in Curriculum.** A student's curriculum is outlined in the catalog that is in effect at the time the student begins matriculating at the University. In addition, an academic adviser is available to each student. The adviser issues the student a curriculum sheet outlining the requirements for obtaining a degree in the major field. It is the responsibility of each student to secure a curriculum sheet (and an Undergraduate Catalog) which must be followed to meet graduation requirements. When six (6) years have elapsed since initial matriculation and a student seeks to be readmitted to the University, he/she will be required to meet any new curricular requirement that may be in effect. If a student changes his/her major, he/she will be guided by the curriculum authorized at the time the major was changed.

**Expiration of Credit.** When eight (8) years have elapsed since the date of initial enrollment at the University or any other college or university, requirements for the degree must be modified consistent with any changes in the degree program. If the student wishes to continue the pursuit of a degree, he/she must reapply for admission and all lapsed credits must be retaken.

The student has the right to petition the Committee of Academic Standards and Standing (CASS) at least two semesters prior to the date of expiration of credits in order to extend the credits for up to one calendar year. The student must provide written justification and supportive documentation for the extension of the credits and must forward the petition to the Office of the Dean for Undergraduate Studies. The recommendation of the Committee on Academic Standards and Standing will be sent to the Academic Council for the final decision. **After a student has completed eight years of matriculation with any approved extension, eligibility for enrollment will expire.** The student will not be permitted to continue at the University as an undergraduate degree-seeking student. The student's record, however, is not expunged, and all credits remain on the student's transcript.

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## **ACCEPTANCE OF THE ASSOCIATE DEGREE**

The Associate Degree awarded by an accredited two-year college will be accepted as a valid document and will not be subject to the expiration of credit policy. Courses taken to qualify for the Associate Degree and grades earned within the time frame covered by the degree (regardless of the age of the credits) will be accepted for evaluation for applicability for the degree holder's program of study.

## **INTERNSHIPS/PARACURRICULAR CREDIT**

The University offers students opportunities to participate in a variety of internship programs in public and private firms and agencies. Internships are considered part of the instructional program and are offered by academic departments. In order to earn academic credit for internships and other paracurricular studies (e.g., cooperative education) students must obtain approval from the chairperson of their major department, register for the appropriate course(s) during the official registration period, and pay applicable fees. Credit will not be awarded unless the above conditions are met. These stipulations apply to all paracurricular credits to be earned during the academic year and the summer. Students may earn a maximum of twelve (12) internship and/or paracurricular credit hours or the equivalent of four (4) courses throughout their matriculation. Students should consult academic departments for specific guidelines and requirements.

## **INDEPENDENT/DIRECTED STUDY COURSES**

Independent study may be available when a student of junior or senior classification wishes to pursue the study of a subject not covered by the normal offerings of the University. Similarly, directed study may be available through departments for students who wish to pursue in-depth research on a topic that is approved by the faculty advisor. Arrangements for independent and directed study courses are made by a written proposal—signed and approved by the instructor, the appropriate department chair, and the appropriate School Dean—that is filed with the Office of the University Registrar at the time of registration. Undergraduate students cannot receive more than six (6) semester hours of credit for Independent Study and/or Directed Study during their matriculation at the University.

## **SUMMER SCHOOL CREDITS**

The University conducts a campus-based summer school session which is available to students taking courses to make up deficiencies or to accelerate their progress to the bachelor's degree. Eligible students may also enroll in a summer school session at another accredited college or university. Students wishing to attend summer school at another institution must complete an Application for Transient Study Form which is available from the Office of the University Registrar. The form must be signed by the department chairperson in the students' major if they wish to take a major course or an elective, and by the Dean for Undergraduate Studies. If students wish to take a core curriculum course, the form must be signed by the students' advisor and the Dean for Undergraduate Studies. Courses taken without prior approval will not be accepted.

Normally, the maximum number of semester hours that students may take during a summer session is nine (9). Graduating seniors may take a maximum of twelve (12) hours with the approval of the Dean of the appropriate School. All courses taken in approved summer school transient status will be entered on the students' transcript. Courses with grades below "C" will be treated in the same manner as courses taken at Clark Atlanta during the regular academic year. Courses taken in transient status (away from Clark Atlanta) are not eligible for academic forgiveness.

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### **TRANSIENT STUDY (OUTGOING)**

Clark Atlanta student may, with approval, enroll at another regionally-accredited university to take an approved course(s) to be counted toward their degree program. In such case, the student is responsible for completing a Transient Status Enrollment Application prior to enrolling at the other institution. Students may not earn more than thirty (30) hours in transient status, unless they are enrolled in an approved study abroad program, in which case the transient credit hours must not exceed thirty-two (32). See Undergraduate Academic Regulations and Procedures Student Handbook for further detail.

### **TRANSIENT COURSES TAKEN IN VARIED FORMATS**

A student may receive approval to enroll in a course that is offered in a nontraditional or short course format. The course must be approved by the Dean for Undergraduate Studies and must meet the following guidelines:

- The course must be classroom-based and must provide the same number of instructional contact hours as specified for the equivalent credit hour courses offered in traditional format, i.e., courses must have the following minimum contact hours: 12.5 contact hours for a one-credit hour course; 25 total contact hours for a two- credit hour course; 37.5 contact hours for a three-credit hour course; and 50 contact hours for a four-credit hour course.
- The student must provide verifiable documentation (e.g., from course catalog or Web site) of the accreditation status of the institution offering the course, the description of the course, the length of the course, and the number of instructional contact hours.
- The student will be permitted to take only one (1) nontraditional or short course in a single mini-semester or intersession term.
- Approval will not be given for the following courses to be taken in nontraditional or short course format:
  - College Composition (CENG 105/106)
  - Foreign Language (CFLS 201/202)
  - Fundamentals of Speech (CSTA 101)
  - Mathematics (Will require special review and endorsement by the chairperson of the Department of Mathematics)
- These courses will be included in the total number of allowable credit hours that may be earned in transient status (i.e., thirty [30] semester hours).
- Other courses taken in nontraditional settings (e.g., distance education) must have appropriate substitutes for the above contact hours. Students seeking approval to take such courses in transient status must provide documentation of the accreditation status of the institution offering the course as well as the equivalency of course to the University's offering.

### **CREDIT BY EXAMINATION**

Clark Atlanta University awards credit to students who have achieved acceptable scores on the Advanced Placement Program (AP), College Level Examination Program (CLEP), and the International Baccalaureate Program (IB). Students may earn up to forty-five (45) semester hours of credit by examination through these programs toward a baccalaureate degree at Clark Atlanta. Examination scores must be submitted prior to the first term of enrollment.



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**(NOTE: Total transfer credit, transient credit, and credit by examination cannot exceed fifty-six [56] semester hours.)** For specific information, students should contact the Office of the Associate Dean for Undergraduate Academic Services or refer to the Undergraduate Academic Regulations and Procedures Student Handbook.

**Advanced Placement (AP).** Advanced Placement (AP) credit for the College Board's Advanced Placement tests is given toward the degree for tests passed with a minimum pass level of three (3). There is no charge for AP credit. A maximum of thirty (30) semester hours of AP credits may be accepted. The student's transcript will indicate the tests taken, actual scores, and titles of University courses for which AP credit is awarded. However, no grades are assigned to courses for which AP is awarded, and such courses are not considered in calculating students' GPA. Students interested in obtaining AP credit must forward scores to the Office of Admissions. For specific information, students should contact the Office of the Associate Dean for Undergraduate Academic Services.

**International Baccalaureate (IB).** The International Baccalaureate (IB) is similar to Advanced Placement (AP) credit; however, it is recognized worldwide. The University recognizes and awards credit toward the degree for International Baccalaureate (IB) for work done at the secondary level. Academic credit may be awarded in disciplines in which a score of four (4) is earned on Higher Level (HL) examinations, although some departments may require a higher score. A maximum of thirty (30) semester hours of IB credits are accepted. No grades are assigned to courses for which IB credits are awarded, and the courses are not considered in calculating the student's GPA. The student's transcript will indicate the tests taken, actual scores, and the titles of Clark Atlanta University courses for which credit is awarded. There is no charge for IB credit. Students interested in obtaining credit for IB work must forward scores to the Office of Admissions.

**College Level Examination Program (CLEP).** The University awards undergraduate credit for the CLEP subject examinations, but does not award credit for the general examinations. CLEP examinations should usually be completed prior to enrollment at the University and scores sent to the Office of Admissions by July 1 to provide sufficient time for evaluation prior to fall registration and November 1 for spring registration. In all cases, CLEP testing must be completed and the results received not later than the New Student Orientation session held at the beginning of the student's initial semester of matriculation at Clark Atlanta. Grades will not be assigned for courses in which CLEP credit is awarded. Transcripts will show the name of the Clark Atlanta course for which CLEP credit is awarded and the credit hours received. A student may not earn more than twelve (12) semester hours of credit in any one subject area. Transfer students who have previously received course credit based on CLEP scores must submit original CLEP score reports to Clark Atlanta for evaluation at the same time as other transfer work is forwarded.

#### **UNIVERSITY CREDIT BY EXAMINATION**

**Computer Literacy Credit by Examination.** Clark Atlanta University awards course credit (3 credit hours) to students who achieve a minimum average score of 80 or higher on the Computer Literacy Competency Examination (CLCE), a three-hour examination administered by the Department of Computer and Information Science. Students successfully passing the CLCE will satisfy the course requirement for CCIS 100-Information Technology and Computer Applications. A grade will not be assigned for the course and it will not be considered in calculations of the GPA. Students interested in credit by examination for the required computer

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literacy course, should apply and sit for the examination prior to enrolling in the courses but must not apply later than the end of the first semester of enrollment. A student may attempt to pass the examination (CCIS 100 Credit by Examination) only once. For additional information, contact the Department of Computer and Information Science.

**Foreign Language Credit by Examination.** Students who have taken two or more years of French or Spanish in high school are administered a Foreign Language Placement Examination to determine students' readiness for the required 200-level courses. Students who score at 90% and above are eligible to receive course credit as follows: 90-95, 3 credit hours for FRE/SPA 201; 96-100, 6 credit hours for FRE/SPA 201/202. Students who have not taken two or more years of French or Spanish do not need to take the placement test, but should first enroll in the 100-level language course. Transfer students who have not satisfied the language requirement should consult the Foreign Language Department to determine placement. For additional information, contact the Department of Foreign Language.

### **MATRICULATION AT OTHER INSTITUTIONS**

University students participating in selected programs (e.g., Boston University Early Medical School Admission Program, the Atlanta Regional Consortium for Higher Education (ARCHE), Study Abroad) that require that they matriculate at other colleges or universities as transient students must register at Clark Atlanta University until they satisfy the degree requirements of this institution. All off-campus courses applied to the University graduation requirements are used in determining the students' eligibility for University Honors. These courses must be identified and approved by the major department chairperson prior to the students' matriculation off campus and recorded in the Office of the University Registrar.

### **THE ATLANTA REGIONAL CONSORTIUM FOR HIGHER EDUCATION (ARCHE)**

Institutions belonging to the ARCHE Consortium allow students to take courses at other ARCHE schools by cross-registration. Under this arrangement, students' school of matriculation is considered the home institution, and the school of cross-registration is considered the host institution. Cross-registration requires a recommendation from the chief academic officer or a designated representative of the home institution and the approval of the designated representative of the host institution. See Office of the University Registrar for registration deadlines.

### **CROSS-REGISTRATION POLICIES FOR ARCHE**

- Students in good standing at any member institution and who meet all eligibility requirements set by the home institution may enroll in courses at other member institutions. Courses must not be offered concurrently at the student's home institution, and the student must meet the course and institutional prerequisites.
- Students may cross-register for courses on a space-available basis at the end of the host institution's registration period. A student may not cross-register for more than eighteen semester hours.
- Students may cross-register in a maximum of two (2) courses per term. The combined load may not exceed the full-time allowable load of the home institution.
- Students will pay all regular tuition and fees to the home institution. However, students must pay special fees, such as lab fees, to the host institution.

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For additional regulations and guidelines, see Undergraduate Academic Regulations and Procedures Student Handbook.

### **CROSS-REGISTRATION IN THE ATLANTA UNIVERSITY CENTER (AUC)**

Each member institution of the Atlanta University Center, excluding Morehouse School of Medicine and the Interdenominational Theological Center, permits eligible undergraduate students to participate in cross-registration without exchange of tuition. Cross-registration occurs on a space-available basis, and each participating institution gives its own students priority in the registration process. A student is expected to take core or general education courses at their home institution. The academic regulations and codes of conduct of the host institution apply to students participating in the cross-registration program.

### **STUDY ABROAD**

Study Abroad is a university-wide program, housed in the Office of International Education, which provides opportunities for all students regardless of major to travel and study at foreign colleges and universities around to world. Students are required to receive academic credit during their period of study abroad. Academic advisement and course approval are performed by the department chairs in collaboration with the director of International Education prior to departure for abroad. Students can use all of their financial aid to underwrite the cost of studying abroad. It is strongly recommended that all students take advantage of this cultural and academically-enriching program. Opportunities are available during the summer, semester or the entire academic year. Additional inquiries relative to this program should initially be directed to one of the departmental liaisons, then to the Director of International Education (Trevor-Arnett, room 109).

### **STUDENT EXCHANGE PROGRAMS**

Clark Atlanta University undergraduates may apply to spend an enriching semester in a student exchange program with one of the University's partner institutions. Students interested in participating must be of junior class standing at the time of the exchange semester, have been in residence at Clark Atlanta at least three semesters, demonstrate high academic success (GPA of 3.0 and above), and have an expressed interest in postbaccalaureate study. Information on student exchange programs should be secured from the Office of the Dean for Undergraduate Studies.

### **WITHDRAWAL FROM THE UNIVERSITY**

To withdraw from the University, a student must complete a Withdrawal Form, which is available in the Office of the University Registrar. Students must first obtain the signatures of their Adviser/School Dean/Enrollment Support, Residence Life (if applicable), Dean of Students, Library, Financial Aid and Student Accounts officials. The form must be returned to the Office of the University Registrar. The Registrar's signature is vital, since the official date of withdrawal is the date on which the Registrar signs the form or if student received funds from the Federal Title IV financial aid programs, the regulations require that the date used to calculate the "Return of Title IV funds is the date the student signed the withdrawal form.. A grade of "W" is assigned for all courses when students withdraw from the University.

### **LEAVE OF ABSENCE**

A continuing student who is in good academic standing may take a leave of absence for a period not to exceed two semesters. The student must file a Petition for Leave of Absence Form with the Dean of Undergraduate Studies. Academic work taken at another institution during a leave of absence must receive prior written approval from the appropriate department chair and School Dean for

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major course work or from the Dean of Undergraduate Studies for University core requirements (See Transient Policy). Transcripts of this work must be filed with the Registrar within the semester following the student's return. Before returning to the University, the student must notify the University Registrar and the department chair in writing.

## **GRADUATION REQUIREMENTS**

**Course Requirements.** Candidates for a degree must have met all the requirements of the University and of a prescribed major sequence. Beyond the General Education core requirements, at least sixty percent (60%) of courses must represent work at or above the 300 level. **No student may graduate with fewer than one hundred twenty-two (122) semester hours.**

**Grade Point Average.** To graduate, students must earn a cumulative GPA of at least 2.0 in all courses and earn a "C" or better in all major discipline courses, including cognate and other required courses related to the major. Students who elect to take a minor or concentration must also earn a 2.0 GPA in the minor or concentration. If a minimum passing grade in certain courses is mandated by recognized accrediting agencies, or minimum verbal and/or quantitative skills are essential, students must also meet these standards.

**Financial Obligations.** To graduate, students must settle all financial obligations to the University, including traffic and parking fees, library fines and fees, housing fees, and miscellaneous fees.

## **APPLICATION FOR GRADUATION**

Students are provided notification of their final eligibility for graduation by the Office of the University Registrar. The determination is based on:

- Recommendation of the student's major department,
- Review of the student's academic record by the major department and the Office of the University Registrar, and
- Final approval by the University Senate.

Students must adhere to the following procedure to assure timely consideration and processing of graduation applications:

- Complete and sign an application for graduation, which is available in department offices,
- Obtain from the Office of the University Registrar a copy of the transcript, review the transcript with the department advisor and report any documentable discrepancies to the Office of the University Registrar, and
- Report to the Office of the University Registrar any course work being taken outside the Atlanta University Center which is to be applied toward graduation (See Transient Policy).

## **UNIVERSITY HONORS**

**Dean's List.** The names of full-time students achieving a minimum 3.25 GPA during a semester, with no grade below "C," no incomplete ("I") grades, and a minimum of twelve (12) credit hours are placed on the Dean's List. The Office of the Dean for Undergraduate Studies, in conjunction with the Office of the University Registrar, prepares and distributes the Dean's List. The Dean's List designation will be recorded on the student's transcript.

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**Honor Roll.** The names of students who have completed at least two semesters, have achieved a minimum cumulative GPA of 3.25, and have no incomplete (“I”) grades are listed on the University’s Honor Roll. The Office of the Dean for Undergraduate Studies, in conjunction with the Office of the University Registrar, prepares the Honor Roll. The Honor Roll will be sent to the Offices of the School Deans for posting/distribution. The Honor Roll designation will be recorded on the student’s transcript.

**Graduation Honors.** In recognition of superior scholarship, the faculty may approve a candidate who has completed a minimum of sixty-six (66) semester hours while enrolled at Clark Atlanta University to graduate with the following honors:

- **Cum Laude** (with distinction) for attaining a cumulative GPA of 3.25 but below 3.50, with no grade below “C.”
- **Magna Cum Laude** (with great distinction) for attaining a cumulative GPA of 3.50 but below 3.80, with no grade below “C.”
- **Summa Cum Laude** (with highest distinction) for attaining a cumulative GPA of 3.80 or higher, with no grade below “C.”

In the selection of the valedictorian and salutatorian, all credits earned, whether earned at Clark Atlanta University or transferred from another institution, will be used in the GPA calculation. Students selected for the two positions must not have earned a grade below “C.” Courses may not be repeated for the purpose of qualifying for Graduation Honors as valedictorian and salutatorian. For all other graduation honors, only grades earned at Clark Atlanta University will be used in the GPA calculation.

## **APPEAL OF ACADEMIC DECISIONS**

A student has the right to appeal decisions regarding his/her academic performance or an academic requirement. Before initiating a petition for appeal, the student should attempt to resolve the problem directly with the instructor(s) and/or departmental faculty. The following guidelines are applicable in appealing an academic decision:

- The student must initiate and document contact with the instructor(s) or departmental faculty not later than thirty (30) days after the beginning of the next semester following the term in which the course was taken. A student not in residence should send his/her appeal by certified mail to the School Dean.
- If the dispute cannot be resolved by the end of the semester, the student should submit a written statement of the complaint and supporting evidence or justification of claims to the instructor’s chairperson. The appeal to the chairperson must be initiated not later than thirty days after the beginning of the next semester. A student not in residence should send his/her appeal by certified mail to the School Dean.
- The chairperson must forward the student’s statement along with the summary of the complaint, efforts to resolve it, and supporting evidence or justification for the complaint to the School Dean with a copy of the statement to the instructor or person concerned.
- The School Dean may appoint a Committee of the Faculty to review the student’s written statement, secure any additional information from the student, and listen to and examine evidence and information that the instructor or person concerned may have to support a decision. The

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Faculty Committee makes a recommendation to the School Dean, who sends a written decision to the student, the person(s) concerned, and the Committee.

- The decision of the School Dean may be appealed to the Provost/Vice President for Academic Affairs (Provost/VPAA). The Provost/VPAA will review all information and evidence. If deemed necessary, the matter may be referred to the Academic Council for further review and recommendations. The Provost/VPAA renders a decision based on input from all parties involved. The decision of the Provost/VPAA may not be appealed.

### **APPEAL OF ACADEMIC POLICY**

A student may appeal a policy that adversely affects his/her academic outcomes by submitting a written appeal to the Dean for Undergraduate Studies. The appeal must state the policy impact and desired relief. Justification must be given for granting the desired relief. The written appeal must be submitted to the Office of the Dean for Undergraduate Studies as the point of contact. A student not in residence should send his/her appeal by certified mail to the Office of the Dean for Undergraduate Studies. After logging the appeal, the Office will forward the documentation to the Committee on Undergraduate Academic Standards and Standing (CASS) for review and action.

The actions of the Committee on Undergraduate Academic Standards and Standing may follow one of the following courses:

- The CASS may recommend support of the appeal within limits stated in the regulations. When this is done, the CASS will notify the student of the decision by letter, file a copy with the Office of the Dean for Undergraduate Studies, and include the action in a summary report to the Academic Council.
- The CASS may recommend support of the appeal outside limits stated in the regulations. When this is done, the CASS will submit the recommended decision to the Academic Council for review. The Academic Council's decision will be communicated to the student by letter from the Office of the Provost/VPAA, with a copy to the Office of the Dean for Undergraduate Studies, and the Committee on Undergraduate Academic Standards and Standing. The decision of the Academic Council may not be appealed.
- The CASS may recommend denial of the appeal. When this is done, the CASS will notify the student of the decision by letter, file a copy with the Dean for Undergraduate Studies, and include the action in a summary report to the Academic Council. This decision may be appealed to the Office of the Provost/VPAA. The Provost/VPAA may elect to submit the appeal to the Academic Council for review. The Academic Council's recommendation will be communicated to the Provost/VPAA. The Office of the Provost/VPAA will communicate the decision to the student by letter with a copy to the Office of the Dean for Undergraduate Studies and the Committee on Undergraduate Academic Standards and Standing. The decision of the Provost/VPAA may not be appealed.

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## UNDERGRADUATE STUDIES

### UNDERGRADUATE STUDIES

Office of the Dean

Harkness Hall, Suite 211

Telephone: 404-880-8184

### PROGRAM OVERVIEW

Undergraduate Studies fosters, facilitates and supports the advancement of undergraduate education at the University. The mission of Undergraduate Studies is to support the retention of undergraduate students by providing programs and services that assist students in achieving their goal of optimal academic performance and persistence to graduation. These programs and services include: continuous assistance with and interpretation of academic requirements, regulations and procedures to students, faculty and parents; review and approval of transient study applications, core course substitutions, academic policy appeals and academic suspensions; first-year experience programming; ongoing coordination of core curriculum courses and interpretation of core requirements; as well as the administration and oversight of student exchange activities and the development and coordination of transfer articulation agreements.

The Office of Undergraduate Studies also monitors the management and operations of the following educational and student support units: General Education Assessment, Testing and Placement, First-Year Seminar Program, Academic Services and the University's Honors Program, Student Testing and Assessment, and the TRIO Programs (Educational Talent Search and Upward Bound).

### GENERAL EDUCATION ASSESSMENT

Clark Atlanta University has implemented student outcomes assessment as part of its efforts to improve and maintain the quality of academic programs. The assessments are designed to determine student academic achievement in general education and in the academic major, as well as to measure changes in students' attitudes and values. Student participation in the assessment process is mandatory.

Beginning with the student's entry into the University, the results of tests taken on campus or prior to arrival are used to place students in the appropriate mathematics courses and to make other important course placement decisions. At mid-point in their matriculation, students are required to take examinations that determine progress in certain areas, such as student learning outcomes in general education. Near the completion of their studies, students are assessed on learning outcomes in the major field of study. The information gained from student assessments will assist the University in providing quality programs and support services and will help students make choices regarding support services they may need to be successful.

### THE CORE CURRICULUM

The Core Curriculum is the foundation of all baccalaureate degree programs at Clark Atlanta University. It is designed to provide the requisite skills and common base of knowledge essential to the needs of educated people in a pluralistic society. Study in the core curriculum is intended also to stimulate students' curiosity in areas other than their chosen professions and to provide inspiration for their further intellectual development.

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Sixteen (16) key categories of learning are addressed through the Clark Atlanta University Core Curriculum:

Communication Skills  
Quantitative Skills  
Research and Library Skills  
Critical Thinking  
Computer Literacy  
Philosophy and Values  
Religious and Cultural Heritage  
Scientific Literacy  
Lifelong Learning  
Historical Understanding  
Literature and Fine Arts  
Societal Institutions and Behavior  
Language and Culture  
Service and Leadership  
Global and International Awareness/Understanding  
Physical Fitness

## CORE COURSE DESCRIPTIONS

### COMPUTER LITERACY

**3 credits**

#### **CCIS 100: Information Technology and Computer Applications.**

A hands-on introduction to personal computer concepts and productivity applications. Computer concepts include basic architecture, the Internet, and windows. Productivity applications include word processing, spreadsheets, presentation, graphics, and relational data base usage.

### COLLEGE COMPOSITION

**6 credits**

#### **CENG 105 and 106: College Composition I and II.**

A one-year course emphasizing development of college-level writing skills. In CENG 105, students write multiparagraph essays, learning the importance of thesis, topic sentence and paragraph development, along with how purpose and audience control the focus of the idea. During CENG 106, students continue to work on multiparagraph themes, including the persuasive essay and the research paper. A minimum grade of "C" is required for each course. *CENG 105 is prerequisite to CENG 106.* These courses may not be taken simultaneously. A writing proficiency examination is administered as a requirement for exiting CENG 106.

### FOREIGN LANGUAGE/CULTURE.

**6 credits**

Two courses in the same Foreign Language at the Intermediate (200) level. Courses emphasize communication proficiency using the multimedia approach (Language in Action) and history and culture of the societies in which the language is spoken. A one-hour per week laboratory is required.

### HISTORY

#### **CHIS 201 and 202: The United States, Africa and the World I and II.**

**6 credits**

These courses focus on the historical foundations and the complex evolutions over time of our modern world. CHIS 201 begins with the African origins of humankind and then examines the development of selected civilizations up to 1815. CHIS 202 places strong emphasis on the United



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States and its emergence as a world power. Other topics include colonialism, independence movements, feminism, labor movements and world war. In some programs, CHIS 211 and 212 may be substituted.

**CHIS 211/212: History of the United States.**

**3 credits**

These courses cover the social, political, and economic development of American life and institutions with special emphasis on the development of American nationality. The first semester covers the period from 1492 to 1865; the second, the period from 1865 to the present.

**HUMANITIES**

**3 credits**

**One of the following courses:**

**CART 150: Art Appreciation.**

**3 credits**

Designed to provide students understanding and appreciation of the art forms of the world as well as knowledge of the social and intellectual influences affecting artistic forms. Lectures, discussions and visual aids are utilized to survey painting, sculptures, architecture and other forms of art from different cultures.

**CHUM 228: Interdisciplinary Humanities I.**

**3 credits**

This course focuses on the diversity of cultural experiences primarily in the United States. The class uses readings from a wide variety of disciplines, from anthropology and sociology to literature, philosophy, religion, and art. Students will learn to think critically in this class through writing short papers and classroom discussion. This section concentrates on the issues of myth and the making of history, the natural and unnatural, identity, individual and community and religion and belief systems.

**CHUM 230: Interdisciplinary Humanities II.**

**3 credits**

This course focuses on the diversity of cultural experiences primarily in the United States. The class uses readings from a variety of disciplines, from anthropology and sociology to literature, philosophy, religion, and art. Students will learn to think critically in this class through writing short papers and classroom discussion. This section concentrates on the issues of education, work and economy, state and nationalism, social change, and pop culture.

**CMUS 120: Music Appreciation.**

**3 credits**

The course provides experiences in critical listening skills and introduces musical elements, forms, and Western historical periods from a multicultural perspective. Introduces the major musical eras and composers with an emphasis on aural perception of works. Includes the multifaceted musical contributions of African-American and diverse ethnic cultures of the world. No musical background or training is assumed or required. Students may substitute CMUS 119 World Music.

**CMUS 119: World Music.**

**3 credits**

This course focuses on music of representative world cultures and develops an understanding of musical style, aesthetic viewpoints, and the function that music fulfills in diverse societies. Students will encounter not only new musical expressions, but also the philosophies and world views that accompany the music.

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**CSTA 252: Theater Appreciation.** **3 credits**  
The course examines how theater functions as an art form through the exploration of the interrelationships of the audience, performer and space. Designed to study the nature of the theater experience by analyzing principles and practices that govern contemporary theater. Attendance at several professional theatrical performances may be required.

**LITERATURE** **3 credits**  
**One of the following courses:**

**CENG 201: World Literature I.** **3 credits**  
Selected world masterpieces, with emphasis on literary texts from various cultures around the world. Introduces concepts and vocabulary required for reading, analyzing and interpreting literature. CENG 201 explores literature from the beginnings to the Renaissance. *Prerequisite: "C" or above in CENG 105 and 106.*

**CENG 202: World Literature II.** **3 credits**  
Explores literature from the Renaissance to the present. *Prerequisite: "C" or above in CENG 105 and 106.*

**MATHEMATICS** **6/8 credits**  
**Two courses from the following sequences (Departments should specify required sequence):**

**CMAT 103: Algebra I.** **3 credits**  
Basic concepts of arithmetic and algebra, the real numbers, first degree equations of one variable, inequalities, exponents, polynomials, factoring, algebraic fractions, coordinate geometry and linear systems, rational exponents and radicals, quadratic equations.

**CMAT 104: Algebra II.** **3 credits**  
Linear models, polynomial and rational models, exponential and logarithmic models, mathematics of finance, systems of linear equations and matrices, linear programming.

**CMAT 105: Pre-Calculus I.** **3 credits**  
Fundamentals of algebra for study in analytic geometry and calculus. Concepts include the real numbers system, basic algebra, equations and inequalities of first and second degree, and functions and their graphs. *Prerequisites: Department approval and at least two (2) years of high school mathematics, including algebra, or departmental placement.*

**CMAT 106: Pre-Calculus II.** **3 credits**  
Fundamentals of trigonometry for study in analytic geometry and calculus. Concepts include trigonometry, systems of equations and inequalities, conic sections, and sequences and series. *Prerequisite: CMAT 105, or departmental placement.*

**CMAT 111: Calculus I.** **4 credits**  
Real numbers, functions, limits, derivatives, definite integrals and the applications of these topics. *Prerequisite: Proper placement score or CMAT 106 or CMAT 108.*

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**CMAT 112: Calculus II.****4 credits**

Topics covered include techniques of integration with applications to volume and surface area of solids of revolution and centers of mass, parametric equations, polar coordinates, improper integrals, and infinite series. *Prerequisite: CMAT 111.*

**CMAT 209: Calculus and Analytic Geometry I.****3 credits**

Integrated course in analytic geometry and calculus designed for students in economics, business administration, and biology. The course provides students with the skills needed to study limits, functions, and differentiation. This course meets five days per week. *Prerequisites: CMAT 105, or departmental approval. This course is intended for Business majors.*

**CMAT 210: Calculus and Analytic Geometry II.****3 credits**

Differentiation and integration of transcendental functions, definite integral, indefinite integral, area under curves, area between two curves, and differentiation of multivariable functions. This course meets five (5) days per week. *Prerequisite: CMAT 209. This course is intended for Business majors.*

**PHILOSOPHY/RELIGION****3 credits****One course from the following Philosophy/Religion options:****CPHI 105: Critical Thinking.****3 credits**

Course focuses on the development of intellectual skills for all areas of study and on organization of ideas, identification of common errors in reasoning, and critical analysis of speeches and articles.

**CPHI 221: Introduction to Philosophy.****3 credits**

Course focuses on basic issues studied by philosophers. The topics covered include the nature of freedom, the rational foundations for atheism, human existence and meaning, the nature of knowledge and issues in aesthetics.

**CPHI 231: Ethics and Human Values.****3 credits**

Course provides detailed analysis of selected moral philosophers. Various approaches to value theory in conjunction with specific contemporary ethical issues are examined.

**CREL 101: The Biblical Heritage.****3 credits**

The study of the literature of the Bible and its influence on the shaping of Western culture. Modern biblical scholarship is used to examine selected readings from the Old and New Testaments for their contributions to the understanding of human existence.

**CREL 103 or 104: African-American Religious Experiences.****3 credits each**

CREL 103 provides analysis of the origin, development and social significance of African-American religious beliefs and practices from a historical perspective. CREL 104 emphasizes the contemporary period, including the latest developments in black liberation theologies.

**CREL 211: Introduction to Religious Studies.****3 credits**

Introduction to the study of religion in a variety of contexts: historical, social, psychological, scientific, philosophical, artistic, and literary. Readings include representative works from the past and present.

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**CREL 250: Comparative Religion. 3 credits**

Course offers a comparative survey of selected religious traditions from the East and West, including traditional African religions, Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity and Islam.

**CREL 251: Religious Ethics. 3 credits**

Course examines major ethical issues confronting contemporary society and considers appropriate ethical responses to issues from a religious perspective. Topics include sexual ethics, abortion, racism, sexism, the ethics of war (especially nuclear war), capital punishment, genetic engineering, euthanasia, and professional ethics.

**PHYSICAL EDUCATION 1 credit**

**One course from any CPED 101 or 102 offerings:**

**CPED 101 AND 102: Physical Education. 1 credit**

These courses develop recreational skills and abilities for current and future participation in leisure time activities and provide a rationale for a physically fit lifestyle. Activities include badminton, volleyball, basketball, beginning swimming, tennis, modern dance, jazz exercise, softball, individual fitness programs, and varsity athletics.

**The following courses/activity may serve as a substitute for the physical education requirement:**

**MSC 110: Orientation: The Military Role in Perspective. 1 credit**

Introduction to the Army ROTC program. Examines the need for military forces in society, the national security organization, and the Army's role in American defense strategy as well as provides a rationale for a physically fit lifestyle and an opportunity to learn appropriate behavior for selected activities to promote fitness.

**NS 110/111: Naval Science Drill. 0 credit**

Leadership laboratory taken by all Midshipmen. Students receive a grade of "P" for satisfactory completion. Naval lab is taken by all Naval ROTC Midshipmen. Students participate in close order drill, physical training, military ceremonies and leadership training. Students are placed in leadership positions and evaluated on their development as a leader.

**PSYCHOLOGY 3 credits**

**One course from the following:**

**CPSY 211: General Psychology. 3 credits**

Course introduces basic psychological concepts and methodology. Surveys major research areas, including the nervous system, perception, learning, motivation, development and personality with emphasis on the influences of gender and culture.

**CPSY 218: Human Growth and Development. 3 credits**

Course includes an examination of the issues, theories, and research on the cognitive, social, personality, and physical development of humans throughout the life span, with emphasis on the influences of gender and culture.

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**CPSY 301: Educational Psychology.****3 credits**

For prospective teachers: a survey of the basic principles, theories, and techniques of applying psychological theory to the learning process. Students identify common problems teachers confront in the classroom and apply course material to typical classroom situations.

**SCIENCE****6/8 credits****Two courses from the following sequences (Department should specify sequence):****CBIO 101: Biological Science.****3 credits**

A basic course in the biological sciences for nonscience majors. Topics include basic concepts of life and living organisms, their organization from atoms to organisms directed specifically toward the human being. Functioning and some disorders of various systems in the human body are taught.

**CPHY 102/102L: Physical Science.****3 credits**

A basic course in the physical sciences for nonscience majors that covers basic concepts and topics of physics such as motion, space sciences, chemical process, conservation of energy, properties of heat, electricity and light. Three (3) lecture hours and one (1) two-hour laboratory per week.

**CPHY 104/104L: Introduction to Earth System Science and Lab.****4 credits**

Course provides a scientific understanding of the physical earth system—lithosphere, hydrosphere, atmosphere, and solar system. Topics include: common landforms, identification of mineral and rock specimens, major types of earth movements, dating of rock strata, fundamentals of the hydrologic cycle, introduction to oceanography, properties and processes in the earth's atmosphere, and elementary concepts of astronomy. Students are required to attend one (1) two-hour laboratory each week.

**CBIO 111 and 112: General Biology I and II.****4 credits each**

CBIO 111 provides an introduction to the basic principles of biology covering cells, organisms, and genetics. Topics covered include the cell surface, the role of the nucleus in cell division and regulation. Cell chemistry concepts of molecular biology, mitosis and meiosis, and alteration of generations receive special attention. CBIO 112 examines fundamental principles, concepts and facts of specific areas of biology, such as development, behavior, population biology and ecology. Covers developmental biology (growth and differentiation) and organismal physiology (nervous, hormonal, muscular, circulatory, excretory), and emphasis on regulation at the level of the organism. *Prerequisite: CBIO 111. Both courses require three (3) lecture hours and one (1) three-hour laboratory per week.*

**CCHE 111 and 112: General Chemistry I and II.****4 credits each**

CCHE 111 covers fundamental theories and laws, chemical calculations, equations, period classification of the elements, structure of matter and ionization. CCHE 112 involves the study of chemical and ionic equilibria, nuclear chemistry, the chemistry of the metallic elements, and elementary qualitative analysis of cations and anions. Both courses require three (3) lecture hours and six (6) laboratory hours per week.

**CPHY 111 and 112: General and Modern Physics.****4 credits each**

CPHY 111 introduces basic physics concepts of mechanics, heat, and sound, with emphasis on applications in broad areas such as chemistry and biology. *Prerequisite: three (3) units of high*

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school mathematics, including algebra and trigonometry. CPHY 112 introduces students to basic principles in the physics of electricity, magnetism, optics, and atomic physics. *Prerequisite: CPHY 111. Both courses require three (3) lecture hours and one (1) three-hour lecture-laboratory per week.*

## **SOCIAL SCIENCE**

**3 credits**

**One course from the following approved Social Science Options:**

### **CSCJ 105: Culture and Society.**

**3 credits**

The course explores social forces that affect behavior and values. Students consider, among others, such issues as male/female relationships within institutions and society, racial and sexual inequality and the interaction between culture and institutions.

### **CPSC 106: Politics and Global Issues.**

**3 credits**

The course introduces students to the discipline of political science and surveys the various fields of political science—comparative politics, political theory and international relations. Emphasis also lies with training students to use technology and to enhance skills of critical thinking, writing, and speaking.

### **CECO 107: Introduction to Economics.**

**3 credits**

A one-semester survey course designed to introduce students to the fundamental theories and concepts of economics. Topics covered include demand and supply analysis, the function of markets in the allocation of resources, measuring economic activities in the private as well as the public sectors, problems such as unemployment, inflation, income distribution and poverty, and domestic and international financial institutions and the working of global market systems.

## **SPEECH**

**3 credits**

### **CSTA 101: Fundamentals of Speech.**

**3 credits**

Introduces students to fundamental principles of effective oral communication as it relates to the professional world, focusing on audience analysis, interpersonal skills, effective listening techniques, and the preparation and delivery of oral presentations.

## **FIRST-YEAR SEMINAR**

**2 credits**

### **CGED 100 and 101: First-Year Student Seminar I and II.**

**1 credit each**

A two-semester requirement for first-year students and for transfer students with twenty-eight (28) or fewer credit hours. The seminars are provided to assist students in making transition to successful postsecondary study and to obtain the necessary academic and personal reinforcements to meet the myriad demands of University life and to persist to graduation.

## **TYPICAL PROGRAM OF STUDY**

### **FRESHMAN YEAR**

#### **First Semester: 16-18 hours**

CENG 105                      College Composition I (3)  
CMAT 103                     Algebra I (3), or CMAT 105 Precalculus I (3), or  
   CMAT 111 Calculus I (4), or CMAT 209 Calculus &

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	Analytical Geometry (3)
CSTA 101	Fundamentals of Speech (3)
CBIO 101	Biological Science (3), or CBIO 111 General Biology (4), or CCHE General Chemistry (4), or CPHY 111 General and Modern Physics (4)
	Social Science Requirement (3)
CGED 100	First-Year Seminar I (1)

**Second Semester: 16–18 hours**

CENG 106	College Composition II (3)
CMAT 104	Algebra II (3), or CMAT 106 Precalculus II (3), or
CMAT 112	Calculus II (4), or
CMAT 210	Calculus & Analytical Geometry (3)
	Psychology Requirement
CCSI 100	Information Technology and Computer Applications
CPHY 101	Physical Science (3), or CPHY 104 Introduction to Earth System Science (4), or CBIO 112 General Biology (4), or CCHE 112 General Chemistry (4), or CPHY 112 General and Modern Physics (4)
CGED 101	First-Year Seminar II (1)

**FRESHMAN YEAR**

**First Semester: 10 hours core study + major course study**

CENG 201/2	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3), or History of the United States (3)
CFL_201	Foreign Language Requirement (3) Physical Education Requirement (1)

**Second Semester: 9 hours core study + major course study**

CHIS 202	U.S., Africa and the World II (3) Humanities Requirement (3)
CFL_202	Foreign Language Requirement (3)

**JUNIOR YEAR**

**First Semester: 3 hours core study + major course study**

CPHI/CREL	Philosophy/Religion Requirement (3)
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**UNDERGRADUATE STUDIES**

**Office of the Associate Dean for Undergraduate**

**Academic Services/Honors Program**

**Trailer #14**

**Telephone: 404-880-6101**

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## HONORS PROGRAM

The Honors Program is designed for students whose high school accomplishments indicate superior intellectual ability, motivation, and openness of mind. To encourage these students in inquiry, creative thinking, and high scholarship, the Program emphasizes breadth and depth of knowledge by nurturing intellectual independence. Class discussion, question and answer sessions, organized debates, student-initiated research projects, and presentations by groups and individuals help Honors Program students become self-directed. Students are encouraged to develop their personalities and to pursue nonacademic interests.

**Program Admission and Retention.** Admission to the Honors Program is determined by student interest; scores from SAT/ACT examinations; high school transcripts; and strong teacher recommendations. Students must maintain a cumulative grade point average of at least 3.25.

**Graduation Requirements.** Honors Program students take at least eleven (11) Honors Program courses and write and defend a senior thesis project in their major field or across two or three academic disciplines. Nonscience majors must complete three (3) colloquia in addition to the eleven (11) courses and senior thesis. Science and engineering majors must take two (2) colloquia in addition to the eleven (11) courses and senior thesis.

## HONORS PROGRAM COURSES

Following are descriptions of Honors Program course offerings. An “H” after the course number indicates an Honors section of the course.

**CHON 100H and 102H: Freshman Honors Seminar. 1 credit each**  
Exploration of topics regarding adjustment to the demands of University life. Special attention is devoted to problems peculiar to Honors Program students. Satisfies requirement for First-Year Student Seminar.

**CBIO 111H and 112H: General Biology (Science Majors). 4 credits each**  
CBIO 111: Introduction to the basic principles of biology, covering cells, organisms and genetics. CBIO 112: Fundamental principles, concepts, and facts of specific areas in biology. Three (3) lecture hours and three (3) laboratory hours per week.

**CCHE 111H and 112H: General Chemistry. 4 credits each**  
CCHE 111: Fundamental theories and laws, chemical calculations, equations, periodic classification of the elements, structure of matter, and ionization. CCHE 112: Study of chemical and ionic equilibria, nuclear chemistry, chemistry of the metallic elements, and elementary qualitative analysis of cations and anions. Three (3) lecture hours and six (6) laboratory hours per week.

**CECO 304H: Contemporary Economic Problems. 3 credits**  
A survey and application of economic theories, principles, and concepts. Emphasis is on identification of major issues affecting the American political economy, particularly those having significance for the economic well-being of black and other Third-World people. Satisfies core requirement for social science.



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**CENG 105H and 106H: College Composition.** **3 credits each**

Both courses examine ideas and systems of traditional and contemporary writers. CENG 105 includes basic research techniques. CENG 106 focuses on the development of a critical research project. Includes class discussion, debate, and individual and group projects designed to develop critical faculties. Satisfies General Education core requirement for College Composition.

**CENG 201H or 202H: Introduction to World Literature.** **3 credits**

Readings are drawn from the ancient, medieval, Renaissance, and modern worlds. Works from several cultures and periods suggest ways in which cultures and periods shape the self. Satisfies General Education core requirement for literature.

**CHIS 201H and 202H: United States, World and African History.** **3 credits each**

A one-year thematic course which provides an opportunity to analyze historical methodology and theories from a global perspective in relationship to social, economic, political and geographic factors. The past is examined in regard to understanding the present and predicting future events. Focus is on interaction between the continental peoples of Africa, North and South America, Asia and Europe. Satisfies General Education core requirement in history.

**CHUM 209H: Cross-Cultural Humanities.** **3 credits**

Study of social, religious, and literary movements and the individuals who have contributed to the cultural development of modern day society. Satisfies General Education core requirement for humanities.

**CHON 390H: Independent Study.** **1-6 credits**

Students identify a problem, issue or topic, outside the major, to be explored in depth under the supervision of a teacher with expertise in the selected area. Credit hours may not exceed three (3) hours per semester, and cannot exceed six (6) hours during undergraduate tenure.

**CHON 490H: Senior Thesis.** **2 credits**

Application of research methods to students' major area of concentration. They identify a research topic from their major courses, develop a research design, and complete the senior thesis under the guidance of an instructor.

**CMAT 111H and 112H: Calculus I and II.** **4 credits each**

CMAT 111H incorporates mathematical research in calculus principles. CMAT 112H extends the mathematical research component and introduces the concept of continuity of a function of one variable, differentiation and integration of an algebraic function, and applications of the calculus to elementary problems in natural sciences and engineering.

**CMAT 211H: Calculus III.** **4 credits**

Continuation of CMAT112 and includes three-dimensional analytic geometry, partial derivatives, multiple integral, vector calculus and their applications. *Prerequisite: CMAT 112.*

**CMAT 212H: Differential Equations.** **3 credits**

Definition and classification of differential equations. Techniques for first-order nonlinear equation, linear equations with constant and variable coefficients, methods of undetermined coefficients, variation of parameters, Cauchy-Euler equations, and other methods for solving nonlinear equations, series solutions. *Prerequisites: CMAT 112 or CMAT 210.*

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**CMAT 214H: Linear Algebra.** **3 credits**  
Introduction to linear algebra. Topics include vectors, matrices, linear equations, determinants, vector spaces with an inner product. *Prerequisites: CMAT 105 and CMAT 106, or equivalent.*

**CPHI 105H: Critical Thinking.** **3 credits**  
Development of intellectual skills for all areas of study. Focuses on organization of ideas, identification of common errors in reasoning, and critical analysis of editorials, speeches and articles.

**CPHI 262H: Science, Technology, and Human Values.** **3 credits**  
Exploration of fundamental value questions and dilemmas associated with training and research in the sciences. Covers applications of science to technology and industry. Satisfies General Education core requirement for religion or philosophy.

**CPHI 362H: Social and Political Philosophy.** **3 credits**  
Examination of philosophical assumptions underlying different political systems. Satisfies General Education core requirement for religion or philosophy.

**CSCJ 215H: Introduction to Sociology.** **3 credits**  
Basic concepts and principles of human society. Satisfies General Education core requirement for social science.

**CPSY 211H: General Psychology.** **3 credits**  
Survey of the history, basic principles, and major areas of research in psychology, including contributions made by African Americans. Satisfies General Education core requirement.

#### **HONORS PROGRAM COLLOQUIA**

**CCOL 104H: The American Black Woman.** **2 credits**  
Exploration of the multidimensional nature of life of black women in North America from 1619 to the present. This colloquium provides knowledge and understanding of how black women's lives have been shaped by American systems.

**CCOL 106H: Themes in Fiction of the American Diaspora.** **2 credits**  
Identification and analysis of significant themes in the literature of Africa and the African Diaspora (that is, for purposes of this colloquium, the Americas where the Atlantic slave trade dominated).

**CCOL 112H: Moral Problems in Contemporary Society.** **2 credits**  
Consideration of current issues in biology and medicine which require ethical decisions.

**CCOL 200H: College Campus Culture.** **2 credits**  
Exploration of the social, emotional and intellectual behaviors which are transmitted and formed throughout college matriculation.

**CCOL 202H: Humanities: Contemporary Music.** **2 credits**  
Music appreciation and analysis of contemporary music, with emphasis on classical, folk, and black forms.

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- CCOL 202H: Contemporary Existentialist Thinking.** **2 credits**  
Current trends of atheistic and theistic existentialist philosophies.
- CCOL 205H: Southern Writers.** **2 credits**  
Study of fiction, form, folk, and fact in representative works by and about Southern writers, with concentration on nineteenth- and twentieth-century works.
- CCOL 302H: Dynamics of Leadership.** **2 credits**  
Opportunity to explore leadership qualities and styles.
- CCOL 402H: Black Self-Concepts.** **2 credits**  
The aspirations, accomplishments, and progress of African Americans against the historical background of W.E.B. DuBois' *Souls of Black Folk*.

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**ACADEMIC STRUCTURE  
UNDERGRADUATE PROGRAMS**

<i>Schools</i>	<i>Departments</i>	<i>Degrees/majors</i>
School of Arts and Sciences	Art	B.A., Art B.A., Fashion Design and Merchandising
	Biology	B.S., Biology B.S./M.S., Biological Science
	Chemistry	B.S., Chemistry B.S./M.S., Chemistry
	Computer and Information Science	B.S., Computer Science B.S., Computer Information Systems B.S./M.S., Computer Science
	Engineering (Dual Degree)	B.S., Chemistry; Computer Science; Physics
	English	B.A., English
	Foreign Languages	B.A., French B.A., Spanish
	History	B.A., History
	Mass Media Arts	B.A., Mass Media Arts
	Mathematical Sciences	B.S., Mathematics B.S./M.S., Mathematics
	Music	B.A., Music
	Physics	B.S., Physics B.S./M.S., Physics
	Political Science	B.A., Political Science
	Psychology	B.A., Psychology
	Religion and Philosophy	B.A., Philosophy B.A., Religion B.A., Religion/M.A. Education B.A., Religion/M.P.A. B.A., Religion/M.S.W.

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<i>Schools</i>	<i>Departments</i>	<i>Degrees/majors</i>
School of Arts and Sciences	Sociology and Criminal Justice	B.A., Criminal Justice B.A., Sociology
	Speech Communication and Theatre Arts	B.A., Speech Communication B.A., Theatre Arts
School of Business Administration		B.A., Business Administration
	Accounting	B.A., Accounting B.A./M.A., Accounting
	Economics	B.A., Economics
School of Education	Curriculum	B.A., Early Childhood Education B.A., Educational Studies
Whitney M. Young, Jr., Social Work (Undergraduate School of Social Work Program)		B.S.W., Social Work

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## THE CURRICULUM

Clark Atlanta University seeks to advance the ideals of high academic standards and freedom of choice for students. Further, through its curriculum, the University strives to instill an understanding of humanity and the environment, a desire to contribute to society, and a determination to improve the quality of life locally, nationally, and internationally.

### ORGANIZATION OF THE CURRICULUM

The traditional academic disciplines are maintained by the University. Learning is further enriched by emphasizing interrelationships among the disciplines. For administrative purposes and to facilitate interdivisional and interdepartmental efforts, divisions, departments, and programs are organized into four schools as illustrated below. Full descriptions of programs listed under particular departments may be found in the department's section of the catalog.

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## **SCHOOL OF ARTS AND SCIENCES**

The School of Arts and Sciences is organized by Divisions—Humanities; Natural Sciences and Mathematics; Social Sciences; and Communication Arts.

### **Division of Humanities**

Department of Art  
Department of English  
Department of Foreign Languages  
Department of History  
Department of Music  
Department of Religion and Philosophy  
    Accelerated Interdisciplinary Degree Program

### **Division of Natural Sciences and Mathematics**

Department of Biological Sciences  
    Boston Early Medical School Selection Program  
Department of Chemistry  
    Preprofessional Program in Pharmacy  
Dual Degree in Engineering  
Department of Mathematical Sciences  
Department of Computer Science  
    Dual Degree in Engineering  
Department of Physics  
    Dual Degree in Engineering

### **Division of Social Sciences**

Department of Political Science  
Department of Psychology  
Department of Sociology and Criminal Justice

### **Division of Communication Arts**

Department of Mass Media Arts  
Department of Speech and Theater Arts

## **SCHOOL OF BUSINESS ADMINISTRATION**

Department of Accounting  
    Department of Decision Sciences  
    Department of Economics  
    Department of Management  
    Department of Marketing

## **SCHOOL OF EDUCATION**

Department of Curriculum

## **WHITNEY M. YOUNG, JR., SCHOOL OF SOCIAL WORK**

Undergraduate Program in Social Work

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## SCHOOL OF ARTS AND SCIENCES

### OFFICE OF THE DEAN

Dean Sage Hall, Room 103

Telephone: 404-880-6770/6774

### SCHOOL OVERVIEW

The School of Arts and Sciences is committed to the educational mission of the University, and utilizes its resources in the achievement of this mission. This it does by creating and maintaining a cultural and academic milieu in which students and faculty may fully develop their individual potential as human beings, leaders, scholars, teachers, and productive members of society. The four divisions of the School provide high quality instructional programs designed to achieve the specific goals which are peculiar to their areas of responsibility.

The Division of Natural and Mathematical Sciences offers instructional programs for students with potential for science, engineering and health careers with opportunities for rigorous learning and research experiences necessary for productive careers in teaching and/or research and which prepare them also for more advanced study in their fields of interest; tutorial assistance and standardized testing experience; a strong science curriculum; and interdisciplinary studies. Specifically, programs in this area are designed to develop students' capacities for scientific and analytical work and to ensure that all majors are well prepared for their chosen career fields. Within the Division, accelerated BS/MS degree programs are offered in Biology, Chemistry, Computer and Information Science, Mathematics and Physics. Descriptions of these programs are provided under the respective departmental headings.

The Division of Social Sciences provides the knowledge, skills, tools and sensitivities to recognize, resolve or ameliorate problems caused by the increasing pace of social and political change. Specifically, departments and programs are concerned with the institutions and functions of human society and political and social aspects of interpersonal relationships.

The Division of the Humanities serves as a catalyst to all areas and departments within the School. In addition, it assumes leadership for the cultural life of the University, both on and off campus. Academically, this division encompasses the disciplines concerned with human thought and culture. Studies in the humanities improve and enhance the implementation of ideas and creative expression.

The Division of Communication Arts enables students to examine the mass media's impact on social, economic, political, and cultural aspects of society. Through courses which explore the nature, influence, and potential of media, the Division provides students a critical and technical understanding of media which can apply in their everyday lives. The curriculum prepares students for careers in the mass media as well as in entertainment, politics, personnel management, advertising, education, business, public relations, public service, speech arts and civil service.



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## **UNDERGRADUATE PROGRAMS OF STUDY**

The degrees conferred by the School of Arts and Sciences are:

### **BACHELOR OF ARTS**

Art	Philosophy
Criminal Justice	Political Science
English	Psychology
Fashion Design/Merchandising	Religion
French	Sociology
History	Spanish
Mass Media Arts	Speech Communication
Music	Theatre Arts

### **BACHELOR OF SCIENCE**

Biology  
Chemistry  
Computer and Information Systems  
Mathematical  
Physics

### **ACCELERATED DUAL-DEGREE PROGRAMS**

#### **BACHELOR OF SCIENCE/MASTER OF SCIENCE (BS/MS)**

Biology  
Chemistry  
Computer Science  
Mathematics  
Physics

#### **INTERDISCIPLINARY DEGREE PROGRAMS**

Religion (BA/MA Education)  
Religion (BA/MPA – Public Administration)  
Religion (BA/MSW – Social Work)

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## SCHOOL OF BUSINESS ADMINISTRATION

### OFFICE OF THE DEAN

Wright-Young Hall, Room 101

Telephone: 404-880-8451

### SCHOOL OVERVIEW HISTORY AND ACCREDITATION

Business Administration at the University reaches back through several decades. School personnel and students recognized that effective instruction in the business areas is a vital cornerstone for progress for those the institution seeks to serve. The first A.B. degree in Business Administration was offered at the former Clark College in 1931, and a School of Business Administration was established at the former Atlanta University in 1946. These two historically black institutions were pioneers in offering business undergraduate and graduate degrees. In the early years, about one-fourth of all MBAs awarded to black students in the country came from Atlanta University. Meanwhile, the undergraduate program at Clark College soon became the largest department on campus. In 1973, the MBA program was accredited by the Association to Advance Collegiate Schools of Business (AACSB); the accreditation was renewed in 1985. In July 1989, the undergraduate program became a part of the School of Business Administration, resulting from the consolidation of Atlanta University and Clark College in 1988. In 1995, the undergraduate program received initial accreditation and the MBA program was reaffirmed by AACSB. In October 2000, the Department of Economics became a part of the School of Business Administration.

### MISSION STATEMENT

The mission of the School of Business Administration (SBA) is to provide quality undergraduate and graduate business education to a predominately African-American, but increasingly diversified, student population by integrating scholarship and business experience in innovative educational programs that enhance problem solving skills. At the SBA, educational programs contribute to the continuous development of leaders who are not only dedicated to promoting economic growth in an environment of fairness, integrity, and cultural diversity, but who are also responsive to human needs in the U.S., the underdeveloped and global societies. The School is committed to the development of world citizens who search for solutions to the problems of racism, sexism, age discrimination, economic deprivation, and other forms of oppression, and who incorporate compassion for these issues into their business decisions. By stressing socially responsible, interdisciplinary educational programs and intellectual contributions, the School strives to be in the vanguard of business schools, in education and the acquisition of new knowledge. The cultural environment fosters continuous exchanges of ideas, access to faculty and facilities, pursuit of independent interest, and a desire to serve academic, business, and global communities. The Clark Atlanta University School of Business is committed to continuous improvement of its historic teaching and service tradition with concomitant emphasis on intellectual contribution.

### VISION STATEMENT

We will shape business values of the future on a higher plane of global integrity. We will seek and share new knowledge in the interest of business, government and community. We will meet and lead new initiatives, widening the path for those who follow. Our School will continue to be an educational institution that serves a special ongoing national need that is suboptimized in schools whose missions are different from those of Clark Atlanta University.

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## **VALUES**

1. We will live our motto daily, “Culture for service,” and in all things requiring completion, “we will find a way or make one.”
2. Our mottos will at all times be carried out with compassion, and equity; our ethics will reflect and honor our illustrious past.
3. In everything we do, quality will be present now and in the future. We will ensure this by maintaining systems for continuous evaluation and improvement.
4. We will reach upward for the highest, brightest star of accomplishment, and reach downward to pick a rose of encouragement for those who are just beginning the journey.
5. We will strive to develop and maintain:
  - concern for the worldwide environment that must be protected for the sake of future generations;
  - an understanding and acknowledgment of the value of each individual, and his/her unique contribution that is necessary to protect and advance the whole;
  - an imaginative anticipation of the opportunity to lead the expansion of the betterment of humankind;
  - an enduring sensitivity to cries of oppression or injustice, and to appreciation of shouts of victory and celebration;
  - an unwavering commitment to the truth as it is understood to be.

## **UNDERGRADUATE PROGRAMS OF STUDY**

The degrees conferred by the School of Business Administration are:

### **BACHELOR OF ARTS**

Accounting  
Business Administration  
Economics

Areas of Concentration in Business Administration:

Finance  
International Business (must choose dual concentration)  
Management  
Marketing  
Supply Chain Management

### **DUAL-DEGREE PROGRAMS**

Accounting (B.A./M.A.)

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## SCHOOL OF EDUCATION

**OFFICE OF THE DEAN**  
**Clement Hall, First Floor**  
**Telephone: 404-880-8504**

### SCHOOL OVERVIEW MISSION AND PURPOSE

The School of Education provides educational study and advanced learning, undergraduate and graduate, in three areas of professional practice: teaching, counseling, and educational administration and supervision. The mission is twofold: to prepare leaders who are sensitive to the need for change for social justice and motivated change agents for affecting the optimal development of historically excluded classes in a multicultural society of international dimensions; and to conduct research and disseminate knowledge on issues pertaining to educational equity and excellence.

The School fulfills its mission through the following:

1. Providing an environment and the sources conducive to effective teaching and learning,
2. Promoting excellence in graduate teacher education and in the training of other school services personnel;
3. Serving as a center for educational field services and research and to provide avenues through which student and faculty scholarly activity may be channeled;
4. Pursuing an active research agenda which addresses issues relevant to teaching and learning, with special emphasis on minorities and other issues relevant to human service delivery;
5. Serving as a community clearinghouse for information on teaching and learning and human service delivery;
6. Providing programs of study which develop qualified and effective educational personnel in teaching, counseling, and administration;
7. Promoting both the philosophies and concepts of humanism and multiculturalism through academic programs and other activities;
8. Providing public service through voluntary professional contributions in the immediate and far-reaching communities;
9. Serving as spokespersons in the community on issues relating to education and educational practices;
10. Promoting leadership of faculty and students for the democratic society;
11. Serving as a change agent for improving the human condition through educational services, and
12. Accommodating individual careers, aspirations, and strengths of students through individualization of programs.

### UNDERGRADUATE PROGRAMS OF STUDY

The degrees conferred by the School of Education are:

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**BACHELOR OF ARTS**

Early Childhood Education  
Educational Studies

**POST-BACCALAUREATE PROGRAMS**

Early Childhood Education (teacher certification)

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**WHITNEY M. YOUNG, JR.  
SCHOOL OF SOCIAL WORK**

**OFFICE OF THE DEAN  
Thayer Hall, Suite 8  
Telephone: 404-880-8549**

The School of Social Work celebrated its 80th year in October 2000. It was founded in 1920 and incorporated under the laws of the State of Georgia in 1925. Membership in the American Association of Schools of Social Work was granted in 1928. When the accrediting body was succeeded by the Council on Social Work Education in 1952, the School became a chartered member, and has maintained its accreditation since then.

The mission of Whitney M. Young, Jr., School of Social Work is to advance the aims of the profession through education for excellence in social work practice. The School is committed to the core values of the profession. The School seeks to educate innovative, creative, and responsible social work professionals committed to the search for solutions to problems of poverty, social, economic and environmental injustices, sexism, racism, and other forms of oppressions in society, while preserving the heritage of the African Diaspora. The School adheres to the principles of client self-determination, the capacity of clients to grow and change, and the application of professional, humanistic values and ethics for responsible practice. A liberal arts foundation provides the base upon which the mission is shaped and supported.

The School implements its educational mission through its baccalaureate, master's and doctoral degree programs. The School maintains relationships of mutual respect with alumni, affiliated agencies, other local, state and national agencies and professional organizations. The School's mission undergirds and reaffirms the mission and cultural creed of the University.

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## DIVISION OF HUMANITIES

The Division of Humanities includes the Departments of Art, English, Foreign Languages, History, Music, and Religion and Philosophy. Each department offers majors which prepare students to help design and influence human values and behavior. Upon graduation, humanities majors can pursue careers as philosophers, teachers, writers, artists, fashion designers, choreographers, linguists, and filmmakers, among other choices.

### **The Undergraduate Humanities Course Series**

In partial fulfillment of the University core requirements, students may select one course in the Undergraduate Humanities Course Series. The courses described below are interdisciplinary, although history and/or philosophy are the focal areas for each course.

### **HUMANITIES COURSE DESCRIPTIONS**

#### **CHUM 228: Interdisciplinary Humanities I.**

**3 credits**

This course focuses on the diversity of cultural experiences primarily in the United States. The class uses readings from a variety of disciplines, from anthropology and sociology to literature, philosophy, religion, and art. Students will learn to think critically in this class through writing short papers and classroom discussion. This section concentrates on the issues of myth and the making of history, the natural and unnatural, identity, individual and community and religion and belief systems.

#### **CHUM 230: Interdisciplinary Humanities II.**

**3 credits**

This course focuses on the diversity of cultural experiences primarily in the United States. The class uses readings from a variety of disciplines, from anthropology and sociology to literature, philosophy, religion, and art. Students will learn to think critically in this class through writing short papers and classroom discussion. This section concentrates on the issues of education, work and economy, state and nationalism, social change, and pop culture.

### **Division of Humanities**

#### **DEPARTMENT OF ART**

**Park Street Music and Art Complex**

**Telephone: 404-880-8122**

### **PROGRAM OVERVIEW**

While contributing to the cultural enrichment of the University community, the Art Department promotes the creative development of students whose interests and talents lead them toward careers in the visual arts, fashion design, and fashion merchandising. The art and fashion curriculum is designed to encourage intellectual development and growth as well as to develop marketable skills. The department offers instruction leading to the Bachelor of Arts degree in Art for students planning to pursue advanced work in art and the Bachelor of Arts degree in Fashion Design/Merchandising for students wishing to enter the apparel industry. Concentrations are available in photography, graphic design/ illustration, sculpture, painting, printmaking, and fashion design and fashion merchandising. Students may select from programs in general studio art or advertising design in the visual arts.

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Fashion students follow courses of study that concentrate in either Fashion Design or Fashion Merchandising.

In addition to offering degree programs, the Art Department sponsors visiting artists, designers, and industry professionals. The department also produces an annual drawing exhibit, a senior art exhibition, and an annual fashion show.

## **DEGREE REQUIREMENTS**

### **Department Core Requirements**

In addition to the University General Education requirements, students pursuing the degree of Bachelor of Arts in Art must take specific courses listed below.

#### **Bachelor of Arts in Art**

CART 101	Art Foundations I
CART 102	Art Foundations II
SART 121*	Painting I
SART 131*	Sculpture I, or
CART 381	Three-Dimensional Design
SART 141	and 142* History of Art I and II
CART 201	and 202 Drawing I and II
SART 211*	Life Drawing
CART 217	Printmaking
CART 492	Portfolio

Art majors must also take eight (8) electives, chosen with faculty advisement, from the list below. Three of these electives must be related closely to a specific area of interest (concentration).

SART 140*	Introduction to African-American Art
CART 215	Typography and Layout
SART 221*	Painting II
SART 231*	Sculpture II
CART 275	Photography
SART 312*	African Art
SART 313*	History of Modern Art
CART 315	Illustration
CART 317	Printmaking II
CART 320	Typography and Layout II
CART 321	Graphic Design
CART 351	Basic Rendering Techniques
CART 375	Photography II
CART 379	Computer Graphics
CART 413	African Fabric Design
CART 416	Illustration II
CART 422	Graphic Design II
CART 444	Seminar in Twentieth-Century Art
CART 464	Desktop Publishing
CART 488	Internship



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In addition to the University General Education requirements, students pursuing the degree Bachelor of Arts in Fashion Design/Merchandising must take specific courses listed below.

**Bachelor of Arts in Fashion Design/ Merchandising with a Concentration in Design (123 hours)**

All design concentration students must complete the eleven department common core courses for the B.A. degree in Fashion Design/Merchandising.

CART 101	Art Foundations I
CART 102	Art Foundations II
CFAS 210	Principles of the Fashion Industry
CFAS 220	History of Costume
CART 277	Computer Imaging Basics
CFAS 230	Textiles
CFAS 250	Visual Merchandising
CFAS 314	Promotional Planning Strategies
CFAS 440	Retail Management
CFAS 420	Fashion Show Production
CFAS 480	Internship

**Bachelor of Arts in Fashion Design/Merchandising with a Concentration in Merchandising (123 hours)**

All merchandising concentration students must complete the eleven department common core courses for the B.A. degree in Fashion Merchandising.

CART 101	Art Foundations I
CART 102	Art Foundations II
CFAS 210	Principles of the Fashion Industry
CFAS 220	History of Costume
CART 227	Computer Imaging Basics
CFAS 230	Textiles
CFAS 250	Visual Merchandising
CFAS 314	Promotional Planning Strategies
CFAS 440	Retail Management
CFAS 420	Fashion Show Production
CFAS 480	Internship

**Minor in Art**

The minor in Art requires:

CART 101	Art Foundation I
CART 150	Art Appreciation
CART 201	Drawing
CART 381	Three-Dimensional Design
Electives:	Three art courses of the student's choice

\*Offered at Spelman College

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## **SAMPLE PLANS OF STUDY**

The following outlines illustrate ways in which courses may be arranged for degrees in art, the advertising concentration, fashion design and fashion merchandising.

### **BACHELOR OF ARTS IN ART (122 HOURS)**

#### **FIRST YEAR**

##### **First Semester: 16 hours**

CART 101	Art Foundation I (3)
CBIO 101	Biological Science (3)
CENG 105	College Composition I (3)
CMAT 103	Algebra I (3)
CGED 100	First-Year Seminar I (1)
	Social Science Requirement (3)

##### **Second Semester: 16 hours**

CART 102	Art Foundation II (3)
CPHY 102	Physical Science (3)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
CCIS 100	Information Technology and Computer Application (3)
CGED 101	First-Year Seminar II (1)

#### **SOPHOMORE YEAR**

##### **First Semester: 15 hours**

CART 201	Drawing I (3)
CART 217	Printmaking (3)
CENG 201/2	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)
CSTA 101	Fundamentals of Speech (3)

##### **Second Semester: 17 hours**

CART 202	Drawing II (3)
CART 215	Typography and Layout (3)
SART 121*	Painting I (Spelman) (4)
CHIS 202	U.S., Africa and the World II (3)
CPHI/CREL	Philosophy/Religion Requirement (3)
CPED 101/2	Physical Education Requirement (1)

\* Offered at Spelman College

#### **JUNIOR YEAR**

##### **First Semester: 17 hours**

CART 321	Graphic Design I (3)
CART 315	Illustration (3)
SART 211*	Life Drawing I (Spelman) (4)
SART 141*	World Art History I (Spelman) (4)
	Humanities Requirement (3)

##### **Second Semester: 17 hours**

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SART 131*	Sculpture (Spelman) (4)
SART 142*	World Art History II (Spelman) (4)
CART 379	Computer Graphics (3)
CART 275	Photography (3)
CPSY 211	General Psychology (3)

## **SENIOR YEAR**

### **First Semester: 12 hours**

CART 464	Desktop Publishing (3)
CFL_ 201	Foreign Language Requirement I (3)
	Art Elective (3)
	Elective (3)

### **Second Semester: 12 hours**

CART 492	Portfolio (3)
CFL_ 202	Foreign Language Requirement II (3)
	Art Elective (3)
	Art Elective (3)

### **Advertising Design Concentration**

The advertising design concentration student completes the program of study by taking existing classes from the Art department, Mass Media Arts, and the School of Business. The following is a sample program of study for the four-year degree.

## **FRESHMAN YEAR**

CART 101	Art Foundation I (3)
CART 102	Art Foundation II (3)
CBIO 101	Biological Science (3)
CPHY 102	Physical Science (3)
CENG 105	College Composition (3)
CENG 106	College Composition II (3)
CMAT 103	Algebra I (3)
CMAT 104	Algebra II (3)
CGED 100	First-Year Seminar I (1)
CGED 101	First-Year Seminar II (1)
CSOC	Social Science Requirement (3)
CCIS 100	Information Technology and Computer Application (3)

## **SOPHOMORE YEAR**

CART 201	Drawing I (3)
CART 202	Drawing II (3)
CART 217	Printmaking I (3)
CART 215	Topography and Layout (3)
CART 277	Computer Imaging Basics (3)
CENG 201/202	World Literature (3)
SART 121*	Painting (Spelman) (4)
CHIS 201	U.S., Africa and the World (3)
CHIS 202	U.S., Africa and the World (3)

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CSTA 101	Fundamentals of Speech (3)
CPHI/REL	Philosophy/Religion Requirement (3)
CPED 101/2	Physical Education Requirement (1)

### **JUNIOR YEAR**

CART 321	Graphic Design I (3)
SART 131*	Sculpture (Spelman) (4)
CART 379	Computer Graphics (3)
CART 142	World Art History II (Spelman) (4)
SART 211*	Life Drawing (Spelman) (4)
CART 275	Photography I (3)
SART 141*	World Art History (Spelman) (4)
CART	Elective (3)
CHUM	Humanities Requirement (3)
CPSY 211	General Psychology (3)

### **SENIOR YEAR**

CART 464	Desktop Publishing (3)
CART 492	Portfolio (3)
CFL_ 201	Foreign Language Requirement I (3)
CFL_ 202	Foreign Language Requirement II (3)
	CART Elective (3) CART Elective (3)
CART	Elective (3) CART Elective (3)
CART	Elective (3) Elective (3)

### **Existing Courses for Concentration in Advertising Design**

CART 215	Typography & Layout I
CART 275	Photography I
CART 321	Graphic Design I
CART 379	Computer Graphics
CART 464	Desktop Publishing
CART 480	Internship
CBUS 335	Principles of Marketing
CBUS 336	Consumer Behavior
CBUS 431	Principles of Advertising
CBUS 480	Entrepreneurship and Enterprise
CMMA 201	Survey of Media and Society
CMMA 301	News Editing I (copywriting)
CMMA 338	Media Advertising and Sales

## **BACHELOR OF ARTS IN FASHION MERCHANDISING WITH A CONCENTRATION IN DESIGN (123)**

### **FRESHMAN YEAR**

#### **First Semester: 16 hours**

CART 101	Art Foundation I (3)
CBIO 101	Biological Science (3)
CENG 105	College Composition I (3)
CMAT103	Algebra I (3)

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CGED 100                      First-Year Seminar I (1)  
   Social Science Requirement (3)

**Second Semester: 16 hours**

CART 102                      Art Foundation II (3)  
CPHY 102                      Physical Science (3)  
CENG 106                      College Composition II (3)  
CMAT 104                      Algebra II (3)  
CCIS 100                      Information Technology and Computer Application (3)  
CGED 101                      First-Year Seminar II (1)

**SOPHOMORE YEAR**

**First Semester: 18 hours**

CART 201                      Drawing (3)  
CFAS 210                      Principles of Fashion Industry (3)  
CFAS 220                      History of Costume (3)  
CFAS 250                      Visual Merchandising (3)  
CENG 201                      World Literature I (3)  
CSTA 101                      Fundamentals of Speech (3)

**Second Semester: 16 hours**

CFAS 230-F                      Textiles (3)  
CFAS 240                      Apparel Construction I (3)  
CPSY 211                      General Psychology (3)  
CPHI/CREL                      Philosophy/Religion Requirement (3)  
CHUM                      Humanities Requirement (3)  
CPED 101/2                      Physical Education Requirement (1)

**JUNIOR YEAR**

**First Semester: 15 hours**

CFAS-F 310                      Flat Pattern (3)  
CFAS 440                      Retail Management (3)  
CART 277                      Computer Imaging Basics (3)  
CFAS 237                      Fashion Illustration (3)  
CHIS-201                      U.S., Africa and the World I (3)  
CFL\_ 201                      Foreign Language Requirement I (3)

**Second Semester: 15 hours**

CFAS 237                      Fashion Illustration (3)  
CFAS 314                      Promotional Planning Strategies (3)  
CFAS-F 320                      Draping (3)  
CHIS 202                      U.S., Africa and the World II (3)  
CFL\_ 202                      Foreign Language Requirement (3)

**SENIOR YEAR**

**First Semester: 15 hours**

CFAS-F 480                      Internship (3)  
CFAS-F 410                      Fashion Design Senior Collection (3)  
CFAS-F 340                      Apparel Construction II (3)

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CFAS-F 360 Fashion Apparel Cad (3)  
Elective (3)

**Second Semester: 15 hours**

CFAS-F 350 Fashion Accessories (3)  
CFAS-F 450 Fashion Design Portfolio (3)  
CFAS-F 420 Fashion Show Production (3)  
Elective (3)  
Elective (3)

**The fashion design concentration student completes the program of study by taking existing courses from the Art Department and the School of Business Administration. Suggested electives include the following courses:**

CART 202 Drawing II  
CART 275 Photography  
CART 379 Computer Graphics  
CBUS 372 Personnel Management  
CBUS 336 Consumer Behavior  
CBUS 431 Principles of Advertising  
CBUS 480 Entrepreneurship and Enterprise

**BACHELOR OF ARTS IN FASHION MERCHANDISING WITH A CONCENTRATION IN MERCHANDISING (123)**

**FRESHMAN YEAR**

**First Semester: 16 hours**

CART 101 Art Foundation I (3)  
CBIO 101 Biological Science (3)  
CENG 105 College Composition I (3)  
CMAT103 Algebra I (3)  
CGED 100 First-Year Seminar I (1)  
Social Science Requirement (3)

**Second Semester: 16 hours**

CART 102 Art Foundation II (3)  
CPHY 102 Physical Science (3)  
CENG 106 College Composition II (3)  
CMAT 104 Algebra II (3)  
CCIS 100 Information Technology and Computer Application (3)  
CGED 101 First-Year Seminar II (1)

**SOPHOMORE YEAR**

**First Semester: 15 hours**

CFAS 201 Creative Fashion Presentation (3)  
CFAS 210 Principles of Fashion Industry (3)  
CFAS 220 History of Costume (3)  
CENG 201 World Literature I (3)  
CSTA 101 Fundamentals of Speech (3)

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**Second Semester: 16 hours**

CFAS 230-F	Textiles (3)
CPSY 211	General Psychology (3)
CPHI/CREL	Philosophy/Religion Requirement (3)
CHUM	Humanities Requirement (3)
CPED 101/2	Physical Education Requirement (1) Elective (3)

**JUNIOR YEAR****First Semester: 15 hours**

CFAS-F 325	Wardrobe Styling and Consulting (3)
CFAS 440	Retail Management (3)
CFAS-F 250	Visual Merchandising (3)
CHIS-201	U.S., Africa and the World I (3) Foreign Language Requirement I (3)

**Second Semester: 15 hours**

CFAS 314	Promotional Planning Strategies (3)
CFAS-430	Trend Forecasting (3)
CHIS 202	U.S., Africa and the World II (3) Foreign Language Requirement (3) Elective (3)

**SENIOR YEAR****First Semester: 15 hours**

CFAS-F 480	Internship (3)
CFAS-F 401	Retail Mathematics (3)
CFAS-F 425	Case Studies in Fashion Marketing (3) Elective (3) Elective (3)

**Second Semester: 15 hours**

CFAS-F 420	Fashion Show Production (3)
CFAS-F 402	Fashion Buying and Merchandising (3)
CFAS-F 490	Fashion Merchandising Senior Seminar (3) Elective (3) Elective (3)

**The fashion merchandising concentration student completes the program of study by taking existing courses from the Art Department and the School of Business Administration. Suggested electives include the following courses:**

CART 215	Typography and Layout
CART 275	Photography
CART 379	Computer Graphics
CBUS 206	Management Information Systems
CBUS 207	Principles of Accounting I (Prerequisite Math 105)
CBUS 251	Principles of Economics-Macroeconomics (Prerequisite Math 105)
CBUS 252	Principles of Economics-Microeconomics (Prerequisite Math 105)
CBUS 330	Legal, Social, & Ethical Aspects of Business I

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CBUS 335	Principles of Marketing
CBUS 340	Principles of Management
CBUS 304	Business and Professional Speech
CBUS 325	Business Communications
CBUS 336	Consumer Behavior (CFAS 314 Prerequisite)
CBUS 372	Personnel Management
CBUS 431	Principles of Advertising
CBUS 480	Entrepreneurship and Enterprise
CENG 412	Creative Writing

## **Division of Humanities**

### **DEPARTMENT OF ENGLISH**

**Haven-Warren Hall, Room 100**

**Telephone: 404-880-8169**

### **PROGRAM OVERVIEW**

The mission of the Department of English is to prepare students to demonstrate mastery of the English language and to interpret and appreciate the human condition through the study of literature (poetry, fiction, drama and the essay). The department's mission supports the mission of the University in that it seeks to prepare students to become "productive and creative students who excel in their chosen careers and who become responsible citizens in their communities and the world." Thus, the department expects its students, specifically majors, to engage in research that will contribute to the body of knowledge about the use of the English language and the critical interpretation of literary texts. With in-depth scholarship and information, impeccable research strategies and competent language-related skills, English majors are expected to strive for and achieve excellence and to devote their lives to enhancing humanity. In addition to its service role of providing college-level composition and world literature instruction to all Clark Atlanta University students, the Department of English offers courses leading to a Bachelor of Arts degree in English.

### **DEGREE REQUIREMENTS**

In addition to satisfying the University's core curriculum, all English majors must complete the following requirements in order to obtain the Bachelor of Arts degree in English: (1) four semesters of one foreign language; (2) two semesters of world literature, English 201 and 202 for English majors; (3) three semesters of seminar, English 231, 331, and 431; (4) the English Comprehensive Examination; and, (5) a senior thesis. In addition, English majors must take the following courses:

#### **Bachelor of Arts in English Required Courses**

CENG 210	Literary Forms
CENG 311	Advanced Grammar and Composition
CENG 313	Survey of Major British Writers I
CENG 314	Survey of Major British Writers II
CENG 315	Survey of Major United States Writers I
CENG 316	Survey of Major United States Writers II
CENG 409	Shakespeare
CENG 418	History of the English Language
CENG 459	African-American Literature I
CENG 460	African-American Literature II



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**Electives: Five courses total from the two groups listed below: Group I (three courses)**

CENG 320	Renaissance Literature
CENG 321	The Romantic Period
CENG 322	The Victorian Period
CENG 417	Methods of Teaching English in the Secondary Schools
CENG 419	Linguistics
CENG 461	Modern Literature
CENG 463	Medieval English Literature
CENG 466	Restoration and Eighteenth-Century Literature

**Group II (two courses)**

CENG 318	Colloquium
CENG 350	Technical Writing
CENG 357	Folk Literature
CENG 358	Southern Fiction
CENG 397	Independent Study and Research
CENG 412	Creative Writing
CENG 413	Autobiography and Biography
CENG 467	Major Author
CENG 468	Internship

**Requirements for minor in English (21 credit hours)**

CENG 210	Literary Forms
CENG 313 or CENG 314	Major British Writers I or II
CENG 315 or CENG 316	Major United States Writers I or II
CENG 418	History of the English Language
CENG 460	African-American Literature
CENG 311	Advanced Grammar and Composition One (1) English Elective

**BACHELOR OF ARTS IN ENGLISH (124 HOURS)**

**FRESHMAN YEAR**

**First Semester: 16 Hours**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar (1)
CCIS 101	Information Technology and Computer Applications (3)
CENG 105	College Composition I (3)
CMAT 103	Algebra I (3), or
CMAT 105	Pre-Calculus I (3)
CHIS 201	U.S., Africa and the World I (3)

**Second Semester: 17 Hours**

CPHY 102	Physical Science (4), or
CPHY 104	Introduction to Earth Science (4)
CGED 101	First-Year Seminar II (1)
CENG 106	College Composition II (3)

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CMAT 104	Algebra II (3), or
CMAT 106	Pre-Calculus II (3)
CHIS 202	U.S., Africa and the World II (3)
CSTA 101	Fundamentals of Speech (3)

## **SOPHOMORE YEAR**

### **First Semester: 15 Hours**

CENG 201	Introduction to World Literature I for English Majors (3)
CENG 210	Literary Forms (3)
CENG 231	Sophomore Seminar (2)
CENG 313	Survey of Major British Writers I (3)
CPED101/2	Physical Education Requirement (1)
CFL_ 201	Foreign Language Requirement (3)

### **Second Semester: 15 Hours**

CENG 202	Introduction to World Literature II for English Majors (3)
CENG 314	Survey of Major British Writers II (3)
CPHI /REL	Philosophy/Religion Requirement—Critical Thinking (3)
CFL_ 202	Foreign Language Requirement (3)
	Social Science Requirement (3)

## **JUNIOR YEAR**

### **First Semester: 15 Hours**

CENG 311	Advanced Grammar and Composition (3)
CENG 315	Survey of Major United States Writers I (3)
CENG 409	Shakespeare (3)
CPSY 211	General Psychology (3)
	Foreign Language Requirement (300 level or above) (3)

### **Second Semester: 17 Hours**

CENG 316	Survey of Major United States Writers II (3)
CENG 331	Junior Seminar (2)
CENG 418	History of the English Language (3)
CHUM	Humanities Requirement (3)
	English Elective (3)
	Foreign Language Requirement (300 level or above)(3)

## **SENIOR YEAR**

### **First Semester: 17 Hours**

CENG 431	Senior Seminar (2)
	English Elective (3)
	English Elective (3)
	General Elective (3)
	General Elective (3)
CENG 459	African-American Literature I (3)

### **Second Semester: 12 Hours**

CENG 460	African-American Literature II (3)
	English Elective (3)

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General Elective (3)  
General Elective (3)

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**Division of Humanities**  
**DEPARTMENT OF FOREIGN LANGUAGES**  
**Sage-Bacote Hall, Room 325**  
**Telephone: 404-880-8546**

### **PROGRAM OVERVIEW**

The Department of Foreign Languages provides an international dimension to the curriculum and sees its mission as follows: 1) to expose all students, freshman through doctoral candidates, to the values and products of other cultures; 2) to instill in them habits of intellectual discipline so necessary in the acquisition of foreign languages; 3) to help them gain a functional and useful proficiency in the language; 4) to provide the students with curricular content and innovations that connect them to the larger world; and 5) to help them develop a sense of global consciousness needed to assume key leadership roles in an increasingly diverse world.

The Department offers the bachelor of arts degree in French and/or Spanish in preparation for various careers in teaching, business, foreign service, consulting, publishing, law enforcement, legal and medical fields, interpreting and translating, just to mention a few examples. With the approval of the department, students may also arrange interdisciplinary majors. Through the Office of International Education, students may travel and study in a country where their major language is spoken. Both semester and yearlong programs are especially recommended for students during their junior year in college. The Department also offers minor concentrations in French and Spanish to students who wish to accelerate (eighteen hours) their understanding of a particular area of foreign language study.

The Department offerings also meet the needs of students who are trying to satisfy the University language requirements and will assist students in enrolling in one of the four levels (101, 102, 201 or 202) according to their level of proficiency, as determined by placement tests, administered by the CAU Undergraduate Testing Center. Students enrolled in the first-year language course sequence (101-102) receive no credit toward completion of the general core requirement; however, these courses may be counted as electives for graduation. Students who enter with superior preparation as evidenced by scores on the placement examination may begin their major language requirements in the freshman year.

### **DEGREE REQUIREMENTS: FRENCH**

In addition to the University General Education requirements, students take specific courses for each degree, as listed below:

#### **Bachelor of Arts in French**

CFLF 307 or 308	Business French
CFLF 311, 312	Survey of French Literature
CFLF 331	French Pronunciation and Phonetics
CFLF 332	French Conversation
CFLF 341, 342	Advanced French Grammar and Composition
CFLF 419	French Linguistics
CFLF 431	Civilization of Francophone Africa
CFLF 434	Afro-French Novel
CFLF 447, 448	French Civilization
CFLF 451	Composition and Translation
CFLF 480	Senior Conference
CFLF	French (Electives)

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## **FRENCH MINOR**

The minor in French consists of eighteen (18) hours. The following courses are required: CFLF 201: Intermediate French and CFLF 202: Intermediate French. Students must also complete four three-credit courses taken from the following French language offerings at the 300 and 400 levels, with the Department's advisement.

CFLF 307 or 308	Business French
CFLF 332	French Conversation
CFLF 341 or 342	Advanced French Grammar and Composition
CFLF 355 or 356	Intensive Reading
CFLF 431	Civilization of Francophone Africa
CFLF 434	Afro-French Novel
CFLF 447 or 448	French Civilization
CFLF 451	Composition and Translation

## **DEGREE REQUIREMENTS: SPANISH**

In addition to the University General Education requirements, students take specific courses for the degree as listed below.

### **Bachelor of Arts in Spanish**

CFLS 303	Pronunciation and Phonetics
CFLS 304	Spanish Conversation
CFLS 307 or 308	Business Spanish
CFLS 325, 326	Survey of Peninsular Literature
CFLS 327, 328	Survey of Latin American Literature
CFLS 391, 392	Advanced Spanish Grammar and Composition
CFLS 415	Survey of Peninsular Civilization
CFLS 416	Survey of Latin American Civilization
CFLS 419	Spanish Linguistics
CFLS 447 or 448	Afro-Hispanic Literature
CFLS 480	Senior Conference in Spanish
CFLS	Spanish (Electives)

## **SPANISH MINOR**

The minor in Spanish consists of eighteen (18) hours. The following courses are required: CFLS 201: Intermediate Spanish and CFLS 202: Intermediate Spanish. Students must also complete four three-credit courses taken from the following Spanish language offerings at the 300 and 400 levels, with the Department's advisement.

CFLS 304	Spanish Conversation
CFLS 307 or 308	Business Spanish
CFLS 335 or 336	Intensive Readings
CFLS 351 or 352	Composition and Translation
CFLS 391 or 392	Advanced Spanish Grammar and Composition
CFLS 415	Survey of Peninsular Civilization
CFLS 416	Survey of Latin American Civilization

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## **SAMPLE PLANS OF STUDY**

The following outlines illustrate ways in which courses may be arranged for degrees in modern foreign languages. These are suggested study plans, not mandatory ones.

### **BACHELOR OF ARTS IN FRENCH (126 HOURS)**

#### **FRESHMAN YEAR**

##### **First Semester: 17 hours**

CFLF 201	Intermediate French I (3)
CENG 105	College Composition I (3)
CSOC 105	Culture and Society (3)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CGED 100	First-Year Seminar I (1)
CPED 101	Physical Education Requirement (1)

##### **Second Semester: 16 hours**

CFLF 202	Intermediate French II (3)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
CCIS 100	Information Technology and Computer Applications (3)
CPSY 211	General Psychology (3)
CGED 101	First-Year Seminar II (1)

#### **SOPHOMORE YEAR**

##### **First Semester: 18 hours**

CFLF 331	French Pronunciation and Phonetics (3)
CFLF 341	Advanced French Grammar and Composition (3)
CENG201 or 202	World Literature (3)
CHIS 201	U.S., Africa and the World I (3)
CBIO 101	Biological Science (3)
CART 150	Art Appreciation (3)

##### **Second Semester: 15 hours**

CFLF 332	French Conversation (3)
CFLF 342	Advanced French Grammar and Composition (3)
CHIS 202	U.S., Africa and the World II (3)
CPHY 102	Physical Science (3)
CFLF 307 or 308	Business French (3)

#### **JUNIOR YEAR**

##### **First Semester: 15 hours**

CFLF 311	Survey of French Literature (3)
CFLF 447	French Civilization (3)
CPHI 105	Critical Thinking (3)
CFLF	French Elective (3)
	Second Foreign Language Elective (3)

##### **Second Semester: 15 hours**

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CFLF 312	Survey of French Literature (3)
CFLF 448	French Civilization (3)
CFLF 451	Composition and Translation (3)
	French Elective (3)
	Second Foreign Language Elective (3)

**SUMMER:** Foreign Internship and/or study

### **SENIOR YEAR**

#### **First Semester: 15 hours**

CFLF 419	French Linguistics (3)
CFLF 431	Civilization of Francophone Africa (3)
CFLF 480	Senior Conference in French (3)
CFLF	French Elective (3)
	Free Elective (3)

#### **Second Semester: 15 hours**

CFLF 434	Afro-French Novel (3)
CFLF	French Elective (3)
	French Elective (3)
	French Elective (3)
	Free Elective (3)

### **BACHELOR OF ARTS IN SPANISH (126 HOURS)**

#### **FRESHMAN YEAR**

##### **First Semester: 17 hours**

CFLS 201	Intermediate Spanish I (3)
CENG 105	College Composition I (3)
CSOC 105	Culture and Society (3)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CGED 100	First-Year Seminar I (1)
CPED 101	Physical Education (1)

##### **Second Semester: 16 hours**

CFLS 202	Intermediate Spanish II (3)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
CCIS 100	Information Technology and Computer Applications (3)
CPSY 211	General Psychology (3)
CGED 101	First-Year Seminar II (1)

#### **SOPHOMORE YEAR**

##### **First Semester: 18 hours**

CFLS 303	Spanish Pronunciation and Phonetics (3)
CFLS 391	Advanced Grammar and Composition (3)
CENG201 or 202	World Literature (3)
CHIS 201	U.S., Africa and the World I (3)
CBIO 101	Biological Science (3)

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CART 150                      Art Appreciation (3)

**Second Semester: 15 hours**

CFLS 304                      Spanish Conversation (3)  
CFLS 392                      Advanced Grammar and Composition (3)  
CHIS 202                      U.S., Africa and the World II (3)  
CPHY 102                      Physical Science (3)  
CFLS 307 or 308              Business Spanish (3)

**JUNIOR YEAR**

**First Semester: 15 hours**

CFLS 325                      Survey of Peninsular Literature (3)  
CFLS 327                      Survey of Latin American Literature (3)  
CPHI 105                      Critical Thinking (3)  
CFLS                              Spanish Elective (3)  
                                        Second Foreign Language Elective (3)

**Second Semester: 15 hours**

CFLS 326                      Survey of Peninsular Literature (3)  
CFLS 328                      Survey of Latin American Literature (3)  
CFLS 351                      Composition and Translation (3)  
CFLS                              Spanish Elective (3)  
                                        Second Foreign Language Elective (3)

**SUMMER: Foreign Internship and or travel**

**SENIOR YEAR**

**First Semester: 15 hours**

CFLS 415                      Survey of Peninsular Civilization (3)  
CFLS 419                      Spanish Linguistics (3)  
CFLS 447                      Afro-Hispanic Literature (3)  
CFLS 480                      Senior Conference in Spanish (3)  
                                        Free Elective (3)

**Second Semester: 15 hours**

CFLS 416                      Survey of Latin American Civilization (3)  
CFLS                              Spanish Elective (3)  
CFLS                              Spanish Elective (3)  
CFLS                              Spanish Elective (3)  
                                        Free Elective (3)



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**Division of Humanities**  
**DEPARTMENT OF HISTORY**  
**McPheeters-Dennis Hall, Room 26**  
**Telephone: 404-880-8239**

### **PROGRAM OVERVIEW**

The Department of History serves as a center for historical study by fostering an environment to examine the significance of past events on the human experience. The Department provides undergraduate and graduate training in history, general education, and honors courses. The Department collaborates with other departments and schools within the University. It is a key component of the African-American and Africana Women's Studies Programs and cooperates with other disciplines in the humanities and social sciences. To train historians and to enhance the historical knowledge of students in other disciplines, the Department teaches students to think critically, to make sound judgment, and to develop strong oral and written communication skills. The Department also sponsors a chapter of Phi Alpha Theta, the international history honor society.

History is a key component of liberal arts education and provides a solid foundation for professional opportunities in diverse fields. The Department offers the bachelor of arts degree in history, preparing its majors and minors for careers in law, archives management, education, government and business and industry. Curriculum emphasis focuses on understanding global issues, and appreciating the diversity of cultures and our shared humanity. Classroom instruction is complemented by internships, study abroad opportunities and research projects that utilize the University's rich African-American archives and special collections.

### **DEGREE REQUIREMENTS**

In addition to the University General Education requirements, students take specific courses for the degree as listed below:

CHIS 211	United States History to 1877
CHIS 212	United States History Since 1877
CHIS 319	African-American History to 1865
CHIS 320	African-American History Since 1865
CHIS 350	African History to 1800
CHIS 351	African History Since 1800
CHIS 403	Historical Methods
CHIS 404	Early Modern Europe
CHIS 405	Modern Europe Since 1815
CHIS 490	Senior Seminar
	History elective (One upper-division course)
	American History elective
	Non-Western History elective
	Two History electives (One of these must be Applied Research)
	Foreign language (Two semesters at the Intermediate level)
	Two upper-division courses from the Social Sciences

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## **BACHELOR OF ARTS IN HISTORY (123 HOURS)**

### **SAMPLE PLAN OF STUDY**

The following outline illustrates how courses may be arranged for the degree in history. This is a suggested study plan, not a mandatory one.

#### **FRESHMAN YEAR**

##### **First Semester: 17 hours**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CENG 105	College Composition I (3)
CMAT 103	Algebra I (3)
CHIS 201	U.S., Africa and the World I (3)
CPED 101/102	Physical Education Requirement (1)
CSTA101	Fundamentals of Speech (3)

##### **Second Semester: 16 hours**

CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology & Computer Application (3)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
CHIS 202	U.S., Africa and the World II (3)

#### **SOPHOMORE YEAR**

##### **First Semester: 15 hours**

CENG 201/202	World Literature I or II (3)
CHIS 211	History of the United States to 1865 (3)
CHIS 350	African History to 1800 (3)
CPHI/REL	Philosophy/Religion Requirement (3)
CFL_ 201	Foreign Language Requirement (3)

##### **Second Semester: 15 hours**

CHIS 212	History of the United States Since 1865 (3)
CHIS 351	African History Since 1800 (3)
	Psychology Requirement (3)
CFL_ 202	Foreign Language Requirement (3)
	Social Science Requirement (3)

#### **JUNIOR YEAR**

##### **First Semester: 15 hours**

CHIS 319	African-American History to 1877 (3)
CHIS 403	Historical Methods (3)
CHIS 404	Early Modern Europe: 1500-1815 (3)
	Humanities Requirement (3)
	Foreign Language Requirement or Elective (3)

##### **Second Semester: 15 hours**

CHIS 320	African-American History Since 1877 (3)
CHIS 405	Modern Europe Since 1815 (3)

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CPSC 219                      American Government and Politics (3)  
   History elective (upper-division course) (3)  
   Elective (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

American History elective (3)  
History elective (Applied Research) (3)  
History Elective (3)

One upper-division course from Social Sciences (3)  
Elective (3)

### **Second Semester: 15 hours**

CHIS 490                      Senior Seminar (3)  
   Non-Western History elective (3)  
   One upper-division course from Social Sciences (3)  
   Elective (3)  
   Elective (3)

## **Division of Humanities**

### **DEPARTMENT OF MUSIC**

**Park Street Music and Art Complex**

**Telephone: 404-880-8211**

## **PROGRAM OVERVIEW**

The program of study offered by the Department of Music at Clark Atlanta University is designed to prepare the student of music both for various careers in music and for post-baccalaureate study. Embracing concentrations in the areas of voice studies, piano studies, jazz studies, commercial composition, church music, and music history, the music program is designed to prepare well-rounded professionals in each of these areas through a course of study in which the theoretical and the scholarly are balanced with the practical. Students of music pursue a course of study that includes a judicious mixture of music theory, music history, individual music performance, and performance in ensembles, while emphasizing practical applications and exposure to the technology and/or methodology relevant to the various concentrations. For musically talented students pursuing other disciplines, the department also offers a minor in each concentration.

## **ADMISSION REQUIREMENTS**

A successful audition is a prerequisite for acceptance as a music major/minor. The audition is also necessary for music scholarship consideration. Upon entering the music program, students must take a diagnostic examination in music theory to determine whether they should begin with Fundamentals of Music (CMUS 101) or Music Theory I (CMUS 201).

Participation in the University Choir, University Bands, AUC Orchestra and Jazz Orchestra is available to all University students. Membership in these ensembles, however, is selected by audition.

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## DEGREE REQUIREMENTS

In addition to the University General Education requirements, students pursuing the Bachelor of Arts in Music must take specific courses listed below (**72 hours**)

### BACHELOR OF ARTS IN MUSIC

#### Theory Credits (18)

CMUS 105	3	Sight Singing and Ear Training
CMUS 106	3	Sight Singing and Ear Training
CMUS 201	3	Music Theory I
CMUS 202	3	Music Theory I
CMUS 301	3	Music Theory II
CMUS 302	3	Music Theory II

#### History Credits (6)

CMUS 316	3	Music History and Literature
CMUS 317	3	Music History and Literature

#### \*Special Skills (7 for majors other than piano, 3 for piano majors)

CMUS 117A	1	Piano Class
CMUS 117B	1	Piano Class
CMUS 404	2	Conducting (Choral or Instrumental)
CMUS 218A	1	Music Technology I
CMUS 217A	1	Piano Class
CMUS 217B	1	Piano Class

\*Piano Majors, regardless of concentration, are exempt from the 4-semester Piano Class sequence (MUS 117A/B and MUS 217A/B). Hence, their Special Skills requirement is 3 credit hours.

#### Performance (24) All applied, ensembles and performance seminars, **1 credit**

CMUS 115A – CMUS 415B	0	Music Seminar (8 semesters)
CMUS 114A – CMUS 414B	8	Performance Seminar (8 semesters)
CMUS 107 – CMUS 408R	8	Applied Music (8 semesters)
CMUS 100 – 400 level	8	Ensembles (8 semesters)

\*\* Students will enroll in CMUS 308R and CMUS 408R for concentrations requiring a *Junior Recital* and Senior Recital. Others will enroll in CMUS 308 and CMUS 408 for regular applied instruction.

#### Music Electives (5 to 9)

CMUS History, Theory or Repertoire <i>Options</i> (Piano Studies)	<b>9</b>
CMUS History, Theory or Repertoire <i>Options</i> (All other studies)	<b>5</b>

### THE CONCENTRATIONS (12 plus Junior and Senior Recitals)

The Music Department offers five areas of concentrations in addition to general studies in music history. The following twelve hours are required within the six disciplines beginning in the junior year of study:

#### Voice Studies (12 and 2 recital credits)

CMUS 340	1	Vocal Diction I
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CMUS 342	1	Vocal Diction II
CMUS 440	3	Vocal Pedagogy
<i>CMUS 308R</i>	<i>1</i>	<i>Junior Recital</i>
CMUS 344	2	Opera Workshop I
CMUS 345	2	Opera Workshop II
CMUS 442	3	Vocal Literature
<i>CMUS 408R</i>	<i>1</i>	<i>Senior Recital</i>

**Piano Studies (12 and 2 recital credits)**

<i>CMUS 308R</i>	<i>1</i>	<i>Junior Recital</i>
CMUS 330	3	Piano Repertoire
CMUS 331	3	Piano Music from the African Diaspora
CMUS 430	3	Piano Pedagogy I
CMUS 431	3	Piano Pedagogy II
<i>CMUS 408R</i>	<i>1</i>	<i>Senior Recital</i>

**Recommended Elective(s)**

<i>CMUS 304</i>	<i>3</i>	<i>Form and Analysis</i>
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**Jazz Studies (12 and 2 recital credits)**

<i>CMUS 308R</i>	<i>1</i>	<i>Junior Recital</i>
CMUS 305A	3	Jazz Theory and Improvisation I
CMUS 305B	3	Jazz Theory and Improvisation II
CMUS 318	3	Jazz History
<i>CMUS 408R</i>	<i>1</i>	<i>Senior Recital</i>
CMUS 405	3	Jazz Composition and Arranging

**Recommended Elective**

CMUS 304	3	Form and Analysis
CMUS 325	2	Jazz Organization and Methods

**Commercial Composition (12)**

CMUS 305A	3	Jazz Theory and Improvisation I
CMUS 351	3	Songwriting, Arranging & Recording
CMUS 450	3	Recording Internship
CMUS 451	3	Senior Composition Project

**Recommended Elective(s)**

CMUS 218B	1	Music Technology II
CMUS 304	3	Form and Analysis
CMUS 232	3	Survey of Music Industry
CMUS 327	1	Music Business Seminar
CMUS 402	1	Introduction to Composition
CMUS 403	3	Orchestration

**Church Music (13)**

CMUS 370	2	Introduction to Church Music
CMUS 372	3	Hymnody
CMUS 470	3	Music in the African-American Church
CMUS 472	2	Church Music Methods
CMUS 472C	3	Church Music Methods Internship (corequisite, 472)

**Recommended Elective (s)**

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<i>CMUS 304</i>	3	<i>Form and Analysis</i>
<i>CMUS 320</i>	3	<i>African-American Music</i>
<i>CMUS 323</i>	3	<i>Band Organization and Methods</i>
<i>CMUS 324</i>	3	<i>Choral Organization and Methods</i>
<i>CMUS 403</i>	3	<i>Orchestration</i>

### **General Music: Music History (12)**

CMUS 304	3	Form and Analysis
CMUS 318	3	Jazz History <b>OR</b>
CMUS 320	3	African-American Music
CMUS 300 level	3	Music Repertoire or Literature Class
CMUS 400 level	3	Music Literature or Music Elective

### **Recommended Elective(s)**

CMUS 232	3	Survey of Music Industry
CMUS 327	1	Music Business Seminar
CMUS 403	3	Orchestration

### **THE MUSIC MINOR**

The minor in music is designed primarily for students who have interest and proficiency in music but choose to major in other disciplines. The minor requires the following courses (**22 hours**):

CMUS 100 level A and B of Performance Seminar **or** Ensemble (2) 2 semesters  
 CMUS 105 Elementary Sight Singing and Ear Training (3)  
 CMUS 107 – 208 Applied Music (4) 4 semesters  
 CMUS 115A – 115B Music Seminar (0) 2 semesters  
 CMUS 117A – 117B Piano Class (1) **or** CMUS 107/108 (by approval)  
 CMUS 201 Music Theory I (3)  
 CMUS 316 **or** 317 Music History (3)  
*CMUS 308R Junior Recital (optional on approval of applied instructor)(1)*  
 CMUS Concentration Coursework (6)

**Note:** Music minors are encouraged to take World Music CMUS 119 for the Humanities core requirement.

### **SAMPLE PLANS OF STUDY**

The following plan outlines ways in which courses may be arranged for a degree in Music. This is a suggested, rather than mandatory, plan of study.

### **BACHELOR OF ARTS IN MUSIC (126 HOURS)**

#### **Bachelor of Arts in Music**

#### **FRESHMAN YEAR**

##### **First Semester: 15 Hours**

CGED 100	First-Year Seminar (1)
CENG 105	College Composition (3)
CPED 101	Physical Education (1)
<i>CMUS 100</i>	<i>First-Level Ensemble (1)</i>
CMUS 105	Sight Singing and Ear Training (3)
CMUS 107	Applied Lessons (1)

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CMUS 114A	Performance Seminar (1)
CMUS 115A	Music Seminar (0)
CMUS 117A	Class Piano (1) Not for Piano Concentration
CMUS 201	Theory I (3)

**OR**

*\*First-Year Music Majors whose placement test indicates Music Fundamentals*

**First Semester: 16 Hours**

CGED 100	First-Year Seminar (1)
CCIS 100	Information Technology and Computer Application (3)
CMUS 101	Fundamentals of Music (2)
CMAT 103	Algebra I (3)
CENG 105	College Composition (3)
CPED 101	Physical Education (1)
CMUS 100	<i>First-Level Ensemble (1)</i>
CMUS 107	Applied Lessons (1)
CMUS 114A	Performance Seminar (1)
CMUS 115A	Music Seminar (0)

**Second Semester: 17 Hours**

CGED 101	First-Year Seminar (1)
CMAT 103	Algebra I (3)
CENG 106	College Composition (3)
CMUS 100	<i>First-Level Ensemble (1)</i>
CMUS 106	Sight Singing and Ear Training (3)
CMUS 108	Applied Lessons (1)
CMUS 114B	Performance Seminar (1)
CMUS 115B	Music Seminar (0)
CMUS 117B	Class Piano (1) Not for Piano Concentration
CMUS 202	Theory I (3)

**OR**

*\*First-Year Music Majors whose placement test indicates Music Fundamentals*

**Second Semester: 16 Hours**

CGED 101	First-Year Seminar (1)
CCIS 101	Fundamentals of Speech (3)
CMAT 104	Algebra II (3)
CMUS 105	Culture and Society (3)
CENG 106	College Composition (3)
CMUS 100	<i>First-Level Ensemble (1)</i>
CMUS 108	Applied Lessons (1)
CMUS 114B	Performance Seminar (1)
CMUS 115B	Music Seminar (0)

**SOPHOMORE YEAR**

**First Semester 16 Hours**

CCIS 100	Information Technology and Computer Applications (3)
CBIO 101	Biological Science (3)
CMAT 104	Algebra II (3)
CMUS 200	<i>Second-Level Ensemble (1)</i>

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CMUS 207	Applied Lessons (1)
CMUS 214A	Performance Seminar (1)
CMUS 215A	Music Seminar (0)
CMUS 217A	Class Piano (1) Not for Piano Concentration
CMUS 301	Theory I (3)

### **Second Semester 17 Hours**

CPHY 102	Physical Science (3)
CSOC 105	Culture and Society (3)
CART 119	Art Appreciation (3) or CMUS 119 World Music
<i>CMUS 200</i>	<i>Second-Level Ensemble (1)</i>
CMUS 208	Applied Lessons (1)
CMUS 214A	Performance Seminar (1)
CMUS 215B	Music Seminar (0)
CMUS 217B	Class Piano (1) Not for Piano Concentration
CMUS 218A	Music Technology I (1)
CMUS 302	Theory II (3)

## **JUNIOR YEAR**

### **First Semester: 17 Hours**

CFL 201	Foreign Language I (3)
CHIS 201	The United States, Africa and the World I (3)
CMUS 300	Third-Level Ensemble (1)
CMUS 300	First Concentration Course (3)
CMUS 307	Applied Lessons (1)
CMUS 314A	Performance Seminar (1)
CMUS 315A	Music Seminar (0)
CMUS 316	Music History I (3)
CMUS 404	Conducting (2)

### **Second Semester: 17 Hours**

CFL 202	Foreign Language II (3)
CHIS 202	The United States, Africa and the World II (3)
<i>CMUS 300</i>	<i>Third-Level Ensemble (1)</i>
<i>CMUS 300</i>	<i>Second Concentration Course (3)</i>
CMUS 308	Applied Lesson or Junior Recital (1)
CMUS 314B	Performance Seminar (1)
CMUS 315B	Music Seminar (0)
CMUS 317	Music History I (3)
CGED 200	Elective (1) or CMUS Elective

## **SENIOR YEAR**

### **First Semester: 15 Hours**

CSTA 101	Fundamentals of Speech (3)
CPHIL 105	Critical Thinking (3)
CENG 201	World Literature (3)
CMUS 400	Fourth-Level Ensemble (1)
CMUS 400	Third Concentration Course (3)
CMUS 407	Applied Lessons (1)



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CMUS 414A	Performance Seminar (1)
CMUS 415A	Music Seminar (0)
<i>CMUS</i>	<i>300 Optional Music Elective (3)</i>

**Second Semester: 13 Hours**

CPSY 211	General Psychology (3)
CMUS 400	Fourth-Level Ensemble (1)
CMUS 400	Fourth Concentration Course (3)
CMUS 408	Applied Lesson or Senior Recital (1)
CMUS 414B	Performance Seminar (1)
CMUS 415B	Music Seminar (0)
CMUS	300 Music Elective (3)
CMUS 300	Music Elective (1)

**TOTAL CREDITS FOR BACHELOR OF ARTS IN MUSIC / CONCENTRATION: 126  
CREDIT HOURS**

**Division of Humanities**

**DEPARTMENT OF RELIGION AND PHILOSOPHY**

**McPheeters-Dennis Hall, Room 36**

**Telephone: 404-880-8262**

**PROGRAM OVERVIEW**

The Department of Religion and Philosophy seeks to acquaint students with a variety of religious traditions and philosophical perspectives by offering courses emphasizing critical, comparative, ethical, historical, and interdisciplinary inquiries. The focus is primarily on the Judeo-Christian tradition, particularly the African-American aspect. Majors are offered in religion, philosophy, religion and philosophy, and interdepartmental studies. The first two areas are suggested for students intending to pursue graduate study in religion or philosophy. The third is for students interested in preseminary studies for traditional church ministries, while the fourth offers preparation for church-related careers. Students may also design interdisciplinary majors in fields such as religion and communications, religion and music, and religion and business administration. Interdepartmental majors in other areas may also be arranged.

The department also offers an Accelerated Interdisciplinary Degree Program (AIDP), which is a five-year program designed for academically advanced and highly motivated students to pursue a Bachelor's degree in Religion and Philosophy and a Master's degree in Education, Social Work, or Public Administration. For information, contact the Department of Religion and Philosophy.

**DEGREE REQUIREMENTS**

The particular course of study followed by individual majors (fifteen [15] courses) is determined in consultation with the department's faculty and is designed with the major's interests and objectives in mind. The fifteen (15) courses required for an interdisciplinary major consist of eight (8) religion and philosophy courses and seven (7) in other discipline(s).

**Bachelor of Arts**

The Department of Religion and Philosophy does not hold students accountable for a common core of departmental courses. It does recommend, however, the following courses for majors:

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CPHI 221	Introduction to Philosophy (3)
CPHI 231	Ethics and Human Values (3)
CPHI 241	Philosophy of Religion (3)
CPHI 331 and 332	History of Western Philosophy (6)
CREL 241 and 242	American Religious Tradition (6)
CREL 250	Comparative Religion (3)
CREL 351 and 352	History of Christian Thought (6)
CREL 435	Contemporary Religious Thought (3)

All students must satisfy the University's core curriculum.

### **SAMPLE PLANS OF STUDY**

The following outlines illustrate ways in which courses may be arranged for degrees in religion and philosophy. These are suggested study plans, not mandatory ones.

### **BACHELOR OF ARTS IN PHILOSOPHY (123 HOURS)**

#### **FRESHMAN YEAR**

##### **First Semester: 17 hours**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CENG 105	College Composition I (3)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CCIS 100	Information Technology and Computer Application (3)
CPED 101/102	Physical Education Requirement (1)

##### **Second Semester: 16 hours**

CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
	Social Science Requirement (3)
	Elective (3)

#### **SOPHOMORE YEAR**

##### **First Semester: 15 hours**

CENG 201/202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)
CPSY 211	General Psychology (3)
CREL 101	Biblical Heritage (3)
CFL 201	Foreign Language Requirement (3)

##### **Second Semester: 15 hours**

CHIS 202	U.S., Africa and the World II (3)
CPHI 221	Introduction to Philosophy (3)
CFL 202	Foreign Language Requirement (3)
	Humanities Requirement (3)
	Elective (3)

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## **JUNIOR YEAR**

### **First Semester: 15 hours**

CMMA 201	Survey of Media and Society (3)
CPHI 231	Ethics and Human Values (3)
CPHI 241	Philosophy of Religion (3)
CPHI 331	History of Western Philosophy: Africa to Present (3)
CREL 250	Comparative Religion (3)

### **Second Semester: 15 hours**

CPHI 332	History of Western Philosophy: Africa to Present (3)
CPHI 353	Representative Problems of Philosophy (3)
PHI 362	Social and Political Philosophy (3)
CPHI 375	Existentialism and Phenomenology (3)
	Elective (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CPHI 411	Islamic Philosophy (3)
CPHI 421	Philosophies of the African Continent (3)
CPHI 431	African-American Philosophy (3)
CPHI 484	Para-Curricular Study in Philosophy (3)
	Elective (3)

### **Second Semester: 15 hours**

CPHI	452 Special Topics in Philosophy (3)
CPHI	480 Independent Study (3)
CPHI 485	Para-Curricular Study in Philosophy (3)
CREL 435	Contemporary Religious Thought (3)
	Elective (3)

## **BACHELOR OF ARTS IN RELIGION (125 HOURS)**

### **FRESHMAN YEAR**

#### **First Semester: 17 hours**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CENG 105	College Composition I (3)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CCIS 100	Information Technology and Computer Application (3)
CPED 101/102	Physical Education Requirement (1)

#### **Second Semester: 16 hours**

CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
CREL 101	Biblical Heritage (3)
	Social Science Requirement (3)

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## **SOPHOMORE YEAR**

### **First Semester: 15 hours**

CENG 201/202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)
CPSY 211	General Psychology (3)
CREL 103	African-American Religious Experiences (3)
CFL 201	Foreign Language Requirement (3)

### **Second Semester: 17 hours**

CHIS 202	U.S., Africa and the World II (3)
CREL 104	African-American Religious Experiences (3)
CREL 211	Introduction to Religious Studies (3)
CPhi 105	Critical Thinking (3)
	Elective (2)
CFL 202	Foreign Language Requirement (3)

## **JUNIOR YEAR**

### **First Semester: 15 hours**

CPhi 221	Introduction to Philosophy (3)
CREL 241	American Religious Tradition (3)
CREL 250	Comparative Religion (3)
CREL 351	History of Christian Thought (3)
CMMA 201	Survey of Media and Society (3)

### **Second Semester: 15 hours**

CPhi 241	Philosophy of Religion (3)
CREL 242	American Religious Tradition (3)
CREL 251	Religious Ethics (3)
CREL 352	History of Christian Thought (3)
	Elective (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CREL 361	Culture and Religion (3)
CREL 362	Psychology of Religion (3)
CREL 435	Contemporary Religious Thought (3)
	Humanities Requirement (3)
	Elective (3)

### **Second Semester: 15 hours**

CPhi 431	African-American Philosophy (3)
CREL 383	Religions of Africa (3)
CREL 451	Special Topics in Religion (3)
	Elective (3)
	Elective (3)

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## **ACCELERATED INTERDISCIPLINARY DEGREE PROGRAM**

The Accelerated Interdisciplinary Degree Program is designed to:

- Recruit and train exceptional students to become scholars in religion, Social Work, Education, and Public Administration;
- Offer highly motivated students an opportunity to gain an accelerated bachelor's and master's degree in five years;
- Reward deserving students with tuition incentives and scholarships;
- Provide specialized training for students entering church-related careers through internships and cooperative education;
- Increase integration and collaboration between religious education across the nation to help offset the increasing secularism of our colleges, universities and world.

## **ADMISSION REQUIREMENTS**

The Department of Religion and Philosophy offers beginning undergraduate students with academically advanced records entrance into the Accelerated Interdisciplinary Degree Program.

Beginning students must have:

- A minimum cumulative G.P.A. of 3.0
- A minimum composite SAT score of 950, ACT score of 26
- Satisfied all general education requirements for a Religion and Philosophy major with a minimum of 3.0 G.P.A. (122 hrs.)
- Completed core requirements for a graduate program in one of three specialized areas: Educational Leadership, Social Work, or Public Administration.
- Taken the G.R.E. before matriculation in a graduate program
- Completed an undergraduate course in American Government if they choose to pursue the B.A./M.P.A.

Upon completion of all requirements, the students will receive two degrees: Bachelor of Arts in Religion and a master's degree in their respective specialized area.

## **INDIVIDUALIZED EDUCATIONAL PLAN**

The coordinator of the program, the chairperson of the department, and the dean of the school in which the graduate degree is awarded will develop an educational plan for each student. Development of the plan is based on the skills, abilities and desires of the student, who is paired with a faculty mentor in the student's area of specialization. The coordinator will serve as mentor and counselor for the program. Students' academic performance will be monitored closely to assure that students maintain a 3.0 grade point average. Students who fall below this average or choose to discontinue the accelerated program will be required to pursue the traditional four-year Bachelor of Arts degree in Religion and Philosophy. A student who discontinues the accelerated program will receive the bachelor's degree upon completion of all requirements and will not be required to repay any financial assistance received, but will no longer receive financial assistance from the program. Students must complete G.R.E. requirements by the end of their third year.

During the fourth year, students will be eligible to apply for graduate courses. They will satisfy the graduate residency requirement and engage in graduate studies during the fourth and fifth years. In order to receive the two degrees, students will have completed 122 hours of undergraduate course work required by the Department of Religion and Philosophy and all requirements for the respective graduate program. (See Graduate Catalog.) The program offers participants access to a variety of

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world-renowned scholars who serve as consultants, visiting lecturers, seminar and workshop instructors, and support for students. The students will inherit much from these relationships as well as from practical work experiences through internships and cooperative education related to their respective disciplines. Although undergraduate students will not be required to do internships the mentoring program will allow some informal internship opportunities.

## **ACCELERATED INTERDISCIPLINARY DEGREE PROGRAM IN RELIGION AND PHILOSOPHY (122 CREDIT HOURS)**

### **FRESHMAN YEAR**

#### **First Semester: 16 hours**

CGED 100	First-Year Seminar (1)
CENG 105	College Composition (3)
CMAT 103	Algebra I (3)
CBIO 101	Biological Science (3)
CSTA 101	Fundamentals of Speech (3)
CPHI 105	Critical Thinking (3)

#### **Second Semester: 17 hours**

CGED 101	First-Year Seminar (1)
CENG 105	College Composition (3)
CMAT 104	Algebra II (3)
CPHY 102	Physical Education (1)
CREL 101	Biblical Heritage (3)
CCIS 100	Information Technology and Computer Application (3)
CPHY 102	Physical Science (3)

#### **Summer: 6 hours**

CREL 211	Introduction to Religious Studies (3)
CREL 103	African-American Religious Experience (3)

### **SOPHOMORE YEAR**

#### **First Semester: 18 hours**

CENG 201	World Literature (3)
CPSY 211	General Psychology (3)
CFL 201	Foreign Language Requirement (3)
CHIS 201	U.S., Africa and the World (3)
CREL 104	African-American Religious Experience (3)
CREL 251	Religious Ethics (3)

#### **Second Semester: 18 hours**

CFL 202	Foreign Language Requirement (3)
CHIS 202	U.S., Africa and the World (3)
	Elective (3)
	Humanities Option (3)
CSOC 105	Culture and Society (3)
	Elective (3)

#### **Summer: 6 hours**

	Concentration Elective (3)
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CREL 383 Religions of Africa (3)

**JUNIOR YEAR**

**First Semester: 18 hours**

CREL 242 American Religious Experience (3)  
CREL 250 Comparative Religion (3)  
CREL 375 Religion and Media (3)  
CREL 362 Psychology of Religion (3)  
Elective (3)  
Elective (3)

**Second Semester: 18 hours**

CPHI 431 African-American Philosophy (3)  
CREL 451 Special Topics in Religion (3)  
CREL 351 History of Christian Thought (3)  
Elective Concentration (3)  
Elective Concentration (3)  
CPHI 231 Ethics and Human Values (3)

**Summer: 5 hours**

CREL Independent Study (2)  
Concentration Elective (3)

**Suggested Electives**

CPHI 221 Introduction to Philosophy (3)  
CPHI 362 Social and Political Philosophy (3)  
CPHI 421 African Philosophy (3)

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## **DIVISION OF COMMUNICATION ARTS**

The Division of Communication Arts consists of the Department of Mass Media Arts and the Department of Speech Communication and Theater Arts. The Department of Mass Media Arts offers a major in Mass Media Arts in which the student may specialize in one of three (3) areas of concentration: Journalism, Public Relations or Radio-Television-Film. The Department of Speech Communication and Theater Arts offers two majors, one in Speech Communication and one in Theater Arts.

The Division of Communication Arts uses WCLK-FM radio station, WSTU-FM radio station, two television production studios, and CAU-TV, a cable television channel serving the metropolitan Atlanta area, as training laboratories for its majors.

### **The Center for Excellence in Communication Arts**

The Center for Excellence in Communication Arts was designated in 2004 as a multifaceted community engagement center created to (1) provide students, faculty, scholars and practicing professionals opportunities to create synergism in research, education/training, service, and media productions; and (2) empower Africans and Africans in the diaspora by providing a vehicle through which marginalized citizens have a voice on important public policy issues including but not limited to education, environment and health issues.

The Center for Excellence convenes, annually, an eclectic group of scholars, educators, media professionals and community activists to discuss ways in which media and communication arts can foster social change. The Center also sponsors a variety of teaching, service and research initiatives.

### **Division of Communication Arts**

#### **DEPARTMENT OF MASS MEDIA ARTS**

**Robert W. Woodruff Library, Lower Level**

**Telephone: 404-880-8304**

### **STATEMENT OF PURPOSE**

The Department of Mass Media Arts prepares students for careers in journalism, public relations, radio, television, film and multimedia. The department offers courses which prepare its majors as competent communicators in written and oral presentations for jobs in the media as well as for graduate and professional studies. In addition, the department provides experiences designed to develop students to their fullest potential in human interaction and in critical thinking. With such skills, students are able to analyze and process information and create award-winning productions and presentations based on the highest professional standards while applying general principles of management.

Graduates are prepared to provide professional and ethical leadership that influences and shapes the attitudes and opinions of society.



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The Department of Mass Media Arts constantly reviews trends in the media industries and recognizes that students need to be prepared to move forward in the 21st century in their understanding and use of media technology. To accomplish this, training laboratories are provided to enhance the students' abilities in their course work and to assist in practical, hands-on, interactive experiences. Communication leadership skills are stressed throughout matriculation.

### **DEGREE REQUIREMENTS**

All students in the Division of Communication Arts must fulfill the following requirements:

- (1) Earn a grade of "C" or better in ENG 105 and 106 to enroll in major courses and have earned a grade of "C" or better in all major and cognate courses, including general electives, to meet graduation requirements.
- (2) Have a minimum overall cumulative grade point average of 2.0; have a minimum cumulative average of 2.0 in the major; and have a minimum of 2.0 grade point average in core requirements.
- (3) Be able to type accurately at the speed of at least thirty (30) words per minute.

### **MASS MEDIA ARTS CORE COURSES**

Students who major in the Department of Mass Media Arts are required to take the following core courses:

CMMA 200	Writing and Reporting
CMMA 201	Survey of Media and Society
CMMA 203	Multimedia Writing, Reporting and Storytelling
CMMA 315	Mass Communications Research Methods
CMMA 422	Philosophy and Ethics of Mass Communications
CMMA 425	Communication Law
CMMA 490	Media Seminar

### **Typical First Year Courses for All Concentrations**

#### **First Semester: 17 hours**

CENG 105	English Composition I (3)
CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CSCJ 105	Culture and Society (3)
CPED 101	Physical Education (1)

#### **Second Semester: 16 hours**

CENG 106	English Composition II (3)
CPHY 102	Physical Science (3)
CPHY 102L	Physical Science Lab (0)
CGED 101	First-Year Seminar II (1)
CCIS 101	Information Technology and Computer Application (3)

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CMAT 104 Algebra II (3)  
CHIS 201 U.S. Africa, and The World I (3)

## **JOURNALISM CONCENTRATION (123 Credit Hours)**

### **SOPHOMORE YEAR**

#### **First Semester: 15 hours**

CMMA 200 Basic News Writing and Reporting (3)  
CMMA 201 Survey of Media and Society (3)  
CENG 311 Advanced Grammar and Composition (3)  
CHIS 202 U.S., Africa and the World II (3)  
Foreign Language Requirement I (3) (200-level or above)  
Foreign Language Lab (0)  
CMMA Writing Examination (0)

#### **Second Semester: 15 hours**

CMMA 203 Multimedia Writing, Reporting and Storytelling (3)  
Humanities Requirement (3)  
Foreign Language Requirement II (3) (200-level or above)  
Foreign Language Lab (0)  
CPSY 211 General Psychology (3)  
CENG 201 or 202 World Literature I or II (3)

### **JUNIOR YEAR**

#### **First Semester: 15 hours**

CMMA 301 News Editing I (3)  
CHIS 319 African-American History to 1865 (3)  
CPSC 336 Current World Problems (3)  
CMMA 422 Philosophy and Ethics of Mass Communications (3)  
CMMA \_\_\_\_ CMMA Elective (3)

#### **Second Semester: 15 hours**

CMMA 302 News Editing II (3)  
CMMA 315 Mass Communications Research (3)  
CMMA 350 Interpretative Reporting (3)  
CHIS 320 African-American History Since 1865 (3)  
Religion/Philosophy Requirement (3)

### **SENIOR YEAR**

#### **First Semester: 15 hours**

CMMA 425 Communication Law (3)  
CMMA 489 Internship (3)  
CMMA \_\_\_\_ CMMA Elective (3)  
CPSC 420 Politics of Africa (3)  
CECO 250 Principles of Economics (3)

#### **Second Semester: 15 hours**

CMMA 490-J Media Seminar – Journalism (3)\*\*  
CPSC 322 International Relations (3)

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	General Elective (3)
	General Elective (3)
CBUS 209	Accounting for Non-Majors (3)

**Electives for Students in Journalism Concentration (Choose 2):**

CMMA 310	Public Opinion and Propaganda (3)
CMMA 320	History of Journalism (3)
CMMA 325	Editorial and Critical Writing (3)
CMMA 331	International Journalism (3)
CMMA 352	Feature Writing (3)
CMMA 486	Media Arts Co-op (6)**
CMMA 487	Media Arts Studies (3)
CMMA-J 488	Directed Study (3)**
CMMA-J 489	Internship (3)**

\*\*Student must be a senior in the major before enrolling in these courses.  
A grade of "C" or better is required in all Major and Cognate courses, including general electives.

**Total hours to graduate = 123 hours**

**PUBLIC RELATIONS MANAGEMENT CONCENTRATION (123 Credit Hours)  
SOPHOMORE YEAR**

**First Semester: 15 hours**

CMMA 200	Basic News Writing and Reporting (3)
CMMA 201	Survey of Media and Society (3)
CHIS 202	U.S., Africa and the World II (3)
CENG 311	Advanced Grammar (3)
	Foreign Language Requirement (3) (200 level or above)
	Foreign Language Lab (0)
	CMMA Writing Examination (0)

**Second Semester: 15 hours**

CMMA 203	Multimedia Writing, Reporting and Storytelling (3)
CMMA 315	Mass Communications Research (3)
ENG 201 or 202	World Literature I or II (3)
	Foreign Language Requirement (3)
	Foreign Language Lab (0)
	Religion or Philosophy Requirement (3)

**JUNIOR YEAR**

**First Semester: 18 hours**

CMMA 307	PR Principles, Practice and Theory (3)
CMMA 310	Public Opinion and Propaganda (3)
CBUS 340	Principles of Management (3)
CPSY 211	General Psychology (3)
	Political Science Elective (3)
	General Elective (3)

**Second Semester: 15 hours**

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CMMA 318	PR Media Development and Copy Editing (3)
CMMA 418	PR Research and Evaluation (3)
CSTA 404	Organizational Communication (3)
CBUS 335	Principles of Marketing (3)
CMMA 422	Philosophy and Ethics of Mass Communications (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CMMA 485	PR Campaigns (3)**
CMMA 338	Media Advertising and Sales (3)
CMMA 425	Communication Law (3)
CECO 250	Introduction to Economics (3)
	Humanities Requirement (3)

### **Second Semester: 12 hours**

CMMA 490-PR	Media Seminar (3)**
CSTA 304	Business and Professional Speech (3)
CMMA ____	CMMA Elective (3)
	General Elective (3)

### **Electives for Students in Public Relations Concentration (Choose 1)**

CMMA 462	Media Arts and Design (3)
CMMA 489	Internship – Public Relations (3)**

\*\*Student must be a senior in the major before enrolling in these courses.

A grade of “C” or better is required in all Major and Cognate courses, including general electives.

**Total hours to graduate = 123 hours**

## **RADIO-TELEVISION-FILM CONCENTRATION (123 Credit Hours)**

### **SOPHOMORE YEAR**

#### **First Semester: 15 hours**

CMMA 200	Basic News Writing and Reporting (3)
CMMA 201	Survey of Media and Society (3)
CENG 311	Advanced English Grammar (3)
CHIS 202	U.S., Africa and The World II (3)
	Foreign Language Requirement (3) (*200-level or above)
	Foreign Language Lab (0)
	MMA Writing Examination (0)

#### **Second Semester: 15 hours**

CMMA 203	Multimedia Writing, Reporting and Storytelling (3)
CPSY 211	General Psychology (3)
CENG 201 or 202	World Literature I or II (3)
	Foreign Language Requirement (3) (*200-level or above)
	Foreign Language Lab (0)
	Religion or Philosophy Elective (3)

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## **JUNIOR YEAR**

### **First Semester: 15 hours**

CMMA 308	Introduction to Radio-Television-Film (3)
CMMA 315	Mass Communication Research (3)
CMMA 422	Philosophy and Ethics of Mass Communications (3)
CHIS 319	African-American History to 1865 (3)
CBUS 209	Accounting for Non-Business Majors (3)

### **Second Semester: 15 hours**

CMM 348-R/TV/F	Fundamentals of Production (Video, Radio or Film) (3)
CMMA	CMMA Elective (3)
CSCJ 218	Social Problems (3)
CHIS 320	African-American History Since 1865 (3)
CECO 250	Principles of Economics (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CMMA	Requirement (Part I) (3) ***
CMMA 425	Communication Law (3)
CBUS 335	Principles of Marketing (3)
	General Elective (3)
	Humanities Elective (3)

### **Second Semester: 15 hours**

CMMA 490	Media Seminar (3)
CMMA	Requirement (Part II) (3)***
CPSC 221	State and Local Government (3)
	General Elective (3)
	General Elective (3)

### **Electives for Students in Radio-Television-Film Concentration (Choose 4)**

CMMA 305	African-American Images in the Media (3)
CMMA 306	History and Criticism of Film (3)
CMMA 310	Public Opinion and Propaganda (3)
CMMA 327	History and Development of Radio and TV (3)
CMMA 334	Broadcast Journalism and Editing (3)
CMMA 338	Media Advertising and Sales (3)
CMMA 422	Philosophy and Ethics of Mass Communications (3)
CMMA 475	Radio Programming and Digital Design I (3)***
CMMA 476	Radio Programming and Production II (3)***
CMMA 477	Video Editing (Television Part I) (3)***
CMMA 478	Video Production and Directing (Television Part II) (3)***
CMMA 479	Cinematography I (3)***
CMMA 480	Cinematography II (3)***
CMMA 486	Mass Media Arts Co-op**
CMMA 487	Media Arts Studies (3)
CMMA 487	Media Arts Studies (Screenwriting I: Principles of Dramatic Writing (3)
CMMA-F 488	Directed Study (Screenwriting II: Advanced Screenwriting (3)

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CMMA 488                      Directed Study (3)\*\*  
CMMA 489                      Internship (3)\*\*

\*\*Student must be a senior before enrolling in these courses.

\*\*\*Student must choose two according to the specific concentration.

A grade of “C” or better is required in all Major and Cognate courses, including general electives.

**Total hours to graduate = 123 hours**

### **Division of Communication Arts**

### **DEPARTMENT OF SPEECH COMMUNICATION AND THEATER ARTS**

**Communication Arts Center**

**Robert W. Woodruff Library, Lower Level**

**Telephone: 404-880-8304**

### **PROGRAM OVERVIEW**

The programs of the Department of Speech Communication and Theater Arts seek to enlighten and prepare students for further employment by providing a forum for students to engage in discourse that is intellectually empowering and rich in knowledge. This will serve them well in the new millennium. The curriculum is designed to educate and train students in the strategies of verbal, nonverbal, and written communication. Both speech communication and theater arts majors are provided quality instruction in theoretical and practical concepts to aid in the understanding of the communication process.

Students majoring in Speech Communication complete a liberal arts program that provides a foundation for them to acquire a general knowledge of theoretical concepts and their application in the fields of public address, rhetoric, organizational communication and communication management. In addition, they master and demonstrate proficiency in the usage of oral and written communication and understand the usage of interpersonal communication constructs in various contexts and situations. The Theater Arts program provides the student with a liberal arts education that leads to a Bachelor of Arts degree. Majors devote a portion of their theater studies to an examination of the history of theater, the role of theater in society, and the relationship of theater to other disciplines. All areas of theater – acting, movement, technical and literary studies – are integral parts of the theater program. Educated in the use of oral and written communication, theater majors have an appreciation for the theater as an art form.

Majors in speech communication take courses to prepare themselves for careers in areas such as corporate communication, communication education, government and politics. Theater arts majors are prepared for careers in theatrical directing, theater and film performance, technical theater production, play and script writing, and theater management. Both speech communication and theater majors are provided quality instruction in theoretical and practical concepts to aid in the understanding of the communication process. Departmental courses prepare all students, regardless of major, for graduate and professional studies as specialists in oral and written communication and

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provide them with a foundation to manage communications. Students from other programs may elect to minor in either speech communication or theater arts.

Since communication skills are directly related to personal and professional success, all students who enter Clark Atlanta University receive instruction in the fundamentals of speech as a General Education requirement. Students who seek careers in other areas such as business, education, politics, and law find departmental courses of critical importance.

### **DEGREE REQUIREMENTS**

All students in the Department of Speech Communication and Theater Arts must fulfill the following requirements: Earn a grade of “C” or better in all major/required and elective speech communication and theater courses and have a minimum cumulative grade point average of 2.0 or better. Students completing a minor in speech communication and theater arts should meet with the department chair to develop their minor concentration of six courses.

### **SPEECH COMMUNICATION AND THEATER ARTS (STA) REQUIRED COURSES**

CSTA 252	Theater Appreciation (Theater Majors only)
CSTA 200	Oral and Written Presentation Skills
CSTA 201	Voice and Diction
CSTA 311	African-American Communication
CSTA 490	Speech Communication and Theater Arts Seminar
CMMA 201	Survey of Media and Society

### **SPEECH COMMUNICATION CURRICULUM RECOMMENDED PROGRAM OUTLINE**

#### **FRESHMAN YEAR**

##### **First Semester: 14 hours**

CENG 105	College Composition I (3)
CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CMAT 103/105	Algebra I or Precalculus I (3)
CSTA 101	Fundamentals of Speech (3)
CPED	Physical Education (1)

##### **Second Semester: 13 hours**

CENG 106	College Composition II (3)
CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Application (3)
CMAT 104/106	Algebra II or Precalculus II (3)
CPHY 102	Physical Science (3)

#### **SOPHOMORE YEAR**

##### **First Semester: 18 hours**

CENG 201/202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)
CSTA 200	Oral and Written Presentation Skills (3)
CMMA 201	Survey of Media and Society (3)

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CFL\_ 201 Humanities requirement (3)  
\*Foreign Language Requirement (3)

**Second Semester: 18 hours**

CHIS 202 U.S., Africa and the World II (3)  
CSTA 201 Voice and Diction (3)  
CSTA 211 Communication Theory and Rhetoric (3)  
Social Science Course (3)  
Religion Course (3) OR  
Philosophy Course (3)  
CFL\_ 202 \*Foreign Language Requirement (3)

**JUNIOR YEAR**

**First Semester: 18 hours**

CSTA 311 African-American Communication (3)  
CSTA 301 The Rhetoric of Persuasion (3)  
CSTA Elective (3)  
General Elective (3)  
CPSY 211 General Psychology (3)  
CSTA 306 Speech for Radio/TV/Film (3)

**Second Semester: 15 hours**

CSTA 304 Business and Professional Speech (3)  
CSTA 305 Interpersonal Communication (3)  
General Elective (3)  
CSTA or  
CMMA Elective (3)  
CMMA 315 Research Course (3) or approved substitute

**SENIOR YEAR**

**First Semester: 15 hours**

CSTA 404 Organizational Communication (3)  
CMMA 425 Communication Law (3)  
CSTA 490 Speech Communication and Theater Arts Seminar (3)  
CMMA 455 Entertainment Law (3)  
General Electives (3)

**Second Semester: 15 hours**

CSTA 482 Directed Study (3) OR  
CSTA 489 Internship (3 credit hours)  
CSTA Elective (3)  
Two General Electives (6)  
CSTA Elective (3)

\*Refer to General Education Requirements.

Note: General electives should be selected based upon area(s) of interest and relevance to future academic and/or professional goals (see recommended list of general electives), with assistance from



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the faculty advisor. All general electives (200 + level or higher) will be taken in areas outside the Division of Communication Arts.

## **THEATER ARTS CURRICULUM RECOMMENDED PROGRAM OUTLINE**

### **FRESHMAN YEAR**

#### **First Semester: 16 hours**

CENG 105	College Composition I (3)
CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CSTA 252	Theater Appreciation (3)

#### **Second Semester: 17 hours**

CENG 106	College Composition II (3)
CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Application (3)
CMAT 104	Algebra II (3)
	Social Science Requirement (3)
CPED	Physical Education (1) OR
CSTA 103	Fundamentals of Theater/Dance Movement (1)

### **SOPHOMORE YEAR**

#### **First Semester: 18 hours**

CENG 201/2	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)
CSTA 200	Oral and Written Presentation Skills (3)
	Humanities requirement (3)
CFL_ 201	*Foreign Language Requirement (3)
CMMA 201	Survey of Media and Society (3)

#### **Second Semester: 18 hours**

CHIS 202	U.S., Africa and the World II (3)
CSTA 201	Voice and Diction (3)
CSTA 251	Oral Interpretation (3)
CSTA 255	Stagecraft (3)
CFL_	*Foreign Language Requirement (3)
CPHI/CREL	Philosophy/Religion Requirement (3)

### **JUNIOR YEAR**

#### **First Semester: 18 hours**

CSTA 254	Acting I (3)
CSTA 311	African-American Communication (3)
CSTA 321	Lighting and Design (3)
CSTA 353	Play Production Methods (3)
CPSY	Psychology (3)

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General Elective (3)

**Second Semester: 15 hours**

CSTA 354           Acting II (3)  
CSTA 316           Dramaturgy and Criticism (3)  
CSTA 352           Development of Drama II (3)  
CSTA 455           Entertainment Law (3)  
                      General Elective (3)

**SENIOR YEAR**

**First Semester: 12 hours**

CSTA 410           Costume Design (3)  
CSTA 454           Children's Theater (3)  
CSTA 456           African-American Theater (3)  
CSTA 490           Speech Communication and Theater Arts Seminar (3)

**Second Semester: 15 hours**

CSTA 452           Theater Arts Management (3)  
CSTA 453           Directing: Play and Script Analysis (3)  
CSTA 455           Entertainment Law (3)  
                      General Elective (3)  
CSTA 482           Directed Study (3) OR  
CSTA 489           Internship (3 credit hours)

\*Refer to General Education Requirements.

Note: General electives should be selected based upon area(s) of interest and relevance to future academic and/or professional goals (see recommended list of general electives), with assistance from the faculty advisor. All general electives (200 + level or higher) will be taken in areas outside the Division of Communication Arts.

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## DIVISION OF NATURAL SCIENCES AND MATHEMATICS

The Division of Natural Sciences and Mathematics coordinates the programs of the Departments of Biological Sciences, Chemistry, Computer Science, Mathematics, and Physics, and provides interdisciplinary and interdepartmental major sequences to students interested in science and engineering. It also manages and monitors the Dual Degree, Computer Science and Information, and Pharmacy Programs, and provides courses for departments outside both the Division and the institution. Several scholarships are available for programs within the Division.

### **Division of Natural Sciences and Mathematics DEPARTMENT OF BIOLOGICAL SCIENCES**

**Thomas W. Cole, Jr.**

**Research Center for Science and Technology, Suite 4005**

**Telephone: 404-880-6790**

### **PROGRAM OVERVIEW**

The Department of Biological Sciences guides students in critical thinking and independent investigation of all areas of biology. The department's overriding goal is to help students appreciate biology as an evolving product of human endeavor. Specialization in several areas is available through the department and its close relationship with other biology departments in the AUC. Biology courses are designed for students who desire to major in biology in preparation for graduate study, to work in the biological profession, or to earn a teaching certificate in biology. Majors also have the prerequisite courses necessary to enter a health professional school—medicine, dentistry, optometry, osteopathy, veterinary medicine, or podiatry.

### **SPECIAL PROGRAM**

**Boston Early Medical School Selection Program.** Sophomore students are eligible to apply for early admission to Boston University Medical School. Students selected must maintain a 3.0 grade point average during the junior and senior years to be admitted to the Boston University Medical School. The senior year is spent in a combined undergraduate/medical school curriculum. Students receive the Bachelor of Science degree from Clark Atlanta University at the end of the senior year. Boston University pays the difference in tuition between Clark Atlanta and Boston University.

### **DEGREE REQUIREMENTS**

The Bachelor of Science in Biology degree requires the following courses in addition to the University General Education requirements:

CBIO 111 and 112	General Biology I and II
CBIO 312	Genetics
CBIO 375	Cell and Molecular Biology
CBIO 478	Cell Biology Laboratory
CBIO 480	Research in Biology or
CBIO 482	Seminar in Biology
CBIO 491 and 492	Biochemistry I and II
or	
CBIO 390	Introduction to Biochemistry

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and

CBIO 400 level	Biology Elective
CCHE 111 and 112	General Chemistry I and II
CCHE 231 and 232	Organic Chemistry I and II
CMAT 105 and 106	Pre-Calculus I and II, or
CMAT 111 and 112	Calculus I and II
CPHY 111 and 112	General and Modern Physics I and II

Four (4) additional biology courses of the student's choice are required. Biology majors are encouraged to complete Mathematics through Calculus II and to take a course in Physical Chemistry in preparation for graduate studies. In addition, the Department requires a minimum grade of "C" in each science course taken for a biology major.

### **SAMPLE PLAN OF STUDY**

The following outline illustrates a way in which courses can be arranged for a degree in biology. This is a suggested study plan, not a mandatory one. Alternative plans are available from your advisor. NOTE: A mathematics placement test determines the beginning math course. The department highly recommends that students a) take calculus in the sophomore year, if not taken in the freshmen year and b) reserve selected sophomore General Education courses for the senior year.

## **BACHELOR OF SCIENCE IN BIOLOGY (122 HOURS)**

### **FRESHMAN YEAR**

#### **First Semester: 15 hours**

CBIO 111	General Biology I (4)
CBIO 111L	General Biology Lab I (0)
CCHE 111	General Chemistry I (4)
CCHE 111L	General Chemistry Lab/Recitation (0)
CMAT 105	Pre-Calculus I (3)
CGED 100	First-Year Seminar I (1)
CENG 105	English Composition I (3)

#### **Second Semester: 16 hours**

CBIO 112	General Biology II (4)
CBIO 112L	General Biology Lab II (0)
CCHE 112	General Chemistry II (4)
CCHE 112L	General Chemistry Lab/Recitation (0)
CMAT 106	Pre-Calculus II (3)
CGED 101	First-Year Seminar II (1)
CENG 106	English Composition II (3)
CPED 101/102	Physical Education Requirement (1)

### **SOPHOMORE YEAR**

#### **First Semester: 15 hours**

CBIO	Biology Elective with lab (4)
CMAT 111	Calculus I* (4)
CCHE 231	Organic Chemistry I (4)

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CCHE 231L            Organic Chemistry Lab/Recitation (0)  
CHIS 201            U.S., Africa and the World I (3)

**Second Semester: 17 hours**

CBIO                Biology Elective with lab (4)  
CCHE 232            Organic Chemistry II (4)  
CCHE 232L          Organic Chemistry Lab/Recitation (0)  
CREL/CPHI          Religion/Philosophy Requirement (3)  
CENG 201/202        World Literature I or II (3)  
CHIS 202            U.S., Africa and the World II (3)

**JUNIOR YEAR**

**First Semester: 16 hours**

CBIO 312            Genetics (3)  
CPHY 111            General and Modern Physics I (4)  
CPHY 111L          General and Modern Physics Lab (0)  
CFL 201            Foreign Language Requirement (3)  
                          Humanities Requirement (3)  
CSTA 101            Fundamentals of Speech (3)

**Second Semester: 16 hours**

CBIO 375            Cell and Molecular Biology (3)  
CPHY 112            General and Modern Physics II (4)  
CPHY 112L          General and Modern Physics Lab (0)  
                          Social Science Requirement (3)  
CFL 202            Foreign Language Requirement (3)  
CPSY 211            General Psychology (3)

**SENIOR YEAR**

**First Semester: 12-13 hours**

CBIO 478            Cell Biology Laboratory (3)  
CBIO 491            Biochemistry I (3)  
CBIO                Biology Elective (3-4)  
                          General Elective (3)\*\*

**Second Semester: 14 hours**

CBIO 492            Biochemistry II (3)  
CBIO                Biology Elective (4)  
                          General Elective (3) \*\*  
CBIO 482            Seminar in Biology (1)+  
CCIS 100            Information Technology and Computer Application (3)

\*Calculus is strongly recommended.

\*\*General electives are any courses of interest to the student, providing prerequisites are met. Students may use up to 6 hours of CBIO 480 Research in Biology for the General Elective requirements.

+Biology Seminar or 480 Research in Biology is required. CBIO 480 is offered from 1-4 credit hours each semester. A maximum of 6 hours of research can be used toward graduation.

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## **ACCELERATED B.S./M.S. DEGREE PROGRAM**

The Department of Biological Sciences offers beginning undergraduate students with superior records entrance to the Five-Year B.S./M.S. Degree Program. Students may be chosen based on their academic achievement in secondary school. To be eligible for selection, beginning undergraduate students must have a minimum cumulative high school grade point average of 3.5 and a minimum composite Scholastic Assessment Test (SAT) score of 1100 or a minimum ACT score of 25. Participants are selected from eligible applicants through an extensive screening process conducted by departmental faculty.

Students selected must satisfy all University general education requirements for undergraduates, the requisite major and cognate courses for the bachelor's degree and at least twenty-four (24) semester hours of graduate course work in the major field. Students pursue advanced course work and research during their fourth year of enrollment. Summer research opportunities are provided and may be required depending on the nature of the students' research project. Academic progress is monitored continuously. Students must maintain a cumulative GPA of 3.25 or better. After successful completion of the third year, students must apply for admission to the graduate program. Graduate admission may be provided upon recommendation of the department chair and approval of the School Dean.

The maximum credit hour load for undergraduate study shall be in effect through the fourth year of study. Students are engaged in graduate study exclusively during the fourth year, students may begin taking graduate course work while completing undergraduate degree requirements. The maximum credit hour load for undergraduate study shall be in effect through the fourth year of study. Students are engaged in graduate study exclusively during the fifth year, at which time the maximum credit hour load for graduate study shall be 9 hours. During the fifth year students satisfy the graduate residence requirement. In order to receive the B.S. and M.S. degrees in Biology, students must complete at least fifty-four (54) semester hours of course work in Biology, at least twenty four (24) of which must be at the graduate level. Students must complete and successfully defend an acceptable thesis. Students must apply for candidacy for each degree at the times specified in the University catalogues. Upon completion of the prescribed course of study, students receive two degrees—the Bachelor of Science and the Master of Science.

At any point during the students' participation in this program, they may elect, or be required because of academic performance, to pursue the traditional four-year bachelor's degree program. In such cases the bachelor's degree may be awarded once the undergraduate degree requirements are satisfied.

### **SAMPLE STUDY PLAN**

Listed below is the sequenced curriculum designed to facilitate the acquisition of skills and knowledge required for this program.

### **FIVE-YEAR B.S./M.S. DEGREE BIOLOGICAL SCIENCES (152 SEMESTER HOURS)**

#### **FRESHMAN YEAR**

##### **First Semester: 16 hours**

CBIO 111	General Biology I (4)
CCHE 111	General Chemistry I (4)
CMAT 111	Calculus I (4)
CGED 100	First-Year Seminar I (1)

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CENG 105 English Composition I (3)

**Second Semester: 17 hours**

CBIO 112 General Biology II (4)

CCHE 112 General Chemistry (4)

CMAT 112 Calculus II (4)

CGED 101 First-Year Seminar II (1)

CENG 106 English Composition II (3)

CPED 101 Physical Education (1)

**SOPHOMORE YEAR**

**First Semester: 17 hours**

CBIO 312 Genetics (3)

CPHY 111 General Physics (4)

CCHE 231 Organic Chemistry (4)

General Education Core (6)

**Second Semester: 18 hours**

CBIO 375 Cell Biology (3)

CPHY 112 General Physics II (4)

CBIO 233 Microbiology (4)

CCHE 232 Organic Chemistry (4)

General Education Core (3)

**SUMMER: Research (noncredit)**

**JUNIOR YEAR**

**First Semester: 15 hours**

CBIO 491 Biochemistry (4)

CBIO 375 Cell and Molecular Biology (3)

CBIO 415 Physical Chemistry for Biologists (3)

General Education Core (6)

**Second Semester: 16 hours**

CBIO 492 Biochemistry (4)

General Education Core (9)

Biology Elective (4)

**SUMMER:** Research on campus (3)  
General Education Core (9)

**SENIOR YEAR**

**First Semester: 14 hours**

CBIO 480 Research in Biology (2)

CBIO 504 Molecular Genetics (3)

CBIO 509 Laboratory Methods and Techniques (3)

CBIO 511 Protein Biochemistry (3)

CBIO Biology Elective (4)

Elective (3)

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**Second Semester: 12 hours**

CBIO	Research in Biology (2)
CBIO 501	Seminar in Biology (0)
CBIO 506	Cell Biology (3)
CBIO 512	Intermediary Metabolism (3)
CBIO	Biology Elective (4)
	Elective (3)

**SUMMER: 3 hours**

Thesis Research (3)

**FIFTH YEAR****First Semester: 6 hours**

CBIO 501	Biology Seminar (0)
	Advanced Courses (3)
	Research (3)

**Second Semester: 7 hours**

CBIO 502	Seminar (0)
	Biostatistics (3)
	Research (3)
	Thesis Consultation (1)

**Division of Natural Sciences and Mathematics****DEPARTMENT OF CHEMISTRY**

**Thomas W. Cole, Jr., Research Center for Science and Technology, Room 2025**

**Telephone: 404-880-6850**

**PROGRAM OVERVIEW**

The Department of Chemistry's course offerings are designed for students seeking to major in chemistry in preparation for graduate study or work in the chemical professions, for students who desire a teaching certificate in chemistry, and for students in biology, physics, mathematics, engineering, and the health sciences. The department also provides the requisite pre-professional courses for careers in medicine, dentistry, nursing, medical technology, pharmacy, and engineering.

In conjunction with the Southern School of Pharmacy of Mercer University, the department offers a dual degree in chemistry and pharmacy—the Bachelor of Science in chemistry from the University and the Doctor of Pharmacy from Mercer University. This program conforms to the requirements of the American Council on Pharmaceutical Education and consists of professional study. The pre-professional program in pharmacy allows students to pursue a dual degree by following the basic required curriculum as outlined. Students may also take the pre-pharmacy curriculum without expectation of a dual degree if they wish to obtain the pharmacy degree at an institution other than Mercer University. Students enrolled in pharmacy programs at Mercer University are responsible to Mercer for all tuition and fees.



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## DEGREE REQUIREMENTS

In addition to the University General Education requirements, students take specific courses for each degree, as listed below.

### **Bachelor of Science in Chemistry**

CBIO 111 and 112	General Biology I and II
CCHE 111 and 112	General Chemistry I and II
CCHE 211	Analytical Chemistry I
CCHE 212 or 412	Analytical Chemistry II or Instrumental Methods
CCHE 231 and 232	Organic Chemistry I and II
CCHE 341 and 342	Physical Chemistry I and II
CCHE 421	Inorganic Chemistry
CCHE 431	Advanced Organic Chemistry
CCHE 432	Methods of Structure Determination
CCHE 480	Special Topics in Chemistry
CMAT 111	Calculus I
CMAT 112	Calculus II
CMAT 211	Calculus III
CMAT 212	Differential Equations I
CPHY 111 and 112	General and Modern Physics I and II

Students must complete all chemistry courses with a grade of “C,” or better.

### **BACHELOR OF SCIENCE IN CHEMISTRY (CLARK ATLANTA UNIVERSITY) AND DOCTOR OF PHARMACY (SOUTHERN SCHOOL OF PHARMACY, MERCER UNIVERSITY)**

CCHE 111 and 112	General Chemistry I and II
CCHE 211 and 212	Analytical Chemistry I and II
CCHE 231 and 232	Organic Chemistry I and II

In addition, one advanced chemistry course at CAU or a substitute at Mercer University approved by the undergraduate advisor is required. One additional approved semester of mathematics, typically CMAT 111, is also required. CCHE211 and 212 must be taken at CAU. Pre-pharmacy students who do not wish to obtain the dual degree in chemistry from CAU and Mercer University need not take the following General Education Courses:

CCIS 101	Information Technology and Computer Application (3)
CPED 101/102	Physical Education Requirement (1)
CPSY 211	General Psychology (3)
CFL 201/202	Foreign Language Requirement (6)
CPHI/CREL	Philosophy/Religion Requirement (3)

### **BACHELOR OF SCIENCE IN CHEMISTRY (CLARK ATLANTA UNIVERSITY) AND BACHELOR OF CHEMICAL ENGINEERING (FROM DDEP INSTITUTION)**

CCHE 111 and 112	General Chemistry I and II
CCHE 211	Analytical Chemistry I
CCHE 212 or 412	Analytical Chemistry II or Instrumental Methods

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CCHE 231 and 232	Organic Chemistry I and II
CCHE 341 and 342	Physical Chemistry I and II
CPHY 121, 122 and 1243	Physics I, II, and III

Six additional credit hours in chemistry or chemical engineering approved by the University and the Department of Chemistry are also required.

### **The Minor in Chemistry**

The minor in chemistry consists of the following six courses:

CCHE 111 and 112	General Chemistry I and II
CCHE 211 and 212	Analytical Chemistry I and II
CCHE 231 and 232	Organic Chemistry I and II

### **SAMPLE PLAN OF STUDY**

The following outlines a proposed four-year sequence of courses for the Bachelor of Science degree in Chemistry. This sequence is suggested, not mandatory. If the student is not prepared to take calculus in his/her first year, he/she should arrange a revised course sequence in consultation with an advisor.

## **BACHELOR OF SCIENCE IN CHEMISTRY (131 HOURS)**

### **FRESHMAN YEAR**

#### **First Semester: 17 hours**

CCHE 111	General Chemistry I (4)
CBIO 111	General Biology I (4)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CGED 100	First-Year Seminar I (1)
CPED 101/102	Physical Education Requirement (1)

#### **Second Semester: 16 hours**

CCHE 112	General Chemistry II (4)
CBIO 112	General Biology II (4)
CMAT 112	Calculus II (4)
CGED 101	First-Year Seminar II (1)
CENG 106	English Composition II (3)

### **SOPHOMORE YEAR**

#### **First Semester: 18 hours**

CCHE 231	Organic Chemistry I (4)
CMAT 211	Calculus III (4)
CPHY 111	General Physics I (4)
CENG 201/202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)

#### **Second Semester: 17 hours**

CCHE 232	Organic Chemistry II (4)
CMAT 212	Differential Equations (3)
CPHY 112	General Physics II (4)
CCIS 105	Structured Programming (3)
CHIS 202	U.S., Africa and the World II (3)

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## **JUNIOR YEAR**

### **First Semester: 17 hours**

CCHE 211	Analytical Chemistry I (4)
CCHE 341	Physical Chemistry I (4)
CFL 201	Foreign Language Requirement (3)
CPHI/CREL	Philosophy/Religion Requirement (3)
CCHE 380	Chemistry Seminar (Required; no credits)
CSCJ 105	Culture and Society (3)

### **Second Semester: 14 hours**

CCHE 342	Physical Chemistry II (4)
CFL 202	Foreign Language Requirement (3)
CSTA 101	Fundamentals of Speech (3)
CPSY 211	General Psychology (3)
CCHE 381	Chemistry Seminar (1)

## **SENIOR YEAR**

### **First Semester: 17 hours**

CCHE 421	Inorganic Chemistry (3)
CCHE 431	Advanced Organic Chemistry (4)
CCHE 480	Special Topics in Chemistry (4)
CCHE	Research in Chemistry Area (3)
CCHE 481	Chemistry Seminar (Required; no credit)
CCHE	Advanced Course or Core Course (3)

### **Second Semester: 15 hours**

CCHE 412	Instrumental Methods with Lab (4)
CCHE 432	Methods of Structure Determination (4)
CCHE 400	Undergraduate Research in Chemistry (3)
CCHE 482	Chemistry Seminar (1)
CHUM	Humanities Requirement (3)

## **ACCELERATED B.S./M.S. DEGREE PROGRAM**

The Department of Chemistry offers undergraduate students of superior ability entrance to the 5-Year B.S./M.S. Program. Students are chosen based on their academic achievement in secondary school. Students must have a minimum cumulative high school grade point average of 3.25 and a minimum composite Scholastic Assessment Test (SAT) score of 900 or a minimum ACT score of 22.

Students in the program must satisfy all University general education requirements for undergraduates, the requisite major and cognate courses for the bachelor's degree and at least twenty-four (24) semester hours of graduate course work in the major field. Students undertake advanced course work and research during their fourth year of enrollment. Summer research opportunities are provided and may be required, depending on the nature of the students' research projects.

Academic progress is monitored throughout. Students must maintain a cumulative 3.0 ("B") or better grade point average. After successful completion of the third year, students may be admitted to the

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graduate program. Graduate admission will depend upon the recommendation of the department chair and approval of the School Dean.

During the fourth year, students may begin graduate course work while completing the undergraduate degree requirements. Students are engaged in graduate study exclusively during the fifth year, at which time they satisfy the graduate residence requirement.

In order to receive the B.S. and M.S. degrees in Chemistry, students must complete at least fifty-four (54) semester hours of course work in Chemistry, at least twenty-four (24) of these at the graduate level. Students must complete and defend an acceptable thesis. Students must apply for candidacy for each degree at the times specified in the University catalogues. Upon completion of the prescribed course of study, students receive two degrees, the Bachelor of Science and the Master of Science.

At any point during the student's participation in this program, he/she may elect, or be required because of academic performance, to pursue the traditional four-year bachelor's degree program. In such cases, the bachelor's degree will be awarded once the undergraduate degree requirements are satisfied. Listed below is the sequenced curriculum designed to facilitate the acquisition of skills and knowledge required for this program.

### **5-YEAR B.S./M.S. DEGREE PROGRAM IN CHEMISTRY (151 SEMESTER HOURS)**

#### **First Semester: 17 hours**

CCHE 111	General Chemistry I (4)
CBIO 111	General Biology I (4)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CGED 100	First-Year Seminar I (1)
CPED 101/102	Physical Education Requirement (1)

#### **Second Semester: 16 hours**

CCHE 112	General Chemistry II (4)
CBIO 112	General Biology II (4)
CMAT 112	Calculus II (4)
CGED 101	First-Year Seminar II (1)
CENG 106	English Composition II (3)

### **SOPHOMORE YEAR**

#### **First Semester: 18 hours**

CCHE 231	Organic Chemistry I (4)
CMAT 211	Calculus III (4)
CPHY 121	Physics I (4)
CENG 201/202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)

#### **Second Semester: 17 hours**

CCHE 232	Organic Chemistry II (4)
CMAT 212	Differential Equations (3)
CPHY 122	Physics II (4)

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CCIS 105                      Structured Programming (3)  
CHIS 202                      U.S., Africa and the World II (3)

### **JUNIOR YEAR**

#### **First Semester: 17 hours**

CCHE 211                      Analytical Chemistry I (4)  
CCHE 341                      Physical Chemistry I (4)  
CFLG 201                      German or Other Foreign Language (3)  
CPHI/CREL                      Philosophy/Religion Requirement (3)  
CCHE 381                      Chemistry Seminar (Required; no credit)  
CSCJ 101                      Culture and Society (3)

#### **Second Semester: 17 hours**

CCHE 342                      Physical Chemistry II (4)  
CFLG 202                      German or Other Foreign Language (3)  
CSTA 101                      Fundamentals of Speech (3)  
CPSY 211                      General Psychology (3)  
CCHE 382                      Chemistry Seminar (1)  
CSCJ 105                      Culture and Society (3)

### **SENIOR YEAR**

#### **First Semester: 17 hours**

CCHE 421                      Inorganic Chemistry (3)  
CCHE 432                      Advanced Organic Chemistry I (4)  
CCHE 480                      Special Topics in Chemistry (4)  
CCHE XXX                      Chemistry Core Course or Advanced Course (3)

CCHE 400                      Undergraduate Research (3)  
CCHE 481                      Chemistry Seminar (0)

#### **Second Semester: 17 hours**

CCHE 412                      Instrumental Methods with Lab (4)  
CCHE 432                      Methods of Structure Determination (4)  
CCHE XXX                      Advanced Course or Core Course (3)  
CCHE 400                      Undergraduate Research (3)  
CHUM                          Humanities Requirement (3)

### **SUMMER SENIOR YEAR**

CCHE                          Research in Chemistry (3-6)

### **FIFTH YEAR**

#### **First Semester: 9 hours**

CCHE Core Course/CHE Area Course (3)  
CCHE Core Course/CHE Area Course (3)  
CCHE Research in Chemistry Area (3)

#### **Second Semester: 9 hours**

CCHE Core Course/CHE Area Course (3)  
CCHE Core Course/CHE Area Course (3)

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CCHE Core Course/CHE Area Course (3)

**TOTAL HOURS SUMMER AND FIFTH YEAR 21-24**

See Graduate Catalog for B.S./M.S. degree graduate course descriptions.

**ADVANCED COURSE OFFERINGS**

CCHE 421	Inorganic Chemistry (3)
CCHE 451/452	Biochemistry (3)
CCHE 431	Advanced Organic Chemistry (3)
CCHE 432	Methods of Structure Determination (3)
CCHE 441	Mathematical Methods in Chemistry (3)

**CHEMISTRY GRADUATE CORE COURSES**

**Analytical Chemistry**

CCHE 511	Environmental Chemistry
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**Inorganic Chemistry**

CCHE 521	Advanced Inorganic Chemistry (3)
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**Organic Chemistry**

CCHE 531	Mechanistic Organic Chemistry (3)
CCHE 532	Organic Synthesis (3)

**Physical Chemistry**

CCHE 541	Thermodynamics (3)
CCHE 542	Quantum Chemistry (3)

**Biochemistry**

CCHE 551	Biochemistry
CCHE 552	Biochemistry

**Industrial Chemistry**

CCHE 561	Topics in Industrial Chemistry (3)
CCHE 562	Scale-Up for Chemists (3)

**Polymer Chemistry**

CCHE 571	Introduction to Polymer Chemistry (3)
CCHE 572	Techniques in Polymer Chemistry (3)
CCHE 573	Physical Polymer Science (3)

**Division of Natural Sciences and Mathematics**

**DEPARTMENT OF COMPUTER AND INFORMATION SCIENCE**

**Thomas W. Cole, Jr. Science Research Center for Science and Technology**

**Room 1027, Telephone: 404-880-6951**

The Department of Computer and Information Science (CIS) offers degree programs leading to B.S., M.S. and B.S/M.S. degrees in Computer Science and Computer Information Systems. The B.S. programs provide a balanced practical and theoretical approach to the study of software and hardware, an approach that includes the latest advances in these two areas. The curriculum emphasizes the development of problem-solving skills applied to real-world problems. The CIS Department's academic and research activities are strengthened via several major funded initiatives. These projects provide opportunities for student participation in research/design efforts and related

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laboratory work. The department has linkages with several research institutions, government research laboratories, and industries that facilitate student summer internships, job placement, and doctoral studies.

The CIS Department's academic and research activities are strengthened via several major funded initiatives: (a) the NSF Computing Science Research Laboratory (CSRL); (b) The Army Center of Excellence in Information Sciences (ACEIS); (c) The Army-CECOM Center of Excellence in Electronic Sensor/Combat; and (d) The ONR PRISM-D Program. These projects provide opportunities for student participation in research/design efforts and related laboratory work. The department has linkages with several research institutions, government research laboratories and industries to facilitate student summer internships, job placement, and doctoral studies.

The research and academic computing facilities include: (a) five PC electronic classrooms with more than a hundred computers; (b) a graduate research laboratory with various UNIX workstations, including Sun and Silicon Graphics; (c) a network security lab with various Cisco network devices; (d) a Web-based technology software development laboratory; (e) a signal processing and reconfigurable logic laboratory; (f) a LINUX laboratory; (g) a robotics lab with twenty Pioneer 2 robots and various other platforms; and (h) a supercomputer laboratory shared with physics and engineering that houses an 8-node IBM SP1, an 18-node IBM SP2, a Cray EL92, a Cray J916, and a Silicon Graphics Onyx Reality Engine. In addition, every faculty member has a computer on his/her desk. The department also has Internet facilities.

## **BACHELOR OF SCIENCE DEGREE PROGRAMS**

The B.S. degree programs are:

- Bachelor of Science in Computer Science
- Bachelor of Science in Computer and Information Systems

## **BACHELOR OF SCIENCE IN COMPUTER SCIENCE (137 HOURS)**

### **DEGREE REQUIREMENTS**

The degree requires a minimum of one hundred thirty-seven (137) semester hours, including sixty-three (63) in CCIS and an appropriate research/design project course, CCIS 493, leading to an acceptable technical report and a presentation of its contents. The following outline describes the B.S. degree requirements and suggests a way in which courses can be arranged for pursuing the degree:

### **FRESHMAN YEAR**

#### **First Semester: 17 hours**

CCIS 100	Information Technology/Computer Applications (3)
CCIS 101	Computer Science: An Overview (3)
CGED 100	First-Year Seminar I (1)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
	Humanities Requirement (3)

#### **Second Semester: 17 hours**

CCIS 105	Problem Solving/Intro. to Java (3)
CCIS 105L	Problem Solving Lab (0)
CCIS 121	Introduction to Computer Systems (3)

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CGED 101	First-Year Seminar II (1)
CMAT112	Calculus II (4)
CENG 106	English Composition II (3)
CSTA 101	Fundamentals of Speech (3)

## **SOPHOMORE YEAR**

### **First Semester: 16 hours**

CCIS 106	Java Programming (3)
CCIS 106L	Java Programming Lab (0)
CMAT 214	Linear Algebra (3)
MAT 311	Mathematical Logic (3)
CFL _ 201	Foreign Language Requirement (3)
CPHY 121	Physics I (3)
CPHY 121L	Physics I Lab (1)

### **Second Semester: 17 hours**

CCIS 123	Data Structures (3)
CCIS 123L	Data Structures Lab (0)
CCIS 200	Structured Programming (3)
CCIS 200L	Structured Programming Lab (0)
CCIS 227	Deductive System Software (3)
CFL _ 202	Foreign Language Requirement (3)
CPHY 122	Physics II (3)
CPHY 122L	Physics II Lab (1)
CPED 101/102	Physical Education Requirement (1)

## **JUNIOR YEAR**

### **First Semester: 16 hours**

CCIS 400+ CIS	Elective (3)
CCIS 476	Programming Languages and Compilers (3)
CCIS 471	Introduction to Computer Algorithms (3)
CHIS 201/211	History Requirement (3)
CPHY 123	Physics III (3)
CPHY 123L	Physics III Lab (1)

### **Second Semester: 18 hours**

CCIS 321	Introduction to Software Methodologies (3)
CCIS 472	Computer Architecture (3)
CCIS 301	Computer Systems Software (3)
CHIS 202/212	History Requirement (3)
CENG 201/202	World Literature I or II (3)
CMAT 321	Probability and Statistics (3)

## **SENIOR YEAR**

### **First Semester: 18 hours**

CCIS 529	Web Design/Development (3)
CCIS 400+ CIS	Elective (3)
CPSY 211	General Psychology (3)
CCIS 474	Introduction to Database (3)



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CCIS 475	Introduction to Artificial Intelligence (3)
CCIS 511	Data Communications (3)

**Second Semester: 18 hours**

CCIS 400+	CIS Elective
CCIS 400+	CIS Elective
CCIS 473	Introduction to Operating Systems (3)
	Social Science Requirement (3)
	Philosophy/Religion Requirement (3)
CCIS 493	Design Project (3)

**BACHELOR OF SCIENCE IN COMPUTER AND INFORMATION SYSTEMS (134 hours)**

Requires a minimum of one hundred thirty-four (134) semester hours, including sixty (60) in CIS and a research/design course, leading to an acceptable technical report and presentation of its contents. The following outline describes the B.S. degree requirements for the B.S. in Computer and Information Systems, and suggests a way in which courses can be arranged for pursuing the degree:

**FRESHMAN YEAR**

**First Semester: 17 hours**

CCIS 100	Information Technology/Software Applications (3)
CCIS 101	Computer Science: An Overview (3)
CGED 100	First-Year Seminar I (1)
CMAT 111	Calculus I (4)
CENG 105	College Composition I (3)
	Humanities Requirement (3)

**Second Semester: 17 hours**

CCIS 105	Problem Solving/Intro to Java (3)
CCIS 105L	Problem Solving Lab (0)
CCIS 121	Introduction to Computer Systems (3)
CGED 101	First-Year Seminar II (1)
CMAT 112	Calculus II (4)
CENG 106	College Composition II (3)
CSTA 101	Fundamentals of Speech (3)

**SOPHOMORE YEAR**

**First Semester: 16/17 hours**

CCIS 106	Java Programming (3)
CCIS 106L	Java Programming Lab (0)
CMAT 214	Linear Algebra (3)
MAT 311	Mathematical Logic (3)
CFL_ 201	Foreign Language Requirement (3)
	Science Requirement I (3/4)

**Second Semester: 16/17 hours**

CCIS 123	Data Structures (3)
CCIS 123L	Data Structures Lab (0)
CCIS 200	Structured Programming (3)

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CCIS 200L	Structured Programming Lab (0)
CCIS 227	Deductive System Software (3)
CFL_ 202	Foreign Language Requirement (3)
	Science Requirement II (3/4)
CPED 101/102	Physical Education Requirement (1)

## **JUNIOR YEAR**

### **First Semester: 15 hours**

CBUS 340	Principles of Management (3)
CCIS 476	Programming Languages and Compilers (3)
CCIS 471	Introduction to Computer Algorithms (3)
CBUS 207	Principles of Accounting I (3)
CHIS 201/211	History Requirement (3)

### **Second Semester: 18 hours**

CCIS 321	Introduction to Software Methodologies (3)
CCIS 472	Computer Architecture (3)
CCIS 301	Computer Systems Software (3)
CHIS 202/212	History Requirement (3)
CENG 201/202	World Literature I or II (3)
CMAT 321	Probability and Statistics (3)

## **SENIOR YEAR**

### **First Semester: 18 hours**

CCIS 529	Web Design/Development (3)
CCIS 400+	CIS Elective (3)
CPSY 211	General Psychology (3)
CCIS 474	Introduction to Database (3)
CCIS 475	Introduction to Artificial Intelligence (3)
CECO 107	Introduction to Economics (3)

### **Second Semester: 18 hours**

CCIS 482	Introduction to Information Systems (3)
CCIS 400+	CIS Elective (3)
CCIS 473	Introduction to Operating Systems (3)
	Philosophy/Religion Requirement (3)
CCIS 400+	CIS Elective (3)
CCIS 493	Design Project (3)

## **ACCELERATED B.S./M.S. DEGREE PROGRAM**

The Department of Computer and Information Science offers the opportunity for beginning undergraduate students with superior records to enter the Five-Year B.S./M.S. Degree Program. Students may be chosen for this program based on their academic achievement in secondary school. To be eligible for selection, beginning undergraduate students must have a minimum cumulative high school grade point average of 3.25 and a minimum composite Scholastic Assessment Test (SAT) score of 1000 or a minimum ACT score of 24. Participants are selected for this program from eligible applicants through an extensive screening process conducted by the departmental faculty.

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Students must satisfy all University general education requirements for undergraduates, the requisite major and cognate courses for the bachelor's degree and at least twenty-four (24) semester hours of graduate course work in the major field. Students pursue advanced course work and research during their fourth year of enrollment. Summer research opportunities are provided and may be required depending on the nature of the students' research project. Students' academic progress is monitored continuously. Students must maintain a cumulative "B" or better average in course work to continue in this program. After successful completion of the third year, students must apply for admission to the graduate program. Graduate admission may be provided upon the recommendation of the departmental chairperson and approval of the School Dean.

During the fourth year, students may begin graduate course work while completing undergraduate degree requirements. The maximum credit hour load for undergraduate study shall obtain through the fourth year of study. Students are engaged in graduate study exclusively during the fifth year at which time the maximum credit hour load for graduate study shall obtain. During the fifth year students satisfy the graduate residence requirement.

In order to receive the B.S. and M.S. degrees in Computer and Information Systems, students must complete at least eighty-one (81) semester hours of course work in the major field. At least twenty-four (24) of these must be at the graduate level. Student must complete an acceptable thesis. Students must apply for candidacy for each degree at the times specified in the University Catalogues. Upon completion of the above course of study, students will receive two degrees—the Bachelor of Science and the Master of Science.

At any point during the students' participation in this program, they may elect, or be required because of academic performance, to pursue the traditional four year bachelor's degree program. In such cases the bachelor's degree may be awarded once the undergraduate degree requirements are satisfied. Listed below is the sequenced curriculum designed to facilitate the acquisition of skills and knowledge required for this program.

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## **5-YEAR B.S./M.S. DEGREE IN COMPUTER SCIENCE (161)**

### **FRESHMAN YEAR**

#### **First Semester: 17 hours**

CCIS 100	Information Technology/Software Applications (3)
CCIS 101	Computer Science: An Overview (3)
CGED 100	First-Year Seminar I (1)
CMAT 111	Calculus I (4)
CENG 105	College Composition I (3)
	Humanities Requirement (3)

#### **Second Semester: 17 hours**

CCIS 105	Problem Solving/Intro. to Java (3)
CCIS 105L	Problem Solving Lab (0)
CCIS 121	Introduction to Computer Systems (3)
CGED 101	First-Year Seminar II (1)
CMAT 112	Calculus II (4)
CENG 106	College Composition II (3)
CSTA 101	Fundamentals of Speech (3)

### **SOPHOMORE YEAR**

#### **First Semester: 16 hours**

CCIS 106	Java Programming (3)
CCIS 106L	Java Programming Lab (0)
CMAT 214	Linear Algebra (3)
MAT 311	Mathematical Logic (3)
CFL_ 201	Foreign Language Requirement (3)
CPHY 121	Physics I (3)
CPHY 121L	Physics I Lab (1)

#### **Second Semester: 17 hours**

CCIS 123	Data Structures (3)
CCIS 123L	Data Structures Lab (0)
CCIS 200	Structured Programming (3)
CCIS 200L	Structured Programming Lab (0)
CCIS 227	Deductive System Software (3)
CFL_ 202	Foreign Language Requirement (3)
CPHY 122	Physics II (3)
CPHY 122L	Physics II Lab (1)
CPED 101/102	Physical Education Requirement (1)

### **JUNIOR YEAR**

#### **First Semester: 16 hours**

CCIS 400+	CIS Elective (3)
CCIS 476	Programming Languages and Compilers (3)
CCIS 471	Introduction to Computer Algorithms (3)
CHIS 201/211	History Requirement (3)
CPHY 123	Physics III (3)
CPHY 123L	Physics III Lab (1)

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**Second Semester: 18 hours**

CCIS 321	Introduction to Software Methodologies (3)
CCIS 472	Computer Architecture (3)
CCIS 301	Computer Systems Software (3)
CHIS 202/212	History Requirement (3)
CENG 201/202	World Literature I or II (3)
CMAT 321	Probability and Statistics (3)

**SENIOR YEAR****First Semester: 18 hours**

CCIS 529	Web Design/Development (3)
CCIS 400+	CIS Elective (3)
CPSY 211	General Psychology (3)
CCIS 474	Introduction to Database (3)
CCIS 475	Introduction to Artificial Intelligence (3)
CCIS 511	Data Communications (3)

**Second Semester: 18 hours**

CCIS 400+	CIS Elective
CCIS 400+	CIS Elective
CCIS 473	Introduction to Operating Systems (3)
	Social Science Requirement (3)
	Philosophy/Religion Requirement (3)
CCIS 493	Design Project (3)

**FIFTH-YEAR****First Semester: 12 hours**

CCIS 671	Algorithms Design and Analysis (3)
CCIS 672	Computer Organization (3)
CCIS 691	Software Engineering (3)
CCIS 500+	CIS Elective (3)

**Second Semester: 12 hours**

CCIS 674	Data Base Design (3)
CCIS 675	Artificial Intelligence (3)
CCIS 500+	CIS Elective (3)
CCIS 821	Thesis (3)

**MINOR IN COMPUTER SCIENCE**

Completing 18 semester hours from the following may fulfill the minor requirements:

CCIS 101	Computer Science: An Overview (3)
CCIS 106	Java Programming (3)
CCIS 121	Introduction to Computer Systems (3)
CCIS 123	Data Structures (3)
CCIS 474	Introduction to Data Base (3)
CCIS 400+	
CIS	Elective (3)

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If the student has not had any prior programming experience, then CCIS 105 Problem Solving/Introduction to Java will also be required as a prerequisite to CCIS 106.

\*The CIS Electives may be any 400 or 500 level courses except CCIS 500, CCIS 503 and any CIS projects class.

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**DEPARTMENT OF MATHEMATICAL SCIENCES**  
**McPheeters-Dennis Hall, Room 138**  
**Telephone: 404-880-8199**

### **PROGRAM OVERVIEW**

The Department of Mathematical Sciences has as its central mission unlocking the doors to mathematical excellence, fulfilling the mathematical needs for all students, and altering perceptions that have traditionally prevented minority students from attaining high levels of achievement in mathematics. The Department offers programs of study leading to the Bachelor of Science in Mathematics, Bachelor of Science/Master of Science in Mathematics (B.S./M.S.) and the Master of Science in Mathematics. A degree in mathematics opens many doors in graduate schools, industry and government. The undergraduate programs of study in the Department serve students interested in teaching mathematics at the secondary school level and those preparing for graduate study or employment in industry or government. The minimum number of required credit hours in mathematics above the General Education requirements is 30, of which 18 should be at the junior and/or senior level.

The Department awards the J. J. Dennis Endowed Scholarship to qualified, distinguished juniors and seniors majoring in mathematics. Scholarship recipients must maintain cumulative grade point averages of at least 3.0 overall and 3.25 in mathematics courses.

### **DEGREE REQUIREMENTS**

In each degree program, majors must earn a grade of “C” or better in all required courses beyond the General Education requirements. This stipulation applies to mathematics courses and to cognates, which the Department requires students to take in other departments. Each degree requires, in addition to the University General Education courses, specific mathematics courses as listed below.

#### **All Mathematics Majors**

CMAT 111	Calculus I
CMAT 112	Calculus II
CMAT 211	Calculus III
CMAT 212	Differential Equations
CMAT 214	Linear Algebra
CMAT 311	Mathematical Logic
CMAT 321	Mathematical Probability and Statistics I
CMAT 325	Modern Algebra I
CMAT 421	Advanced Calculus I
CCIS 101	Computer Science: An Overview
CCIS 103	Scientific Programming

#### **Bachelor of Science in Mathematics (B.S.)**

CMAT 322	Mathematical Probability and Statistics II
CMAT 423	Introduction to Complex Variables
CMAT 427	Introduction to Topology
CMAT MAT	Elective at or above 300 level

#### **Bachelor of Science/Master of Science in Mathematics (B.S./M.S.)**

CMAT 326	Modern Algebra II
CMAT 422	Advanced Calculus II

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CMAT 423	Introduction to Complex Variables
CMAT 427	Introduction to Topology
CMAT 475	Seminar
CMAT MAT	Elective at or above 300 level
CMAT MAT	Elective at or above 300 level
CMAT MAT	Elective at or above 300 level
CMAT 521/522	Real Analysis I and II
CMAT 523/524	Complex Variables I and II
CMAT 525/526	Abstract Algebra I and II
CMAT 541/542	Applied Math I and II
CMAT 527	Topology
CMAT 675	Thesis Seminar or CEDC 598 Capstone Seminar
CMAT 676	Thesis Seminar or CEDC 598 Capstone Seminar
CMAT MAT	Elective at or above 500 level

### **ACCELERATED B.S./M.S. DEGREE PROGRAM**

The Department of Mathematical Sciences offers the opportunity for undergraduate students with superior records to enter the Five-Year B.S./M.S. Degree Program. Students are chosen based on their academic achievement in secondary school. To be eligible, beginning undergraduate students must have a minimum cumulative high school grade point average of 3.25 and a minimum composite Scholastic Assessment Test (SAT) score of 900 or a minimum ACT score of 22. Participants are selected from eligible applicants through an extensive screening process conducted by the departmental faculty. Students selected to participate in this program must satisfy all University general education requirements for undergraduates, the requisite major and cognate courses for the bachelor's degree and at least 24 semester hours of graduate course work in the major field. Students pursue advanced course work and research during their fourth year of enrollment. Summer research opportunities are provided and may be required depending on the nature of the student's research project.

Academic progress is monitored continuously. Students must maintain a cumulative "B" or better average. After completion of the fourth year, students must be admitted to the graduate program. Graduate admission may be provided for participants upon the recommendation of the department chair and approval of the school dean. During the fourth year, students may begin graduate course work while completing undergraduate degree requirements. The maximum credit hour load for undergraduate study shall be maintained. During the fifth year, students satisfy the graduate residence requirement, and must adhere to the maximum credit hour load for graduate study.

In order to receive the B.S. and M.S. degrees, students must complete at least fifty-four (54) semester hours of course work in Mathematics. At least 24 of these semester hours must be at the graduate level. Students must complete an acceptable thesis or with departmental approval complete two additional courses at the graduate level. Students must apply for candidacy for each degree at the times specified in the University Catalogues. Upon completion of the prescribed course of study, students receive two degrees, the Bachelor of Science and the Master of Science in Mathematics.

At any point during the student's participation in this program, he/she may elect or be required because of academic performance to pursue the traditional four-year bachelor's degree program. In such cases the bachelor's degree will be awarded once the undergraduate degree requirements are satisfied. A sequenced curriculum designed to facilitate the acquisition of skills and knowledge required for this program is provided below.



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## **THESIS REQUIREMENT OR ADDITIONAL SIX HOURS OF CONTENT**

Students are strongly encouraged to complete a thesis. The writing of a thesis is intended to demonstrate the student's ability to carry out independent scholarly research, expand knowledge in the field, benefit the community as a whole, draw logical conclusions from data gathered, and present the results in a clear, intelligible, and consistent form. With advisor's approval, students may elect to take two additional program electives in lieu of the thesis.

## **GRADUATION REQUIREMENTS**

Students must complete a minimum of 164 semester hours (113 undergraduate, 51 graduate) including 75 credit hours in mathematics: 45 undergraduate, 30 graduate. All requirements for the master's degree must be completed within five calendar years from date of admission to the graduate program.

Students who have satisfied all undergraduate prerequisites, the required University and Departmental examinations, and demonstrated their ability to do major work of graduate character may be certified for the degree in the semester or summer session in which they expect to complete their school and/or Department requirements. The Communications Skills Certification requirement must have been met and all required University examinations must have been passed prior to the date in the University Calendar for filing for candidacy during any semester or summer session.

## **SAMPLE PLANS OF STUDY**

The following are sequenced curriculum plans designed to facilitate the acquisition of skills and knowledge required for the B.S. and B.S./M.S. degree programs.

### **BACHELOR OF SCIENCE IN MATHEMATICS (129 HOURS)**

#### **FRESHMAN YEAR**

##### **Fall Semester: 17 hours**

CMAT 111	Calculus I (4)
CGED 100	First-Year Seminar I (1)
CENG 105	English Composition I (3)
CHIS 201	U.S., Africa and the World I (3)
CPHI 105	Critical Thinking (3)
CFL_ 201	Foreign Language (3)

##### **Spring Semester: 17 hours**

CMAT 112	Calculus II (4)
CGED 101	First-Year Seminar II (1)
CENG 106	English Composition II (3)
CHIS 202	U.S., Africa and the World II (3)
CCIS 101	Computer Science: An Overview (3)
CFL_ 202	Foreign Language (3)

#### **SOPHOMORE YEAR**

##### **Fall Semester: 16 hours**

CMAT 211	Calculus III (4)
CMAT 214	Linear Algebra (3)
CENG 201/202	World Literature I or II (3)
CMAT 311	Mathematical Logic (3)
CMAT 321	Math Probability and Statistics I (3)

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**Spring Semester: 16 hours**

CMAT 212	Differential Equations (3)
CHUM 230	Modern Period (3)
CMAT 322	Math Probability and Stats II (3)
CPSY 211	General Psychology (3)
CPSC 106	Politics and Global Issues (3)
CPED 101/102	Physical Education Requirement (1)

**JUNIOR YEAR****Fall Semester: 17 hours**

CMAT 421	Advanced Calculus I (3)
CMAT 325	Modern Algebra I (3)
CPHY 121	Physics I (4)
CCIS 103	Scientific Programming (4)
CSTA 101	Fundamentals of Speech (3)

**Spring Semester: 16 hours**

CMAT 422	Advanced Calculus II (3)
CPHY 122	Physics II (4)
CCIS 326	Modern Algebra II (3)
	Elective (3)
	Elective (3)

**SENIOR YEAR****Fall Semester: 15 hours**

CMAT 427	Introduction to Topology I (3)
CMAT 423	Introduction to Complex Variables I (3)
	Elective (3)
	Elective (3)
CMAT 475	Seminar I (3)

**Spring Semester: 15 hours**

CMAT 424	Introduction to Complex Variables II (3)
CMAT	Mathematics Elective (300 level or above) (3)
CMAT 476	Seminar II (3)
	Elective (3)
	Elective (3)

**FIVE-YEAR B.S./M.S. IN MATHEMATICS (147 SEMESTER HOURS)\*****FRESHMAN YEAR****First Semester: 15 hours**

CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CHIS 201	U.S., Africa and the World I (3)
CSTA 101	Fundamentals of Speech (3)
CPED 101/102	Physical Education Requirement (1)
CGED 100	First-Year Seminar I (1)

**Second Semester: 17 hours**

CMAT 112	Calculus II (4)
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CGED 101	First-Year Seminar II (1)
CENG 106	English Composition II (3)
CHIS 202	U.S., Africa and the World II (3)
CPSY 211	General Psychology (3)
CCIS 101	Computer Science: An Overview (3)

## **SOPHOMORE YEAR**

### **First Semester: 16 hours**

CMAT 211	Calculus III (4)
CMAT 214	Linear Algebra (3)
CHUM 230	Modern Period (3)
CENG 201/202	World Literature I or II (3)
CPSC 106	Politics and Global Issues (3)

### **Second Semester: 16 hours**

CMAT 212	Differential Equations (3)
CMAT 311	Mathematical Logic (3)
CPHI 105	Critical Thinking (3)
CCIS 105	Scientific Programming (4)
	Elective (3)

## **JUNIOR YEAR**

### **First Semester: 16 hours**

CMAT 325	Modern Algebra I (3)
CMAT 421	Advanced Calculus I (3)
CPHY 121	Physics I (4)
CFL_201	Foreign Language Requirement (3)
CMAT	Elective (300 Level or above) (3)

### **Second Semester: 16 hours**

CMAT 326	Modern Algebra II (3)
CMAT 422	Advanced Calculus II (3)
CMAT	Elective in Mathematics (300 level or above) (3)
CPHY 122	Physics II (4)
CFL_202	Foreign Language Requirement (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CMAT 321	Mathematical Probability and Statistics (3)
CMAT 423	Introduction to Complex Variables I (3)
CMAT 427	Introduction to Topology (3)
CMAT 475	Seminar I (3)
CMAT 521	Real Analysis I (3)

### **Second Semester: 15 hours**

CMAT 424	Introduction to Complex Variables II (3)
CMAT 428	Intro to Topology II (3)
CMAT 522	Real Analysis II (3)
	Research Tool (3)
CMAT 476	Seminar II (3)

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**FIFTH YEAR****First Semester: 12 hours****PURE MATHEMATICS**

CMAT 523	Complex Variables I (3)
CMAT 525	Abstract Algebra I (3)
CMAT 527	Topology (3)
CMAT 675	Thesis Research (3)

**APPLIED MATHEMATICS**

CMAT 523	Complex Variables I (3)
CMAT 541	Applied Mathematics I (3)
CMAT 527	Topology (3)
CMAT 675	Thesis Research (3)

**Second Semester: 12 hours****PURE MATHEMATICS**

CMAT 524	Complex Variables II (3)
CMAT 526	Abstract Algebra II (3)
CMAT	Elective in Mathematics (500 level or above) (3)
CMAT 676	Thesis Research (3)

**APPLIED MATHEMATICS**

CMAT 524	Complex Variables II (3)
CMAT 542	Applied Mathematics II (3)
CMAT	Elective in Mathematics (500 level or above) (3)
CMAT 676	Thesis Research (3)

\*See Graduate Catalog for B.S./M.S. graduate course descriptions.

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**Division of Natural Sciences and Mathematics**  
**DEPARTMENT OF PHYSICS**  
**McPheeters-Dennis Hall, Room 102**  
**Telephone: 404-880-8797**

### **PROGRAM OVERVIEW**

The Department of Physics offers students an understanding of the principles governing the behavior of the physical universe and helps students develop an appreciation of the scientific method and its application to current technological and environmental problems. Courses emphasize the elements of scientific thinking and techniques as well as scientific knowledge. The curriculum for physics majors prepares students for graduate work, teaching, research in the fields of fundamental and applied physics, and practice in branches of engineering.

The department provides instruction and practice leading to the following degrees: Bachelor of Science in Physics, Bachelor of Science with a dual major in physics and engineering (in cooperation with the Atlanta University Center Dual-Degree Engineering Program) and a Bachelor of Science/Master of Science in Physics, an accelerated five (5)-year degree program. Specific requirements for each of these programs are listed below. There are a variety of offerings in the field of engineering that may demand varied course requirements. Therefore, students seeking the dual physics/engineering degree must be advised by the department and the coordinator of the Dual-Degree Engineering Program at the beginning of their matriculation at Clark Atlanta University (CAU) in order to match their course work to their career goals.

Curricular flexibility allows students to prepare for careers in biophysics, health physics, atmospheric sciences, space physics, technology-related workforce and for teaching in sciences and mathematics. Individual projects provide ample opportunity for the development of initiative and skill. Through proper selection of elective courses, students may direct their training to fit their particular fields of interest.

### **DEGREE REQUIREMENTS**

Students who wish to receive a Bachelor of Science degree in Physics must fulfill a minimum of forty-five (45) hours of physics and cognate courses. Physics majors must complete the required courses with a grade of “C” or better. A minimum of 125 total hours of courses work is required. The Bachelor of Science degree with a major in Physics requires the following courses, in addition to the University’s General Education requirements:

#### **BACHELOR OF SCIENCE DEGREE IN PHYSICS**

#### **COGNATE COURSES**

CCHE 111/111L	General Chemistry I
CCHE 112/112L	General Chemistry II
CCIS 103	Scientific Programming
CMAT 111 & 112	Calculus I and II
CMAT 211	Calculus III
CMAT 214	Linear Algebra
CMAT 314	Differential Equations

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## PHYSICS COURSES

CPHY 121/121L	Physics I: Mechanics and Laboratory
CPHY 122/122L	Physics II: Electricity and Magnetism and Laboratory
CPHY 123/123L	Physics III: Optics and Modern Physics and Laboratory
CPHY 211	Modern Physics
CPHY 321 & 322	Mathematical Physics I and II
CPHY 331	Classical Mechanics
CPHY 332	Electromagnetic Theory
CPHY 411	Thermodynamics and Statistical Mechanics
CPHY 412	Introduction to Quantum Mechanics
CPHY 421 or 422	Undergraduate Research
CPHY	(Electives) 9 hours at 300-500 level

## DUAL DEGREE IN PHYSICS AND ENGINEERING

Clark Atlanta University (CAU) offers a degree program in pre-engineering through the Atlanta University Center Dual-Degree Program. Under the Dual-Degree Program, students attend Clark Atlanta University for approximately three (3) years and then transfer to the host school for approximately two (2) years. Thereafter, the student is a resident of the host institution and must satisfy the host institution's tuition and fee requirements. After the five-year study period, students can receive two (2) degrees: a Bachelor of Science from Clark Atlanta University and a Bachelor of Engineering from the host school. In some cases, the degree from the host school may be a master's degree in engineering.

The physics requirements for this degree are listed under the Dual-Degree Engineering Program section of this catalog. Students interested in the Dual-Degree Engineering Program should make initial contact with the department chair who will after initial consultation, refer the student to the School of Arts and Sciences coordinator of the DDEP. The specific requirements for the DDEP for all STEM areas follow this section of the catalog.

## ACCELERATED B.S./M.S. DEGREE PROGRAM

The Department of Physics offers undergraduate students with superior records entrance to the Five-Year B.S./M.S. Program. Students will be chosen based on their academic achievement in secondary school or college. To be eligible for selection, beginning undergraduate students must have a minimum cumulative high school grade point average of 3.25 and a minimum composite Scholastic Assessment Test (SAT) score of 900 on reading and math sections, or a minimum ACT score of 22. Participants are selected from eligible applicants through an extensive screening process conducted by Departmental faculty. Students selected to participate must satisfy all University General Education requirements for undergraduates, the requisite major and cognate courses for the bachelor's degree, and at least twenty-four (24) semester hours of graduate course work in the major field. Students pursue advanced course work and research during their fourth year of enrollment. Summer research opportunities are provided and may be required depending on the nature of the student's research project.

Academic progress is monitored continuously. Students must maintain a cumulative "B" or better average. After successful completion of the third year, students must be admitted to the graduate program. Graduate admission may be provided for participants upon the recommendation of the Department Chair and approval of the School Dean.

During the fourth year, students may begin taking graduate course work while completing undergraduate degree requirements. The maximum credit hour load for undergraduate study shall obtain through the fourth year of study. Students will be engaged in graduate study exclusively

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during the fifth year, at which time the maximum credit hour load for graduate study shall obtain. During the fifth year, students satisfy the graduate residence requirement.

In order to receive the B.S. and M.S. degrees in Physics, the student must complete at least fifty-four (54) semester hours of course work in physics, at least twenty four (24) of which must be at the graduate level. Students must complete an acceptable thesis. Students must apply for candidacy for each degree at the times specified in the University Catalogues. Upon completion of the above prescribed course of study, students receive two (2) degrees, the Bachelor of Science and the Master of Science in Physics.

At any point during the student's participation in this program, he/she may elect, or be required because of academic performance, to pursue the traditional four-year bachelor's degree program. In such cases the bachelor's degree may be awarded once the undergraduate degree requirements are satisfied.

### **SAMPLE PLAN OF STUDY**

The following outlines illustrate ways courses can be arranged to satisfy the requirements for the B.S. degree in Physics. These are suggested study plans, not mandatory ones.

### **BACHELOR OF SCIENCE IN PHYSICS (125 HOURS)**

#### **FRESHMAN YEAR**

##### **First Semester: 15 hours**

CGED 100	First-Year Seminar I (1)
CENG 105	English Composition I (3)
CMAT 111	Calculus I (4)
CPHY 121	Physics I: Mechanics (3)
CPHY 121L	Physics I: Mechanics Laboratory (1)
	Social Science Requirement (3)

##### **Second Semester: 15 hours**

CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Application (3)
CENG 106	English Composition II (3)
CMAT 112	Calculus II (4)
CPHY 122	Physics II: Electricity and Magnetism (3)
CPHY 122L	Physics II: Electricity and Magnetism Laboratory (1)

#### **SOPHOMORE YEAR**

##### **First Semester: 17 hours**

CSTA 101	Fundamentals of Speech (3)
CENG 201 or 202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3)
CMAT 211	Calculus III (4)
CPHY 123	Physics III: Optics and Modern Physics (3)
CPHY 123L	Physics III: Optics and Modern Physics Laboratory (1)

##### **Second Semester: 18 hours**

CHIS 202	U.S., Africa and the World II (3)
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CHUM	Humanities Requirement (3)
CPSY	Psychology Requirement (3)
CPHY 211	Modern Physics (3)
CMAT 214	Linear Algebra (3)
CPHY 321	Mathematical Physics I (3)

### **JUNIOR YEAR**

#### **First Semester: 17 hours**

CPHI/CREL	Philosophy/Religion Requirement (3)
CPED 101 or 102	Physical Education Requirement (1)
CCHE 111/111L	General Chemistry (4)
CPHY 322	Mathematical Physics II (3)
CPHY 331	Classical Mechanics (3)
CFL 201	Foreign Language Requirement (3)

#### **Second Semester: 16 hours**

CHUM	Humanities Requirement (3)
CCHE 112/112L	General Chemistry (4)
CMAT 212	Differential Equations (3)
CPHY 332	Electromagnetic Theory (3)
CFL 202	Foreign Language Requirement (3)

### **SENIOR YEAR**

#### **First Semester: 15 hours**

CCIS 103	Scientific Programming (3)
CPHY 411	Thermodynamics and Statistical Mechanics (3)
CPHY 412	Introduction to Quantum Mechanics (3)
CPHY 421 or 422	Undergraduate Research I or II (3)
	Physics elective (300 level or above) (3)

#### **Second Semester: 12 hours**

General Electives (6)
Physics electives (300 level or above) (6)

### **FIVE-YEAR B.S./M.S. IN PHYSICS (146 SEMESTER HOURS)**

#### **FRESHMAN YEAR**

##### **First Semester: 15 hours**

CGED 100	First-Year Seminar I (1)
CENG 105	English Composition I (3)
CMAT 111	Calculus I (4)
CPHY 121	Physics I: Mechanics (3)
CPHY 121L	Physics I: Mechanics Laboratory (1)
	Social Science Requirement (3)

##### **Second Semester: 15 hours**

CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Application (3)
CENG 106	English Composition II (3)
CMAT 112	Calculus II (4)
CPHY 122	Physics II: Electricity and Magnetism (3)



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CPHY 122L                    Physics II: Electricity and Magnetism Laboratory (1)

## **SOPHOMORE YEAR**

### **First Semester: 17 hours**

CSTA 101                    Fundamentals of Speech (3)  
CENG 201 or 202            World Literature I or II (3)  
CHIS 201                    U.S., Africa and the World I (3)  
CPHY 123                    Physics III: Optics and Modern Physics (3)  
CPHY 123L                   Physics III: Optics and Modern Physics Laboratory (1)  
CMAT 211                    Calculus III (4)

### **Second Semester: 18 hours**

CHIS 202                    U.S., Africa and the World II (3)  
CHUM                        Humanities Requirement (3)  
CPSY                         Psychology Requirement (3)  
CPHY 211                    Modern Physics I (3)  
CMAT 212                    Differential Equations (3)  
CPHY 321                    Mathematical Physics I (3)

## **JUNIOR YEAR**

### **First Semester: 17 hours**

CPHI/CREL                   Philosophy/Religion Requirement (3)  
CPED 101/102               Physical Education Requirement (1)  
CCHE 111/111L              General Chemistry (4)  
CPHY 322                    Mathematical Physics II (3)/CPHY 531 Mathematical Physics I (3)  
CPHY 331                    Classical Mechanics (3)  
CFL 201                      Foreign Language Requirement (3)

### **Second Semester: 16 hours**

CHUM                        Humanities Requirement (3)  
CCHE 112/112L              General Chemistry (4)  
CMAT 214                    Linear Algebra (3)  
CPHY 332                    Electromagnetic Theory (3)  
CFL 202                      Foreign Language Requirement (3)

## **SENIOR YEAR**

### **First Semester: 12 hours**

CPHY 411                    Thermodynamics and Stat. Methods (3)  
CPHY 412                    Introduction to Quantum Mechanics (3)  
CPHY 421                    Undergraduate Research (3)  
CPHY 501                    Classical Mechanics (3)

### **Second Semester: 12 hours**

CCIS 103                    Scientific Programming (3)  
CPHY 503                    Electrodynamics (3)  
CPHY 532                    Mathematical Methods II (3)  
CPHY                         Undergraduate Physics elective (3)

## **FIFTH YEAR**

### **First Semester: 12 hours**

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CPHY 515	Quantum Mechanics I (3)
CPHY 520	Thermodynamics and Statistical Mechanics (3)
CPHY	Physics elective (3)
CPHY 603	Thesis Research I (3)

**Second Semester: 12 hours**

CPHY 516	Quantum Mechanics II (3)
CPHY	Physics elective (3)
CPHY	Physics elective (3)
CPHY 604	Thesis Research II (3)

**ELECTIVES MUST BE APPROVED BY THE CHAIR OF THE DEPARTMENT**

See Graduate Catalog for B.S./M.S. graduate course descriptions (500- and 600-level courses)

**Division of Natural Sciences and Mathematics**

**DUAL DEGREE ENGINEERING PROGRAM (DDEP)**

**Cole Research Center for Science and Technology, Room 3037**

**Telephone: 404-880-6738**

**PROGRAM OVERVIEW**

The Dual Degree Engineering Program (DDEP) at Clark Atlanta University (CAU) addresses the under representation of African Americans in the sciences and engineering fields.

The DDEP exposes undergraduate students to detailed engineering instruction coupled with experiments and research experience in state-of-the-art laboratories. It also promote an applied research orientation, thus facilitating the technology transfer of basic scientific discoveries to products and services.

The program's interdisciplinary and multidisciplinary curriculum is designed to provide students with a strong background in the physical sciences and mathematics, proficiency in oral and written communications and a thorough foundation in fundamental engineering principles.

The goals and objectives of the DDEP are to produce Engineers, industrial and scientific leaders and researchers capable of identifying, addressing, and solving technical problems which will not only benefit society but will also regain the nation's preeminence in science and technology.

The DDEP has linkages with several research institutions, government research laboratories, and industries to facilitate summer undergraduate research experience. CAU has been participating with the rest of the Atlanta University Center (AUC) schools in the DDEP since 1969.

**ADMISSION REQUIREMENT**

A student that declare a major in Chemistry, Computer Information Science and Physics and follow the course schedule for the pre-engineering DDEP for the major.

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## **DEGREE REQUIREMENTS**

The Dual Degree Engineering Program (DDEP) provides the opportunity for students to obtain both a Science degree from Clark Atlanta University (CAU) and an Engineering degree from a participating engineering school. Students participating in the DDEP complete three academic years at CAU and two academic years at a participating engineering institution. In some cases the degree from the host school may be a Master's in Engineering. The participating engineering institutions are Auburn University, Clarkson University; Columbia University; Dartmouth College; Georgia Institute of Technology; North Carolina A&T State University; Rensselaer Institute of Technology; Rochester Institute of Technology; University of Alabama, Huntsville; University of Florida, Gainesville; University of Michigan, Ann Arbor; and University of Missouri, Rolla. The following engineering disciplines are available at the participating engineering schools (See Table 1).

- As a joint sponsor of the Atlanta University Center DDEP, CAU DDEP students can take advantage of services offered through the Atlanta University Center Dual-Degree Engineering Program Office. Services include scholarships, internships, permanent placement, career counseling and tutoring. In addition, CAU DDEP students are encouraged to join the Atlanta University Center chapter of the National Society of Black Engineers (NSBE). CAU students must register with the Atlanta University Center DDEP Office to be eligible for any of their services.

**Table 1 - Available Engineering Majors**

Major	Au	Bos	CLA	GIT	NC A&T	RPI	RIT	UA-H	UF-G	UM-A A	UM-R
Aerospace	X	X		X					X	X	X
Aeronautical			X			X					
Agricultural					X				X		
Architectural					X					X	X
Atmospheric										X	
Biological									X		
Biomechanical						X					
Biomedical		X		X					X	X	
Biomolecular				X							
Biosystems	X				X						
Chemical	X		X	X	X	X		X	X	X	X
Civil	X		X	X	X	X		X	X	X	X
Coastal									X		
Computer	X	X	X	X	X	X	X	X	X	X	X
Electrical	X	X	X	X	X	X	X	X	X	X	X
Electrical Power						X					
Engineering Physics						X					
Environmental			X	X	X	X			X	X	X
Fiber				X							
Information Science									X		
Industrial	X			X	X	X	X	X	X	X	
Macromolecular										X	
Manufacturing		X									X
Management						X					
Marine										X	
Materials Science				X		X			X	X	
Mechanical	X	X	X	X	X	X	X	X	X	X	X
Microelectronic							X				
Naval										X	
Nuclear						X			X	X	
Oceanic										X	
Operations										X	
Optical								X			
Polymer				X							
Radiological									X	X	
Software	X						X				
Space										X	
Systems	X			X	X	X	X	X	X		
Textile	X			X							

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### **B.S. IN A SCIENCE MAJOR**

CAU student will pursue a specified Bachelor of Science in: Chemistry, Computer Science and Physics and will complete the following:

- All core-curriculum requirements at CAU
- All required pre-engineering courses at CAU
- All DDEP requirements for the chosen Science major at CAU
- All DDEP engineering requirements at the Engineering institution

### **DUAL DEGREE ENGINEERING PROGRAM (DDEP) REQUIREMENTS:**

- Introduction to Engineering
- Engineering Graphics
- Calculus I, II, III
- Differential Equations
- Linear Algebra
- General Chemistry I, II
- Physics I, II, III
- Economics
- Introduction to Computer Programming (C++ or Java)

### **GRADUATION REQUIREMENTS**

A Dual Degree Engineering (DDEP) student is eligible to graduate when he or she has met the following requirements:

- Completed the required courses for the DDEP
- Fulfilled the graduation requirements for CAU
- Fulfilled the graduation requirements for the engineering institution.

A DDEP student who is in residence at an engineering institution must provide a copy of a current transcript of that institution at the end of each term to the CAU Coordinator of the DDEP. At the appropriate time, student must apply for graduation from CAU and is responsible for having an official transcript sent from the engineering school to the Office of the Registrar at CAU no later than one month prior to the expected graduation date.

**NOTE:** All CAU Core and STEM requirement are describe under the participating Department in the DDEP.

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**DUAL DEGREE ENGINEERING**  
**(All Engineering Fields)**

**FRESHMAN Year**

**First Semester: 18 hours**

CGED 100	First Year Seminar (1)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CEGR 101	Introduction to Engineering (3)
CEGR 101L	Introduction to Engineering Lab (0)
CPED 101/2	Physical Education Requirement (1)
CSTA 101	Fundamentals of Speech (3)
CCIS 103	Scientific Programming (3)

**Second Semester: 17 hours**

CGED 101	First Year Seminar (1)
CMAT 112	Calculus II (4)
CENG 106	English Composition II (3)
CEGR 110	Engineering Graphics (3)
CEGR 110L	Engineering Graphics Lab (0)
CPHY 121	Physics I: Mechanics (3)
CPHY 121L	Physics I: Mechanics Lab (1)
CEGR 102	Introduction to Engineering Design (2)

**SOPHOMORE Year**

**First Semester: 18 hours**

CMAT 211	Calculus III (4)
CCHE 111	General Chemistry I (4)
CPHY 122	Physics II: Electricity and Mag. (3)
CPHY 122L	Physics II: Elec. and Mag. Lab (1)
CENG 201/2	Intro to World Literature I or II (3)
	Foreign Language Requirement (3)

**Second Semester: 17 hours**

CCHE 112	General Chemistry II (4)
CPHY 123	Physics III: Waves, Heat, & Light (3)
CPHY 123L	Physics III: Waves, Heat& Light Lab (1)
CMAT 212	Differential Equations (3)
	Foreign Language Requirement (3)
CCIS 105	Structured Programming (3)

**JUNIOR Year**

**First Semester: 18 hours**

CHIS 201	The United States, Africa and World I (3)
CPSY 211	General Psychology (3)
CEGR 211	Engineering Statics (3)
CMAT 214	Linear Algebra (3)
	Social Science Requirement (3)
CEGR 314	Matlab/Labview (3)

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**Second Semester: 15 hours**

CHIS 202	The United States, Africa and World II (3)
CEGR 311	Engineering Dynamics (3)
	Religion and Philosophy Requirement (3)
	Engineering Elective (3)
	Humanities Requirement (3)

**CHEMISTRY OPTION  
CHEMICAL ENGINEERING****FRESHMAN Year****First Semester: 18 hours**

CCHE 111	General Chemistry I (4)
CGED 100	First Year Seminar (1)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CEGR 101	Introduction to Engineering (3)
CEGR 101L	Introduction to Engineering Lab (0)
CSTA 101	Fundamentals of Speech (3)

**Second Semester: 18 hours**

CCHE 112	General Chemistry II (4)
CGED 101	First Year Seminar (1)
CMAT 112	Calculus II (4)
CENG 106	English Composition II (3)
CEGR 110	Engineering Graphics (3)
CEGR 110L	Engineering Graphics Lab (0)
CCIS 105	Structured Programming (3)

**SOPHOMORE Year****First Semester: 18 hours**

CCHE 231	Organic Chemistry I (4)
CMAT 211	Calculus III (4)
CPHY 121	Physics I: Mechanics (3)
CPHY 121L	Physics I: Mechanics Lab (1)
CENG201/202	Intro to World Literature I or II (3)
	Foreign Language Requirement (3)

**Second Semester: 18 hours**

CCHE 232	Organic Chemistry II (4)
CMAT 212	Differential Equations (3)
	Foreign Language Requirement (3)
CPHY 122	Physics II: Electricity and Magnetism (3)
CPHY122L	Physics II: Elec. & Magnetism Lab (1)
	Physical Education Requirement (1)
CPSY 211	General Psychology (3)

**JUNIOR YEAR****First Semester: 17**

CCHE 212	Analytical Chemistry (4)
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CCHE 441	Physical Chemistry (4)
CEGR 211	Engineering Statics (3)
	Humanities Requirement (3)
CCHE 481	Chemistry Seminar (0)
CHIS 201	The United States, Africa and World I (3)

**Second Semester: 17 hours**

	Engineering Electives (4)
CCHE 481	Chemistry Seminar (1)
	Engineering Elective (3)
CHIS 202	The United States, Africa and World II (3)
	Religion and Philosophy Requirement (3)
	Social Science Requirement (3)

**COMPUTER SCIENCE OPTIONS:  
ELECTRICAL / COMPUTER / CIVIL / MECHANICAL ENGINEERING  
FRESHMAN YEAR**

**First Semester: 17 hours**

CGED 100	First Year Seminar (1)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CEGR 101	Introduction to Engineering (3)
CEGR 101L	Introduction to Engineering Lab (0)
CCIS 106	Java Programming (3)
CCIS 121	Introduction to Computer Systems (3)

**Second Semester: 18 hours**

CGED 101	First Year Seminar (1)
CMAT 112	Calculus II (4)
CENG 106	English Composition II (3)
CEGR 110	Engineering Graphics (3)
CEGR 110L	Engineering Graphics Lab (0)
CPHY 121	Physics I: Mechanics (3)
CPHY 121L	Physics I: Mechanics Lab (1)
CCIS 123	Data Structures (3)



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## **SOPHOMORE Year**

### **First Semester: 17 hours**

	Foreign Language Requirement (3)
CPHY 122	Physics II: Electricity and Magnetism (3)
CPHY122L	Physics II: Electric. and Magnet Lab (1)
CCIS 200	Object Oriented Programming (3)
CCHE 111	General Chemistry I (4)
CSTA 101	Fundamentals of Speech (3)

### **Second Semester: 17 hours**

CCIS 301	Computer Systems Software (3)
	Religion and Philosophy Requirement (3)
	Foreign Language Requirement (3)
CEGR 211	Engineering Statics (3)
	Physical Education Requirement (1)
CCHE 112	General Chemistry II (4)

## **JUNIOR YEAR**

### **First Semester: 18 hours**

CHIS 201	United States, Africa and World I (3)
CPSY 211	General Psychology (3)
CEGR 311	Engineering Dynamics (3)
CCIS 474	Introduction to Database (3)
CMAT 311	Math Logic (3)

### **Second Semester: 15 hours**

CHIS 202	United States, Africa and World II (3)
	Humanities Requirement (3)
CCIS 321	Software Method (3)
CENG201/202	Intro to World Literature I or II (3)
	Social Science Requirement (3)
CMAT 214	Linear Algebra (3)

## **PHYSICS OPTIONS:**

**ELECTRICAL/AEROSPACE / MECHANICAL / CIVIL/ INDUSTRIAL/  
ARCHITECTURAL ENGINEERING**

## **FRESHMAN YEAR**

### **First Semester: 15 hours**

CGED 100	First Year Seminar (1)
CMAT 111	Calculus I (4)
CENG 105	English Composition I (3)
CEGR 101	Introduction to Engineering (3)
CEGR 101L	Introduction to Engineering (0)
	Physical Education Requirement (1)
CSTA 101	Fundamentals of Speech (3)

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**Second Semester: 15**

CGED 102	First Year Seminar (1)
CMAT 112	Calculus II (4)
CENG 106	English Composition II (3)
CEGR 110	Engineering Graphics (3)
CEGR 110	Engineering Graphics (0)
CPHY 121	Physics I: Mechanics (3)
CPHY 121L	Physics I: Mechanics Lab (1)

**SOPHOMORE YEAR****First Semester: 18 hours**

CMAT 211	Calculus III (4)
CCHE 111	General Chemistry I (4)
CPHY 122	Physics II: Electricity and Magnetism (3)
CPHY 122L	Physics II: Electricity and Magnet Lab (1)
CENG 201/202	Intro to World Literature I or II (3)
	Foreign Language Requirement (3)

**Second Semester: 17 hours**

CCHE 112	General Chemistry II (4)
CPHY 123	Physics III: Waves, Heat, & Light (3)
CPHY 123L	Physics III: Waves, Heat, & Light Lab (1)
CMAT 314	Differential Equations (3)
	Foreign Language Requirement (3)
CCIS 200	Structured Programming (3)

**JUNIOR YEAR****First Semester: 18 hours**

CHIS 201	United States, Africa and World I (3)
CPSY 211	General Psychology (3)
EGR 211	Engineering Statistics (3)
CMAT 214	Linear Algebra (3)
	Social Science Requirement (3)
CPHY 211	Modern Physics (3)

**Second Semester: 15 hours**

CHIS 202	United States, Africa and World II (3)
CEGR 311	Engineering Dynamics (3)
	Religion and Philosophy Requirement (3)
	Physics / Engineering Elective (3)
	Humanities Requirement (3)

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## **DIVISION OF SOCIAL SCIENCES**

The Division of Social Sciences comprises the disciplines concerned with the forces which mold society and provide insight into the roles which individuals, groups, and institutions play in the development of political and social life. Courses offered in the Division provide understanding of historical, political, and sociological factors that impact societal growth and change. Students in the social sciences learn to examine these factors critically and scientifically.

Social science majors at Clark Atlanta University may work toward degrees in criminal justice, political science, psychology, or sociology. Political science students also may choose concentrations in public policy or international relations, and may also follow interdisciplinary programs in urban planning and transportation and in pre-law. These programs prepare students for graduate study leading to careers in law, urban planning, government service, social work, teaching, and research.

Each discipline in the social sciences focuses on specific problems and teaches a systematic method of analyzing them. Faculty members in the Division place particular emphasis on helping students strengthen basic academic skills while mastering the techniques of research and other field activities.

### **Division of Social Sciences**

#### **DEPARTMENT OF SOCIOLOGY AND CRIMINAL JUSTICE**

**219 Oglethorpe Hall and Knowles Building, First Floor**

**Telephone: 404-880-6659**

### **PROGRAM OVERVIEW**

The Department of Sociology and Criminal Justice offers two degrees: the Bachelor of Arts in Sociology and the Bachelor of Arts in Criminal Justice. The Bachelor of Arts in Sociology program is concerned with the functions, societal institutions, and social aspects of human behavior and interpersonal relationships. The program emphasizes social services, career preparation, and community-related activities that reflect the University's urban environment.

The Bachelor of Arts in Criminal Justice program is an interdisciplinary approach to the study of crime and justice. "Criminal Justice" refers to law enforcement, processes of the courts and corrections as a system for the administration of city, county, state and federal laws and procedures. The curriculum includes a broad range of study to meet the academic needs of both preprofessional students who plan future careers in the criminal justice field and those currently employed in criminal justice and juvenile justice systems. The curriculum is designed to give students an understanding of the theoretical knowledge base and the extent of empirical data and findings in this field of study, and focuses on the following: the interrelationship of the criminal justice system with other social institutions; crime prevention; the forms of crime and the classification of offenders; policing and crime control; the courts, probation and parole; rehabilitation treatment interventions and counseling programs; and qualitative and statistical methods in the measurement and analysis of crime.

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## **DEGREE REQUIREMENTS**

Candidates for the B.A. degree in Sociology or Criminal Justice must meet the general graduation requirements of Clark Atlanta University and of the School of Arts and Sciences. Sociology and Criminal Justice majors must select all courses in consultation with (and the approval of) the University undergraduate coordinator and undergraduate advisor in the Sociology and Criminal Justice Department. Nondepartmental core courses will include one basic social science course in each of the following areas: sociology, psychology, political science, and economics. Sociology and Criminal Justice majors must complete 63 semester hours within their selected program. A minor in Sociology requires 15 semester hours: CSCJ 215, 218, 388, 430, and 431. A minor in Criminal Justice requires 18 semester hours: CSCJ 201, 205, 301, 401, 403, and 404.

### **Core Courses Required of all Sociology and Criminal Justice Majors (21 hours)**

CSCJ 215	Introduction to Sociology (3)
CSCJ 216	Introduction to Anthropology (3)
CSCJ 301	Criminology (3)
CSCJ 337	Statistics I (Descriptive) (3)
CSCJ 338	Statistics II (Inferential) (3)
CSCJ 387	Scope and Methods of Research I (3)
CSCJ 389	Scope and Methods of Research II (3)

### **Core Courses Required of all Sociology Majors (18 hours)**

CSCJ 218	Social Problems (3)
CSCJ 315	Social Psychology (3)
CSCJ 420	Special Topics I (3)
CSCJ 430	Cultural and Ethnic Relations (3)
CSCJ 480	Senior Project (3)
CEDC 443	High School Curriculum and Methods (3)

### **Sociology Electives (minimum 27 hours)**

CSCJ 308	Medical Sociology (3)
CSCJ 352	Marriage and Family (3)
CSCJ 421	Special Topics II (3)
CSCJ 425	Internship I (3)
CSCJ 426	Internship II (3)
CSCJ 431	Social Stratification (3)
CSCJ 432	Gender Roles (3)
CSCJ 400	Comparative Systems in Social and Criminal Justice (3)
CSCJ 490	Independent Study (3)

### **Core Courses Required of all Criminal Justice Majors (15 hours)**

CSCJ 205	Law Enforcement (3)
CSCJ 401	Corrections (3)
CSCJ 400	Judicial Process (3)
CSCJ 404	Juvenile Delinquency (3)
CSCJ 425	Internship I (3)

### **Criminal Justice Electives (minimum 24 hours)**

CSCJ 305	Criminal Investigation (3)
CSCJ 314	Victimology (3)
CSCJ 320	Criminal Justice Management (3)

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CSCJ 400	Comparative Systems in State and Criminal Justice (3)
CSCJ 410	Seminar on Organized Crime (3)
CSCJ 420	Special Topics I (3)
CSCJ 421	Special Topics II (3)
CSCJ 426	Internship II (3)

### **SAMPLE PLANS OF STUDY**

The following outline illustrates how courses can be arranged for a degree in Sociology or Criminal Justice. These are suggested plans, not mandatory ones.

### **BACHELOR OF ARTS IN SOCIOLOGY (126 hours)**

#### **FRESHMAN YEAR**

##### **First Semester: 17 hours**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CENG 105	College Composition I (3)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CSCJ 105	Culture and Society (3)
CPED 101	Physical Education (1)

##### **Second Semester: 16 hours**

CPHY 102	Physical Science and Physical Science Lab (3)
CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Application (3)
CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
	Religion/Philosophy Requirement (3)

#### **SOPHOMORE YEAR**

##### **First Semester: 15 hours**

CENG 201/202	Introduction to World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3) <u>or</u>
CHIS 211	U.S. History I (3)
CPSY 211	General Psychology (3)
CSCJ 215	Introduction to Sociology (3)
	Foreign Language Requirement (200 level) (3)

##### **Second Semester: 15 hours**

CECO 251	Principles of Economics (or CECO 250) (3)
CHIS 202	U.S., Africa, and the World II (3) <u>or</u>
CHIS 212	U.S. History II (3)
CSCJ 216	Introduction to Anthropology (3)
CSCJ 218	Contemporary Social Problems (3)
	Foreign Language Requirement (200-level) (3)

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## **JUNIOR YEAR**

### **First Semester: 18 hours**

CSCJ 201	Introduction to Criminal Justice (3)
CSCJ 337	Statistics I (3)
CSCJ 387	Scope and Methods of Research I (3)
CSCJ 388	Sociological Theory (3)
	Humanities Requirement (3)
	Sociology Elective (3)

### **Second Semester: 15 hours**

CPSC 219	American Government and Politics (3)
CSCJ 310	Criminology (3)
CSCJ 315	Social Psychology (3)
CSCJ 338	Statistics II (3)
CSCJ 389	Scope and Methods of Research II (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CSCJ 430	Race and Ethnicity (3)
CSCJ 420	Selected Topics (3)
	Sociology Elective (3)
	Sociology Elective (3)
	Sociology Elective (3)

### **Second Semester: 15 hours**

CSCJ 352	The Family (3)
CSCJ 480	Senior Project (3)
	Sociology Elective (3)
	Sociology Elective (3)
	Sociology Elective (3)

## **BACHELOR OF ARTS IN CRIMINAL JUSTICE (126 HOURS)**

### **FRESHMAN YEAR**

#### **First Semester: 16 hours**

CENG 105	College Composition I (3)
CSCJ 105	Culture and Society (3)
CMAT 103	Algebra I (3)
CSTA 101	Fundamentals of Speech (3)
CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)

#### **Second Semester: 16 hours**

CENG 106	College Composition II (3)
CMAT 104	Algebra II (3)
CPHY 102	Physical Science and Physical Science Lab (3)
CPSY 211	General Psychology (3)
CCIS 100	Information Technology and Computer Application (3)
CGED 101	First-Year Seminar II (1)

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## **SOPHOMORE YEAR**

### **First Semester: 16 hours**

CENG 201/202	World Literature I or II (3)
CHIS 201	U.S., Africa and the World I (3) <u>or</u>
CHIS 211	U.S. History I (3)
	Foreign Language Requirement (200 Level) (3)
CPhi/CREL	Philosophy/Religion Requirement (3)
CSCJ 215	Introduction to Sociology (3)
CPED 101/102	Physical Education Requirement (1)

### **Second Semester: 18 hours**

CHIS 202	U.S., Africa, and the World II (3) <u>or</u>
CHIS 212	U.S. History II (3)
	Foreign Language Requirement (200 Level) (3)
CPSC 219	American Government (3)
CSCJ 216	Introduction to Anthropology (3)
CSCJ 218	Social Problems (3)
	Humanities Requirement (3)

## **JUNIOR YEAR**

### **First Semester: 15 hours**

CSCJ 201	Introduction to Criminal Justice (3)
CSCJ 205	Contemporary Law Enforcement (3)
CSCJ 337	Statistics I (3)
CSCJ 387	Scope and Methods of Research (3)
CSCJ 388	Sociological Theory (3)

### **Second Semester: 15 hours**

CSCJ 310	Criminology (3)
CSCJ 338	Statistics II (3)
CSCJ 389	Scope and Methods of Research II (3)
	Criminal Justice Elective (3)
	Criminal Justice Elective (3)

## **SENIOR YEAR**

### **First Semester: 15 hours**

CSCJ 401	Corrections (3)
CSCJ 403	Judicial Process (3)
CSCJ 404	Juvenile Delinquency (3)
	Criminal Justice Elective (3)
	Criminal Justice Elective (3)

### **Second Semester: 15 hours**

CSCJ 425	Internship in Criminal Justice (3)
	Criminal Justice Elective (3)
	Criminal Justice Elective (3)
	Criminal Justice Elective (3)
	Criminal Justice Elective (3)

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**Division of Social Sciences**  
**DEPARTMENT OF POLITICAL SCIENCE**  
**Knowles Building, Third Floor**  
**Telephone/Fax: 404-880-8718/8717**

### **PROGRAM OVERVIEW**

The Department of Political Science offers the opportunity for undergraduate students to learn the political dimensions of life in modern society. The purpose of the program is to provide learning experiences in basic politics within the context of a liberal arts education. In keeping with a general education approach to learning, students also study history and economics, and are encouraged to examine philosophy and world literature. The department offers a wide range of courses covering the major subfields of the discipline, including international politics, comparative politics, public policy, political theory, the scope and methods of political science, urban politics, and constitutional law. At the undergraduate level, the department also services the General Education curriculum by teaching one of the required social science options.

An additional purpose of the department is to prepare students who wish to become professional political scientists. The upper-level courses in the curriculum focus on the facts and knowledge related to the political experiences of black people in the U.S. and in the world. They then expand toward a universal understanding of political experiences. Contradictions of the U.S. and other political-economic systems are critically analyzed from an interdisciplinary perspective seeking understanding and alternatives which will produce desired social change for victims of political oppression and social degradation.

### **DEGREE REQUIREMENTS**

In addition to the University's General Education requirements, students take specific courses for each degree as listed below:

#### **Bachelor of Arts in Political Science**

##### **Core Major Requirements:**

CPSC 219	American Government and Politics
CPSC 221	State and Local Government
CPSC 313	Urban Politics and Policy
CPSC 315	Comparative Politics
CPSC 322	International Relations
CPSC 361/362	Political Theory I and II
CPSC 387	Scope and Methods of Research
CPSC 420	Politics of Africa
CPSC 479	Senior Thesis

##### **Supportive Elective Requirements:**

CECO 251/252	Principles of Macro- and Microeconomics
CHIS 211/212	History of the United States
	Foreign language, 2 courses
CPSC 337/338	Statistics I and II
	Political Science electives, 3 courses

#### **Courses Required for a Minor in Political Science**



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**(Minimum of 18 credits)**

CPSC 219	American Government and Politics
CPSC 313	Urban Politics and Policy
CPSC 315	Comparative Politics
CPSC 322	International Relations
CPSC 420	Politics of Africa
CPSC 361	Political Theory I

**Interdisciplinary Program in Pre-Law**

The Interdisciplinary Program in Pre-Law offers courses that help prepare students for law school or careers in the legal professions and may be coupled with any major offered to undergraduates. Pre-law students combine their General Education courses and electives with the following suggested courses:

CPSC 219	American Government and Politics
CPSC 374	Principles of Constitutional Law
CENG 311	Advanced Grammar and Composition
CMAT 105/106	Pre-Calculus I and II

**SUGGESTED COURSE SEQUENCE**

The following outline illustrates the way in which courses can be arranged to satisfy the requirements for the B.A. degree in Political Science. This is a suggested plan, not a mandatory one.

**BACHELOR OF ARTS IN POLITICAL SCIENCE**

**FRESHMAN YEAR:**

**First Semester: 16 hours**

CENG 105	College Composition I (3)
CCIS 100	Information Technology and Computer Application (3)
CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CMAT 103	Algebra I (3)
CPSC 106	Politics and Global Issues (3)

**Second Semester: 16 hours**

CENG 106	College Composition II (3)
CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CMAT 104	Algebra II (3)
CHUM	Humanities Requirement (3)
CPHI/CREL	Philosophy/Religion Requirement (3)

**SOPHOMORE YEAR:**

**First Semester: 16 hours**

CENG 201/202	World Literature I or II (3)
CECO 251	Principles of Macroeconomics* (3)
CHIS 211	History of the United States* (3)
CFL_201	Foreign Language Requirement I (3)

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CPED-C 102            Physical Education Requirement (1)  
CPSC 219            American Government and Politics\* (3)

**Second Semester: 15 hours**

CECO 252            Principles of Microeconomics\* (3)  
CHIS 212            History of the United States\* (3)  
CFL\_202            Foreign Language Requirement II (3)  
CPSY 211            General Psychology (3)  
CSTA 101            Fundamentals of Speech (3)

**JUNIOR YEAR:**

**First Semester: 15 hours**

CPSC 315            Comparative Politics\* (3)  
CPSC 337            Statistics I\* and Lab (cross-listed with SOC 337) (3)  
CPSC 361            Political Theory I\* (3)  
                         Political Science elective\* (3)  
CPSC 221            State and Local Government (3)

**Second Semester: 18 hours**

CPSC 313            Urban Politics\* (3)  
CPSC 322            International Relations\* (3)  
CPSC 338            Statistics II\* and Lab (3)  
CPSC 362            Political Theory II\* (3)  
                         Political Science elective\* (3)

**SENIOR YEAR:**

**First Semester: 15 hours**

CPSC 387            Scope and Methods of Research\* (3)  
                         Political Science elective\* (3)  
                         Elective (3)  
                         Elective (3)  
                         Elective (3)

**Second Semester: 15 hours**

CPSC 479            Senior Thesis\* (3)  
CPSC 420            Politics of Africa\* (3)  
                         Elective (3)  
                         Elective (3)  
                         Elective (3)

Note: Courses with an asterisk (\*) are required.

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**Division of Social Sciences**  
**DEPARTMENT OF PSYCHOLOGY**  
**Knowles Hall, Room 208**  
**Telephone: 404-880-8236**

### **PROGRAM OVERVIEW**

As a field of knowledge, psychology is based on both the biological and social sciences. The Department of Psychology provides specialized training for students planning professional careers in psychology, sociology, social work, and special education services. The department's aims are to develop in students the abilities to question and think critically, to become independent investigators, and to impart a philosophy of appreciation for a developing and maturing science based on well-grounded experimental evidence.

Students considering graduate studies in psychology should plan their major with the guidance of their assigned department advisor so that elective courses may be tailored to their specific career and educational goals. Students with majors other than psychology who find psychology courses relevant to their educational needs are welcome to register for those classes if they have taken the prerequisite courses.

### **DEGREE REQUIREMENTS**

The Bachelor of Arts in Psychology requires 46 hours in psychology, 56 hours in General Education Core Requirements and 21 hours of electives (may be used for a minor) for a total of 123 course hours.

A minor in psychology requires at least six (6) psychology courses (18 credit hours). The following courses are required: CPSY 315, CPSY 377, CPSY 385, and CPSY 413.

#### **Courses Required of Psychology Majors**

A major in psychology requires 46 hours in psychology in addition to CPSY 211 (General Psychology) which is a General Education Core Requirement. The following courses in Psychology must be included in the forty-six (46) hours:

CPSY 313	Statistics I
CPSY 314	Statistics II
CPSY 315	Social Psychology
CPSY 371/371L	Experimental Psychology with Laboratory
CPSY 377	History and Systems of Psychology
CPSY 385	Abnormal Psychology
CPSY 413	Learning
CPSY 415	Physiological Psychology
CPSY 418	Seminar
CPSY 488	Internship

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## **SAMPLE PLAN OF STUDY**

The following outline illustrates ways in which courses can be arranged for a degree in psychology. This is a suggested study plan, not a mandatory one.

### **BACHELOR OF ARTS IN PSYCHOLOGY (123 HOURS) FRESHMAN YEAR**

#### **First Semester: 15 hours**

CGED 100	First-Year Seminar I (1)
CENG 105	College Composition I (3)
CHIS 201	U.S., Africa and the World I (3)
CMAT 105	Pre-Calculus I (3)
CBIO 111/111L	General Biology I with Laboratory (4)
CPED 101/102	Physical Education Requirement (1)

#### **Second Semester: 17 hours**

CGED 101	First-Year Seminar II (1)
CENG 106	College Composition II (3)
CHIS 202	U.S., Africa and the World II (3)
CMAT 106	Pre-Calculus II (3)
CBIO 112/112L	General Biology II with Laboratory (4)
CCIS 100	Information Technology and Computer Application (3)

### **SOPHOMORE YEAR**

#### **First Semester: 15 hours**

CENG 201/202	World Literature I or II (3)
CSTA 101	Fundamentals of Speech (3)
CPSY 211	General Psychology (3)
CPSY 313	Statistics I (3)
CFL_ 201	Foreign Language Requirement (3)

#### **Second Semester: 15 hours**

CHUM	Humanities Requirement (3)
CPSY 314	Statistics II (3)
CPSY 377	History and Systems of Psychology (3)
CFL_ 202	Foreign Language Requirement (3)
	Social Science Requirement (3)

### **JUNIOR YEAR**

#### **First Semester: 16 hours**

CPHI/CREL	Philosophy/Religion Requirement (3)
CPSY 371/371L	Experimental Psychology and Lab (4)
CPSY 385	Abnormal Psychology (3)
	Psychology elective (3)
	Elective (3)

#### **Second Semester: 15 hours**

CPSY 315	Social Psychology (3)
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CPSY 413            Learning (3)  
                         Psychology elective (3)  
                         Elective (3)  
                         Elective (3)

**SENIOR YEAR**

**First Semester: 15 hours**

CPSY 415            Physiological Psychology (3)\*  
                         Psychology elective (3)  
                         Psychology elective (3)  
                         Elective (3)  
                         Elective (3)

**Second Semester: 15 hours**

CPSY 418            Seminar (3)  
CPSY 488            Internship (3)  
                         Psychology elective (3)  
                         Elective (3)  
                         Elective (3)

\*Some students, particularly those who find biology difficult, may find it easier to take CPSY 415 in their Sophomore or Junior years, soon after they have completed CBIO 111 and CBIO 112.

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## **SCHOOL OF BUSINESS ADMINISTRATION**

### **OFFICE OF THE DEAN**

**Wright -Young Hall, Room 100**

**Telephone: 404-880-8454**

### **SCHOOL HISTORY AND ACCREDITATION**

Business Administration at the University reaches back through several decades. School personnel and students recognized that effective instruction in the business areas is a vital cornerstone for progress for those the institution seeks to serve. The first A.B. degree in Business Administration was offered at the former Clark College in 1931, and a School of Business Administration was established at the former Atlanta University in 1946. These two historically black institutions were pioneers in offering business undergraduate and graduate degrees. In the early years, about one-fourth of all MBAs awarded to black students in the country came from Atlanta University. Meanwhile, the undergraduate program at Clark College soon became the largest department on campus. In 1973, the MBA program was accredited by the Association to Advance Collegiate Schools of Business (AACSB-International); the accreditation was renewed in 1985. In July 1989, the undergraduate program became a part of the School of Business Administration (SBA), resulting from the consolidation of Atlanta University and Clark College in 1988. In 1995, the undergraduate program received initial accreditation and the MBA program was reaffirmed by AACSB. In October 2000, the Department of Economics became a part of the School of Business Administration. The School of Business Administration has been continuously accredited by AACSB-International since 1970.

### **MISSION STATEMENT**

The mission of the School of Business Administration is to provide quality undergraduate and graduate business education to a predominately African-American, but increasingly diversified, student population by integrating scholarship and business experience in innovative educational programs that enhance problem solving skills. At the SBA, educational programs contribute to the continuous development of leaders who are not only dedicated to promoting economic growth in an environment of fairness, integrity, and cultural diversity, but who are also responsive to human needs in the U.S., the underdeveloped and global societies. The School is committed to the development of world citizens who search for solutions to the problems of racism, sexism, age discrimination, economic deprivation, and other forms of oppression, and who incorporate compassion for these issues into their business decisions. By stressing socially responsible, interdisciplinary educational programs and intellectual contributions, the School strives to be in the vanguard of business schools, in education and the acquisition of new knowledge. The cultural environment fosters continuous exchange of ideas, access to faculty and facilities, pursuit of independent interest, and a desire to serve academic, business, and global communities. The Clark Atlanta University School of Business is committed to continuous improvement of its historic teaching and service tradition with concomitant emphasis on intellectual contribution.

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## **VISION STATEMENT**

We will shape business values of the future on a higher plane of global integrity. We will seek and share new knowledge in the interest of business, government and community. We will meet and lead new initiatives, widening the path for those who follow. Our School will continue to be an educational institution that serves a special ongoing national need that is suboptimized in schools whose missions are different from those of Clark Atlanta University.

## **VALUES**

1. We will live our motto daily, "Culture for service," and in all things requiring completion, "we will find a way or make one."
2. Our mottos will at all times be carried out with compassion, and equity; our ethics will reflect and honor our illustrious past.
3. In everything we do, quality will be present now and in the future. We will ensure this by maintaining systems for continuous evaluation and improvement.
4. We will reach upward for the highest, brightest star of accomplishment, and reach downward to pick a rose of encouragement for those who are just beginning the journey.
5. We will strive to develop and maintain:
  - concern for the worldwide environment that must be protected for the sake of future generations;
  - an understanding and acknowledgment of the value of each individual, and his/her unique contribution that is necessary to protect and advance the whole;
  - an imaginative anticipation of the opportunity to lead the expansion of the betterment of humankind;
  - an enduring sensitivity to cries of oppression or injustice, and to appreciation of shouts of victory and celebration;
  - an unwavering commitment to the truth as it is understood to be.

## **DEGREES OFFERED**

### **Bachelor of Arts Degree in three majors:**

- Accounting
- Business Administration
- Economics

### **Areas of Concentration in Business Administration:**

- Finance
- International Business (must choose dual concentration)
- Management
- Marketing
- Supply Chain Management

### **The Dual-Degree, Bachelor of Arts/Master of Arts in Accounting**

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## **COOPERATIVE EDUCATION/INTERNSHIP PROGRAM**

The SBA participates in the University's Cooperative Education Program. The SBA links interested and qualified students with area business firms and public agencies so they can combine practical experience and income with their academic studies. Students are placed with major companies locally as well as with firms in various parts of the nation. These internships give useful experience, financial support, and often the opportunity for employment after graduation. See Department Chairs and the Office of Undergraduate Services, SBA, for more details and approval.

## **DEGREE REQUIREMENTS**

The Program confers the Bachelor of Arts degree in three areas: Business Administration, Accounting, and Economics. Business Administration majors study a broad cross-section of business fundamentals which prepares them for specialized studies in their junior and senior years in one or more of the following areas of concentration: finance, international business, management, marketing, and supply chain management. Graduates are prepared and encouraged to pursue advanced studies at the master's and doctoral levels or to seek positions in business. Accounting majors obtain a practical and theoretical knowledge of accounting fundamentals through structured studies in financial accounting, cost accounting, auditing, accounting information systems, and taxation. The wide range of course offerings prepares students for career opportunities in public, private, and governmental accounting.

### **All students in the undergraduate program must fulfill the following requirements:**

- (1) Earn a grade of "C" or better in CMAT 209 Calculus and Analytical Geometry I and CMAT 210 Calculus and Analytical Geometry II, and all business core courses and business electives;
- (2) Have a minimum overall cumulative grade point average of 2.0; have a minimum cumulative grade point average of 2.0 in the area of concentration; and have a minimum 2.0 grade point average in the business core requirements; and
- (3) Pass 126 semester hours if following a curriculum revised in Fall Semester 2003.

In addition to the University's General Education requirements, students take specific courses for each degree. Business administration majors must also select an area of concentration from the groupings shown below.

Each area of concentration consists of six (6) courses above the business core requirements listed on the following pages:

### **Bachelor of Arts Degree in Business Administration (Business Core)**

CBUS 206	Management Information Systems
CBUS 207	Principles of Accounting I (Prerequisite: CMAT 103 minimum)
CBUS 208	Principles of Accounting II (Prerequisite: CBUS 207)
CECO 251	Principles of Macroeconomics (Prerequisite: CMAT 103 minimum)
CECO 252	Principles of Microeconomics (CMAT 103 minimum)
CBUS 308	Accounting Information Systems (take instead of CBUS 206 if double concentration is accounting and finance)
CBUS 313	Statistics I (Prerequisites: CMAT 209 and CMAT 210)
CBUS 325	Business Communications (formerly CBED 325)
CBUS 330	Legal, Social and Ethical Aspects of Business I (CENG 106)



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CBUS 335	Principles of Marketing
CBUS 340	Principles of Management
CBUS 341	Business Finance (Prerequisites: CBUS 208, CECO 251, and CECO 252)
CBUS 460	Production Management (Prerequisite: CBUS 313)
CBUS 485	Business Policy (Prerequisites: CECO 251, CECO 252;
CBUS 208,	CBUS 335, CBUS 340, CBUS 341)
CBUS 488	Internship (Approval of Department Chair)

**Finance Concentration - 18 semester hours**

CBUS 451	Management of Financial Institutions
CBUS 452	Security Analysis and Portfolio Management
CBUS 453	Corporate Finance
CBUS 420	International Financial Management and two (2) approved Finance electives

**Approved Finance Elective Courses**

CBUS 304	Intermediate Accounting II
CBUS 360	Principles of Insurance I
CBUS 368	Real Estate Finance
CBUS 454	Financial Analysis for Decision-Making
CBUS 455	Financial Markets and Institutions
CECO 362	Money and Banking

**International Business Concentration - 18 semester hours (must be taken as a dual concentration)**

CBUS 337	Introduction to International Business Management
CBUS 420	International Financial Management
CBUS 422	International Marketing

3 Courses of electives (9) semester hours as follows:

**Option 1:** Two courses (6 semester-hours) in a foreign language beyond the general foreign language requirements plus one course (3 semester hours) from approved electives.

**Option 2:** Any three courses (9 semester hours) from the following list of approved electives:

**Option 3:** Study Abroad is strongly encouraged to fulfill required courses in Option 1 or Option 2.

**Approved International Business Elective Courses**

CBUS 324	Economic Development of Emerging Nations
CPSC 322	International Relations
CBUS 471	Global Leadership

**Management Concentration: 18 semester hours**

CBUS 337	Introduction to International Business
CBUS 372	Personnel Management
CBUS 480	Entrepreneurship and Enterprise
CBUS 468	Organizational Behavior

or

CPSY 318	Industrial and Organizational Psychology
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and two (2) approved Management electives

**Approved Management Elective Courses: 6 semester hours**

CBUS 450	Marketing Management
CBUS 471	Global Leadership
CBUS 472	Quality, Leadership and Productivity
CBUS 483	Labor Relations

**Marketing Concentration: 18 semester hours**

CBUS 336	Consumer Behavior
CBUS 422	International Marketing
CBUS 445	Marketing Research
CBUS 450	Marketing Management

**Approved Marketing Elective Courses: 6 semester hours**

CBUS 411	Principles of Retailing
CBUS 421	Introduction to Professional Sales
CBUS 431	Principles of Advertising

**Supply Chain Management Concentration: 18 semester hours**

CBUS 317	Enterprise Integration Systems
CBUS 362	Supply Chain Management
CBUS 364	Procurement and Supply Management
CBUS 474	Logistics Management

and two (2) Supply Chain Management electives

**Elective Supply Chain Management Courses**

CBUS 314	Statistics II
CBUS 315	Systems Analysis and Design
CBUS 331	Legal, Social, and Ethical Aspects of Business II
CBUS 366	Project Management
CBUS 434	Enterprise Integration Applications
CBUS 436	Data Mining/Visualization
CBUS 438	Electronic Commerce
CBUS 462	Advanced Topics in Supply Chain Management
CBUS 470	Database Management
CBUS 472	Quality, Diversity, and Productivity
CBUS 476	Supply Chain Management Strategies
CBUS 478	Modeling the Supply Chain

**Bachelor of Arts Degree in Accounting**

CBUS 207	Principles of Accounting I
CBUS 208	Principles of Accounting II
CBUS 303	Intermediate Accounting I
CBUS 304	Intermediate Accounting II
CBUS 305	Cost Accounting
CBUS 308	Accounting Information Systems
CBUS 313	Statistics I
CBUS 325	Business Communications
CBUS 330	Legal, Social and Ethical Aspects of Business I

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CBUS 331	Legal, Social and Ethical Aspects of Business II
CBUS 335	Principles of Marketing
CBUS 340	Principles of Management
CBUS 341	Business Finance
CBUS 405	Auditing
CBUS 426	Individual Income Tax
CBUS 427	Business Income Tax
CBUS 465	Advanced Accounting
CBUS 485	Business Policy
CECO 251	Principles of Macroeconomics
CECO 252	Principles of Microeconomics

**Business Administration Minor - 24 semester hours**

CECO 251	Principles of Macroeconomics
CECO 252	Principles of Microeconomics
CBUS 207	Principles of Accounting I
CBUS 208	Principles of Accounting II
CBUS 335	Principles of Marketing
CBUS 337	+Introduction to International Business Management
CBUS 340	Principles of Management
CBUS 341	Business Finance

**BUSINESS COURSE PREREQUISITES**

<b>CORE COURSES*</b>		<b>PREREQUISITE(S)</b>
ECO 251	Prin. of Macroeconomics	Minimum MAT 105 for SBA, MAT 103 Political Science and other majors
ECO 252	Prin. of Microeconomics	Minimum MAT 105 for SBA, MAT 103, Political Science and other majors
BUS 207	Principles of Accounting I	Minimum MAT 105
BUS 208	Principles of Accounting II	BUS 207, MAT 105
BUS 206	Mgmt. Info. Systems (MIS)	CIS 100, MAT 105
BUS 313	Business Statistics	MAT 209 and MAT 210, ECO 251, ECO 252
BUS 330	Legal, Social & Ethical Aspects of Business	ECO 251, ECO 252, and BUS 207, BUS 208
BED 325	Business Communications	ENG 105, ENG 106, and STA 101(Speech)
BUS 335	Principles of Marketing	ECO 251, ECO 252, BUS 207, and BUS 208, MAT 209 & 210
BUS 340	Principles of Management	ECO 251, ECO 252, BUS 207, and BUS 208, MAT 209 & 210
BUS 341	Business Finance	ECO 251, ECO 252, BUS 207, and BUS 208, MAT 209 & 210
BUS 460	Production Operations Mgmt.	BUS 206 or BUS 308 and BUS 313, ECO 251,252, BUS 207& BUS 208, MAT 209 & 210
BUS 485	Business Policy	BUS 335, BUS 340 , BUS 341, ECO 251 & 252, BUS 207 & BUS 208, MAT 209 & 210, BUS 313

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BUS 295	Leadership and Professional Devl. I	GED 100 and GED 101
BUS 395	Leadership and Professional Devl. II	BUS 295, GED 100, GED 101
BUS 495	Leadership & Prof. Devl. III	BUS 395, BUS 295, GED 100. GED 101

***Accounting Majors and Dual Concentration in Accounting and Finance:***

BUS 303	Intermediate Accounting I	BUS 207 & 208, ECO 251, 252, MAT 209 & MAT 210
BUS 304	Intermediate Accounting II	BUS 207, BUS 208, BUS 303, ECO 251 & 252, MAT 209, MAT 210
BUS 308	Accounting Information Systems, <u>instead of</u> BUS 206, Management Information Systems	CIS 100, BUS 303, BUS 207, 208, ECO 251 & ECO 252, MAT 209 & MAT 210

***Accounting Majors:***

BUS 331	Legal, Social & Ethical Aspects of Business II	BUS 330, ECO 251, ECO 252, BUS 207, BUS 208
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\*All of the above courses are three (3) semester hours except BUS 295, BUS 395, and BUS 495, which are one (1) semester hour each. See the current Undergraduate Catalog of Clark Atlanta University for complete course descriptions.

\* BUS 341 is a prerequisite for all 400 level Finance classes

\* Minimum grade of "C" in MAT 105, 209, 210, BUS 207, BUS 208, ECO 251, ECO 252, ENG 105, ENG 106

Plus

THREE (3) Free Electives

***Supply Chain Management Concentration***

BUS 317	Enterprise Integration System
BUS 362	Supply Chain Management
BUS 364	Procurement & Supply Mgmt.
BUS 474	Logistics Management

Plus

ONE (1) Business Elective

TWO (2) Supply Chain Mgmt. Electives

TWO (2) Free Electives

**SAMPLE PLANS OF STUDY**

The following outlines illustrate ways in which courses can be arranged for degrees in business administration and accounting. These are suggested study plans, not mandatory ones.

**BACHELOR OF ARTS DEGREE IN BUSINESS ADMINISTRATION  
(126 SEMESTER HOURS)**

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## **FRESHMAN YEAR**

### **First Semester: 16 semester hours**

CENG 105	English Composition I (3)
CGED 100	First-Year Seminar I (1)
CMAT 209	Calculus and Analytical Geometry I (3)
CBIO 101	Biological Science (3)
CSTA 101	Fundamentals of Speech (3)
	Social Science Requirement (3)
	(CSCJ 105 or CPSC 106)

### **Second Semester: 17 semester hours**

CENG 106	English Composition II (3)
CGED 101	First-Year Seminar II (1)
CMAT 210	Calculus and Analytical Geometry II (3)
CPHY 102	Physical Science (3)
CCIS 100	Information Technology and Computer Application (3)
CPSY 211	General Psychology (3)
CPED 100	Physical Education Requirement (1)

## **SOPHOMORE YEAR**

### **First Semester: 15 semester hours**

CHIS 201	U.S., Africa and the World I (3)
CECO 251	Principles of Macroeconomics (3)
CFL_ 201	Intermediate Foreign Language I Requirement (3)
CBUS 207	Principles of Accounting I (3)
CENG 201/202	World Literature I or II (3)

### **Second Semester: 16 semester hours**

CHIS 202	U.S., Africa and the World II (3)
CECO 252	Principles of Microeconomics (3)
CFL_ 202	Intermediate Foreign Language II Requirement (3)
CBUS 208	Principles of Accounting II (3)
CBUS 295	Leadership and Professional Development I (1)
CPHI/CREL	Philosophy or Religion Requirement (3)

## **JUNIOR YEAR**

### **First Semester: 16 semester hours**

CBUS 325	Business Communications (3)
CBUS 335	Principles of Marketing (3)
CBUS 340	Principles of Management (3)
CBUS 341	Business Finance (3)
CBUS 330	Legal, Social and Ethical Aspects of Business I (3)
CBUS 395	Leadership and Professional Development II (1)

### **Second Semester: 15 semester hours**

CBUS 206	Management Information Systems (3)
CBUS 313	Statistics I (3)
CBUS	Course in Concentration (3)
CBUS	Course in Concentration (3)
CBUS	Business Elective (3)

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## SENIOR YEAR

### First Semester: 16 semester hours

CBUS 460	Production Operations Management (3)
CBUS	Course in Concentration (3)
CBUS	Course in Concentration (3)
	Free Elective (3)
	Free Elective (3)
CBUS 495	Leadership and Professional Development III (1)

### Second Semester: 15 semester hours

CBUS 485	Business Policy (3)
CHUM	Humanities Requirement (3)
CBUS	Course in Concentration (3)
CBUS	Course in Concentration (3)
	Free Elective (3)

## BACHELOR OF ARTS DEGREE IN ACCOUNTING (126 SEMESTER HOURS)

### FRESHMAN YEAR

#### First Semester: 16 semester hours

CENG 105	English Composition I (3)
CGED 100	First-Year Seminar I (1)
CMAT 209	Calculus and Analytical Geometry I (3)
CBIO 101	Biological Science (3)
CSTA 101	Fundamentals of Speech (3)
	Social Science Requirement (3)

(CSCJ 105 or CPSC 106)

#### Second Semester: 17 semester hours

CENG 106	English Composition II (3)
CGED 101	First-Year Seminar II (1)
CMAT 210	Calculus and Analytical Geometry II (3)
CPHY 102	Physical Science (3)
CCIS 100	Information Technology and Computer Application (3)
CPSY 211	General Psychology (3)
CPED 101/103	Physical Education Requirement (1)

### SOPHOMORE YEAR

#### First Semester: 15 semester hours

CHIS 201	U.S., Africa and the World I (3)
CECO 251	Principles of Macroeconomics (3)
CFL_ 201	Foreign Language Requirement (3)
CBUS 207	Principles of Accounting I (3)
CENG 201/202	World Literature I or II (3)

#### Second Semester: 16 semester hours

CHIS 202	U.S., Africa and the World II (3)
CECO 252	Principles of Microeconomics (3)
CFL_ 201	Foreign Language Requirement (3)

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CBUS 208	Principles of Accounting II (3)
CPHI/CREL	Philosophy or Religion Requirement (3)
CBUS 295	Leadership Professional Development I (1)

## **JUNIOR YEAR**

### **First Semester: 15 semester hours**

CBUS 303	Intermediate Accounting I (3)
CBUS 305	Cost Accounting (3)
CBUS 325	Business Communications (3)
CBUS 330	Legal, Social, and Ethical Aspects of Business I (3)
CBUS 341	Business Finance (3)

### **Second Semester: 16 semester hours**

CBUS 304	Intermediate Accounting II (3)
CBUS 308	Accounting Information Systems (3)
CBUS 331	Legal, Social, and Ethical Aspects of Business II (3)
CBUS 340	Principles of Management (3)
CBUS 313	Statistics I (3)
CBUS 395	Leadership Professional Development II (1)

## **SENIOR YEAR**

### **First Semester: 16 semester hours**

CBUS 335	Principles of Marketing (3)
CBUS 405	Auditing (3)
CBUS 426	Individual Income Tax (3)
CBUS 460	Production and Operations Management (3)
	Free Elective (3)

### **Graduate elective if in the 5-Year Dual-Degree Graduate Program in Accounting**

CBUS 495	Leadership Professional Development III (1)
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### **Second Semester: 15 semester hours**

CBUS 427	Business Income Tax (3)
CBUS 465	Advanced Accounting (3)
CBUS 485	Business Policy (3)
CHUM	Humanities Requirement (3)
	Free Elective (3)

### **Graduate elective if in the 5-Year Dual Degree Graduate Program in Accounting**

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**School of Business Administration  
ACCOUNTING DEPARTMENT  
Wright -Young Hall, Room 201B  
Telephone: 404-880-8855**

### **PROGRAM OVERVIEW**

The School of Business Administration at Clark Atlanta University confers (1) the Bachelor of Arts in Accounting and the Master of Arts in Accounting dual degree and (2) the Master of Arts in Accounting degree. Graduating students in Business Administration are prepared to pursue advanced studies at the doctoral level and professional careers in business. Graduating students with a major in Accounting obtain a practical and theoretical knowledge of accounting preparing them for successful careers in public, private, and government accounting.

### **DUAL - DEGREE PROGRAM IN ACCOUNTING BACHELOR OF ARTS IN ACCOUNTING AND MASTER OF ARTS IN ACCOUNTING DEGREES**

The Dual-Degree program in Accounting leads to the simultaneous award of the Bachelor of Arts in Accounting and the Master of Arts in Accounting degrees. The two degrees will be awarded on the basis of 150 semester hours. Completing the Dual-Degree program in Accounting will satisfy the 150 semester hour requirement in most states and territories in order to apply for admission to the unified Certified Public Accountants (CPA) examination. As soon as possible, candidates for admission to the CPA examination are strongly advised to verify any additional courses required by their desired state or territory of certification.

In order to be admitted to the Dual-Degree program in Accounting, the student must (1) have a minimum cumulative undergraduate grade point average of 2.5 on a four (4) point scale, (2) complete the Graduate Management Admissions Test (GMAT) with a minimum score of 400, and (3) be admitted to the program by the beginning of the undergraduate senior year. Students are required to attain minimum grades of “C” in all undergraduate Business Core courses, all required undergraduate accounting courses, CMAT 209, Mathematics for Decision Makers and CMAT 210, Calculus, CENG 105 English Composition I, CENG 106 English Composition II, and all graduate courses. Also, students are required to attain a minimum cumulative grade point average of “3.0” in all graduate courses for award of the Master of Arts in Accounting degree.



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## M.A. DEGREE IN ACCOUNTING

### ADMISSION TO THE MASTER OF ARTS IN ACCOUNTING DEGREE PROGRAM

In order to be accepted into the program, applicant must have completed an undergraduate degree program, which includes or is supplemented by the following CAU courses or their equivalent: CBUS 207, 208, 303, 304, 305, 308, 313, 325, 330, 331, 335, 341, 405, 426, 460, 465, 485; CECO 251, 252.

Deficiencies in meeting these requirements must be made up without credit in the graduate program. Undergraduate courses must be completed without graduate credit.

### Requirements for the Master of Arts in Accounting Degree

Completion of thirty (30) semester hours of graduate study is required for the Master of Arts degree in Accounting, consisting of eighteen (18) semester hours of required courses and twelve (12) semester hours of electives.

### Sequence of Courses for the Master of Arts in Accounting

<b>First Semester</b>		<b>15 Semester hours</b>
CSB 6621	Current Accounting Theory and Practice I	3
CSB 6618	International Accounting	3
CSB 6620	Cost Management Systems	3
	Graduate Elective	3
	Graduate Elective	3
<b>Second Semester 15 Semester hours</b>		
CSB 6623	Advanced Accounting Information Systems	3
CSB 5690	Fund Accounting (or additional approved elective if Fund Accounting was taken as part of undergraduate degree)	3
CSB 5606	Advanced Auditing	3
	Graduate Elective	3
	Graduate Elective	3
<b>TOTAL HOURS</b>		<b>30</b>

### ADMISSION TO THE BA/MAC (BACHELOR OF ARTS/MASTER OF ARTS IN ACCOUNTING DEGREE PROGRAM

Admission requirements for the 5-year BA/MAcc Program are:

1. Be enrolled in the School of Business at Clark Atlanta University majoring in accounting  
Have achieved at least Junior status with (approximately 61 hours) by fall semester of his/her first year in the MAC program
2. Have completed Accounting
  - CBUS 207/208
  - CBUS 302
  - CBUS 303 (or enrolled)
  - CBUS 304

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- CBUS 305 (or enrolled)
  3. Have completed the core business requirements including:  
ECO 251 and 252
  4. Have a minimum cumulative CAU GPA of 3.0
  5. Have a minimum GPA in accounting courses of 3.2

### **MAcc Program (MAC)**

The following undergraduate courses are prerequisites for admission into the MAC program and should be completed, with a passing grade, prior to enrollment:

- **Principles of Macroeconomics**  
Analysis of the economy as a whole (its organization and the basic forces influencing its growth and development); money and banking, national income, public finance, and international linkages.
- **Principles of Microeconomics**  
Analysis of the economic behavior of individual consumers, firms, and workers; special attention to the role of markets.
- **Introduction to Statistics**  
Training in the use of data to gain insight into business problems; describing distributions and relationships; producing data using sampling techniques; using probability and inference measures; i.e., means, proportions, differences, regression, and correlation.
- **Calculus**  
Introductions to the theory and applications of differential integral calculus of functions of one variable; topics include limits, continuity, differentiation, the mean value theorem and its applications, integration, the fundamental theorem of calculus, and transcendental functions.
- **Computer Spreadsheet Proficiency**
- **Working knowledge of EXCEL or a similar spreadsheet software**
- **Proficiency in English**

If all prerequisites have not been met prior to enrolling in the MAC program, specified prerequisites may be taken at Clark Atlanta University or at any other approved college or university in the summer prior to enrollment in the program. However, these courses will not count toward the MAC program of work.

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**School of Business Administration**  
**DECISION SCIENCES DEPARTMENT**  
**Wright–Young Hall, Room 201-B**  
**Telephone: 404-880-6286**

### **PROGRAM OVERVIEW**

The Decision Sciences Department provides curricula and disciplines to improve the quality of managerial decision making with the information technology support in complex, dynamic, and uncertain business environments. A decision sciences expert is a problem solver, who utilizes analytical/quantitative skills, information technology, and sophisticated knowledge not only in decision-making processes but also in the other functional areas of business. Decision Sciences provide tools of analysis particularly designed for managers and small business entrepreneurs. All undergraduate students in the Business School are required to take CBUS 205 Quantitative Analysis for Business, CBUS 306 Computer Information Systems (CBUS 308 Accounting Information Systems for Accounting majors), CBUS 313 Statistics I, and CBUS 460 Production/Operations Management. These courses emphasize relevant and useful instruction, research, and service as indicated in the Bachelor of Arts in Business Administration Program.

### **REQUIRED COURSES FOR BACHELOR OF ARTS DEGREE IN BUSINESS ADMINISTRATION**

CBUS 206. Management Information Systems (3)  
CBUS 313. Statistics I -- 3 credits  
CBUS 460. Production/Operations Management (3)

### **REQUIRED COURSES FOR THE SUPPLY CHAIN MANAGEMENT CONCENTRATION**

CBUS 317. Enterprise Integration Systems (3)  
CBUS 362. Supply Chain Management (3)  
CBUS 364. Procurement and Supply Management (3)  
CBUS 474. Logistics Management (3)

### **SUPPLY CHAIN MANAGEMENT ELECTIVE COURSES**

CBUS 314. Statistics II (3)  
CBUS 315. Systems Analysis and Design (3)  
CBUS 366. Project Management (3)  
CBUS 434. Enterprise Integration Applications (3)  
CBUS 436. Data Mining/Visualization (3)  
CBUS 438. Electronic Commerce (3)  
CBUS 462. Advanced Topics in Supply Chain Management (3)  
CBUS 470. Database Management (3)  
CBUS 472. Quality, Diversity, and Productivity (3)  
CBUS 476. Supply Chain Management Strategies (3)  
CBUS 478. Modeling the Supply Chain (3)

See the current Undergraduate Catalog of Clark Atlanta University for complete course descriptions.

**See SAMPLE PLAN OF STUDY FOR BA IN BUSINESS ADMINISTRATION**

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**DEPARTMENT OF ECONOMICS**  
**Wright-Young Hall, Room 201-B**  
**Telephone: 404-880-6286**

The Department of Economics confers the Bachelor of Arts degree in Economics. The undergraduate economics curriculum prepares students for graduate studies as well as employment in government or private industry. Economics majors pursue studies designed to acquaint them with the theoretical foundations of modern economic analysis, analytical tools, and applications to contemporary issues.

**UNDERGRADUATE PROGRAM OF STUDY**

Bachelor of Arts Degree in Economics

Students majoring in economics may choose from two curricula. One prepares them for advanced study in economics, business, law, and political science. The other curriculum equips graduates for jobs in government or private industry.

**Curriculum A: Graduate Study Preparation**

This curriculum includes:\*

CECO 251	Principles of Macroeconomics
CECO 252	Principles of Microeconomics
CECO 308	Mathematical Economics
CECO 309	Introduction to Econometrics
CECO 315	Intermediate Macroeconomic Analysis
CECO 316	Intermediate Microeconomic Analysis
CECO 335	International Trade
CECO 357	Economic History of the United States
CECO 365	Economics of Labor
CECO 372	History of Economic Doctrines
CECO 324	Economic Development
**CECO 470	Research Methodology/Senior Thesis
CBUS 207	Principles of Accounting I
CBUS 208	Principles of Accounting II
CBUS 313	Statistics I
CBUS 314	Statistics II

**Curriculum B: Employment Preparation**

This curriculum includes:\*

CECO 251	Principles of Macroeconomics
CECO 252	Principles of Microeconomics
CECO 309	Introduction to Econometrics
CECO 315	Intermediate Macroeconomic Analysis
CECO 316	Intermediate Microeconomic Analysis
CECO 335	International Trade
CECO 343	Public Finance, or
CECO 362	Money and Banking
CECO 365	Economics of Labor, or
CECO 369	Urban Economics
CECO 324	Economic Development
CECO 470	Research Methodology/Senior Thesis

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CECO 495	Cooperative Education Experience
CBUS 207	Principles of Accounting I
CBUS 208	Principles of Accounting II
CBUS 313	Statistics I
CBUS 314	Statistics II
CBUS 341	Business Finance

\* Other requirements are shown in plan of study.

\*\*Recommended but not required.

### **Minor in Economics 24 credits**

The Economics Department also allows students to choose economics as their minor field of study. Eight economics courses (twenty-four credits) are required to obtain a minor in economics.

#### **Curriculum for a Minor in Economics**

CECO 251	Principles of Macroeconomics
CECO 252	Principles of Microeconomics
CECO 315	Intermediate Macroeconomic Analysis
CECO 316	Intermediate Microeconomic Analysis
CBUS 313	Statistics I

Plus three (3) approved economics electives

### **DEGREE REQUIREMENTS**

In addition to the University General Education requirements for the Bachelor of Arts Degree, students take specific courses in economics, statistics, and business, and must: (1) have a cumulative grade point average of 2.0 in economic courses as well as in required courses; and (2) complete a minimum of one hundred twenty-three (123) credits.

### **SUGGESTED PLANS OF STUDY**

(Curriculum A: Graduate Study Preparation) 123-130 hours

#### **FRESHMAN YEAR**

##### **First Semester: 17 credits**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CENG 105	English Composition I (3)
CSTA 101	Fundamentals of Speech (3)
CSCJ 105	Culture and Society (3) or
PSC-C 106	Politics & Global Issues (3)
CMAT 105	Pre-Calculus I (3)
CPED 101/102	Physical Education (1)

##### **Second Semester: 16 credits**

CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Application (3)
CENG 106	English Composition II (3)
CPHI/CREL	Philosophy/Religion Requirement (3)
CMAT 106	Pre-Calculus II (3)

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## **SOPHOMORE YEAR**

### **First Semester: 17 credits**

CECO 251	Principles of Macroeconomics (3)
CENG 201	World Literature (3)
CMAT 111	Calculus I (4)
CHIS 201	US, Africa & the World (3)
CFL_201	Foreign Language requirement (3)
CBUS 295	Leadership and Professional Development I (1)

### **Second Semester: 16 credits**

CECO 252	Principles of Microeconomics (3)
CMAT 112	Calculus II (4)
CHIS 202	US, Africa & the World (3)
CFL_202	Foreign Language requirement (3)
	Humanities Requirement (3)

## **JUNIOR YEAR**

### **First Semester: 15 credits**

CECO 315	Intermediate Macroeconomic Analysis (3)
CECO 365	Economics of Labor (3) or
CECO 369	Urban Economics (3)
CBUS 207	Principles of Accounting I (3)
CBUS 313	Statistics I (3)
CECO 357	Economic History of the US (3)

### **Second Semester: 16 credits**

CECO 316	Intermediate Microeconomic Analysis (3)
CECO 372	History of Economic Doctrines (3)
CBUS 208	Principles of Accounting II (3)
CBUS 314	Statistics II (3)
CENG 311	Advanced Grammar and Composition (3) or An approved substitute (3)
CBUS 395	Leadership and Professional Development II (1)

## **SENIOR YEAR**

### **First Semester: 16 credits**

CECO 308	Mathematical Economics (3)
**CECO 470	Research Methodology/Senior Thesis (3)
CPSY 211	General Psychology (3)
	Computer Science requirement (3)
	Elective (3)
CBUS 495	Leadership and Professional Development III (1)

### **Second Semester: 15 credits**

CECO 309	Introduction to Econometrics (3)
CECO 335	International Trade (3)
CECO 324	Economic Development (3) or
CECO 325	Comparative Economic Systems (3)
	Economics Elective (3)
	Elective (3)

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## **BACHELOR OF ARTS IN ECONOMICS**

(Curriculum B: Employment preparation) 123-130 credits

### **FRESHMAN YEAR**

#### **First Semester: 17 credits**

CBIO 101	Biological Science (3)
CGED 100	First-Year Seminar I (1)
CENG 105	English Composition I (3)
CSTA 101	Fundamentals of Speech (3)
CMAT 105	Pre-Calculus I (3)
CPED 101/102	Physical Education (1)
CSCJ 105	Culture and Society (3)

#### **Second Semester: 16 credits**

CPHY 102	Physical Science (3)
CGED 101	First-Year Seminar II (1)
CCIS 100	Information Technology and Computer Applications (3)
CENG 106	English Composition II (3)
CMAT 106	Pre-Calculus II (3)
	Philosophy/Religion requirement (3)

### **SOPHOMORE YEAR**

#### **First Semester: 17 credits**

CECO 251	Principles of Macroeconomics (3)
CENG 201	World Literature (3)
CMAT 111	Calculus I (4)
CHIS 201	US, Africa & the World (3)
CFL_201	Foreign Language requirement (3)
CBUS 295	Leadership and Professional Development I (1)

#### **Second Semester: 16 credits**

CECO 252	Principles of Microeconomics (3)
CMAT 112	Calculus II (4)
CHIS 202	US, Africa & the World (3)
CFL_202	Foreign Language requirement (3)
	Humanities requirement (3)

### **JUNIOR YEAR**

#### **First Semester: 15 credits**

CECO 315	Intermediate Macroeconomic Analysis (3)
CECO 365	Economics of Labor (3), or
CECO 369	Urban Economics (3)
CBUS 207	Principles of Accounting I (3)
CBUS 313	Statistics I (3)
CPSY 211	General Psychology (3)

#### **Second Semester: 16 credits**

CECO 316	Intermediate Microeconomic Analysis (3)
CECO 362	Money and Banking (3), or
CBUS 343	Public Finance (3)

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CBUS 208	Principles of Accounting II (3)
CBUS 314	Statistics II (3)
CENG 311	Advanced Grammar and Composition (3), or An approved substitute (3)
CBUS 395	Leadership and Professional Development II (1)

## **SENIOR YEAR**

### **First Semester: 13 credits**

**CECO 470	Research Methodology/Senior Thesis (3)
CBUS 341	Business Finance (3)
CHIS 205	A Survey of United States History (3)
	Computer Science Requirement (3)
CBUS 495	Leadership and Professional Development III (1)

### **Second Semester: 15 credits**

CECO 309	Introduction to Econometrics (3)
CECO 324	Economic Development (3) or
CECO 335	International Trade (3)
	Religion/Philosophy requirement (3)
	Business elective (3)
	Elective (approved) (3)

\*\*Recommended but not required.



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**School of Business Administration**  
**FINANCE DEPARTMENT**  
**WRIGHT-YOUNG HALL, ROOM 200-C**  
**Telephone: 404-880-8855**

**PROGRAM OVERVIEW**

The finance curriculum is designed to provide students with the tools required for careers in financial management in nonfinancial corporations, the financial services industry, and not-for-profit organizations. The course offerings include required courses for all students enrolled in the School of Business and elective courses for students concentrating in the finance area, including courses in Real Estate and Insurance. The finance department also has academic responsibility for the International Business concentration. The course offerings are designed to equip students with the breadth of knowledge required to become effective financial analysts and managers in a rapidly changing economic and technological environment.

All undergraduate students in the Business School are required to take the course, Business Finance (CBUS 341) as part of the general business core. In addition, business students with a concentration in Finance must take an additional eighteen (18) credit hours in approved finance courses, consisting of twelve (12) credit hours of required finance courses and six (6) credit hours of approved finance electives. Students with a concentration in International Business must take an additional eighteen (18) credit hours (beyond the Business Core courses) in approved international business courses, consisting of nine (9) credit hours of required international business courses and nine (9) credit hours of approved international business electives. See the concentration requirements in the section on program of study for Business Administration students. See the current Undergraduate Catalog of Clark Atlanta University for complete course descriptions

**See SAMPLE PLAN OF STUDY FOR BA IN BUSINESS ADMINISTRATION**

**School of Business Administration**  
**MANAGEMENT DEPARTMENT**  
**WRIGHT-YOUNG HALL, ROOM 201 F-G**  
**Telephone: 440-880-8657**

**PROGRAM OVERVIEW**

The Management Department seeks to offer curriculum and instruction in the forms of work that all managers must perform—planning, organizing, staffing, motivating, and controlling. The Department’s objective is to provide students with the knowledge necessary for them to become effective managers in the private and public enterprise sectors.

The courses listed below meet the requirements for the Bachelor of Arts in Business Administration and Accounting.

**REQUIRED COURSE DESCRIPTIONS**  
**BACHELOR OF ARTS DEGREE IN BUSINESS ADMINISTRATION**

- |           |   |
|-----------|---|
| CBUS 330. | Legal, Social, and Ethical Aspects of Business I (3)                              |
| CBUS 325. | Business Communication (3)  |
| CBUS 295. | CBUS 395 and CBUS 495. Leadership and Professional Development I, II, and III (1) |
| CBUS 340. | Principles of Management (3)  |

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CBUS 485. Business Policy (3)

**BACHELOR OF ARTS DEGREE IN BUSINESS ADMINISTRATION  
WITH MANAGEMENT CONCENTRATION**

Students are required to take the following courses:

CBUS 337. Introduction to International Business Management (3)  
CBUS 372. Personnel Management (3)  
CBUS 468. Organizational Behavior or CPSY 318 (3)  
CBUS 480. Entrepreneurship and Enterprise (3)

**MANAGEMENT ELECTIVE COURSES (SELECT TWO)**

CBUS 450. Marketing Management (3)  
CBUS 471. Global Leadership (3)  
CBUS 472. Quality, Diversity and Productivity Improvement (3)

**ELECTIVE COURSES**

CBUS 331. Legal, Social, and Ethical Aspects of Business II (3)  
CBUS 488. Business Internship (3)

See the current Undergraduate Catalog of Clark Atlanta University for complete course descriptions

**See SAMPLE PLAN OF STUDY FOR BA IN BUSINESS ADMINISTRATION**

**School of Business Administration  
MARKETING DEPARTMENT  
WRIGHT-YOUNG HALL, ROOM 201 F-G  
Telephone: 404-880-8657**

**PROGRAM OVERVIEW**

The Marketing Department offers relevant instruction, research and service. As the vital link between the customer and the whole firm, marketing helps guide the selection of goods and services produced, the establishment and maintenance of effective and efficient means of distribution, the pricing process, and the promotional system, which includes advertising and sales. The objective is to join sound concepts and marketplace realities so that students will have strong preparation for rewarding marketing positions and the capacity for advancement in marketing organizations. The courses listed below fit as indicated in the Bachelor of Arts degree in Business Administration.

**REQUIRED COURSES  
BACHELOR OF ARTS DEGREE IN BUSINESS ADMINISTRATION**

CBUS 335. Principles of Marketing (3)

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**BACHELOR OF ARTS DEGREE IN BUSINESS ADMINISTRATION  
WITH MARKETING CONCENTRATION**

CBUS 336.	Consumer Behavior (3)
CBUS 422.	International Marketing (3)
CBUS 445.	Marketing Research (3)
CBUS 450.	Marketing Management (3)

**ELECTIVE COURSES**

CBUS 411.	Retailing (3)
CBUS 421.	Introduction to Professional Sales (3)
CBUS 431.	Principles of Advertising (3)

See the current Undergraduate Catalog of Clark Atlanta University for complete course descriptions

**See SAMPLE PLAN OF STUDY FOR BA IN BUSINESS ADMINISTRATION**

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## SCHOOL OF EDUCATION

**OFFICE OF THE DEAN**  
**Clement Hall, First Floor**  
**Telephone: 404-880-8504**

### MISSION AND PURPOSE

The School of Education provides educational study and advanced learning, undergraduate and graduate, in three areas of professional practice: teaching, counseling, and educational administration and supervision. The mission is twofold: to prepare leaders who are sensitive to the need for change for social justice and motivated change agents for affecting the optimal development of historically excluded classes in a multicultural society of international dimensions; and to conduct research and disseminate knowledge on issues pertaining to educational equity and excellence.

The School fulfills its mission through the following:

1. Providing an environment and the sources conducive to effective teaching and learning;
2. Promoting excellence in graduate teacher education and in the training of other school services personnel;
3. Serving as a center for educational field services and research and to provide avenues through which student and faculty scholarly activity may be channeled;
4. Pursuing an active research agenda which addresses issues relevant to teaching and learning, with special emphasis on minorities and other issues relevant to human service delivery;
5. Serving as a community clearinghouse for information on teaching and learning and human service delivery;
6. Providing programs of study which develop qualified and effective educational personnel in teaching, counseling, and administration;
7. Promoting both the philosophies and concepts of humanism and multiculturalism through academic programs and other activities;
8. Providing public service through voluntary professional contributions in the immediate and far-reaching communities;
9. Serving as spokespersons in the community on issues relating to education and educational practices;
10. Promoting leadership of faculty and students for the democratic society;
11. Serving as a change agent for improving the human condition through educational services, and
12. Accommodating individual careers, aspirations, and strengths of students through individualization of programs.

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## **PROGRAMS OF STUDY**

At the undergraduate level, the School of Education, through the Department of Curriculum, offers the Bachelor of Arts degree in Early Childhood Education and in Education Studies. The School also offers a postbaccalaureate program for teacher certification in Early Childhood Education.

### **School of Education**

**DEPARTMENT OF CURRICULUM**

**Clement Hall**

**Telephone: 404-880-6334**

## **PROGRAM OVERVIEW**

The objectives of the Department of Curriculum's undergraduate programs are both professional and functional. The professional objectives are to provide (1) preservice education for prospective teachers and (2) general background and training in education for students choosing other career options in education. The functional objectives are to (1) prepare critical thinking change agents for social justice in urban schools and communities and (2) conduct research that addresses global educational challenges, particularly those in urban areas, as well as those in the nation, region and state, as a basis for formulating teacher education programs that address education conditions affecting historically disenfranchised populations.

## **DEPARTMENT OF CURRICULUM PROGRAMS**

The Department offers programs in the following areas:

- I. Early Childhood Teacher Education** (the Teacher Education Degree): Bachelor of Arts. The School of Education is accredited by the National Council for the Accreditation of Teacher Education (NCATE). Applicants who are interested in eligibility for teacher certification through these programs should contact the department chair.
- II. Educational Studies:** Bachelor of Arts

## **THE TEACHER EDUCATION DEGREE PROGRAM**

The criteria for admission to the Teacher Education Program are as follows:

1. An overall GPA of 2.5 or better on core curriculum courses.
2. Passing scores on the GACE/Praxis I or providing evidence of meeting the exemption criteria for GACE/Praxis I as established by the Georgia Professional Standards Commission.
3. Grade of "C" or better in CENG105 and 106, Speech, CMAT 103 and CMAT 105 or CMAT 105 and 106, or CMAT 111 and 112.
4. Student Appraisal Forms completed by two instructors.
5. Satisfactory responses to an interview with an admissions committee that may include faculty of the Department of Curriculum, public school representatives, and Arts and Sciences faculty, verified by an Interview Rating Form and written responses to selected questions.
6. Satisfactory clearance on the criminal background check.
7. Completed Admission to School of Education packet.
8. Personal liability insurance for all field experiences.

Teacher Education candidates are to apply for admission during the sophomore year. Candidates may secure application materials from the Department Office. In order to be officially accepted into the respective programs, candidates must furnish documentation showing that they meet the criteria given above. After applications have been reviewed, candidates will receive either a letter of acceptance or a letter indicating the criteria that have not yet been met. Candidates must meet all

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criteria in order to be officially accepted into a Teacher Education Program. Once admitted, candidates are assigned faculty advisors and are required to report to those advisors each semester so that transcripts and progress toward the degree may be reviewed, records updated and an appropriate program for the next semester planned. The chairperson is available for counsel whenever a candidate is referred by a faculty advisor for additional assistance, or makes a special request.

### **FIELD EXPERIENCES**

All teacher education candidates must complete 300 hours of field experience prior to pre-service teaching. The Field Experience is to provide education majors in their junior and senior years of college with an optimum learning experience in urban public- and state- accredited private school classrooms, and communities, thereby making their transition from student to professional more effective and less stressful. This is accomplished through both Practica and Clinical experiences according to the descriptors outlined by NCATE Standards. Candidates should note that the opportunity to participate in field experiences/preservice teaching and therefore to finish programs depends on the candidates' ability to satisfy criminal background check requirements.

### **STUDENT TEACHING IN THE TEACHER EDUCATION PROGRAM**

Candidates planning to engage in preservice teaching must meet certain criteria in order to be accepted into Preservice Teaching. Candidates must apply during specified periods each semester. Application dates are posted and written notices sent to faculty members who are asked to announce the application dates to their classes and advisees. Preservice Teaching applicants must provide documentation that they meet the following criteria:

1. Passing selected standardized teaching field examinations required for certification in the state of Georgia (currently the GACE/Praxis II examination; GACE/Praxis I required for program admission);
2. Presenting grade point averages as follows:
  - a. An overall GPA of 2.50 or better
  - b. A 2.50 GPA or better in all professional education courses
  - c. A 2.50 GPA or better in all required courses in the content specialization, and
  - d. A minimum grade of "C" in all professional and specialized education courses at the time of application for Preservice Teaching
3. Presenting acceptable Departmental evaluation of field experiences;
4. Submitting current recommendations from Department of Curriculum advisors and/or faculty members who teach content courses in the teaching specialization;
5. Documenting clearance on the criminal background check;
6. Possessing and maintaining personal liability insurance;
7. Completing satisfactorily an interview with the Field Experience Committee.

The Field Experience Committee consisting of the Department Chairperson, program advisor (coordinator), and the Director of Field Services will judge the adequacy of each application. The committee will notify successful applicants by letter that the application is being sent to the designated public school administrator for placement. Upon receipt of placement information from the public school administrator, the University/Director of Field Services will mail notices to applicants with a copy to program coordinator. The Department retains applications of candidates failing to meet specific criteria and informs them of deadlines for meeting criteria. Applicants who do not qualify for preservice teaching placement must meet with department advisors and/or coordinators for counseling and further vocational guidance.

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## TEACHER CERTIFICATION

The State of Georgia is the agency that certifies teachers. Certification for teaching in the state of Georgia currently requires passing scores on the GACE/Praxis I examination and passing scores in the appropriate field of the GACE/Praxis II examination, in addition to successful completion of program requirements. The State of Georgia determines passing scores for GACE/Praxis I and GACE/Praxis II and denotes exemptions for GACE/Praxis I. Because programs in the Department of Curriculum must be responsive to state certification requirements, students should contact the department to determine whether the state has made changes since the publication date of this catalog.

## I. TEACHER EDUCATION PROGRAM DESCRIPTION

### Early Childhood Teacher Education Program (ECE)

Bachelor of Arts (B.A.) in Early Childhood Teacher Education

The Early Childhood Education Program, through the Curriculum Department, prepares instructional personnel to be certified to teach preschool to grade five (P-5). The goals of this program are to provide prospective teachers with:

1. A broad background in the liberal arts, mathematics, and the natural and social sciences;
2. Familiarity with the field of education and its variety of settings and possibilities;
3. Opportunities to observe young children in educational settings and to interact effectively with them, using appropriate techniques;
4. Understanding of development, curricula, instructional principles, theory, and research in the psychomotor, cognitive, and affective domains of learning relative to the young child; Experience in using critical thinking skills to apply psychomotor, cognitive, and affective development principles of curricular and instructional practices;
5. Practice in integrating the content, methodology, and instructional materials of mathematics, science, social studies, creative arts, and language arts, and
6. Experience in planning, implementing, and evaluating the total educational program in diverse early childhood and primary grade settings from the perspective of a change agent for social justice.

### The Four Components of the Early Childhood Teacher Education Program

#### Component I: General Education Core

CENG 105/106	College Composition I and II (6)
CFL_ 201/202	Foreign Language Requirement (6)
CHIS 211/212	U.S. History OR CHIS 201/202 U.S., Africa and the World I and II (6)
CMUS 120	Music Appreciation or other course that satisfies the core humanities requirement (3)
CEDC 262	Educational Technology (3)
CENG 201/202	World Literature I or II (3)
CMAT 103/105	Algebra I and Pre-Calculus I (6)
CPHI 105	Critical Thinking or other course that satisfies the core religion/philosophy requirement (3)
CPED ____	Physical Education (1)
CBIO 101	Biological Science (3)
CPHY 102 or 104	Physical Science (3) or Earth Science (4) with Lab
CSCJ 105	Culture and Society or other course that satisfies the core social science requirement (3)

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CSTA 101	Fundamentals of Speech (3)
CGED 100/101	First-Year Seminar I and II (2)
CPSY 301	Educational Psychology (3)

**Component II: Specialty - Major Area of Study**

CECE 200	Introduction to Early Childhood Education (3)
CECE 206	Foundations of Mathematics I (3)
CECE 300	Literacy I (6)
CECE 415	Methods of Teaching Reading (3)
CECE 426	Integrated Teaching of Elementary Science and Mathematics (3)
CECE 452	Integrated Teaching of Language Arts and Social Studies (3)
CHPE 404	Methods of Teaching early Childhood Health and Physical Education (3)

**Component III: Professional Education Course Work Sequence**

CEDF 211	Foundations of Education: The Urban Reality (3)
CECE 213	Practicum I (2)
CEDC 262	Educational Technology (3; counts toward Core Requirement)
CPSY 301	Educational Psychology (3; counts toward Core Requirement)
CECE 302	Child Development: The Urban Learner (3)
CECE 313	Practicum II (2)
CECE 316	Practicum III (2)
CECE 404	Early Childhood Curriculum and Methods (3)
CEDC 408	Multicultural and Global Education (3)
CEDE 425	Introduction to Exceptional Education (3)
CECE 498	Developing Family and Community Relationships (3)

**Component IV: Education – Preservice Teaching Practicum Sequence**

CECE 444	Preservice Teaching – Early Childhood (13)
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Precludes the candidate’s taking any other courses or working. Participation in a weekly seminar is required.

**SAMPLE PLAN OF STUDY**

The following outline illustrates a way in which courses can be planned for a degree in Early Childhood Education. At the freshman and sophomore levels, there is greater flexibility in the arrangement of courses.

**Bachelor of Arts in Early Childhood Teacher Education (125-126 credit hours)**

**FRESHMAN YEAR (30-31 credit hours)**

**First Semester: 16 credit hours**

CGED 100	First-Year Seminar I with Service Learning (1)
CSTA 101	Fundamentals of Speech (3)
CBIO 101	Biological Science (3)
CMAT 105	Pre-Cal I or CMAT 103 Algebra I (3)
CENG 105	College Composition I (3)
CEDC 199	Preprofessional Seminar (3; unless exempt from GACE/Praxis I in which case substitute an elective)



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**Second Semester: 14-15 credit hours**

CGED 101	First-Year Seminar II with Service Learning (1)
CPED ____	Physical Education (1)
CPHY 102/104	Physical Science or Earth Science (3 or 4)
CPHY 102L/104L	Physical OR Earth Science Lab (0)
CENG 106	College Composition II (3)
CMAT 106	Pre-Cal II OR CMAT 105 (3)
CMUS 120	Music Appreciation, CART 150 Art Appreciation or other course that satisfies the core humanities requirement (3)

**SOPHOMORE YEAR (31 credit hours)****First Semester: 15 credit hours**

CHIS 211	U.S. History OR CHIS 201 U.S., Africa, and the World I (3)
CFL__ 201	Foreign Language (3)
CEDC 262	Educational Technology (3)
CENG 201/202	World Literature OR CENG 202 World Literature II (3)
	Elective (consider Foreign Language 102 if not ready for 201)

**Second Semester: 15 credit hours**

CPHIL 105	Critical Thinking OR Religion or other course that satisfies the core religion/philosophy requirement (3)
CSCJ 105	Culture and Society or other course that satisfies the core social sciences requirement (3)
CFL__ 202	Foreign Language (3)
CHIS 212	U.S. History (suggested) OR CHIS 202 U.S., Africa, and the World II (3)
CPSY 301	Educational Psychology (3)

**JUNIOR YEAR (34 credit hours)****First Semester: 17 credit hours**

CECE 200	Introduction to Early Childhood Education (3)
CEDF 211	Foundations of Education: The Urban Reality (3)
CECE 213	Practicum I (2)
CECE 300	Literacy in Early Childhood I (6)
CECE 302	Child Development: The Urban Learner (3)

**Second Semester: 17 credit hours**

CECE 206	Foundations of Math I (3)
CECE 313	Practicum II {Planning and Implementing} (2)
CEDC 360	Educational Measurement (3)
CHPE 404	Methods of Teaching Early Childhood Health and Physical Education (3)
CECE 415	Methods of Teaching Reading (3)
CEDS 425	Introduction to Exceptional Education (3)

**SENIOR YEAR (30 credit hours)****First Semester: 17 credit hours**

CECE 316	Practicum III {Instructing Connecting, and Assessing} (2)
CECE 404	ECE Curriculum Methods and Materials (3)
CEDC 408	Multicultural and Global Education (3)
CECE 426	Integrated Teaching of Elementary Math and Science (3)
CECE 452	Integrated Teaching of Social Studies and Language Arts (3)

**Second Semester: 13 credit hours**

CEDC 444

Pre-service Teaching in Early Childhood Education (13)

**II. THE EDUCATIONAL STUDIES PROGRAM**

In the 21st century, public classroom teaching is only one of innumerable opportunities in the field of education open to college graduates. Those educated to be imaginative agents of change in the ongoing challenge to find new solutions to persistent problems will always find ways to make significant educational contributions. Urban America offers educational career options that do not require certification. While the Curriculum Department maintains as its primary focus the preparation of classroom teachers, it also has an option for those who choose not to pursue the Teacher Education Program. The Educational Studies Program is for candidates who wish to prepare themselves for other career options in education. Some other career options are in the following fields:

- **Child Care:** Day care programs; Preschool programs; After school programs.
- **Community Organizations:** Scouting; Y's; Boys and Girls Clubs; Service organizations (Kiwanis, Lions, etc.).
- **Educational Programs Not In Schools:** Arts Councils (Fulton County Arts Council School Arts Program, etc.); Educational Divisions of Arts Agencies (High Museum of Art, Alliance Theater School of Education, Hammonds House, etc.); Religious education; Government education (Peace Corps/Teach for America, etc.); Education in the military; Health care education.
- **Mass Media:** Educational television: production, program development, research; Distance teaching/learning: production, course and lesson development; Print media: educational reporting for magazines/newspapers.
- **Publishing:** Publishing companies (esp. publishers of education materials); Staff of Learned Societies Journals (National Council of Teachers of English, etc.).
- **Other:** University/school marketing; University/school recruiting; University/school development programs; Staff development within organizations; Sports/ recreation organization staff (Little League/Pop Warner); Social Service Agencies; Research facilities; Vocational education; Adult education; Literacy programs.

**ADMISSION INTO THE EDUCATIONAL STUDIES PROGRAM**

Candidates declare which of the department's programs they wish to enter when they apply to the department. It is possible for candidates to change programs. If candidates change programs, they have to complete all the requirements of the program into which they change. Candidates who are in the Teacher Education Program, but who do not pass GACE/Praxis II at the prescribed time, will have to continue to attempt GACE/Praxis II in order to preservice teach and complete their program. If they apply to switch to the Educational Studies Program, they will have to complete all of the requirements of the Educational Studies Program. In either case, they may need to extend their time of study in order to complete program requirements. The criteria for admission to the Educational Studies Program are as follows:

1. An overall GPA of 2.0 or better;
2. Passing GACE/Praxis I scores or provide evidence of meeting the exemption criteria for GACE/Praxis I as established by the Georgia Professional Standards Commission;
3. Grade of "C" or better in CENG 105 and 106, Speech, CMAT 105 and 106, or CMAT 111 and 112;
4. Acceptable written statement by the applicant identifying the applicant's career goal and explaining how this program will support achievement of the career goal;
5. Completion of an Admission to School of Education packet;

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6. Possess and maintain personal liability insurance for all field experiences

## **GRADUATION REQUIREMENTS FOR THE EDUCATIONAL STUDIES PROGRAM**

Graduation requirements are as follows:

1. Grade of "C" or better in CENG 105 and 106, Speech, CMAT 105 and 106, or CMAT 111 and 112;
2. Satisfactory completion of all program requirements;
3. Satisfactory completion of all other CAU requirements;

## **DESCRIPTION OF THE EDUCATIONAL STUDIES PROGRAM**

The components of the Educational Studies Program (122 credit hours) are as follows:

1. The University-required core curriculum;
2. A required program core of courses that includes the following:
  - a. A series of required courses taken in blocks in a cohort.
  - b. A planned program of electives suitable to the candidate's career goal. The planned program of electives must be planned with and approved by the advisor. The program will utilize courses from throughout the University.
  - c. CEDC 492: Cooperative Education Experience: A required full-time experience with an appropriate agency done during the candidate's last semester and with an accompanying seminar. **Please note:** This experience is not a substitute for pre-service student teaching and does not make the candidate eligible for teacher certification.

## **The Two Components of the Educational Studies Program**

### **Component I: General Education Core**

CENG 105/106	College Composition I and II (6)
CFL_ 201/202	Foreign Language Requirement (6)
CHIS 211/212	U.S. History OR CHIS 201/202 U.S., Africa and the World I and II (6)
CMUS 120	Music Appreciation or other course that satisfies the core humanities requirement (3)
CEDC 262	Educational Technology (3)
CENG 201/202	World Literature I or II (3)
CMAT 103/105	Algebra I and Pre-Calculus I (6)
CPhi 105	Critical Thinking or other course that satisfies the core religion/philosophy requirement (3)
CPED ____	Physical Education (1)
CBIO 101	Biological Science (3)
CPHY 102/104	Physical Science (3) or Earth Science Systems I and Lab (4)
CSCJ 105	Culture and Society or other course that satisfies the core social sciences requirement (3)
CSTA 101	Fundamentals of Speech (3)
CGED 100/101	First-Year Seminar I and II (2)
CPSY 301	Educational Psychology (3)

### **Component II: The Program Core**

Due to changes in other Department of Curriculum programs, departmentally approved course substitutions may be required.

CEDC 199	Preprofessional Seminar (3; unless exempt from GACE/Praxis I)
CECE 200	Introduction to Early Childhood Education (3)

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CECE 262	Educational Technology (3)
CECE 212	Preprofessional Lab (1)
CMAT 206	Foundations of Math I (3)
CEDF 211	Foundations of Education: Urban Reality (3)
CPSY 218	Human Growth and Development (3)
CECE 300	Literacy in Early Childhood I (6)
CPSY 301	Educational Psychology (3)
CECE 307	Structure of Elementary Mathematics I (3)
CECE 314	Creative Development (4)
CEDC 303	Human Relations (3)
CBUS 330	Legal Aspects or other law class suitable to the candidate's career goals (3)
CEDC 305	Presentation Skills (2)
CBUS 340	Principles of Management (3)
CEDC 408	Multicultural and Global Education (3)
CECE 404	ECE Curriculum Methods and Materials (3)
CEDS 425	Introduction to Exceptional Education (3)
CHPE 413	Health Education Curriculum and Methods (3)
CECE 405	Preschool Program Development (3)
	Electives
	Electives suitable to candidate's career goal. The planned program of electives must be planned with and approved by an advisor. It will utilize courses from throughout the University.
CEDC 492	Cooperative Education Experience (9-12)

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**WHITNEY M. YOUNG, JR.  
SCHOOL OF SOCIAL WORK**

**OFFICE OF THE DEAN  
Thayer Hall, Dean's Suite  
Telephone: 404-880-8549**

**SCHOOL OVERVIEW**

The School of Social Work celebrated its 80th year in October 2000. It was founded in 1920 and incorporated under the laws of the State of Georgia in 1925. Membership in the American Association of Schools of Social Work was granted in 1928. When the accrediting body was succeeded by the Council on Social Work Education in 1952, the School became a chartered member, and has maintained its accreditation since then.

The mission of Whitney M. Young, Jr., School of Social Work is to advance the aims of the profession through education for excellence in social work practice. The School is committed to the core values of the profession. The School seeks to educate innovative, creative, and responsible social work professionals committed to the search for solutions to problems of poverty, social, economic and environmental injustices, sexism, racism, and other forms of oppressions in society, while preserving the heritage of the African Diaspora. The School adheres to the principles of client self-determination, the capacity of clients to grow and change, and the application of professional, humanistic values and ethics for responsible practice. A liberal arts foundation provides the base upon which the mission is shaped and supported. The School implements its educational mission through its baccalaureate, masters and doctoral degree programs. The School maintains relationships of mutual respect with alumni, affiliated agencies, other local, state and national agencies and professional organizations. The School's mission undergirds and reaffirms the mission and cultural creed of the University.

**PROGRAM OVERVIEW**

The Baccalaureate Social Work Program confers a professional degree (**B.S.W.**) and prepares majors for entry-level professional practice in social work or for graduate study. The Undergraduate Program in Social Work is structured to provide students with an opportunity to develop a broad background in social and behavioral sciences. Theoretical knowledge of human behavior, practice, policy, research and a field practicum are integral components of the curriculum. The development and modification of social policy, practice skills in interviewing, research, and methods of intervention are required social work courses that prepare students for social work generalist practice. In addition to the required courses in the major, students are expected to gain practical experience through a field practicum in a social work agency during their senior year.

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## **PROGRAM GOALS**

The Baccalaureate Social Work Program has four primary goals. They include preparing students for: beginning entry-level generalist social work practice with diverse groups without discrimination; beginning entry-level social work generalist who link social research and social service practice; beginning entry-level generalist social work practice with systems of all sizes; and 4) lifelong learning and critical thinking.

**Whitney M. Young, Jr., School of Social Work**  
**Undergraduate Program in Social Work**  
**Thayer Hall**  
**Telephone: 404-880-8311**

## **PROGRAM OVERVIEW**

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## **ADMISSION REQUIREMENTS**

Admission to the Baccalaureate Social Work Program is a four-stage process consisting of:

1. Admission to the University;
2. Formal declaration of an interest in social work; successful completion of two pre-requisite social work courses in sequential order with a grade of “B” or better (CUSW 200 Introduction to Social Work and CUSW 202 Introduction to Professional Helping); and
3. Completion of a Baccalaureate Social Work Application and Personal Interview.

All transfer students must contact the BSW Program Director prior to or no later than, the beginning of their initial registration period. The Baccalaureate Social Work Program does not give credit for life experience or previous work experience under any circumstances. All majors must take field education.

## **DEGREE REQUIREMENTS**

The current degree offered by the Baccalaureate Social Work Program is the Bachelor of Social Work Degree (BSW). The Program requires specific BSW courses, which must total sixty (60) hours of study, including two prerequisite courses. Additionally, BSW students are required to successfully complete twelve hours of field practicum experience and a Capstone Senior Paper during the Spring Semester of the senior year.

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## **BSW PROGRAM LIBERAL ARTS REQUIREMENTS**

Students must have completed or be enrolled in the following courses at the time they apply for admission; the courses must be completed with a GPA of at least 2.5 on a 4.0 scale. In addition, students must also satisfy the University's General Education Course Requirements, which include six courses beyond the BSW Program's required liberal arts courses. See General Education Core Requirements.

<b>Liberal Arts Courses</b>	<b>Credit Hrs</b>
(2) First Year Seminar (100/101-Social Work)	2
(2) College Composition (105/106)	6
(2) Foreign Language (201/202-Spanish)	6
History	3
Humanities	3
Computer Application	3
(2) Mathematics (103/104)	6
Critical Thinking/Religion	3
General Psychology	3
Biological Science/Gen. Biology	3/4
Politics & Global Issues	3
Principles of Economics	3
Intro to Sociology	3
<b>17 TOTAL COURSES</b>	<b>47 CREDIT HRS</b>

## **SAMPLE PLAN OF STUDY**

The following outline illustrates the way in which courses should be arranged for the bachelor degree in Social Work.

## **BACHELORS OF SOCIAL WORK PLAN OF STUDY**

(123 hours)

## **RECOMMENDED PROGRESSION FOR FRESHMAN AND SOPHOMORES**

### **FRESHMAN YEAR**

#### **First Semester: 16 hours**

CENG 105	College Composition I (3)*	
CMAT 103	Algebra I OR	
CMAT 105	Pre-Calculus I (3)*	
CBIO101	Biological Science (3)*	OR
CBIO111	General Biology I (4)	
CPSC106	Politics & Global Issues (3)*	
CSTA101	Fundamentals of Speech (3)***	
CGED 100	First-Year Seminar (1)*	

#### **Second Semester: 16 hours**

CENG 106	College Composition II (3)*	
CMAT 104	Algebra II (3) *	OR

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CMAT 106	Pre-Calculus II (3)	
CPHY 102	Physical Science (3) ***	OR
CPHY 102	Earth Science (3)	OR
CBIO112	General Biology II (4)	
CPSY 211	General Psychology (3)*	
CCIS 100	Info. Tech & Computer Applications (3) *	
CGED101	First-Year Seminar II (1)*	

## **SOPHOMORE YEAR**

### **First Semester: 15 hours**

CUSW 200	Introduction to Social Work (3)**
CSCJ 215	Introduction to Sociology (3)*
CECO 250	Principles of Economics (3)*
CHIS 201	U.S. Africa & the World I (3)*
CFL 201	Intermediate Language I (3)* (Recommend Spanish)

### **Second Semester: 16 hours**

CUSW 202	Introduction to Professional Helping (3)**
CHIS 202	U.S. Africa & the World II (3)***
CENG 201/202	World Literature I or II (3)***
CHUM _____	Humanities (3)*
CFL 202	Intermediate Language II (3)*
CPED _____	Physical Education (1)***

Code:

\* BSW Program Required Liberal Arts Courses

\*\*BSW Program Required Major Courses

\*\*\*General Education Liberal Arts Requirements

## **REQUIRED PROGRESSION OF STUDY FOR SOCIAL WORK MAJOR CORE**

### **JUNIOR YEAR**

#### **First Semester: 15 hours**

CUSW 301	Statistics & Methods of Social Research I (3)**
CUSW 350	Issues of Health Disparities Among Minority Populations (3)**
CUSW 360	Interpersonal Skills Laboratory (3)**
CUSW 411	Social Work Theory and Practice (3)**
CPHI 105	Critical Thinking (3)*

#### **Second Semester: 15 hours**

CUSW 300	Social Welfare Policy (3)**
CUSW 302	Statistics & Methods of Social Research II (3)**
CUSW 412	Mental Health of Diverse Groups & Women (3)**
CUSW 413	Child Welfare Programs & Services (3)**
C_____	Open Elective (3)***



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## SENIOR YEAR

### First Semester: 15 hours

CUSW 401	Human Behavior and the Social (3)** Environment I
CUSW 403	Practice Competency I (3)**
CUSW 405	Field Instruction I (6)**
CUSW 415	Child Welfare: Abuse, Neglect & Investigations (3)**

### Spring Semester: 15 hours

CUSW 402	Human Behavior and the Social Environment II (3)**
CUSW 404	Practice Competency II (3)**
CUSW 406	Field Instruction II (6)**
CUSW 416	Social Work Practice with the Aged (3)**

Code:

\* BSW Program Required Liberal Arts Courses

\*\*BSW Program Required Major Courses

\*\*\*General Education Liberal Arts Requirements

**Revised October 2006**

## REQUIRED COURSE DESCRIPTIONS

All Social Work majors must complete the following required courses:

## PREREQUISITES

### **CUSW 200: Introduction to Social Work.**

**Fall, 3 credits**

This is the first prerequisite course for students interested in social work. The course traces the development of social work from early volunteer efforts to the present organizations in social welfare and includes various fields of social work practice and career opportunities.

### **CUSW 202: Introduction to Professional Helping.**

**Spring, 3 credits**

This course is a study in self-assessment, personal values clarification, problem solving and interviewing skills for career choices in social services. A directed field observation experience of at least 50 clock hours is required.

(CUSW 200 must be taken prior to or concurrent with this course.)

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## COURSE DESCRIPTIONS

### ART COURSE DESCRIPTIONS

**CART 101: Art Foundations I.**

**3 credits**

Studio problems in basic design explore the elements and principles of applied design theory.

**CART 102: Art Foundations II.**

**3 credits**

Studio problems that cover the properties and effects of light and color. Exploration of basic color organizations and principles.

**CART 150: Art Appreciation. 3 credits** Designed to provide students understanding and appreciation of the art forms in the world. Lectures, discussions and visual aids are utilized to survey the painting, sculpture, architecture and other forms of art from different cultures.

**CART 201: Drawing I.**

**3 credits**

Introduction to perceptual drawing skills. Focus is on the translation of three-dimensional forms to a two-dimensional surface.

**CART 202: Drawing II.**

**3 credits**

Continuation of CART 201. Emphasizes perceptual drawing skills. Students are also introduced to a variety of materials. *Prerequisite: CART 201.*

**CART 215: Typography and Layout.**

**3 credits**

Introduction to the study of letterforms, including a study of type faces and letter spacing composition and their application to the design of visual communication materials. *Prerequisites: CART 101 and CART 102 or permission of instructor.*

**CART 217: Printmaking I.**

**3 credits**

Introduction to hand printmaking. Stresses creativity, experimentation, and development of skill and craftsmanship in printing procedures. *Prerequisite: CART 101, 02, 201 or permission of instructor.*

**CART 275: Photography I.**

**3 credits**

Basic photography skills for students with little prior knowledge of photography. Students are introduced to the basics of camera handling and image composition. One requirement of the course is a camera with a manually adjustable shutter speed control and aperture dial.

**CART 277: Computer Imaging Basics.**

**3 credits**

Introduction to various software programs including adobe illustrator, adobe photoshop and scanning techniques.

**CART 315: Illustration I.**

**3 credits**

Basic illustration conceptualization. Develops students' professional illustration techniques and processes. *Prerequisites: CART 201 and CART 202 or permission of instructor.*

**CART 317: Printmaking II.**

**3 credits**

Continuation of CART 217. Students introduced to intermediate printmaking concepts. *Prerequisites: CART 101, 102, 201, and 217.*

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**CART 320: Typography and Layout II.** **3 credits**  
Continuation of CART 215. Assignments incorporate the use of type in applied materials, such as magazine layouts, book jackets, and record covers. *Prerequisite: CART 215 or permission of instructor.*

**CART 321: Graphic Design I.** **3 credits**  
Investigation of applied problems in visual communication. Study of design principles, production methods, and presentation. *Prerequisite: CART 101, 102, 215 or permission of instructor.*

**CART 351: Basic Rendering Techniques.** **3 credits**  
Instruction in rendering medical illustrations through the use of a variety of media.

**CART 375: Photography II.** **3 credits**  
Continuation of CART 275. Students are required to form a personal vision through directed assignments. *Prerequisite: CART 275 or permission of instructor.*

**CART 379: Computer Graphics.** **3 credits**  
Covers basic computer graphics imaging utilizing graphics software for visual communication. *Prerequisite: CART 101, 102, 201, or permission of instructor.*

**CART 381: Three-Dimensional Design.** **3 credits**  
Materials, methodology, principles of design, and basic concepts applicable to the execution of projects dealing with three-dimensional form.

**CART 413: African Fabric Design.** **3 credits**  
Focuses on analysis of African fabric designs in terms of their patterns and social functions. Emphasis is on the appropriate use of African fabric design for fashion and commercial art design.

**CART 444: Seminar in Twentieth-Century Art.** **3 credits**  
Investigates topics pertinent to the studio artist. Focus is on the impact of recent art history on the work of contemporary artists.

**CART 464: Desktop Publishing.** **3 credits**  
Introduces the student to the use of desktop publishing *software*. *Prerequisite: CART 215 and CART 321 or permission of instructor.*

**CART 448 through 479: Directed Studies.** **variable credits**  
Research and advanced production techniques in a field of the student's special interest. Directed studies taken after completion of the course sequence available in the field of interest. Students may register for directed studies under the following course titles and numbers:

CART 451 Illustration  
CART 452 Typography and Layout  
CART 453 Printmaking (Silkscreen)  
CART 456 Photography  
CART 457 Printmaking (Intaglio)  
CART 460 Printmaking (Lithography)  
CART 461 Three-Dimensional Design  
CART 462 Graphic Design  
CART 466 Rendering Techniques  
CART 479 Computer Graphics

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**CART 488: Internship.** **3 credits**  
On-the-job training in the work world. Students can qualify for an internship after the freshman year.  
*Prerequisite: permission of department chairperson.*

**CART 492: Portfolio.** **3 credits**  
Capstone course for senior art majors. Includes preparation for portfolio presentation, job searches, interview techniques, oral presentations and organizing exhibitions. *Prerequisite: permission of department chairperson.*

## **BIOLOGY COURSE DESCRIPTIONS**

**CBIO 101: Biological Science.** **3 credits**  
A basic course in biological science for nonscience majors. Topics include basic concepts of life and living organisms, their organization from atoms to organisms directed specifically toward the human being. Functioning and some disorders of various systems in the human body are taught. Three (3) lecture hours.

**CBIO 111: General Biology I.** **4 credits**  
Introduction of the basic principles of biology, covering cells, cell organelles, and genetics. The cell surface, the role of plastid and mitochondria in energetics, and the role of the nucleus in cell division and regulation are given special emphasis. Also included are cell chemistry, concepts of molecular biology, mitosis and meiosis. Three (3) lecture hours and a three-hour laboratory per week.

**CBIO 112: General Biology II.** **4 credits**  
Fundamental principles, concepts, and facts of specific areas in biology, such as development, behavior, population biology, and ecology. Covers organismal physiology (nervous, hormonal, muscular, circulatory, excretory), with emphasis on regulation at the level of the organism. Three (3) lecture hours and a three hour laboratory per week. *Prerequisite: CBIO 111.*

**CBIO 233: Microbiology.** **4 credits**  
The study of microorganisms with emphasis on bacteria and viruses, physiology and metabolism of bacteria, bacterial growth, metabolic regulation, genetics of bacteria, genetic resistance to antibiotics, survey of the major groups of bacteria and viruses, and diseases of bacteria and viruses. Three (3) lecture hours and a three hour laboratory required per week. *Prerequisite: CBIO 111 and 112 and CCHE 111.*

**CBIO 251: Vertebrate Anatomy and Embryology.** **4 credits**  
Comparative study of the structures, functions and the ontogenesis of the vertebrates. Structural origin and mechanisms of development are stressed. Three (3) lecture hours and a three-hour laboratory required per week. *Prerequisites: CBIO 111 and 112.*

**CBIO 255: Invertebrate Zoology.** **4 credits**  
Consideration of the morphology, physiology, phylogeny, and ecology of major invertebrate phyla. Laboratory work includes practical anatomy and physiology of indigenous and exotic species. Three (3) lecture hours and a three-hour laboratory required per week. *Prerequisites: CBIO 111 and 112.*

**CBIO 261: Environmental Biology.** **4 credits**  
Study of current problems of society as related to the environment. Addresses selected problems related to water pollution, conservation, and populations. Students explore basic principles of ecology and their application to ecological problems. The impact of problems and their solutions is

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stressed. Three (3) lecture hours and a three-hour laboratory required per week. *Prerequisites: CBIO 111 and 112.*

**CBIO 300: Histology.** **4 credits**

Laboratory course dealing with the microscopic and ultramicroscopic anatomy of mammalian tissues and organs with emphasis on relating structure to function. Two (2) lecture hours and a four-hour laboratory required per week. *Prerequisites: CBIO 111, and 112 and CCHE 111 and 112.*

**CBIO 312: Genetics I.** **4 credits**

The science of genetics, including the chromosomal basis of inheritance, meiosis, Mendelian genetics, linkage, human genetics, cytogenetics, DNA replication, chromosome structure, quantitative genetics, molecular genetics, gene function, gene regulation and bacterial genetics. Three (3) lecture hours and a two-hour recitation period required per week. *Prerequisites: CBIO 111, and 112 and CCHE 111 and 112.*

**CBIO 331: Plant Biology.** **4 credits**

This course surveys the major groups in the plant kingdom, emphasizing the vascular plants. Students explore the structure, function diversity, ecology, and physiology of the plants. The laboratory emphasizes microscopy and experimentation. Three (3) lecture hours and three (3) laboratory hours required per week. *Prerequisites: CBIO 111 and 112.*

**CBIO 375: Cell and Molecular Biology.** **3 credits**

Study of the origin and structure of cell organelles and comparative and integrated presentation of the fundamental physiochemical mechanisms associated with the living cell. Three (3) lecture hours per week. *Prerequisites: CBIO 111 and 112; CCHE 111 and 112.*

**CBIO 390: Introduction to Biochemistry.** **3 credits**

Survey of basic principles of biochemistry and molecular biology, emphasizing broad understanding of chemical and biological events in living systems. The course emphasizes the major biologically important topics including sugars, amino acids, peptides, nucleic acids, lipids, enzymes, cofactors, vitamins, hormones and the operation of metabolic pathways. *Prerequisites: CBIO 111 and 112, CCHE 111, 112, 231 and 232.*

**CBIO 471: Plant Physiology.** **4 credits**

Lecture/laboratory course emphasizing the water relations, photosynthesis, nitrogen metabolism, and hormones of vascular plants. Three (3) lecture hours and four (4) laboratory hours required per week. *Prerequisites: CBIO 111, and 112 and CCHE 111 and 112. Recommended: CBIO 331.*

**CBIO 476: Human Physiology.** **4 credits**

Study of functions of the various tissues, organs, and organ systems of humans, with emphasis on the mechanisms, the cause and effect of hormonal actions, neurotransmission, cardiovascular control and muscle contraction. Three (3) lecture hours and one hour of recitation required per week. *Prerequisites: CBIO 111 and 112; CCHE 111 and 112.*

**CBIO 478: Cell Biology Laboratory.** **3 credits**

Introduction to experimental design, laboratory procedures, and instrumentation. Cell culture, cell growth kinetics, enzyme purification and kinetics, bacterial genetics studies, virus isolation and replication, column chromatography, protein synthesis and isolation of cell organelles. Two (2) 2.5-hour laboratories required per week. *Prerequisites: CBIO 111, 112, and 312 and CCHE 111, 112, 231, 232, corequisite CBIO 375.*

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**CBIO 480: Research in Biology.****Variable credit (1-4)**

Independent, faculty-supervised laboratory investigation on topics of special interest. Students present periodic reports. Course may be repeated. *Prerequisite: Permission of department chair and faculty supervisor.*

**CBIO 482: Seminar in Biology.****1 credit**

Students present scientific seminars on a subtopic of a specific theme. Students are required to make an oral presentation on the selected topic and submit a written paper. One (1) lecture hour per week.

**CBIO 491: Biochemistry.****4 credits**

Structure and function of proteins, nucleic acids, carbohydrates, and lipids. Three (3) lecture hours and one hour of recitation required per week. *Prerequisites: CBIO 111, and 112 and CCHE 231, and 232.*

**CBIO 492: Biochemistry.****4 credits**

Intermediary metabolism and the control mechanisms involved. DNA replication and introductory recombination. Three (3) lecture hours and one recitation hour required per week. *Prerequisites: CBIO 111, 112, 491 and CCHE 231, and 232.*

See Graduate Catalog for graduate course descriptions.

**BUSINESS COURSE DESCRIPTIONS****ACCOUNTING COURSE DESCRIPTIONS—Undergraduate Program****CBUS 207: Financial Accounting.****3 credits**

Concepts and their application in transaction analysis and financial statement preparation; analysis of financial statements. *Prerequisite: CMAT 209 and sophomore standing.*

**CBUS 208: Managerial Accounting.****3 credits**

Introduction to cost behavior, budgeting, responsibility accounting, cost control, and product costing. *Prerequisite: CBUS 207 with a minimum grade of "C"*

**CBUS 209: Accounting for Non-business majors.****3 credits**

An introduction to financial and managerial accounting, with emphasis on the content, interpretation, and uses of accounting reports. Discussion of the determination and reporting of net income and financial position, and the theories underlying business financial statements; consideration of managerial accounting topics designed to extend the student's knowledge to the planning and controlling of the operations of the firm.

**CBUS 308: Accounting Information Systems.****3 credits**

Accounting information systems of organizations. Topics include selected hardware and software concepts, fundamentals of accounting information systems analysis, design, implementation, and control. *Prerequisite: CBUS 207 with a minimum grade of "C"*

**CBUS 303: Intermediate Accounting I.****3 credits**

This course is the first of three-course financial accounting series providing a theoretical foundation, concepts, and principles underlying financial statements; current assets; current liabilities; property, plant, and equipment; short-term investments; present value analysis. *Prerequisite: CBUS 207 and CBUS 208 with a minimum grade of "C"*

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**CBUS 304: Intermediate Accounting II.****3 credits**

This course is the second of a three-course financial accounting series, providing an in-depth study of the accounting cycle, conceptual framework of financial accounting, valuation of balance sheet accounts, recognition of revenues, matching of expenses, and the reporting of the financial condition, operating results, and cash flows of an entity. *Prerequisite: CBUS 303 with a minimum grade of "C"*

**CBUS 307: Intermediate Accounting III.\*****3 credits**

Study of financial statements and their related footnotes; tools and procedures common to financial statement analysis; the relationships among business transactions, environmental forces (political, economic, and social), and reported financial information; and how financial statement information can help solve certain business problems. *Prerequisite: CBUS 303 and CBUS 304 with a minimum grade of "C"*

**CBUS 305: Cost Accounting.****3 credits**

Analysis of manufacturing costs, development of cost estimates, and preparation of relevant information for management decision making. *Prerequisite: CBUS 207 and CBUS 208 with a minimum grade of "C"*

**CBUS 405: Auditing and Control.****3 credits**

Examination of basic auditing concepts and practices, and the auditor's professional responsibilities. Emphasis) A case-based graduate seminar that provides the students with the opportunity to identify and research issues in accounting. Developing the students' professional written communication skills is an important component of this course. Emphasis is on auditing standards and the auditing procedures commonly used in public accounting. The course emphasizes practice standards and procedures of auditing: ethics, legal liability, sampling methods, control systems, control design, and control evaluation. *Prerequisite: CBUS 303 and CBUS 304 with a minimum grade of "C"*

**CBUS 426: Individual Tax.****3 credits**

Introduction of tax preparation for individuals using the Internal Revenue Code and rulings; individual tax planning; tax- payer rights and responsibilities will be covered in this course. *Prerequisite: CBUS 207 and CBUS 208 with a minimum grade of "C"*

**CBUS 427: Corporate Income Tax.****3 credits**

Review of federal taxation principles associated with the organization, operation, and dissolution of corporate partnership and tax-exempt organizations. Introduction to federal estate and gift taxes and to income taxation of trusts and estates. *Prerequisite: CBUS 426 with a minimum grade of "C"*

**CBUS 465: Advanced Accounting.****3 credits**

Accounting problems with respect to multiple ownership; consolidated financial statements and partnership accounts; foreign currency translation; segmental reporting; other special topics. *Prerequisite: CBUS 303 and CBUS 304 with a minimum grade of "C"*

**CBUS 466: Internal Auditing I.\*****3 credits**

Examines the internal audit procedures and standards required in corporations, including adherence to Sarbanes Oxley regulations, compliance, and ethical standards. *Prerequisite: CBUS 207;CBUS 303;CBUS 304 with a minimum grade of "C"*

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**ACCOUNTING -- BA/MAcc Program (BMAC)**

**CSB 5606: Advanced Auditing and Analytical Procedures.**

**3 credits**

Utilization of analytical procedures to understand a client's business; identify unusual trends, relationships, and variations in financial statements; evaluate the reasonableness of the numbers in financial statements; identify potential risks associated with the audit; and plan the nature, timing, and extent of audit procedures. Students utilize available research materials, databases, personal auditing experience, and practitioner sources to address relevant issues. Emphasis is on analysis, teamwork, writing, and presentation skills.

**CSB 5690: Governmental and Nonprofit Accounting.**

**3 credits**

Provides a working knowledge of governmental and nonprofit accounting and financial reporting, and prepares students for professional certification in these areas. Governmental accounting is studied using the textbook and incorporating real-world examples. Nonprofit accounting instruction gives students the knowledge needed to work with nonprofits as auditors, board members, or volunteers.

**CSB 6618: International Accounting.**

**3 credits**

Identifies the primary issues in the area of global financial reporting with a focus on multinational business risks and accounting implications, regulation of accounting and attestation in different countries, and reporting financial performance in a global context. The class considers how international reporting requirements help or hinder access to capital markets and examines the current state of convergence toward global reporting standards.

**CSB 6620: Strategic Cost Analysis.**

**3 credits**

Focuses on the analysis and reporting of resources costs and resource consumption explicitly directed at strategic management. The key elements to be studied are cost structure, value chain analysis, strategic cost management, and cost driver analysis in support of strategic and operational decisions.

**CSB 6621: Accounting Practice I.**

**3 credits**

Examines the financial reporting problems that arise from mergers and acquisitions and from complex, multinational entities. The focus includes fair value accounting for business acquisitions, consolidation of financial statements, and cross-currency translation of financial statement. Class time will include lecture, discussion, and problem-solving.

**CSB 6622: Accounting Practice II.**

**3 credits**

A case-based and problem solving graduate seminar class that provides the students with the opportunity to identify and research issues in accounting; prepare for the CPA or CMA certification using review materials; and enhance the students' professional written communication skills.

**CSB 6623: Advanced Accounting Information Systems.**

**3 credits**

Study of accounting system data security, fiduciary and reliability risks and mitigating internal controls. Emphasis is on the revenue and expenditure cycles and computer assisted audit techniques.

**CSB 6628: Forensic Accounting.\***

**3 credits**

Overview of fraud prevention and detection techniques, and an in-depth discussion of how to assist an audit committee and legal counsel with fraud investigations. Topics examined include investigating theft and concealment, conversion investigation methods, inquiry methods, and fraud reports.



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**CSB 6630: Professional Accounting Internship.\*****3 credits**

Professional accounting field work, under the direction of a faculty member, in a public accounting firm, corporate enterprise, or not-for-profit organization. Students gain relevant practical experience which builds on prior coursework and provides an experiential knowledge base for their remaining graduate coursework.

**DECISION SCIENCES/SUPPLY CHAIN MANAGEMENT COURSE DESCRIPTIONS****CBUS 206: Management Information Systems.****3 credits**

This introductory course contains ideas, concepts, and principles on the basic information systems to which every business student should be exposed in the core business requirement. It integrates both computer concepts and information systems concepts, and provides a strong managerial emphasis. *Prerequisite: CCIS 100.*

**CBUS 313: Statistics I.****3 credits**

This course covers basic statistical concepts, techniques, and their applications to business decision making. Covers the descriptive aspects for statistics, involving data collection, organization, presentation, and introduces students to probability and inferential statistics. *Prerequisite: CMAT 209 and CMAT 210.*

**CBUS 314: Statistics II.****3 credits**

The topics covered in this course include analysis of variance, simple regression, multiple regression, correlation, Chi-square distribution and analysis of frequencies, and time-series analysis and forecasting. The statistical software package is used. *Prerequisite: CBUS 313.*

**CBUS 315: Systems Analysis and Design.****3 credits**

This course provides students with a practical approach to systems analysis and design, using a blend of traditional development with current technologies to solve business problems. Students become familiar with how systems analysts interact with users, management, and other IT professionals in a typical business organization. The systems development life cycle (SDLC) is used to analyze, design, and develop projects. *Prerequisite: CBUS 206*

**CBUS 317: Enterprise Integration Systems.****3 credits**

In this course students learn about the supply chain management programming environment, including data and communications protocols/standards, server and client operating systems, and a working knowledge of at least one on-line Enterprise Resource Planning Application. Students are prepared to understand their business functions. However, they are competing with students who have this as well. In this course students obtain hands-on experience with the actual systems that are used to actually provide this functional integration. Enterprise integration is not only about software but also about the power of automation on business productivity. Students will be provided with the concepts of enterprise resource planning and extensive exposure to the SAP System. SAP has 39% penetration of the ERP market, and nearly 100% in the Fortune 100. These companies are spending tens of millions of dollars annually, updating and integrating these systems into every business function. Our students are to be exposed to this environment. *Prerequisite: CBUS 206.*

**CBUS 362: Supply Chain Management.****3 credits**

Upon the completion of this course, the students will be able to describe key supply chain management concepts, understand the strategic importance of supply chain management in improving a firm's competitive position, and learn about the opportunities and problems faced in strategic sourcing environment. *Prerequisite: CBUS 206.*

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**CBUS 364: Procurement and Supply Management.****3 credits**

This course addresses the strategic and operational role of the purchasing and supply management functions in the modern organization. The aim of this course is to get students acquainted with the fundamental concepts, models, and instruments in the area of purchasing and supply management. Through web-based projects, case assignments, and industry presentations, the course will provide insights into the current developments, newest ideas, and biggest problem areas in this field. *Prerequisite: CBUS 362.*

**CBUS 366: Project Management.****3 credits**

This course provides an overview of the structured process for managing projects. The emphasis is on the defining, planning, scheduling, organizing, implementing, and controlling of single and multiple projects, in order to successfully complete them within quality specifications, on schedule, and within budget. Other topics include project organization, roles of the project manager and team members, and project leadership. Additionally, the importance of communication and people management is integrated throughout the discussion. *Prerequisites: CBUS 206 and CBUS 362.*

**CBUS 434: Enterprise Integration Applications.****3 credits**

Students learn about the mainframe, midrange supply chain management programming environment, including back office applications, data and communications protocols/standards, server and client operating systems, legacy applications, and a working knowledge of at least one large system programming language (e.g. COBOL).

**CBUS 436: Data Mining/Visualization.****3 credits**

This course is designed to teach students how to apply and utilize standard statistical analysis techniques to identify trends and make recommendations based on systems generated data. Topics include: performance management, techniques for data mining, market research, regression analysis, and multivariate analysis. The students will gain a working knowledge of several statistical analysis packages. *Prerequisite: CBUS 362.*

**CBUS 438: Electronic Commerce.****3 credits**

Concepts and principles of e-commerce are covered. The students are given an understanding of the history and background of the underlying trends and technologies (EDI, TCP/IP, Telecom, etc.) that make up e-commerce, the business models which have emerged and the implications (functional, ethical, and political) on each of the major business functions. The students also become familiar with business process redesign concepts as the means of introducing e-commerce related changes into an existing, stable business culture. *Prerequisite: CBUS 362.*

**CBUS 460: Production/Operations Management.****3 credits**

This course provides students with an understanding of the primary activities of the operations function in organizations. Intended to develop skills in the art of formulating quantitative models of real world decision making, operations strategy, and business applications, including cost-benefit analysis, forecasting, problem design and processing, planning, allocating scarce resources, facility locations, layouts, scheduling, and inventory management. Students will experience the extensive use of the computer to assist in solving the business problems. *Prerequisite: CBUS 313.*

**CBUS 474: Logistics Management.****3 credits**

Logistics is one of the most vital areas of business today. Analysis of logistics activities includes integration of transportation, inventory management, warehousing, facility location, customer service, packaging, and materials handling. Students will be exposed to online logistics support

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systems to better understand the real-time nature of transportation decisions on other business functions. *Prerequisite: CBUS 362.*

**CBUS 462: Advanced Topics in Supply Chain Management. 3 credits**

This course provides in-depth treatment of one or more advanced areas of supply chain management. The topics will vary with each offering. *Prerequisite: CBUS 362.*

**CBUS 470: Database Management. 3 credits**

Concepts and principles of database design and administration are covered. The students gain hands-on experience with relational databases, data mining concepts, and Web-based data-oriented applications. *Prerequisite: CBUS 362.*

**CBUS 472: Quality, Diversity, and Productivity. 3 credits**

This course provides the opportunity to improve the teaching/learning paradigm. It is designed in an integrated fashion that fosters an “emerging paradigm” of systems thinking and learning regarding the disciplines of quality, leadership and productivity improvement. The course emphasizes the concepts of TQM and its application to modern management and the global marketplace, the new paradigm of customer value, measurement positioning, key stakeholders, product design, and cross-functional organizational systems. In addition it focuses on viewing quality as a strategic issue and the concept that good quality can be a strategic competitive advantage. Finally, the course will help students understand the major motivations/reasons for businesses and managers to pay attention to teamwork, diversity and value-added performance. *Prerequisite: CBUS 362.*

**CBUS 476: Supply Chain Management Strategies. 3 credits**

This course provides integrated supply chain management strategies, incorporating procurement and supply management, production, logistics, transportation, and enterprise systems. Strategies are developed around internal issues including employee relations, ergonomics and workplace changes; ethical issues; and external issues including vendor and customer relations, customer service, and regulatory considerations. *Prerequisite: CBUS 362.*

**CBUS 478: Modeling the Supply Chain. 3 credits**

This course provides students with discussions and examples that integrate qualitative and quantitative thinking about supply chain planning problems and models. A major approach relies heavily on optimization models, which provides frames or templates for such integration. The course attempts to demonstrate that optimization models and methods provide comprehensive systems approaches to integrated business planning, which is the essence of supply chain management. Firms that succeed in such efforts will realize a significant competitive advantage. *Prerequisite: CBUS 362.*

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## ECONOMICS COURSE DESCRIPTIONS

### **CECO 107: Introduction to Economics.**

**3 credits**

A one-semester survey course designed to introduce students to the fundamental principles and concepts of economics. Topics covered include demand and supply analysis, the function of the markets in the allocation of resources, measuring economic activities in the private as well as in the public sectors, problems such as unemployment, inflation, income distribution and poverty, and domestic and international financial institutions and the working of global market systems.

### **CECO 250: Principles of Economics.**

**3 credits**

A one-semester introductory course in economics for students in departments which require only one semester of economics. The course focuses on both macro- and microeconomic issues that impact the decision making within the U.S. economy.

### **CECO 251 & 252: Principles of Macro- and Microeconomics.**

**3 credits each**

A one-year comprehensive study of the principles which govern production, consumption, and distribution as well as the major institutions in the United States economic system. *Prerequisite: CECO 251 addresses macro-analysis and CECO 252 addresses micro-analysis. Prerequisites: A grade of "C" or better in CMAT 103 and 104 (or exemption from these courses).*

### **CECO 250, 251 and 252: Economics Laboratory.**

**0 credits**

Lab courses to be taken along with CECO 250, 251, and 252 respectively.

### **CECO 302: Government and Business.**

**3 credits**

The nature and development of government control and regulation of enterprises is the focus of this course. It examines antitrust laws and their interpretation and enforcement, selected Supreme Court antitrust decisions, and current problems of government relations in various industries (offered within the Atlanta University Center).

### **CECO 304: Contemporary Economic Issues.**

**2 credits**

A colloquium designed for Honors Program students. It focuses on major issues affecting the American political economy, particularly those having special significance for the economic well-being of black and other Third World peoples.

### **CECO 308: Mathematical Economics.**

**3 credits**

Applications to elementary mathematics to economics are covered. This course includes studies in calculus, matrices, and linear difference equations. Mathematical problems used in this course come from the field of economics (offered within the Atlanta University Center). *Prerequisites: A grade of "C" or better in CMAT 111 and CMAT 112.*

### **CECO 309: Introduction to Econometrics.**

**3 credits**

The use of mathematical and statistical models in the study of economics relationships is covered in this course. Methods introduced include single equation least squares, analysis of variance, and multiequation models (offered within the Atlanta University Center). *Prerequisites: A grade of "C" or better in CBUS 313 and CBUS 314.*

### **CECO 315: Intermediate Macroeconomic Analysis.**

**3 credits**

This course examines general theories of aggregate economic analysis. It traces the development and refinement of selected theories through the classical, Marxism, neoclassical, and Keynesian schools. It enables students to analyze unemployment, inflation, business cycles, and other national economic occurrences. *Prerequisite: A grade of "C" or better in CECO 251.*

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**CECO 316: Intermediate Microeconomic Analysis.** **3 credits**  
The theory of the firm, the household, and the market with applications to individual decision-making units are covered in this course. *Prerequisite: A grade of "C" or better in CECO 252.*

**CECO 324: Economic Development.** **3 credits**  
A study of the characteristics and problems of developed and developing economies. Covers the theory of economic development, stages of growth and development, and data analysis to evaluate development performance. *Prerequisites: A grade of "C" or better in CECO 251 and CECO 252.*

**CECO 325: Comparative Economic Systems.** **3 credits**  
A study of the economic models of comparative systems. The course includes an analysis of the effectiveness of performance of alternative economic systems in terms of growth patterns and fidelity to ideology. *Prerequisites: A grade of "C" or better in CECO 251 and CECO 252.*

**CECO 335: International Trade.** **3 credits**  
Application of microeconomic policy to commercial relations between nations. Among the topics covered are the theory of comparative advantage and alternative commercial policies. *Prerequisites: A grade of "C" or better in CECO 251 and CECO 252.*

**CECO 343: Public Finance.** **3 credits**  
General survey of government finance at the federal, state, and local levels. Topics include government expenditures, principles of taxation, intergovernmental fiscal relations, debt management, public borrowing, and fiscal policies for economic stabilization (offered within the Atlanta University Center). *Prerequisites: CECO 315 and CECO 316.*

**CECO 357: Economic History of the United States.** **3 credits**  
Economic perspective of regions and historical periods in the United States. Topics include agricultural and industrial life in the colonies, the economic effect of slavery, post-Civil War agrarian revolution, development of manufacturing and transportation, westward movement, business concentration, the Depression, the World Wars, and the recent trends (offered within the Atlanta University Center).

**CECO 362: Money and Banking.** **3 credits**  
Examines the alternative theories of money. Explores the relationship of money to prices, the role of financial intermediaries, international monetary problems, and the history of monetary policy in the United States. *Prerequisites: A grade of "C" or better in CECO 251 and CECO 252.*

**CECO 365: Economics of Labor.** **3 credits**  
Consideration of labor as an economic factor. Covers wages, labor force participation, employment and unemployment, the growth of labor organizations, labor market discrimination and public policies (offered within the Atlanta University Center). *Prerequisites: A grade of "C" or better in CECO 251 and CECO 252.*

**CECO 369: Urban Economics.** **3 credits**  
Examination of three principal themes in the economics of urban areas: (1) the economics of the location decisions and the influence of these decisions on urban growth and the real estate market; (2) evaluation of transportation and other services; and (3) economic development of ghetto neighborhoods (offered within the Atlanta University Center). *Prerequisite: CECO 252.*

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**CECO 372: History of Economic Doctrines.** **3 credits**  
Survey of economic thought from ancient times to the present (offered within the Atlanta University Center).

**CECO 470: Research Methodology/Senior Thesis.** **3 credits**  
Designed to explain the methods of conducting social science research, including defining the problem to be studied, establishing hypotheses, and utilizing techniques of empirical analysis. All economics majors are required to write a Senior Thesis on an approved topic. Prerequisite: approval of the undergraduate coordinator and/or department chairperson.

**CECO 490: Independent Study.** **0-3 credits**  
Projects designed by the student and a faculty member, who agrees to work with the student, to meet specific and individual needs. May involve direct reading in specific subject area, a research project, teaching economics in high school or a combination of any two. May be repeated for additional credits. *Prerequisite: Approval of the Undergraduate coordinator and/or department chairperson.*

**CECO 495: Cooperative Education.** **0-3 credits**  
Intensive practical experience in a profit or nonprofit public or private organization. Students are expected to acquire knowledge, understanding, and the skills pertinent to the select organization. Prerequisite: Approval of the undergraduate coordinator and/or department chairperson.

## **FINANCE COURSE DESCRIPTIONS**

**CBUS 250: Personal Finance.** **3 credits**  
The course focuses on aspects of personal financial planning including career planning, tax preparation, risk management and insurance, cash and credit management and budgeting, investing, retirement and real estate planning. This course is counted only as a general elective and not a finance concentration elective.

**CBUS 285: Real Estate Principles and Practices.** **3 credits**  
Introduction to real estate terms, concepts and attributes. The appraisal process and real estate law are also studied. This course meets the educational requirements for the Georgia Real Estate Sales license. This course is counted only as a general elective and not a finance concentration elective.

**CBUS 341: Corporate Finance I.** **3 credits**  
The basic concepts and analytical tools of finance in both corporate finance and investments. Topics include risk and return, financial institutions, efficient markets, valuation theory, capital budgeting, portfolio theory, cost of capital, and international finance. *Prerequisites: CBUS 207 and CBUS 208 with at least "C" and CECO 251 and CECO 252 with at least a "C"*

**CBUS 360: Principles of Insurance.** **3 credits**  
Study of the basic uses and functions of insurance as applied to the overall treatment of risk. Presented from the viewpoint of the consumer. *Prerequisites: CBUS 207 and CBUS 208 with at least a "C" and CECO 251 and CECO 252 with at least a "C"*

**CBUS 368: Real Estate Finance and Investments.** **3 credits**  
The instruments, techniques, and institutions of real estate finance; sources of funds; mortgage risk analysis; emphasis on typical policies and procedures used in financing of residential, industrial, and commercial properties. *Prerequisite: CBUS 341.*

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**CBUS 420: International Financial Management. 3 credits**

International business decision making emphasizing the effects of internationalized financial and non-financial markets. Exchange rate analysis, hedged costs of funds, economic exposure and management, capital budgeting, financial and corporate strategy, and the evaluation of international risks and returns. *Prerequisite: CBUS 341.*

**CBUS 451: Management of Financial Institutions. 3 credits**

The basic concepts and analytical tools of finance in both corporate finance and investments. Topics include risk and return, financial institutions, efficient markets, valuation theory, capital budgeting, portfolio theory, cost of capital, and international finance. *Prerequisite: CBUS 341.*

**CBUS 452: Security and Analysis. 3 credits**

The securities markets, investor objectives, introduction to portfolio theory and the analytical tools of portfolio management, and an examination of investment alternatives. Portfolio management and security analysis. Emphasis is on risk, return, valuation of securities, portfolio theory, and investment performance analysis. Students will research stocks and manage a stock portfolio. *Prerequisite: CBUS 341.*

**CBUS 453: Corporate Finance II. 3 credits**

Development of a framework that is useful for understanding a broad range of important corporate financial decisions. Substantial emphasis will be placed on discussion of the determinants of corporate financing and payout policies, alternative methods of security issuance, and mergers and acquisitions. *Prerequisite: CBUS 341.*

**CBUS 454: Financial Analysis and Decision Making. 3 credits**

Exposes students to various forms of financial decision making in a variety of contexts. Students will practice decision-making skills using financial contexts analysis in assessing firm performance, evaluating financial statement analysis, financial forecasting, and investment and financing decision analysis. Textbook case studies and computer software with current technology for financial modeling and data analysis are utilized. *Prerequisite: CBUS 341.*

## **MANAGEMENT COURSE DESCRIPTIONS**

**CBUS 295: CBUS 395 and CBUS 495. Leadership and Professional Development I, II, and III. 1 credit each**

This seminar series is required for all undergraduate business students. One course is to be completed each academic year beginning with the sophomore year. Each course serves as a prerequisite for the following course in the series. The courses are designed to help students identify, appreciate and capitalize on natural strengths that will enable them to communicate, learn, and think more effectively. They will also be able to make critical decisions more efficiently and set realistic goals for success in college and the world of work. Students learn leadership attributes, roles and responsibilities; resume preparation, teamwork and group presentations, emotional intelligence, importance of credit and being credit worthy, etiquette skills, conflict resolution as well as other personal and professional development skills needed to function successfully in today's business environments. *Prerequisites: CBUS 295 Leadership and Professional Development I- CGED 100 and CGED 101; CBUS 395 Leadership and Professional Development II – CBUS 295 CBUS 495 Leadership and Professional Development III – CBUS 395*

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**CBUS 325: Business Communication.** **3 credits**

This is an advanced writing course which adapts standard English to the needs of business. The student develops a working knowledge of written and oral communication and strengthens interpersonal communication skills and job-search techniques. *Prerequisites: CENG 105, 106, and STA 101*

**CBUS 330: Legal, Social, and Ethical Aspects of Business I.** **3 credits**

Introduction to business law. This course surveys the nature, types, and functions of laws regulating businesses. Students are introduced to the role of the court systems in business and the concepts of contract and agency. Students are also introduced to the social and ethical aspects of business. *Prerequisites: ECO 251 and ECO 252, CBUS 207 and CBUS 208.*

**CBUS 331: Legal, Social, and Ethical Aspects of Business II.** **3 credits**

Continuation of CBUS 330. Examine partnerships, corporations, commercial paper, secured transaction sales, consumer credit, bankruptcy, and modern legislation regulating business. Increased emphasis on social and ethical responsibilities of management. *Prerequisite: CBUS 330.*

**CBUS 337: Introduction to International Business Management.** **3 credits**

Study of domestic and foreign environmental factors affecting the international operations of United States business firms. The course stresses personal experiences and observations regarding leadership and helps students assess leadership qualities and style. *Prerequisite CBUS 340.*

**CBUS 340: Principles of Management.** **3 credits**

Conceptual framework for the study, evaluation, and practice of management. Emphasis is on planning, organizing, staffing, influencing, and controlling as these factors affect managerial decision making. Addresses problems of both the sole proprietorship and the corporation. *Prerequisites: ECO 251 and ECO 252, CBUS 207 and CBUS 208, MAT 209 and MAT 210.*

**CBUS 372: Personnel Management.** **3 credits**

Exploration of organizational behavior and human performance in the organization. Students examine structure, the selection process, performance appraisal, control systems, and reward practices as means of affecting human behavior in organizations. *Prerequisite: CBUS 340.*

**CBUS 450: Marketing Management.** **3 credits**

Develops the environmental, managerial, and strategic planning aspects of marketing theory and practice. Experience in producing an actual marketing plan. *Prerequisites: CBUS 313 and 335.*

**CBUS 468: Organizational Behavior or CPSY 318.** **3 credits**

Exploration of organizational behavior and human performance in organization. Students examine structure, the selection process, performance appraisal, control systems, and reward practices as means of affecting human behavior in organizations. *Prerequisite: CBUS 340. or CPSY 318, Industrial and Organizational Psychology*, may be taken as a substitute course. Survey of methods and findings in the scientific study of humans at work as applied to business, industry and government. Topics include employee selection, training and motivation. *Prerequisites: CPSY 211 and CBUS 313.*

**CBUS 471: Global Leadership.** **3 credits**

Students will investigate the leadership tasks which face managers in companies with worldwide operations. Initially, students will identify the forces of global change and the strategic challenges



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which they present to managers. Subsequently, students will examine the leadership characteristics required to manage global operations in a changing environment. *Prerequisite: CBUS 340.*

**CBUS 472: Quality, Diversity and Productivity Improvement. 3 credits**

This course provides an alternative to the traditional learning-teaching paradigm. It is designed in an integrated fashion. It fosters an “emerging paradigm” of systems thinking and learning regarding the disciplines of quality, diversity management and productivity improvement. Traditional boundaries will be crossed. To place the course material in one category would be like managing each function of a company in isolation and independently. *Prerequisite: CBUS 340*

**CBUS 480: Entrepreneurship and Enterprise. 3 credits**

Analysis of procedures necessary for developing or acquiring a major management and equity position in a new or existing business venture. The course focuses on the problems of purchasing or initiating an enterprise and the analysis needed to address those problems rather than on day-to-day management. *Prerequisite: CBUS 335.*

**CBUS 485: Business Policy. 3 credits**

Integration of knowledge from various functional fields of business. Students approach policy making and administration from a top-management point of view. *Prerequisites: CBUS 335, CBUS 340 and CBUS 341.*

**CBUS 488: Business Internship. 3 credits**

Students obtain credit from practical experiences in supervised business internship programs. At least six (6) seminars from LPD program required and four (4) interviews through the Career Planning and Placement Office (CPPC). Prior approval from the Chairperson is required.

## MARKETING COURSE DESCRIPTIONS

**CBUS 335: Principles of Marketing. 3 credits**

This course provides an overview of the core concepts of marketing. Emphasis is placed on developing an ethical framework which uses the elements of the marketing mix to provide customer satisfaction in the global marketing of goods and services. Topics include assessment of the marketing environment, designing and conducting marketing research, and determining what elements are most important to customers as they make purchasing decisions. *Prerequisites: CECO 251 and CECO 252, CBUS 207 and CBUS 208, MAT 209 and 210.*

**CBUS 336: Consumer Behavior. 3 credits**

This course provides an overview of the processes that consumers utilize to evaluate, purchase, use and dispose of goods and services expected to satisfy their needs. Insights into consumer identity issues are provided as a background for presenting the consumer behavior concepts, processes, and models that help explain differences in consumer’s pre and post-purchase behavior and choice. Implications for marketing strategies (e.g., market research procedures, market segmentation, product design, pricing, and promotion) are discussed. *Prerequisite: CBUS 335.*

**CBUS 411: Retailing. 3 credits**

A study of the basic concepts and principles of retailing and its role in distribution in terms of administrative organization, site selection, buying, pricing, merchandising, promotions and current trends in retailing. *Prerequisite: CBUS 335.*

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**CBUS 421: Introduction to Professional Sales.** **3 credits**  
A study of the theory and practice of professional sales with special emphasis on application of concepts in actual sales presentations. *Prerequisite: CBUS 335.*

**CBUS 422: International Marketing.** **3 credits**  
Analysis of the multinational process of planning and promotions of goods, ideas, and services worldwide. Special consideration of Third World economics is stressed. *Prerequisite: CBUS 335.*

**CBUS 431: Principles of Advertising.** **3 credits**  
Course is designed to introduce students to the field and practice of advertising with an emphasis on the pervasiveness of advertising in contemporary society. The student will develop knowledge of the business, creation and media placement of advertising, and will become acquainted with advertising management, strategies and processes. *Prerequisite: CBUS 335.*

**CBUS 445: Marketing Research.** **3 credits**  
The gathering, analysis, and presentation of information to guide marketing decisions. Includes research project design, use of information sources, and research report preparation. *Prerequisites: CBUS 313 and CBUS 335.*

**CBUS 450: Marketing Management.** **3 credits**  
Develops the environmental, managerial, and strategic planning aspects of marketing theory and practice. Experience in producing an actual marketing plan. *Prerequisites: CBUS 313 and CBUS 335.*

## **CHEMISTRY COURSE DESCRIPTIONS**

**CCHE 111 and 112: General Chemistry I and II.** **4 credits each**  
CCHE 111: This is the introductory course in college chemistry. The topics covered in this course include: stoichiometry, atomic structure, molecular structure and bonding and gas laws. Three [3] hours of lecture, three [3] hours of laboratory and three [3] hours of recitation are required. (4 credit hours)

**CCHE 112:** This is the continuation of Chemistry 111. The topics covered in this course include: kinetics, equilibria, thermodynamics, and electrochemistry. Three [3] hours of lecture, three [3] hours of laboratory and three [3] hours of recitation are required. *Prerequisite: CCHE 111.*

**CCHE 211 and 212: Analytical Chemistry I and II.** **4 credits each**  
CCHE 211: Study of homogeneous and heterogeneous equilibria to include principles related to ionization, solubility, complex ions and molecules, oxidation and reduction in solution, redox potentials, electrochemical cells, and quantitative volumetric and gravimetric analysis. (Three [3] lecture hours and six [6] laboratory hours per week are required.) *Prerequisites: CCHE 111 and 112.*

**CCHE 212:** Second half of the analytical chemistry sequence. Focuses on principles and stoichiometry relating to acidimetry, alkalimetry, redox methods, and iodometry. Gravimetric, electrometric, optical, chromatographic, and other modern instrumental methods of analysis and the basic chemical theory related to these procedures are studied. (Three [3] lecture hours and six [6] laboratory hours per week are required.) *Prerequisite: CCHE 211.*

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**CCHE 231 and 232: Organic Chemistry I and II.****4 credits each**

CCHE 231: This is an introduction of the chemistry of carbon. The topics covered include: bonding, molecular structure, reaction mechanisms and spectroscopy. Studies are the properties of aliphatic and aromatic compounds. (Three [3] lecture hours, three [3] laboratory hours and one and one-half [1.5] recitation hours per week are required.) *Prerequisites: CCHE 111 and 112.*

**CCHE 232:** This is a continuation of CCHE 231. The topics covered include: bonding, molecular structure, reaction mechanisms and spectroscopy. Studies are the properties of aliphatic and aromatic compounds which include proteins, carbohydrates, drugs and biomolecules. Three [3] lecture hours, three [3] laboratory hours, and one and one-half (1.5) recitation hours per week are required. *Prerequisites: CCHE 231.*

**CCHE 341 AND 342: Physical Chemistry I and II.****3 credits each**

CCHE 341: Study of the laws and theories of chemical phenomena, including elementary thermodynamics, the gaseous, liquid, and solid state, equilibria, and chemical kinetics (rates of chemical reactions, and kinetics of complex reactions, and some molecular reaction dynamics). (Three [3] lecture hours per week.) *Prerequisites: CCHE 211; CPHY 111 and 112; CMAT 111, 112, 211, and 212.*

**CCHE 342:** Elementary quantum mechanics, molecular reaction dynamics activated complex theory and dynamics of molecular collisions and the application of elementary quantum mechanics to atomic and molecular structure and spectroscopy. (Three [3] lecture hours per week) *Prerequisites: CCHE 211; CPHY 111 and 112; CMAT 111, 112, 211, and 212.*

**CCHE 341L/342L: Physical Chemistry I & II Laboratory/Recitation.****1 credit each**

Laboratory investigations in physical chemistry. Experiments carried out include coverage of five major areas of physical chemistry: thermodynamics, spectroscopy, kinetics, quantum mechanics, and statistical mechanics. (One [1] credit each, four [4] laboratory/recitation hours per week are required.)

**CCHE 381 AND 382: Junior-level Chemistry Seminar I & II.****1 credit total**

This is a one-hour lecture/seminar course. CCHE 381 Zero (0) credit. CCHE 382 One (1) credit. One year of the course generates one hour of credit.

**CCHE 412: Instrumental Methods.****4 credits**

A lecture and laboratory course covering the theory, design, practical uses and applications of typical spectroscopic and chromatographic instrumentation. Particular focus is on the application of the instrumentation for chemical analysis. (Three [3] lecture hours and six [6] laboratory hours per week are required.) (This course is numbered 512 for graduate students and is three (3) credits.) *Prerequisites: CCHE 211, 341, and 342.*

**CCHE 421: Inorganic Chemistry.****3 credits**

This is an introduction to the descriptive chemistry of the elements. The topics covered in this course include: Brønsted and Lewis acids and bases, electronic and molecular structure and coordination chemistry. (Three [3] lecture hours with laboratory each week are required.) *Prerequisites: CCHE 341 and 342.*

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**CCHE 431/431L Advanced Organic Chemistry I/Laboratory.****Lecture 3 credits, Lab 1 credit**

This course is a study of the advanced topics in carbon chemistry. The topics covered include: Critical evaluation of modern organic theory mechanisms and rearrangements. It also includes a detailed study of important organic reactions and their application to selected laboratory experiments. (Three [3] lecture hours and one [1] laboratory hour per week are required.) *Prerequisites: CCHE 231 and 232.*

**CCHE 432/432L: Methods of Structure Determination.****Lecture 3 credits, Lab 1 credit**

This course covers the theory and techniques used in the determination of the structure of organic compounds. The topics covered include separation techniques as well as the use of UV/VIS, IR, NMR, ESR, Raman and mass spectroscopy to elucidate structures of organic compounds. (Three [3] lecture hours and one [1] laboratory hour per week are required.) *Prerequisite: CCHE 431.*

**CHE 441: Mathematical Methods in Chemistry.****3 credits**

A study of the mathematical methods used in physical chemistry, including applications of linear algebra and differential equations. (Three [3] lecture hours per week) *Prerequisites: CCHE 341 and 342.*

**CCHE 451 and 452: Biochemistry.****3 credits each**

CCHE 451 (dual numbering with C BIO 491): Introduction to the structure and function of biological molecules, proteins, carbohydrates, lipids and nucleic acids. (Three [3] lecture hours per week) *Prerequisites: CCHE 231 and 232; C BIO 111 and 112.*

CCHE 452 (dual numbering with C BIO 492): Basic metabolic path ways governing the function of cells and tissues (intermediary metabolism). Fundamentals of enzymatic catalysis, including kinetics and mechanism. (Three(3) lecture hours per week.) *Prerequisites: CCHE 231 and 232; C BIO 111 and 112.*

**CCHE 480: Special Topics in Chemistry.****4 credits**

Detailed study of a series of advanced topics in any area of chemistry. Students undertake independent projects. (Three [3] lecture hours per week with required laboratory)

**CCHE 481 AND 482: Senior-level Chemistry Seminar I & II.****1 credit total**

This is a one-hour lecture/seminar course. One year of the course generates one hour of credit. *CCHE 481 zero (0) credit, CCHE 482 one (1) credit*

**CHINESE COURSE DESCRIPTIONS****CFLC 101/102: Beginning Chinese (Level I).****3 credits each**

Introduces students to Chinese (Mandarin) phonetic and writing system and basic conversational skills through a multimedia approach, emphasizing communication proficiency. Classes meet three (3) hours per week, and an additional hour of laboratory per week is required.

**CFLC 201/202: Intermediate Chinese (Level II).****3 credits each**

Continued emphasis on the four language skills—listening, speaking, reading, and writing through the multimedia approach. Classes meet three (3) hours per week, and an additional hour of laboratory per week is required.

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**CFLC 301/302: Advanced Chinese (Level III).** **3 credits each**  
Emphasis on topic-oriented conversation, listening comprehension, short compositions and reading comprehension through the multimedia approach.

**CFLC 440: Directed Study.** **3 credits**  
Special interest areas for in-depth study under the supervision of an instructor. The supervising instructor in consultation with the department chair must approve all special study projects in advance.

**CFLC 441: Chinese Culture and Civilization.** **3 credits**  
Study of various aspects of Chinese culture (including history, philosophy and religion) as reflected in family life, language, literature, art, etc. Conducted in English.

**CFLC 480: Modern China Through Film and Literature.** **3 credits**  
Introduces students to modern China, including its social, economical, and political changes, through film and literature. Conducted in English.

#### **COURSE DESCRIPTIONS COMPUTER SCIENCE**

**CCIS 100: Information Technology and Computer Application.** **3 credits**  
A hands-on introduction to personal computer concepts and productivity applications. Computer concepts include basic architecture, the Internet, and operating systems. Productivity applications include word processing, spreadsheets, graphical presentations and relational database usage.

**CCIS 101: Computer Science: An Overview.** **4 credits**  
An introductory course providing a theoretical overview of the primary topics in Computer Science including hardware concepts, operating systems, programming, data structures, database systems, artificial intelligence, complexity theory, networking security and a discussion of ethics.

**CCIS 103: Scientific Programming.** **3 credits**  
An introduction to programming concepts for biology, chemistry, mathematics, and physics majors. The course introduces the scientific programming and analysis tool Matlab. *Corequisite 103L.*

**CCIS 103L: Scientific Programming Laboratory.** **0 credits**  
A hands-on guided experience in developing Mat lab programs. (Must be taken while completing CCIS 103.) *Corequisite: CCIS 103.*

**CCIS 104: Business Programming.** **3 credits**  
An introduction to programming concepts for business majors. The classroom lecture utilizes a procedural pseudocode, while the associated recitations require hands on programming. *Corequisite: CCIS 104R.*

**CCIS 104R: Business Programming Recitation.** **0 credits**  
A hands-on guided programming experience in developing COBOL and Visual BASIC programs. (Must be taken while completing CCIS 104.) *Corequisite: CCIS 104.*

**CCIS 105: Programming Problem Solving.** **3 credits**  
An introduction to the fundamental concepts of problem solving focusing on programming oriented solutions and object oriented paradigm. Students are encouraged to be enrolled in or to have already completed CMAT 111, Calculus I. Guided Laboratory is required. *Corequisites: CCIS 101 and CCIS 105L.*

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**CCIS 105L: Problem Solving Laboratory.** **0 credits**  
A hands-on guided problem-solving experience that supplements CCIS 105. *Corequisite: CCIS 105.*

**CCIS 106: Programming.** **3 credits**  
A continuation of CIS 105 utilizing a modern programming language. Guided Laboratory is required. *Prerequisite: CCIS 105, Corequisite: CCIS 106L.*

**CCIS 106L: Programming Laboratory.** **0 credits**  
A hands-on guided programming experience in developing programs. *Corequisite: CCIS 106*

**CCIS 121: Introduction to Computer Systems.** **3 credits**  
Introductory study of logical organization of computer systems. Topics include input-output processing, memory and processor structures and basic logic circuit design. Assembly language programming will be emphasized. *Prerequisite: CCIS 101.*

**CCIS 123: Data Structures.** **3 credits**  
Introductory study of data structures, including record, file, linked structures, lists, stacks, queues, graphs and trees. Guided laboratory is required. *Prerequisite: CIS 106, Corequisite: CCIS 123L.*

**CCIS 123L: Data Structures Laboratory.** **0 credits**  
A hands-on guided development programming experience using Java to implement aspects of the study of data structures. *Corequisite: CCIS 123.*

**CCIS 200: Advanced Programming.** **3 credits**  
A continuation of CCIS 106 emphasizing advanced Java programming concepts and an introduction to procedural concepts utilizing the C++ language. Guided laboratory. *Prerequisite: CCIS 106, Corequisite: CCIS 200L.*

**CCIS 200L: Advanced Programming Laboratory.** **0 credits**  
A hands-on guided development programming experience using Java and C++. *Corequisite: CCIS 200.*

**CCIS 227: Deductive Systems.** **3 credits**  
An introductory study of propositional and predicate systems, including topics such as standard forms, resolution principle and refutation algorithms, computability, Finite State Automata and Turing Machines, with specific reference to applications in Computer Science. *Prerequisite: CMAT 311.*

**CCIS 301: Computer Systems Software.** **3 credits**  
Study of basic concepts of computer software systems, including operating systems, language translators, utilities, linkers and loaders. Concepts will be reinforced via programming projects using Assembler Code. *Prerequisite: CCIS 476.*

**CCIS 321: Introduction to Software Engineering.** **3 credits**  
Introductory study of large software development issues, including requirements analysis, specification, design, testing and maintenance. *Prerequisites: CCIS 123 and CCIS 200, Corequisite: CCIS 474.*

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- CCIS 471: Introduction to Computer Algorithms.** **3 credits**  
Introductory study of algorithm design, using appropriate data structures. Topics include algorithms for sorting, searching and graph traversals and complexity issues. *Prerequisites: CCIS 123 and CCIS 200.*
- CCIS 472: Introduction to Computer Architecture.** **3 credits**  
Study of logical organization of computer hardware and functional components. *Prerequisites: CCIS 121, CCIS 123, and CCIS 200.*
- CCIS 473: Introduction to Operating Systems.** **3 credits**  
Study of basic operating systems concepts, including multiprogramming, resource management and implementation. *Prerequisites: CCIS 123 and CCIS 200.*
- CCIS 474: Introduction to Database Systems.** **3 credits**  
Study of basic concepts of databases, including various models, query processing and other topics of interest. *Prerequisites: CCIS 123 and CCIS 200.*
- CCIS 475: Introduction to Artificial Intelligence.** **3 credits**  
Introductory study of intelligent problem solving and search algorithms, inference systems, machine intelligence and knowledge organization. *Prerequisites: CCIS 123 and CCIS 200.*
- CCIS 476: Programming Languages and Compilers.** **3 credits**  
An overview of syntactic and semantic aspects of programming languages, including basic concepts of parsing, translation, and execution of procedural languages. *Prerequisites: CCIS 123, CCIS 200.*
- CCIS 482: Introduction to Computer Information Systems.** **3 credits**  
Study of methodologies for designing and implementing management information systems with emphasis on system development, implementation and evaluation. *Prerequisite: CCIS 123 and CCIS 200.*
- CCIS 490: Practical Training.** **3 credits**  
Training with industry and government laboratories via internship and cooperative education programs. To receive credit for this course, a student must complete at the equivalent of 6 months of full-time employment with the same employer, receive a satisfactory performance rating from the employer, and write a paper describing in reasonable detail the work environment, activities, responsibilities involved, and knowledge and experience gained from the employment. *Prerequisite: Consent of the department.*
- CCIS 491: Information Systems Research/Design Project.** **3 credits**  
*Prerequisite: Consent of department.*
- CCIS 492: Database Research/Design Project.** **3 credits**  
*Prerequisite: Consent of department.*
- CCIS 493: Systems Software/Hardware Research/Design Project.** **3 credits**  
*Prerequisite: Consent of department.*
- CCIS 494: Software Engineering Research/Design Project.** **3 credits**  
*Prerequisite: Consent of department.*

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**CCIS 495: Artificial Intelligence Research/Design Project.** **3 credits**  
Prerequisite: Consent of department.

**CCIS 499: Senior Design Project.** **3 credits**  
A one-semester course culminating in a design project acceptable to the department. This course will be managed by a collection of faculty members offering a variety of project environments for the students. *Prerequisites: Consent of Advising Professor*

## **DEPARTMENT OF CURRICULUM COURSE DESCRIPTIONS**

**CECE 200: Introduction to Early Childhood Education.** **3 credits**  
Course experiences are designed to provide a survey overview of early childhood education (preschool thru grade 5) as professional field of study and practice. Emphasis is on the role and function of early childhood education (ECE) programs in providing a learning foundation for urban, minority children. Course contents include an introduction to historical and contemporary issues, pioneers, and approaches in ECE. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 206: Foundations of Mathematics for Teachers I.** **3 credits**  
Extends candidates' content proficiency, conceptual understanding of numbers, numeration systems and fundamental concepts of algebra, geometry, probability, statistics, and measurement. The presentation of these principles and aspects of mathematics will be interpreted through the National Council of Teachers of Mathematics (NCTM) standards in particular standards on problem solving, reasoning, technology and making connections to the real world. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 212: Preprofessional Lab (Observing).** **1 credit**  
This entry-level practicum introduces potential teacher education candidates seeking admission to Early Childhood programs to the varied educational institutions that support the schooling process (e.g., museums, science centers, and other community resources). Potential candidates can earn service learning hours as they complete course content. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 213: Practicum I (Observing and Exploring).** **2 credits**  
This entry-level practicum is designed for potential teacher education candidates. The practicum provides experiences that introduce potential candidates to teachers, learners, and the school community through processes of observing and exploring. Course assignments engage potential candidates in activities that strengthen skills in writing and critical observations. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 214: Literature for Children and Youth.** **3 credits**  
The criteria for selection and evaluation of books for children and youth, in terms of appropriateness for their stages of growth and development. The course includes the use of literature for enhancing cultural pluralism and strategies for presenting literature in creative ways.

**CECE 300: Literacy in Early Childhood I.** **6 credits**  
Insights into the nature of the reading process and emergence of reading readiness skills will be emphasized. Candidates learn to provide a developmentally appropriate environment for reading to begin. The course focuses on the strategies needed to teach reading to the preschool, kindergarten,



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first-grade, and second-grade student. A field component provides practical experience. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 301: Literacy in Early Childhood II. 2 credits**

Examines, in depth, the content and methods used in teaching reading and writing effectively. Candidates create a classroom climate where literacy flourishes. Examines various theories and methodologies; issues germane to the urban school environment are addressed. The use of multicultural literature and ways to serve the linguistically different child are included. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 302: Child Development: The Urban Learner. 3 credits**

Engages candidates in an exploration of how children learn and develop, of myriad influences on children's development, and theories of child development. Facilitates candidates' development of strategies which promote optimal learner growth. Focuses special attention on cultural elements which influence the development of children in urban schools and communities. Guides candidates to an appreciation of the interdependence of cognitive, physical, and affective domains in the overall development of children. *Prerequisites: See Educational Studies Admissions requirements*

**CECE 312: Language Arts I: Content. 3 credits**

Instruction in the elements of the language arts program, with emphasis on candidates' own achievement of proficiency in language arts skills. Candidates review teacher competencies needed to teach language arts effectively. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 313: Practicum II (Planning and Implementing). 2 credits**

This practicum promotes the development of teacher education candidates' knowledge and understanding of the schooling process and its influences and facilitates candidates' awareness of the foundational underpinnings that shape contemporary educational practices. *Prerequisite: Admission to Teacher Education.*

**CECE 314: Creative Development. 4 credits**

This course offers guided observations of and experiences in application of instructional methodologies. Emphasis on interdisciplinary methodology, culturally appropriate pedagogy, integration of creative activities and on assessment. Designed to offer candidates the opportunity to gain competency in the use of a variety of media and explore potentials in creative arts. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 316: Practicum III (Instructing, Connecting & Assessing). 2 credits**

This practicum focuses on the instructional process and skills, resources, knowledge and interactions that ensure student learning. Experiences are provided which promote candidates' awareness of the importance of developing and nurturing family relationships to support the teaching/learning process. Candidates are guided to use their specific content knowledge to establish teaching/learning objectives. *Prerequisite: Admission to Teacher Education or Educational Studies. Corequisites: CECE 426, CECE 452, CECE 498.*

**CECE 317: Practicum IV (Evaluating, Analyzing & Reflecting). 1 credit**

This practicum stresses principles, practices and tools of evaluation, analyses, and reflection on the schooling processes. Attention is also given to ethical and practical considerations of testing and to the implications of cultural diversity in the process of evaluating, analyzing, reflecting and making decisions. *Prerequisite: Admission to Teacher Education or Educational Studies.*

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**CECE 402: Professional Development.****1 credit**

This course provides the opportunity for candidates to enhance their skills in interpersonal relationships. It examines situations encountered by teachers, school administrators, supervisors, and group leaders. Professional presence, which includes poise, self-confidence, control and style which empower the candidate and command respect will be emphasized. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 404: Early Childhood Curriculum and Methods.****3 credits**

Study of origins, philosophy, organization, and implementation of curriculum models for early childhood education. Candidates also examine teaching methods and materials used during the early years, and principles and practices employed in early learning programs. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 405: Preschool Program Development.****3 credits**

Examination of organizational structure, aims, purposes, and variety of preschool educational programs, including teacher characteristics, classroom organization, and program scheduling. The laboratory component allows students to observe and participate in a preschool setting. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CECE 415: Methods of Teaching Reading and Writing.****3 credits**

Knowledge, skills, and attitudes necessary for effective organization and implementation of the reading program. Candidates learn to promote reading as an informative, rewarding, and essential component of education. The course includes a review of widely used methods in teaching reading and a laboratory experience in which candidates practice instructional strategies. *Prerequisites: Admission to the Teacher Education or Postbaccalaureate Program*

**CECE 426: Integrated Teaching of Elementary Math and Science.****3 credits**

This course uses readings, case studies, instructional technology, and a school-based practicum to help preservice teachers develop the scientific and mathematical knowledge, skills, and dispositions needed to teach science and mathematics in grades P-5. It examines research and theory in the field of math and science instruction and assessment and emphasizes culturally appropriate methodology in the integration of math and science. *Admission to the Teacher Education or Postbaccalaureate Program, Corequisite: CECE 316*

**CECE 444: Preservice Teaching – Early Childhood Education.****3 credits**

Practical experiences with children, preschool to grade five, in approved educational settings and under the supervision of state-certified teachers. Through daily work and other interactions, the candidate integrates and utilizes the knowledge and skills gained in major courses. CECE 444 is a full-day practicum daily lasting sixteen weeks. The preservice teacher is required to attend the campus-based reflective seminars once per week and other teaching-related workshops and activities. *Prerequisites: Completion of all core and major courses with required grades; passing scores on the GACE/Praxis I examination and the GACE/Praxis II examination in the appropriate field; appropriate recommendations; acceptable interview.*

**CECE 452: Integrated Teaching of Social Studies and Language Arts.****3 credits**

This course will examine, in depth, the methods used in teaching the integration of Social Studies into the Language Arts in the elementary school from an interdisciplinary, multicultural approach. Instruction in the elements of social studies and language arts, with emphasis on knowledge required for the teaching of content skills and methods in the language arts and social studies programs

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addressing national and state standards. *Prerequisites: Admission to the Teacher Education or Postbaccalaureate Program, CECE 300 Corequisite: CECE 316.*

**CECE 498: Developing Family and Community Relationships. 3 credits**

The study of current and historical theory and practices in parent education and the impact of connecting with the community. The course reviews parents' and other adults' involvement with schools and covers the role of parent education in the school's curriculum and the theoretical and practical aspects of parental involvement in the educational setting. The course takes an in-depth view of the role that the community plays in shaping the development of children and youth. *Prerequisite: Admission to the Teacher Education, Educational Studies, or Postbaccalaureate Programs.*

**CEDC 199: Preprofessional Seminar. 0-3 credits**

Provides intensive instruction in the concepts, strategies, and content covered on the GACE/Praxis I exam. The strategies will include both generic and subject matter test-taking strategies.

**CEDC 201: Teaching Geography Themes in Education. 3 credits**

This course is designed to cover basic concepts in human geography, including population, political, cultural, urban, and economic geographical concepts needed to teach. Taught as a survey course in human geographical inquiry rooted in the four academic traditions of geography: the earth science tradition, culture environment tradition, locational tradition, and area analysis tradition. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CEDC 262: Educational Technology. 3 credits**

Candidates gain experience with a variety of computer applications and technological tools used in education. Candidates have hands-on training with applications including word processing, Internet, spreadsheet, database, presentation, and digital technology tools. Significant focus is placed on the development of Web sites and electronic portfolios. This course is designed to satisfy the Georgia Teacher Certification Computer Skills Competency Requirement.

**CEDC 303: Human Relations. 3 credits**

Opportunity for students to enhance their skills in interpersonal relationships. The course uses role-playing and other drama techniques to examine the quality of human relations between various groups. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CEDC 305: Presentation Skills. 3 credits**

Simulated situations in which students practice the skills needed for effective oral presentations in their major areas. Through closed-circuit video presentations, students examine situations encountered by teachers, school administrators, sales representative managers, supervisors, and group leaders. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CEDC 360: Educational Measurement. 3 credits**

Study of statistical concepts and terminology for education. Students gain knowledge of widely used standardized education tests, such as CAT and ITBS. The course explores test construction, selection, administration, and interpretation of test results to pupils and parents. This course is designed to provide experiences in test taking, analysis, construction, and interpretation of results. *Prerequisite: Admission to the Teacher Education or Postbaccalaureate Certification Program.*

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**CEDC 401: Classroom Management.****2 credits**

This course includes a review of organization and scheduling practices which maximize a positive learning environment. Candidates explore the use of guidance and discipline techniques for managing classroom behavior. Through simulations of typical management problems in the classroom, candidates gain understanding of how to structure and organize the environment for effective learning. *Prerequisite: Admission to the Teacher Education, Educational Studies, or Postbaccalaureate Programs.*

**CEDC 408: Multicultural and Global Education.****3 credits**

Introduces teacher education candidates to concepts, principles, practices, and implications of multicultural and global education. Major attention is given to the social justice dimension of multicultural education and to candidates' skill in developing lessons which achieve social justice objectives in urban schools and communities. *Prerequisite: Admission to Teacher Education or Educational Studies.*

**CEDC 492: Cooperative Education Experience.****9-12 credits**

Educational Studies candidates spend a full semester (at least 12 weeks) working in an education related agency appropriate to their concentration or career goal. Experiences are supervised and monitored by a University professor and an onsite supervisor. Experiences are accompanied by a weekly seminar and require that candidates submit evaluations and reports that may include action research. *Prerequisite: Admission to Educational Studies and acceptable recommendations and interviews (course is completed during the last semester).*

**CEDC 499: Independent Study.****1-3 credits**

Identification and investigation of a particular topic, issue, or problem in the field of education. Under the supervision of a major area professor, students conduct in-depth studies of specific problems and produce written accounts of their studies. Varying credit hours require specific activities as follows: one credit hour requires students to attend colloquia; two credit hours require attendance at symposia; three credit hours may include attendance at four seminars. *Prerequisites: approval of the supervising professor and at least a 2.5 GPA.*

**CEDF 211: Foundations of Education: The Urban Reality.****3 credits**

An introduction to the profession of teaching from an urban context. Examines the philosophical, historical, and sociological roots of basic questions and possible solutions in the field of American education and, specifically, in urban communities.

**ENGINEERING DUAL-DEGREE COURSE DESCRIPTIONS**

Courses common to all Engineering Concentrations (Architectural, Chemical, Civil, Electrical, Mechanical, etc.)

**CEGR 101: Introduction to Engineering.****3 credits**

Introduction to the engineering profession and various branches of engineering utilizing audio-visual material, lectures by visiting professionals and trips to plants and factories, emphasis on professionalism and ethics, engineering solutions, representation of technical information, engineering estimations and approximations, dimensions, units and conversions with introduction to statistics, mechanics, electrical theory and engineering economics. *Prerequisite: CMAT 105.*

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**CEGR 110: Engineering Computer Graphics.****3 credits**

Introduction to engineering graphics and visual communication including freehand sketching, engineering design processes, 2D/3D and solid CAD models, development and interpretation of drawings, projection standards and specifications for product realization. *Prerequisite: CMAT 105.*

**ENGINEERING ELECTIVE COURSE DESCRIPTIONS****CEGR 201: Electrical Circuit Analysis.****3 credits**

This course is designed to enable students to analyze basic circuits and to understand more advanced circuits that have circuit elements such as resistors, capacitors, inductors, voltage and current sources (using Kirchhoff's laws, mesh and nodal analysis, network theorems to DC and AC circuits and also by computer simulation using PSPICE software). *Prerequisites: CMAT 112, CPHY 122.*

**CEGR 211: Engineering Statics.****3 credits**

Study of the elements of statics in two and three dimensions using vector algebra, laws of equilibrium applied to particles, rigid bodies and structures, friction, centroids. *Prerequisites: CMAT 112, CPHY 121*

**CEGR 314: Matlab/Labview for Engineers.****3 credits**

Application of MathLab/Labview techniques to various engineering problems including numerical methods for solving nonlinear problems. *Prerequisites: CMAT 112, 212.*

**CEGR 311: Engineering Dynamics.****3 credits**

Kinematics of rectilinear and curvilinear motion of particles, kinematics of rigid bodies in plane motion, kinetics (work and energy relations, impulse and momentum principles) of particles, systems of particles, and rigid bodies in plane motion. *Prerequisite: CEGR 211.*

**CEGR 102: Introduction to Engineering Design.****2 credits**

Introduction to engineering design process and design concepts; applications to design problems in the various branches of engineering; practical design assignments. *Prerequisite: CMAT 105.*

NOTE: DDEP Students must meet the DDEP Coordinator for academic advisement and also consult with the Science Department Chairperson or designated DDEP advisor to determine the proper course sequence.

**ENGLISH COURSE DESCRIPTIONS****COLLEGE COMPOSITION****6 credits****CENG 105 and 106: College Composition I and II.**

A one-year course emphasizing development of college-level writing skills. In CENG 105, students write multiparagraph essays, learning the importance of thesis, topic sentence and paragraph development, along with how purpose and audience control the focus of the idea. During CENG 106, students continue to work on multiparagraph themes, including the persuasive essay and the research paper. A minimum grade of "C" is required for each course. *CENG 105 is prerequisite to CENG 106.* These courses may not be taken simultaneously. A writing proficiency examination is administered as a requirement for exiting CENG 106.

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**CENG 231, 331 and 431: Seminar.** **3 credits each**  
Opportunities for majors to acquire career preparation and additional academic enrichment. Required of all majors each year except Freshman year.

**CENG 201 and 202: Introduction to World Literature I and II.** **3 credits each**  
(Offered each semester for English Majors)  
Selected world masterpieces, with emphasis on Western civilization and historical, literary, and philosophical antecedents of twentieth-century United States culture. Introduces concepts and vocabulary required for reading, analyzing, and interpreting literature. CENG 201 explores literature from the beginnings to the Renaissance, and CENG 202, the Renaissance to the present. *Prerequisite: "C" or above in CENG 105 and CENG 106.*

**CENG 210: Literary Forms.** **3 credits**  
Introduction to the techniques of reading literature and writing about literature. English 210 includes the study of genre, rhetorical and literary devices, literary research and documentation. *Prerequisite to other English major courses.*

**CENG 311: Advanced Grammar and Composition.** **3 credits**  
An advanced course in expository, descriptive, persuasive, and narrative writing, with emphasis on grammar, punctuation, and mechanics.

**CENG 313 and 314: Survey of Major British Writers I and II.** **3 credits each**  
A study of authors whose lives, writings, and philosophies represent major stages in the literature of Great Britain. CENG 313 covers early British literature through the Renaissance; CENG 314 covers the Restoration to the present. CENG 313 includes writers such as Chaucer, Shakespeare, and Milton; CENG 314 includes writers from Dryden to Eliot.

**CENG 315 and 316: Survey of Major United States Writers I and II.** **3 credits each**  
A chronological study of major writers in the United States from the eighteenth century to the present. CENG 315 explores early American writers, including Wheatley, Emerson, Irving, Poe, and Hawthorne. CENG 316 covers the literature from 1865 to the present; Whitman, Frost, Wright, Faulkner, Brooks and Morrison are included.

**CENG 318: Colloquium.** **3 credits**  
An exploration of selected authors and literary works depending on the interests of faculty and students in the department.

**CENG 320: Renaissance Literature.** **3 credits**  
A survey of major genres, authors, and social and philosophical changes in sixteenth-century England. Included are writers such as Wyatt, Spenser, Marlowe, Kyd, Bacon, Donne, and Johnson.

**CENG 321: The Romantic Period.** **3 credits**  
A study of general characteristics of the period and its intellectual and cultural focus. Wordsworth, Coleridge, Byron, Shelley, and Keats are some of the authors included.

**CENG 322: The Victorian Period.** **3 credits**  
A study of major essayists, novelists, playwrights, and poets from 1832 to 1901.

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**CENG 350: Technical Writing.** **3 credits**

An emphasis on oral and written skills for technical communication. English 350 covers the basic forms of technical writing, including reports, abstracts, letters, and illustrations. *Prerequisite: grade of "C" or better in CENG 105 and CENG 106.*

**CENG 357: Folk Literature.** **3 credits**

An introduction to folklore, emphasizing folk literature and the comparison of various ethnic groups. Both oral and written literature are studied, including riddles, nursery rhymes, fairy tales, superstitions, legends, and popular sayings.

**CENG 358: Southern Fiction and Folk Literature.** **3 credits**

A study of representative works of southern writers, with concentration on nineteenth- and twentieth-century works by and about southerners. Emphasis is on creative works published after the Civil War.

**CENG 397: Independent Study and Research.** **3 credits**

An opportunity for all majors to conduct guided research on an author, era, or issue in literary studies. Depending on faculty availability, students may combine these aspects to reflect their particular interests.

**CENG 409: Shakespeare.** **3 credits**

A study of representative plays, including histories, tragedies, romances and comedies.

**CENG 412: Creative Writing.** **3 credits**

An opportunity for the novice and the experienced creative writer to develop imaginative expression in poetry, fiction, and drama. The course introduces students to the means of publication and competition.

**CENG 413: Autobiography and Biography.** **3 credits**

An interdisciplinary complement to previous or simultaneous study in literature, history, and culture. Focus is on the development of autobiography and biography as genres in the United States.

**CENG 417: Methods of Teaching English in Secondary Schools.** **3 credits**

A study of recent trends in methodology and materials used in the teaching of composition and literature. CENG 417 is designed especially for prospective English teachers.

**CENG 418: History of the English Language.** **3 credits**

An introduction to the study of language; the nature and function of language; and the historical changes in English phonology, morphology, grammar, and vocabulary from the beginnings of the language to the modern period.

**CENG 419: Linguistics.** **3 credits**

A survey of the matter and methods of modern linguistics, with units on the nature of language, linguistics, phonology, morphology and grammar.

**CENG 459 and 460: African-American Literature I and II.** **3 credits each**

A survey of African and African-American literature, with emphasis on the historical evolution and treatment of representative poetry, tales, short stories, and novels. CENG 459 covers colonial African-American literature to the Harlem Renaissance; CENG 460 covers the period from the Harlem Renaissance to the present.

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**CENG 461: Modern Literature.** **3 credits**

An examination of selected twentieth-century writers. CENG 461 emphasizes readings and discussions of significant works from Africa, Britain, Canada, India, Russia, the United States, and the Caribbean.

**CENG 463: Medieval English Literature.** **3 credits**

A study of representative works from the Old and Middle English periods with special emphasis on Beowulf and Chaucer.

**FASHION DESIGN/MERCHANDISING COURSE DESCRIPTIONS**

**CFAS 210: Principles of Fashion Apparel. Principles of Fashion Industry.** **3 credits**

Introduction to the fashion industry. Emphasis on fashion design, fashion merchandising and fashion marketing. *Prerequisites: CART 101 and 102.*

**CFAS 201: Creative Fashion Presentation.** **3 credits**

Involves the study of the complexity of fashion presentations. Students will learn how to research, analyze, and forecast trends.

**CFAS 220: History of Costume.** **3 credits**

Chronological study of costumes from ancient Egyptian to 20th-century styles. Emphasis on culture, art form, and climates are related to the cause and effect of costumes in each period. *Prerequisites: CART 101 and 102.*

**CFAS 230: Textiles.** **3 credits**

Study of fibers, yarns, and weaves, fancy weaves, finishes and dyes. Students develop a familiarity with the application of fabrics in the apparel field. *Prerequisites: CART 101 and 102.*

**CFAS 237: Fashion Illustration.** **3 credits**

Fundamentals of rendering to communicate fashion design ideas. Students learn to draw the male and female fashion figure. Students learn to utilize color, proportion, fabric and methods for making quick sketches to illustrate different styles.

**CFAS 240: Apparel Construction I.** **3 credits**

Fosters the development of professional skills and techniques required for apparel construction. *Prerequisites: CART 101 and 102.*

**CFAS 250. Visual Merchandising.** **3 credits**

Facets of visual merchandising including the make-up of a Visual Merchandising department and the associated aspects of visual identity. *Prerequisites: CART 101 and 102.*

**CFAS 310: Flat Pattern.** **3 credits**

Fundamentals of basic principles of flat patternmaking are covered, including slopers for collars, sleeves, bodices, skirts, and pants. *Prerequisite: CFAS 240 or permission of instructor.*

**CFAS 314: Promotional Planning Strategies.** **3 credits**

Comprehensive study integrating all phases of fashion-marketing channels. Emphasis on the scope and importance of each phase and the necessity of identifying target markets and developing appropriate strategies. *Prerequisites: CFAS 210.*



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**CFAS 320: Draping.** **3 credits**

The execution of a design from working sketches to a finished garment using draping techniques of fabric on the dress form. *Prerequisite: CFAS 310 or permission of instructor.*

**CFAS 325: Wardrobe Styling and Consulting.** **3 credits**

Development of ideas for personal wardrobe styling, including photography, window display, promotion and fashion shows. Students will utilize creativity in the selection of fashion images which are then styled and photographed.

**CFAS 340: Apparel Construction II.** **3 credits**

A continuation of Apparel Construction I with emphasis on design details. Instruction in basic manipulation of commercial patterns to create individual details, construction of fully lined unstructured garments in intermediate level fabrics. *Prerequisites: CFAS 240*

**CFAS 350: Fashion Accessory Design.** **3 credits**

A capsulated overview of the field that identifies the industry's major components, products and processors, manufacturers and designers, retailers and promoters. *Prerequisites: CFAS 210, 220 and 240.*

**CFAS 360: Fashion Apparel CAD.** **3 credits**

Development of fashion design in various formats by utilizing computer-aided design software programs.

**CFAS 401: Retail Mathematics.** **3 credits**

Application of essential concepts, policies, procedures, mathematical calculations and interpretation of figures that relate to the many factors that produce profit in a fashion business. *Prerequisites: CMAT 103 and 104, CFAS 314.*

**CFAS 402: Fashion Buying and Planning.** **3 credits**

Examines budgeting, marketing objectives, volume and profit, merchandise assortment planning, expenditure control, and inventory management. Case studies highlight problems of the fashion marketplace. *Prerequisites: CMAT 103 and 104, CFAS 314, and 440.*

**CFAS 410: Fashion Design Senior Collection.** **3 credits**

A comprehensive course that allows students to apply skills in the development of a line of merchandise incorporating patternmaking, apparel construction and portfolio preparation. *Prerequisites: CART 101, 102, 201, CFAS 240, 310.*

**CFAS 420: Fashion Show Production.** **3 credits**

Involves the production of a full-scale fashion show featuring student designs and methods of promotion.

**CFAS 425: Case Studies in Fashion Marketing.** **3 credits**

Involves the application of fashion marketing to analyze and solve case study problems. Students learn to develop a plan of action. *Prerequisite: CFAS 314, CFAS 401.*

**CFAS 430: Trend Forecasting.** **3 credits**

The course provides information on current fashion trends in the market. Students will learn to predict looks of the future, develop reports based on observations of fashion trends and how trends influence the development of individual designs.

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**CFAS440: Retail Management.****3 credits**

Study of retail industry, emphasizing the interdependence of functional operations of stores, types of merchandising, and the interrelationship of the major facets of the industry and its markets. *Prerequisites: CFAS 210, 220 and 250.*

**CFAS 450: Fashion Design Portfolio.****3 credits**

Development of a design portfolio utilizing various media. Students will develop a fashion portfolio of creative work in a specialized area by creating an original line. *Prerequisites: CART 277, CFAS 360 or permission of the Instructor.*

**CFAS 480: Internship.****3 – 6 variable credits**

Student participation in a supervised fashion industry work experience to increase professional skills. Open only to majors.

**CFAS 490: Fashion Merchandising Senior Seminar.****3 credits**

Capstone course. Study of problems in various aspects of the purchase of fashion merchandise and the planning involved in marketing merchandise and computer applications in retailing.

**FRENCH COURSE DESCRIPTION****CFLF 101/102: Elementary French.****3 credits each**

Allows the student to acquire a basic level of communication in French and a familiarity with a variety of Francophone cultures through the utilization of the language in context. A variety of media, including audio, video and the Internet will be employed to complement the textbook. Classes meet three (3) hours per week and an additional hour per week of laboratory work is required. *Prerequisites: None for Elementary French 101; CFLF 101 for Elementary French 102.*

**CFLF 201/202: Intermediate French.****3 credits each**

Allows the student to build on the knowledge and skills acquired in elementary French, with emphasis placed on communication proficiency and the forging of a strong linguistic base. In addition to the variety of media utilized in elementary French, a significant number of more authentic cultural artifacts (literary texts, newspaper articles, films) will be introduced throughout the semester. Classes meet three (3) hours per week and an additional hour per week of laboratory work is required. *Prerequisites: CFLF 102 or equivalent for Intermediate French 201; CFLF 201 or equivalent for Intermediate French 202.*

**CFLF 307/308: Business French.****3 credits each**

This course is an introduction to business in France and in Francophone countries. It covers business vocabulary, government requirements for business, letter writing, transportation, insurance, accounting, and labor relations. It also seeks to expand on students' communicative and productive skills acquired in the Intermediate French language sequence. Conducted entirely in French. *Prerequisite: CFLF 202 or Instructor's approval.*

**CFLF 311/312: Survey of French Literature.****3 credits**

This course will be a cursory treatment of the essential works of French literature in prose, poetry, theatre and philosophical thought. Particular emphasis will be placed upon the literary movements from the Middle Ages to the present, which had a social as well as political impact on France and the rest of the world. *Prerequisite: CFLF 202.*

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**CFLF 331: French Pronunciation and Phonetics.**

**3 credits**

This course treats the proper pronunciation of French and the perfecting of a near-native French diction through the aid of phonetic transcription and authentic French videos and audio texts. *Prerequisite: CFLF 202.*

**CFLF 332: French Conversation.**

**3 credits**

This course deals with improving listening comprehension and oral expression by forcing the student to enhance his/her vocabulary through copious readings, viewing videos and discussing cultural topics. Emphasis will also be placed on writing. *Prerequisite: CFLF 202.*

**CFLF 341/342: Advanced French Grammar.**

**3 credits each**

This is a third-year course designed to enhance students' proficiency in spoken and written French and to examine the most difficult idiomatic and literary expressions of the language. Frequent written and oral exercises will include themes, translations, reports on assigned subjects and compositions. *Prerequisite: CFLF 202.*

**CFLF 355/356: Intensive Reading in French Literature.**

**3 credits each**

This course teaches techniques in literary analysis of various genres of French literature. Works of the twentieth century will be of primary concern. Student is required to have a general mastery of the French language and culture. This course is recommended for students who plan to do graduate work in French. *Prerequisite: CFLF 341/342 or approval of instructor.*

**CFLF 419: French Linguistics.**

**3 credits**

This is an introduction to the scientific study of language with focus on the analysis and description of language. Topics include language acquisition, writing systems, sound systems, meaning, and language change in society.

**CFLF 431: Civilization of Francophone Africa.**

**3 credits**

This course treats the history of the French-speaking peoples of Africa from the colonial period until the present. It will explore the geographical, political and social issues facing black Africa, even through the transitory postcolonial period, in preparation for in-depth study of the literature and cultures. *Prerequisite: CFLF 332 or 341. (Recommended for majors and those students interested in studying abroad in Africa)*

**CFLF 434: Afro-French Novel.**

**3 credits**

This course will trace the evolution of the African and Caribbean novel of French expression from its inception to the present. It will also treat other outside literary influences, such as the Harlem Renaissance, surrealism and the Negritude movement, which significantly impacted the development of this dynamic literary genre. *Prerequisite: CFLF 431 or approval of instructor. (Recommended for students interested in studying abroad in Francophone Africa)*

**CFLF 440/441: Directed Study.**

**3 credits**

This course is designed to allow majors to do more in-depth study and investigation of special areas of interest or to improve their language proficiency. The student works under the close supervision of a professor who will prescribe a plan-of-action (which must be approved by the department chair in advance) to be followed. Student must be able to work independently on the Internet.

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**CFLF 447/448: French Civilization.****3 credits each**

This course treats the history of France from its origin to the present. It will delve into the social and political institutions and explore their impact on contemporary French society. It will also provide a cursory view of artistic—architectural, musical and literary—as well as philosophical movements throughout the ages.

**CFLF 451: Composition and Translation.****3 credits**

This course treats advanced problems in grammar and syntax, written exercises, and free composition. Features instruction in writing different genres and modifying writing style to accommodate specific audiences, techniques for promoting cultural/global awareness. Includes instruction in stylistic features of writing that distinguish French from English. Conducted in French. *Prerequisite: CFLF 332 or 341.*

**CFLF 452: Explication de Texte.****3 credits**

This is an in-depth course in literary analysis that aims to prepare students for close textual reading and writing. It treats detailed critical analysis of selected passages with references to biographical elements, sources of origins, literary meaning, authenticity, and aesthetic qualities. Students produce oral and written reports in French. Conducted in French. *Prerequisite: CFLF 341 or 355.*

**CFLF 453: French Literature: 1800-1850.****3 credits**

Study of the origins, development, and triumph of the Romantic Movement in France via the analysis of literary, historical, and critical texts. We will look in particular at the literary theories and manifestos, which contributed to and influenced the literary production of this period, and the manner in which such texts reveal the interaction between artistic expression and socio-political reality. By looking at more contemporary versions of these revolutionary modes of expression – in popular as well as “high” art – we will try to assess the legacy of this important movement.

**CFLF 454: French Prose: 1850-1900.****3 credits**

Study of the progressive dominance of the novel as a literary genre in the modern period. Special attention will be given to the influence of science – which begins to acquire unprecedented authority at this point in history – on literary production – in key works of the so-called “Realist” and “Naturalist” movements. Perhaps even more important, we will observe how the objectives and discourse of science come to define literary criticism—writing on writing. Students will be required to analyze not only a number of literary texts of the period, but the analyses of such texts: is there such a thing as objective value in art?

**CFLF 480: Senior Conference in French.****3 credits**

This is a final-year directed independent study designed to explore and remedy specific areas of weakness of prospective graduates. Different assessment tools will be used to enhance the students’ content knowledge and productive skills in the target language to meet the University and ACTFL standards.

**CFLF 484/485: Travel-Study Seminar.****3 credits each**

Travel and independent study in a foreign country under the guidance of responsible faculty members. Strongly recommended for majors and minors.

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## HISTORY COURSE DESCRIPTIONS

### **CHIS 201/202: U. S., Africa and the World I and II.**

**3 credits each**

These courses investigate the interactions between various continental peoples of Africa, Asia, Europe, and the Americas. HIS 201 examines events, perspectives, experiences and ideologies up to 1500. HIS 202 continues the investigation to the present. These courses critically analyze the social, economic, political, and geographical theories that have shaped global society.

### **CHIS 211 and 212: History of the United States.**

**3 credits each**

These courses cover the social, political, and economic development of American life with special emphasis on the development of American nationality. The first semester covers the period from 1492 to 1865; the second, the period from 1865 to the present.

### **CHIS 317: Civil War and Reconstruction.**

**3 credits**

This course critically examines the economic, social, and political causes of the Civil War. It also relates the social changes growing out of the war and the Reconstruction period to present issues.

### **CHIS 319: African-American History to 1877.**

**3 credits**

Critical analysis of the experiences of African-Americans from their African societies, enslavement and transportation to America, up to 1877. The course includes the development of North American racism, the experiences of slavery, sectionalism, the Civil War, and Reconstruction.

### **CHIS 320: African-American History Since 1877.**

**3 credits**

Critical analysis of the experiences of African Americans from the Post-Reconstruction period to the present. Major topics include segregation, urban life, the Civil Rights Movement, and black contributions to American culture and society.

### **CHIS 350: History of Africa to 1800.**

**3 credits**

An historical survey of precolonial African societies, from earliest times to 1800, emphasizing geography, sociocultural institutions, and politics.

### **CHIS 351: History of Africa Since 1800.**

**3 credits**

An historical survey of Africa from the 19<sup>th</sup> century to the present with special emphasis on colonialism, growth of African nationalism, neo-colonialism, and contemporary issues of African nations amid globalization.

### **CHIS 355: United States in the Twentieth Century.**

**3 credits**

An historical analysis of the growth of the United States as a world power in the twentieth century. It emphasizes economic, political, and social aspects of the American experience.

### **CHIS 360: American Social and Intellectual History.**

**3 credits**

A study of the effect that ideas and intellectual currents have on social life in modern America. Evaluation of thinkers of America's recent past and their impact on the daily life of the country.

### **CHIS 403: Historical Methods.**

**3 credits**

A study of the sources utilized by historians in their attempts to re-create the past. Research papers are required.

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**CHIS 404: Early Modern Europe, 1500-1815.** **3 credits**  
Analysis of factors that produced modern European civilization. Topics include the Renaissance, the Reformation, the scientific revolution, the Enlightenment, and the rise of nationalism.

**CHIS 405: Modern Europe Since 1815.** **3 credits**  
A study of the social and political upheavals of the nineteenth century in Europe. Covers industrialization, nationalism, democracy, and the mass movements represented by socialism and fascism.

**CHIS 422: History of Georgia.** **3 credits**  
A survey of the history of Georgia from colonial times to the present. Of particular significance to prospective teachers in elementary and secondary education.

**CHIS 433: History of Urban America.** **3 credits**  
Examines the development of modern urban institutions, focusing on community growth and organization, delivery of goods and services, governmental structure, and public policy.

**CHIS 450: The Jim Crow South.** **3 credits**  
An examination of racial segregation as practiced in the southern region of the United States from Reconstruction through the 1960s. Students will analyze historical readings and document oral accounts of African-Americans who experienced segregation.

**CHIS 480/483: Independent Study.** **3 credits each**  
A program of reading, research, and writing in which students engage in a critical examination of one or more selected topics under the guidance of the instructor.

**CHIS 490: Senior Seminar.** **3 credits**  
A required research and writing course for seniors in which students utilize primary sources and complete a major paper integrating the various historical themes and interpretations introduced in earlier courses.

**CHIS 491: Special Topics in Contemporary History.** **3 credits**  
A study of the major forces and ideas as well as social, political and economic developments in contemporary history. Special thematic emphasis may vary from one semester to the next.

## **HUMANITIES COURSE DESCRIPTIONS**

**CHUM 228: Interdisciplinary Humanities I.** **3 credits**  
This course focuses on the diversity of cultural experiences primarily in the United States. The class uses readings from a variety of disciplines, from anthropology and sociology to literature, philosophy, religion, and art. Students will learn to think critically in this class through writing short papers and classroom discussion. This section concentrates on the issues of myth and the making of history, the natural and unnatural, identity, individual and community and religion and belief systems.

**CHUM 230: Interdisciplinary Humanities II.** **3 credits**  
This course focuses on the diversity of cultural experiences primarily in the United States. The class uses readings from a variety of disciplines, from anthropology and sociology to literature, philosophy, religion, and art. Students will learn to think critically in this class through writing short

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papers and classroom discussion. This section concentrates on the issues of education, work and economy, state and nationalism, social change, and pop culture.

## **MASS MEDIA ARTS CORE COURSE DESCRIPTIONS**

### **CMMA 200: Basic News Writing and Reporting.**

**3 credits**

A lecture and laboratory course which emphasizes writing various types of news stories for print and broadcast media. Prerequisites: English Composition I and English Composition II with a grade of “C” or better. Either semester.

### **CMMA 201: Survey of Media and Society.**

**3 credits**

A comprehensive examination of the historic foundations and current status of the mass media. Emphasis will be placed on social and economic controls as well as the impact and influence of the mass media in today’s society. Prerequisites: English Composition I and English Composition II with grades of “C” or better. Either semester.

### **CMMA 203: Multimedia Writing, Reporting and Storytelling.**

**3 credits**

This course introduces students to the basic characteristics of writing for print, radio, television, the Internet and film. Students examine requirements for various kinds of formats and scripts including commercials, short and long form narratives, talk shows, news stories, features, documentaries, and interactive media. Prerequisites: Basic News Writing and Reporting and Survey of Media and Society. Either semester.

### **CMMA 315: Mass Communication Research Methods.**

**3 credits**

An introduction to quantitative and qualitative research methods and procedures used to study issues and problems in mass communication. This course covers sampling, research design, observation and measurement, statistics, data analysis, documentation/reporting formats, and execution strategies/tools. Prerequisites: Survey of Media and Society; Basic News Writing and Reporting; Permission of Instructor. Either semester.

### **CMMA 422: Philosophy and Ethics of Mass Communications.**

**3 credits**

This course is based on the philosophical assumptions embodied in mass communications systems around the world. A lecture-discussion method is used. Prerequisites: Survey of Media and Society and Multimedia Writing, Reporting and Storytelling. Either semester.

### **CMMA 425: Communication Law.**

**3 credits**

Study of various laws affecting American media. Concepts of freedom of speech and press, specific laws and alternative interpretations of those laws, federal regulatory agencies’ rights in news and advertising, libel, slander, copyrights, and invasion of privacy. Prerequisites: Survey of Media and Society and Multimedia Writing, Reporting and Storytelling. Either semester.

### **CMMA 490: Media Seminar.**

**3 credits**

This course for graduating seniors provides students with an opportunity to apply theories and techniques to practical experiences in their areas of concentration. It is a research seminar. Seniors must successfully complete and approved final project that will be presented both orally and in writing to be judged by a jury of faculty in the department. In consultation with their advisers, students may select a topic for their research during the first semester. Research projects should reflect the career of academic interests of the students. Prerequisite: Graduating senior. Either semester.

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## **JOURNALISM COURSE DESCRIPTIONS**

### **CMMA 301: News Editing I.**

**3 credits**

A practical course that uses simulated news copy and wire service stories to give students training in theory and practice of copy editing, headline writing, page design, and picture sizing and cropping. This class is designed to develop students' critical-thinking, and professional skills that are basic to an editor's job: grammar, spelling, punctuation, and style; content, editing, ethics; taste and libel; inflammatory language; editing with speed and accuracy, etc. Prerequisite: Multimedia Writing, Reporting and Storytelling. First semester.

### **CMMA 302: News Editing II.**

**3 credits**

This laboratory course combines theory with hands-on production activities. Students are required to produce a prototype of a newspaper or magazine. Students will follow through with skills refined in CMMA 301, News Editing I, but acquiring a solid grounding and learning layout and design and digital photography. The class will move at a faster pace. Prerequisites: News Editing I. Second semester.

### **CMMA 313: Photojournalism.**

**3 credits**

This course emphasizes communicative effects of pictures and proper selection and display of photographs. Students must supply their own 35mm cameras. Prerequisites: Survey of Media and Society and Multimedia Writing, Reporting and Storytelling. Either semester.

### **CMMA 320: History of Journalism.**

**3 credits**

A concentrated lecture-discussion course in an historical context. The growth of American journalism is traced, including the contributions of African-Americans, Hispanics, Native Americans and Asians. Students identify major personalities and examine socioeconomic factors affecting journalism in the United States. Prerequisites: Survey of Media and Society and Multimedia Writing, Reporting and Storytelling. Either semester.

### **CMMA 325: Editorial and Critical Writing.**

**3 credits**

A lecture-discussion and writing course which concentrates on the writing of editorials, book and film reviews, and columns. The critical and analytical approaches of selected major national and international newspapers are examined. Prerequisites: News Editing I; Survey of Media and Society. Either semester.

### **CMMA 331: International Journalism.**

**3 credits**

This course studies the foreign media and provides instruction in techniques and skills needed to write for foreign and/or international organizations. Prerequisites: Survey of Media and Society and Multimedia Writing, Reporting and Storytelling. Either semester.

### **CMMA 350: Interpretative Reporting.**

**3 credits**

An advanced writing course which focuses on developing the student's analytical skills and news writing skills for coverage of such governmental bodies as the schools, courts, and city, county, and state agencies. Students will be assigned to cover actual news events and be given instruction in how to analyze the cause of news events through interviewing and the persistent searching of records. Students will be required to publish articles in an approved periodical. Prerequisites: Survey of Media and Society; News Editing I. Second semester.

### **CMMA 352: Feature Writing.**

**3 credits**

A lecture and laboratory course which focuses on developing skills in researching, organizing, and writing all types of feature stories for newspapers and magazines. Students are required to publish



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articles in an approved periodical. Prerequisites: News Editing I; Survey of Media and Society. First semester.

**CMMA 361: Newspaper Production. 3 credits**

This course offers a thorough understanding of principles and skills involved in producing a newspaper or magazine. It combines theory with production activities. Students will be taught the organization of a newspaper and its functions as well as headline writing, copy editing, and layout and design. Prerequisites: Survey of Media and Society; News Editing I. First semester.

**CMMA 486: Mass Media Arts Co-operative. 3 credits**

Juniors and seniors are allowed to work full time off-campus (with University supervision) in journalism, public relations, radio, television, or film for credit. Prerequisite: Permission of Department Chairperson. Either semester.

**CMMA 487: Media Arts Studies. 3 credits**

Special course which allows students to focus and study current media themes, applications, trends, etc. Course content varies. Prerequisite: Permission of Department Chairperson. Either semester.

**CMMA-J 488: Directed Study. 3 credits**

A project designed by the student and a journalism faculty member who works with the student to meet specific and individual needs. Directed study requires extensive reading and written work from the student. Prerequisites: Junior or senior status and permission of Instructor. Either semester.

**CMMA-J 489: Internship. 3 credits**

Part-time placement in professional media facilities in Atlanta and other cities. Emphasis on learning overall business structure and developing skills for entry-level decision-making positions. Prerequisites: Senior status in major and permission of Instructor. Either semester.

## **PUBLIC RELATIONS COURSE DESCRIPTIONS**

**CMMA 307: PR Principles, Practices and Theory. 3 credits**

An introductory concept course that surveys the principles, theories, strategies, techniques and practices of the public relations profession. Prerequisites: Multimedia Writing, Reporting and Storytelling and Survey of Media and Society; Permission of Instructor . Either semester.

**CMMA 310: Public Opinion and Propaganda. 3 credits**

This course is an introduction to the nature of public opinion and propaganda from an historical perspective that spans cultures and contemporary world societies. Emphasis is placed on the use and abuse of persuasive communication techniques and the economic, political, social, and cultural interrelationships which determine the role of mass media in human affairs. Prerequisite: Multimedia Writing, Reporting and Storytelling and Survey of Media and Society. Either semester.

**CMMA 318: PR Media Development and Copy Editing. 3 credits**

Covers public relations techniques for the dissemination of messages to multiple groups across internal and external organizational print, electronic, and audiovisual media. This course focuses on practical skills for editing copy and implementing media strategies. Prerequisite: Multimedia Writing, Reporting and Storytelling and PR Principles, Practices and Theory. Either semester.

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**CMMA 338: Media Advertising and Sales.****3 credits**

This introductory course surveys the basic processes, strategies, and techniques for producing, selling, and evaluating advertising. Emphasis is placed on consumer and marketing research, media advertising, campaigns, marketing plans, media ratings, audience analysis, and media buying plans. Prerequisites: Multimedia Writing, Reporting and Storytelling and Survey of Media and Society; Permission of Instructor. First semester.

**CMMA 418: PR Research and Evaluation.****3 credits**

This course is designed to help students develop the essential research and analytical skills for the planning, execution and evaluation of action programs that address communication problems and issues faced by organizations and institutions. Prerequisites: Multimedia Writing, Reporting and Storytelling, PR Principles, Practices and Theory; Mass Communication Research. Either semester.

**CMMA 462: Media Arts and Design.****3 credits**

This course offers students an opportunity to develop basic desk-top publishing skills in page design, layout, and other graphic elements necessary for public relations and advertising campaigns. Prerequisite: PR Media Development and Copy Editing. Second semester.

**CMMA 485: Public Relations Campaigns.****3 credits**

In this seminar, students analyze contemporary issues and problems faced by public relations professionals. Students develop special public relations campaigns for social “cause” organizations, and acquire entry-level professional skills in public relations through practical experience. Prerequisites: PR Media Development and Copy Editing; PR Research and Evaluation. Either semester.

**CMMA 488: Directed Study.****3 credits**

A project designed by the student and a public relations faculty member who agrees to work with the student to meet specific and individual needs. Directed study requires extensive reading and written work from the student. Prerequisites: Senior status in major and permission of instructor. Either semester.

**CMMA 489: Internship.****3 credits**

Part-time placement in professional media facilities in Atlanta and other cities. Emphasis is on learning overall business structure and developing skills for entry-level decision-making positions. Prerequisites: Senior status in major and permission of instructor. Either semester.

**RADIO-TELEVISION-FILM COURSE DESCRIPTIONS****CMMA 305: African-American Images in the Media.****3 credits**

This course will explore the characterization and interpretation of the image of African-Americans in film and television and attempts to qualify their value as a catalyst for social, political, and cultural change. This course will also assess the dynamics of basic thought propagated through negative imagery in films, television, and other media. Prerequisite: Multimedia Writing, Reporting and Storytelling and Survey of Media and Society. First semester.

**CMMA 306: History and Criticism of Film.****3 credits**

Historic and aesthetic contributions of famous films, filmmakers and film critics examined. Particular subjects include the psychological effects of editing techniques and Russian and French cinema. There is a special emphasis on African- American and Third-World films. Prerequisite: Multimedia Writing, Reporting and Storytelling and Survey of Media and Society. First semester.

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**CMMA 308: Introduction to Radio-Television-Film. 3 credits**

This course will familiarize students with the organizations, equipment and terminologies typically utilized in radio, television, and film. Operational procedures, FCC regulations, and styles of writing applicable to broadcasting and film are introduced. Prerequisites: Multimedia Writing, Reporting and Storytelling and Survey of Media and Survey. Either semester.

**CMMA 327: History and Development of Radio and Television. 3 credits**

This course traces the growth and early development of radio and television from the earliest technological innovations to modern day. Lectures and discussions review how programming, social trends, and technology interplay to impact society. Prerequisite: Introduction to Radio-Television-Film. Either semester.

**CMMA 334: Broadcast Journalism and Editing. 3 credits**

This lecture-laboratory course is oriented to radio and television broadcasting. Emphasis is on gathering, analyzing, writing, editing and presenting news. Studio and on-location tapings are required. Prerequisite: Introduction to Radio-Television-Film. Second semester.

**CMMA 348-R/TV/F: Fundamentals of Video/Radio/Film Production. 3 credits**

Designed to introduce students to basic principles of effective studio and location production. The student will be taught operation of selected production equipment and how to make creative and aesthetic decisions regarding programming. Prerequisite: Introduction to Radio-Television-Film. Second semester.

**CMMA 475: Radio Programming and Digital Design and  
CMMA 476: Radio Programming and Production 3 credits each**

Organization and operation of commercial and noncommercial radio stations inclusive of staffing, formats, promotion, and programming. The student receives training as a producer, performer and writer. Prerequisites: Broadcast Journalism and Editing and Fundamentals of Video/Radio/Film Production.. First and second semesters, senior year.

**CMMA 477: Video Editing. 3 credits**

This course is designed to prepare students for broadcast editing using linear and non-linear systems. Students will be introduced to standard editing procedures: transition and editing strategies; audio editing, narration, music and sound effects in producing effective TV programs and news. Prerequisites: Survey of Media and Society and Fundamentals of Video Production. First and second semesters, senior year.

**CMMA 478: Video Production and Directing. 3 credits**

This course provides hands-on experience in producing, directing, and editing. Students are required to utilize production skills by producing special projects and cable television productions. *Prerequisites:* Fundamentals of Video Production and Video Editing. First and second semesters, senior year.

**CMMA 479 and 480: Cinematography I & II. 3 credits each**

Beginning filmmaking courses with emphasis on use of basic motion picture cameras, editing techniques and script preparation. Cinematography II students utilize knowledge gained in Cinematography I. Special emphasis is placed on 16mm-film production with the completion of a short film as a course requirement. Prerequisites: History and Criticism of Film; Survey of Media and Society. First and second semesters, senior year.

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**CMMA 487: Media Arts Studies (Screenwriting I: Principles of Dramatic Writing).**

**3 credits**

Screenwriting I will provide a basic understanding of story structure and dramatic paradigms essential in the production of film and television formats. Students will examine the elements of screenwriting for both film and television with an emphasis on character development, plot construction, scene development, narrative structure and dialogue. Prerequisites: Permission of Department Chairperson and Instructor. Junior or senior year. First semester.

**CMMA-R/TV/F 488: Directed Study.**

**3 credits**

A project designed by the student and a radio-television-film faculty member who agrees to work with the student to meet specific and individual needs. Directed study requires extensive reading and written work from the student. Prerequisites: Senior status in major and permission from the Instructor. Either semester.

**CMMA 488: Directed Study (Screenwriting II: Advanced Screenwriting).**

**3 credits**

The advanced screenwriting course is a seminar in which each student presents work, no matter what stage. Some will be starting a new screenplay based on an existing treatment, while others will be continuing or rewriting a first draft screenplay. This course emphasizes tightening plot and structure, deepening characterization, and writing dialogue. Ultimately, this course will support the student's refining and polishing of a 90-120 page feature-length screenplay. Permission of Instructor. Junior or senior year. Second semester.

**CMMA-R 489: Internship.**

**1, 2 or 3 credits**

Part-time placement in professional media facilities in Atlanta and other cities. Emphasis is on learning overall business structure and developing skills for entry-level decision-making positions. Prerequisites: Senior status in major and permission of Instructor. Either semester.

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## MATHEMATICS COURSE DESCRIPTIONS

### **CMAT 103: Algebra I.**

**3 credits**

Basic concepts of arithmetic and algebra, the real numbers, first degree equations of one variable, inequalities, exponents, polynomials, factoring, algebraic fractions, coordinate geometry and linear systems, rational exponents and radicals, quadratic equations.

### **CMAT 104: Algebra II.**

**3 credits**

Linear models, polynomial and rational models, exponential and logarithmic models, mathematics of finance, systems of linear equations and matrices, linear programming.

### **CMAT 105: Pre-Calculus I.**

**3 credits**

Fundamentals of algebra for study in analytic geometry and calculus. Concepts include the real numbers system, basic algebra, equations and inequalities of first and second degree, and functions and their graphs. *Prerequisites: Department approval and at least two (2) years of high school mathematics, including algebra, placement based on entrance exams, or CMAT 103.*

### **CMAT 106: Pre-Calculus II.**

**3 credits**

Fundamentals of trigonometry for study in analytic geometry and calculus. Concepts include trigonometry, systems of equations and inequalities, conic sections, and sequences and series. *Prerequisite: CMAT 105, or placement based on entrance exams.*

### **CMAT 108: Combined Pre-Calculus.**

**6 credits**

This course emphasizes problem solving in mathematics. It will focus on concepts necessary to solve a variety of problems in algebra and trigonometry and enable the student to undertake a successful study of calculus, statistics or other intermediate level courses in mathematics.

### **CMAT 111: Calculus I.**

**4 credits**

Real numbers, functions, limits, derivatives, definite integrals and the applications of these topics. *Prerequisite: Proper placement score or CMAT 106 or CMAT 108.*

### **CMAT 112: Calculus II.**

**4 credits**

Topics covered include techniques of integration with applications to volume and surface area of solids of revolution and centers of mass, parametric equations, polar coordinates, improper integrals, and infinite series. *Prerequisite: CMAT 111.*

### **CMAT 209: Calculus and Analytical Geometry I.**

**3 credits**

Integrated course in analytic geometry and calculus designed for students in economics, business administration, and biology. The course provides students with the skills needed to study mathematics of finance, limits, functions, and differentiation. *Prerequisites: CMAT 105, or departmental approval. This course is intended for Business majors.*

### **CMAT 210: Calculus and Analytical Geometry II.**

**3 credits**

Differentiation and integration of transcendental functions, definite integral, indefinite integral, area under curves, area between two curves, and differentiation of multivariable functions. *Prerequisite: CMAT 209.*

### **CMAT 211: Calculus III.**

**4 credits**

Topics include multidimensional calculus, namely partial geometry, multiple integrals, vector calculus and their applications. *Prerequisite: CMAT 112.*

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**CMAT 212: Differential Equations.****3 credits**

Definition and classification of differential equations. Techniques for first order nonlinear equations, linear equations with constant and variable coefficients, methods of undetermined coefficients, variation of parameters, Cauchy-Euler equations, and other methods for solving nonlinear equations, series solutions. *Prerequisite: CMAT 112.*

**CMAT 214: Linear Algebra.****3 credits**

Introduction to linear algebra. Topics include vectors, matrices, linear equations, determinants, vector spaces, linear transformations, and vector spaces with an inner product. *Prerequisites: CMAT 112, or equivalent.*

**CMAT 307: Structure of Elementary Mathematics I.****3 credits**

An introduction to problem solving, whole number computation, elementary set theory, numeration systems, algebraic thinking and functions, proof techniques, and number theory. *Prerequisite: CMAT 105.*

**CMAT 308: Geometry for Pre-Secondary Teachers.****3 credits**

Cultural aspects of geometry, basic Euclidean Theorems, congruence and similarity, constructions, mensuration, symmetry, tiling, graph theory, proof techniques, and elements of Cartesian Geometry. *Prerequisites: CMAT 105 or CMAT 307.*

**CMAT 309: Structure of Elementary Mathematics II.****3 credits**

The study of the real number system and its basic properties, elementary probability and statistics; emphasis will be placed on application, analysis, and evaluative aspects of teaching mathematics to Elementary and middle grade students. *Prerequisites: CMAT 105 and 106 or CMAT 111 or CMAT 307.*

**CMAT 310: Geometry for Secondary School Teachers.****3 credits**

Study of the field of secondary school mathematics from both quantitative and qualitative viewpoints. Students learn mathematical concepts and teaching strategies. *Prerequisites: CMAT 105 and 106 or CMAT 111 and 112.*

**CMAT 311: Mathematical Logic.****3 credits**

Study of sets and equivalence classes, Boolean algebra, the role of axiomatic in the structure of mathematics, basic principles of logic involving rules of modus ponens, reduction absurdum, propositional calculus, first order logic, and the nature of mathematical proof. *Prerequisite: MAT 112 or equivalent.*

**CMAT 321 and 322: Mathematical Probability and Statistics I & II.****3 credits each**

Introductory course in probability; distribution functions and moment generating functions; correlation and regression; development and applications of the binomial, normal, Student's t, chi square and F distributions; Poisson's and Cauchy's distributions. *Prerequisite: CMAT 112, or permission of the instructor.*

**CMAT 325 and 326: Modern Algebra I and II.****3 credits each**

Study of the number system, groups, rings, fields, matrices and linear transformations, linear algebra, and other algebraic systems, vector spaces, systems of equations, reducible polynomials, and algebraic and transcendental numbers. *Prerequisites: MAT 111 and 112.*

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**CMAT 421 and 422: Advanced Calculus I and II.** **3 credits each**

Sets, relations and functions, mathematical induction, equivalent and countable sets, real numbers, order and completeness, sequences, series, limits of functions, and continuity, the Riemann integral, improper integral. Metric spaces, completeness, compactness, sequences and series of functions, uniform continuity and convergence, integral of sequences and series of functions. *Prerequisites: CMAT 211 and 214.*

**CMAT 423 and 424: Introduction to Complex Variables I and II.** **3 credits each**

Introductory course in complex variables, including the complex numbers, analytic functions, elementary functions, complex integrals, series, residues, poles, and mapping by elementary functions. *Prerequisites: CMAT 211 and CMAT 214.*

**CMAT 427 and 428: Introduction to Topology I and II.** **3 credits each**

Limits and metric spaces, continuous functions on metric spaces and general topological spaces, completeness, product spaces. *Prerequisites: CMAT 211 and CMAT 214.*

**CMAT 440: Numerical Analysis.** **3 credits**

Introductory study of numerical algorithms for the solution of algebraic, differential and partial differential equations, error analysis. *Prerequisites: CMAT 211, CMAT 212 and CMAT 214.*

**CMAT 443: Introduction to Operation Research.** **3 credits**

Linear programming, duality, sensitivity analysis, integer programming and applications to various decision and management problems. *Prerequisites: CMAT 211, CMAT 212 and CMAT 214.*

**CMAT 461: Introduction to the Theory of Numbers.** **3 credits**

Diophantine equations, congruences, theory of residues and indices, polynomials and partitions. The course also includes study of some classical problems in number theory. *Prerequisite: CMAT 212.*

**CMAT 471: Discrete Mathematical Structures.** **3 credits**

Introduction to finite mathematical structures and their application to computational and computer sciences. *Prerequisite: CMAT 112.*

**CMAT 475 and 476: Seminar I and II.** **3 credits**

One-year course of selected topics, papers, projects, and research in mathematics. *Prerequisite: Approval of the department Chair.*

**CMAT 480: Independent Study.** **1 – 3 credits**

*Prerequisite: Consent of instructor.*

**CMAT 483: Mathematics in Community Service.** **3 credits**

This course is an expansion of the Departmental tutorial program offered especially to those students of Clark Atlanta University studying mathematics in the services courses CMAT 103, 104, 105 and 106. This expansion is a community course in service to local school students.

**CMAT 497: Internship.** **3 credits**

Career-related work experiences. Although Internship does not carry credit toward the degree, majors are encouraged to take it. *Prerequisite: Approval of the department chair.*

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## MUSIC COURSE DESCRIPTIONS

### **CMUS 101: Fundamentals of Music.**

**2 credits**

Preparatory course in the rudiments of music theory, open to nonmajors, but required of music majors and minors who fail to pass the diagnostic examination in Theory. The course familiarizes students with scales, key signatures, notation symbols, rhythm, meter, intervals and music terminology. This course does not count toward music degree credit nor does it satisfy the General Education Core Requirement.

### **CMUS 105 and 106: Sight Singing and Ear Training.**

**3 credits each**

Practical study in sight reading and in melodic, harmonic, and rhythmic dictation. This course must be taken at the same time as Music Theory I (CMUS 201/202). *Prerequisite: Passing score on the Music Theory diagnostic exam or completion of Fundamentals of Music course (CMUS 101) with a grade of "C" or better.*

### **CMUS 107 and 108 – 407 and 408: Applied Music.**

**1 credit each**

Weekly private instruction for music majors and minors in the following areas of study: voice; piano; wood wind instruments; brass instruments; string instruments; percussive instruments; and organ. Voice majors or minors with limited previous voice study may be required to begin with Voice Class (CMUS 107C). *Nonmajors must obtain permission from applied instructor and will be considered on the basis of specific University ensemble needs and/or space availability.*

### **CMUS 107C: Voice Class.**

**1 credit**

Basic principles and methods of vocal performance focusing on tone production, diction, breathing and vocal repertoire. May be required in the first semester of entry into the music program for voice performance majors or minors who have limited vocal study and/or vocal skills. *Open to nonmajors by approval of the instructor.*

### **CMUS 108C: Voice Class.**

**1 credit**

Basic principles and methods of vocal studies for voice majors or minors who have limited vocal experience and/or vocal skills. *Open to nonmajors by approval of the instructor.*

### **CMUS 109: Instrumental Class.**

**1 credit each**

Classes that teach music instrument methodologies for students to perform functionally on string, woodwind, brass and percussion instruments.

#### **Section 1: String Class.**

**1 credit**

The study of basic pedagogical principles and repertoire for teaching string instruments to students.

#### **Section 2: Woodwind Class.**

**1 credit**

The study of basic pedagogical principles and repertoire for teaching wood wind instruments to woodwind students.

#### **Section 3: Brass Class.**

**1 credit**

The study of basic pedagogical principles and repertoire for teaching trumpet, trombone, French horn and tuba to brass students.

#### **Section 4: Percussion Class.**

**1 credit**

The study of basic pedagogical principles for teaching rhythm drills, rhythmic dictation and technical proficiency and repertoire in the use of percussive instruments.



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**CMUS 110 – 410: Atlanta University Symphony Orchestra. 1 credit**

A consortium orchestra of students from the Atlanta University Center. Major orchestral works performed several times during the school year. Open to all CAU students by audition and permission of the director. Required of string majors.

**CMUS 111 – 411: University Choir/Philharmonic Society. 1 credit**

Choral ensembles that perform a range of various musical styles and major choral works. Open to all CAU students by audition and permission of the director. Performs music throughout the school year: seasonal concerts, convocations, baccalaureate, commencement and other on- and off-campus functions. Required of voice majors.

**CMUS 112 – 412: University Bands. 1 credit**

Marching and concert bands that perform wind ensemble music from a range of standard band repertoire. Open to all CAU students by audition and permission of the director. The bands provide music throughout the school year at football games, basketball games, seasonal concerts, convocations, approved parades, commencement and other on- and off-campus functions.

**CMUS 113 – 413: Jazz Orchestra. 1 credit**

Performing jazz ensemble that performs a range of jazz repertoire from the 1920s to the present. Emphasizes instruction and performance in improvisational style. *Open to all CAU students by audition and permission of the director.*

**CMUS 114A and 114B – 414A and 414B: Performance Seminar. 1 credit each**

Focuses on the development of complete musicianship for the performer. Topics include but are not limited to public performance – both solo and chamber – technique and musicianship, performers and discographies, and career development. Required 8 semesters for majors. **Section 1 - Voice; Section 2 – Piano; Section 3 – Brass; Section 4 – Woodwind; Section 5 – Strings; Section 6 – Percussion; Section 7 – Voice.**

**CMUS 115A and 115B – 415A and 415B: Music Seminar. 0 credit**

Provides opportunities for formal and informal discussions on topics and problems in theory, musicology, music literature, music careers. Faculty, guest artists/consultants, and students make presentations. Enrollment and attendance required 8 semesters for music majors, 2 semesters for music minors.

**CMUS 116-416: Hand Bell Ensemble. 1 credit**

A small ensemble that performs a broad repertoire of hand bell literature. Open by audition to students (music majors/minors or nonmajors). Reading treble or bass clef required. Opportunities for concert performance throughout the year.

**CMUS 117A and 117B, 217A and 217B: Piano Class. 1 credit each**

A four-semester course sequence that provides functional keyboard skills for the nonpiano music major/minor for satisfying the Piano Proficiency Exam. The examination may be taken in any semester during which the student feels prepared to pass the proficiency requirements. Open to nonmajors by approval of the instructor. Prerequisite: Passing score on Music Theory Diagnostic Exam or Fundamentals of Music course (CMUS 101) with a grade of “C” or better.

**CMUS 119: World Music. 3 credits**

The study of representative music of world cultures. Course examines musical style, aesthetic viewpoints, and the function that music fulfills in diverse societies. Students will encounter new

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musical expressions, and the philosophies and world views that accompany the music. Satisfies the Humanities Core requirement.

**CMUS 120: Music Appreciation.** **3 credits**

Provides experiences in critical listening skills and introduces musical elements, forms, and Western historical periods from a multicultural perspective, music of the African Diaspora and ethnic world cultures. Introduces the major musical eras and composers with an emphasis on aural perception of works.

**CMUS 201 and 202: Music Theory I.** **3 credits each**

Initial two of a four-semester course sequence that involves theoretical study in the harmonic, melodic and rhythmic materials of the common practice period. Music technology is infused throughout the course. *Prerequisite: Passing score on the Music Theory Diagnostic Exam or completion of Fundamentals of Music course (CMUS 101) with a grade of "C" or better.*

**CMUS 204: Basic Conducting.** **2 credits**

Fundamentals of conducting, baton techniques, musical interpretation, and score preparation for instrumental and choral ensembles. Techniques are studied in a practical laboratory setting.

**CMUS 205 and 206: Advanced Sight Singing and Ear Training.** **1 credit each**

Practical study in melodic, harmonic, rhythmic dictation and a continuation of functional application in reading music at sight. *Prerequisite: MUS 106 with a grade of "C" or better.*

**CMUS 216: Introduction to Music Literature.** **3 credits**

Introduction to composers and their works from the Baroque era to the present. Features significant musical compositions and their influences on Western civilization.

**CMUS 218A: Music Technology I.** **1 credit**

An introduction to computers, electronic keyboards and their uses. Basic categories of music software and their uses will be explored in a hands-on approach.

**CMUS 218B: Music Technology II.** **1 credit**

More advanced concepts related to electronic keyboards, music software, and their uses in the music industry. Designed for the Composition Concentration major. *Prerequisites: A grade of "C" or better in CMUS 218A.*

**CMUS 232: Survey of Music Industry.** **3 credits**

An overview of the business and technical side of the music entertainment industry. Features guest lecturers from the music industry world. Open to nonmusic majors as an elective.

**CMUS 301 and 302: Music Theory II.** **3 credits each**

The third and fourth courses of a two-year Music Theory sequence. Focuses on advanced theoretical concepts, continuing developments of the common practice era, chromatic harmony, 20<sup>th</sup>-century practices, and style analysis. Music technology is infused throughout the course. *Prerequisite: CMUS 202 or permission of the instructor based on previous cognate studies.*

**CMUS 303: Counterpoint.** **3 credits**

Study of contrapuntal works from the 17th and 18th centuries, primarily in the style of J. S. Bach. Contrapuntal devices after Bach's era are also included. *Prerequisite: grade of "C" or better in CMUS 301 and 302.*

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**CMUS 304: Form and Analysis.** **3 credits**  
Analysis of small and large musical forms of the Baroque, Classical, Romantic and Twentieth-century periods. *Prerequisite: grade of “C” or better in CMUS 301 and 302.*

**CMUS 305A: Jazz Theory and Improvisation I.** **3 credits**  
Theoretical aspects of jazz – including harmonic and formal characteristics – and their application in the art of improvisation. Focusing on analysis, aural recognition, transposition, chord substitution, altered chords, scales, and modes.

**CMUS 305B: Jazz Theory and Improvisation II.** **3 credits**  
A continuation of CMUS 305A, featuring more advanced chord, scale, mode, form, composition and improvisational study and techniques. *Prerequisite: a grade of ‘C’ or better in CMUS 305A.*

**CMUS 308R: Junior Recital.** **1 credit**  
Junior Recitals are presented by music majors who must satisfy curriculum requirements for a performance concentration. Appropriate repertoire for the instrument or voice is required; recital must be no less than 30 minutes in length; and must be approved by the department faculty in a prerecital hearing. Minors and other applied students may present junior recitals upon the approval of their instructors.

**CMUS 316 and 317: Music History and Literature I & II.** **3 credits each**  
Survey of Western art music from the Middle Ages to the present. Emphasis on major style periods, composers, significant music literature, and multiple listening experiences with analytical approaches. *Prerequisites: CMUS 203, 204, 205, and 206.*

**CMUS 318: Jazz History.** **3 credits**  
Exploration of jazz idioms from African antecedents through African-American contributions, past and present. Stylistic contributions of many jazz musicians are studied. Open to nonmajors with the consent of the instructor.

**CMUS 320: African-American Music.** **3 credits**  
Survey of the musical contributions of African Americans from their African roots to modern-day America. Includes the sociological and historical factors that impact the music and the musicians. Open to nonmajors as an elective.

**CMUS 321: Secondary Music Methods and Practicum.** **3 credits**  
Principles, philosophies, national and state standards of music education for the middle and high school learner, including special needs and exceptional students. Emphasis on classroom management, effective teaching techniques, current methodologies, and appropriate literature and materials for secondary general music. Includes the use of technology in the classroom and multicultural materials.

**CMUS 322: Methods and Materials of Teaching Music.** **3 credits**  
Designed to develop musicianship skills and teaching techniques needed by classroom teachers to direct music activities effectively in the elementary classroom. Music fundamentals, classroom instruments, and teaching materials are introduced through active participation in music activities (music major elective).

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**CMUS 323: Band Organization, Methods.** **3 credits**

Practical approaches for the prospective band director to develop, organize and manage the total school instrumental program at all levels. Emphasis on rehearsal methods, marching and concert band techniques, classroom management, appropriate band literature for all levels, and festival preparation and repertoire.

**CMUS 324: Choral Organization, Methods.** **3 credits**

Techniques for developing, organizing and managing the school choral program at all levels. Emphasis on choral pedagogy and style, small and large ensembles, tone production, appropriate choral repertoire for all levels, classroom management, rehearsal methods and choral festival preparation.

**CMUS 325: Jazz Orchestra Organization and Methods.** **2 credits**

Practical approaches for developing and managing a school jazz orchestra program. Includes rehearsal techniques, jazz styles, appropriate repertoire, and programming.

**CMUS 327: Music Business Seminar.** **1 credit**

Includes discussions on the legal, practical and procedural problems encountered in the music business. Includes discussions on copyright; performance and mechanical licenses; and performing rights organizations. Guest speakers and field excursions included.

**CMUS 330: Piano Repertoire.** **3 credits**

This course is a survey of the standard repertoire for the piano from the Baroque period to the present. Scheduled calendar: Fall Semester, even years only (2008, 2010, 2012, etc.).

**CMUS 331: Piano Music from the African Diaspora.** **3 credits**

This course is a survey of piano repertoire by composers from the African Diaspora from the late 19<sup>th</sup> century to the present. Scheduled calendar: Spring Semester, odd years only (2009, 2011, 2013, etc.).

**CMUS 340: Vocal Diction I.** **1 credit**

This course is intended for those students with a concentration in vocal studies. Areas of study include English and Italian lyric diction and literature via the International Phonetic Alphabet (IPA) System. Must be taken concurrently with applied voice instruction.

**CMUS 342: Vocal Diction II.** **1 credit**

This course is intended for those students with a concentration in vocal studies. Areas of study include German and French lyric diction and literature via the International Phonetic Alphabet (IPA) System. Must be taken concurrently with applied voice instruction. *Prerequisites: Vocal Diction I with a minimum grade of "C" or better.*

**CMUS 344: Opera Workshop I.** **2 credits**

This course presents an overview of opera performance from the various historical periods. Areas of study include solo and ensemble singing from operatic and musical theater literature, stage management, set design, movement, prop building, and lighting.

**CMUS 345: Opera Workshop II.** **2 credits**

This course is a continuation of Opera Workshop I with more advanced repertoire and dramatic interpretation added to the sequence. *Prerequisite CMUS 344.*

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**CMUS 351: Songwriting, Arranging and Recording.** **3 credits**

Course designed for students with commercial composition concentration. It combines songwriting in an analytical workshop atmosphere with the rudiments of multitrack, hard-drive recording using ProTools (laboratory). Students will be required to produce several projects during the course of the semester. *Prerequisite: a grade of "C" or better in MUS351. Scheduled: Spring semester.*

**CMUS 370: Introduction to Church Music.** **2 credit**

Course is an overview of church music from biblical era to contemporary era. Music traditions of psalmody, hymnody, anthems, spirituals, gospel music, contemporary Christian and praise are studied. Scheduled calendar: Fall Semester, even years only ( 2008, 2010, 2012, etc).

**CMUS 372: Hymnody.** **3 credits**

A study of the history of hymnody, composers, tunes and textual settings. The course also includes a detailed study of common hymnals and how the hymnal is used in worship. Scheduled calendar: Spring Semester, odd years only (2009, 2011, 2013).

**CMUS 402: Introduction to Composition.** **1 credit**

Study of basic scoring, notation, and intermediate compositional techniques. Students are required to set up and copy selected manuscripts from various genres as a prerequisite to creating lead sheets and writing compositions for voice and piano, choral, solo piano, chamber groupings and orchestra.

**CMUS 403: Orchestration and Arranging.** **2 credits**

Focuses on the unique performance capabilities of the instruments of the orchestra including instrument ranges, transpositions and timbres. Study of practical scoring and arranging techniques for the orchestra, band, and choral ensembles.

**CMUS 404/01: Choral Conducting and Literature.** **2 credits**

Rehearsal, interpretative, conducting techniques, methods and literature for choral organizations at all levels: elementary through high school.

**CMUS 404/02: Instrumental Conducting and Literature.** **2 credits**

Rehearsal, interpretative, conducting techniques, methods and literature for instrumental organizations at all levels: elementary through high school.

**CMUS 405: Jazz Composition and Arranging.** **3 credits**

Methods of composing and arranging in a jazz medium with attention to the differing styles in instrumental and vocal combinations.

**CMUS 406: Composition.** **3 credits**

An analytical approach to the music of major composers. Class projects will include original compositions and improvisations by students utilizing techniques discovered in the compositional techniques of past and contemporary composers. Music technology is infused throughout the course.

**CMUS 408R: Senior Recital.** **1 credit**

The capstone public recital for the senior music major is required in partial fulfillment for the music degree. Recital will consist of diverse repertoire, representing the breadth of literature for the instrument or voice, and will be at least 50 minutes in length. Recital must be approved by the department faculty in a prerecital hearing.

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**CMUS 417: Senior Project.****1 credit**

A specialized project or research paper required in lieu of a Senior Recital. *Prerequisite: recommendation by applied teacher with approval by department chair.*

**CMUS 430: Piano Pedagogy I.****3 credits**

This course is an introduction to the strategies and procedures for successful piano teaching, with emphases on teaching philosophy, pedagogical resources, basic technique and musicianship, lesson plans, and observation of piano teaching. Scheduled calendar: Fall Semester, odd years on ( 2009, 2011, 2013, etc.).

**CMUS 431 Piano Pedagogy II.****3 credits**

This course is a continuation of strategies and pedagogical procedures for successful piano teaching, with emphases on methods and materials, curriculum design, the intermediate student, observation of piano teaching, and business procedures for running a studio.

**CMUS 440: Vocal Pedagogy.****3 credits**

This course is intended for vocal music majors and minors who wish to enhance their understanding of the science of vocal technique. Students will learn how the vocal mechanism works. Attention will be given to the following techniques: formants, breath management, resonation, registration, vowel formation, acoustics, the aesthetics of vocal timbre, and healthy singing.

**CMUS 442: Vocal Literature.****3 credits**

This course presents an overview of music for solo voice. Areas of study include English, French, Italian, and German literature from the major musical eras, including art songs, French melodie, and German Lieder.

**CMUS450: Recording Studio Internship.****3 credits**

An internship for commercial composition students in an active recording studio, submitting regular, brief written reflections to the supervising instructor about recording equipment, techniques, and procedures used. *Prerequisite: successful completion of MUS351 with a grade of "C" or better.* Scheduled: Fall semester.

**CMUS 451: Senior Composition Project.****3 credits**

This "capstone" course will culminate in a senior composition project, both a CD recording and a live performance that showcases music in a variety of media in different styles composed by the student. *Prerequisite: successful completion of MUS451 with a grade of "C" or better.*

**CMUS 470: Music in the African-American Church.****3 credits**

The study of literature and performance practices found in the worship experience of African-American Churches. Fall Semester, odd years only (2007, 2009, 2011, 2013, etc.).

**CMUS 472: Church Music Methods.****2 credits**

A study of church music organization and planning, program development, performance techniques and rehearsal management skills required of church musicians.

**CMUS 472C: Church Music Methods Internship.****3 credits**

Internship for music majors with a concentration in Church Music. Internship opportunity is provided for student to function in a supervised music ministry environment. *Corequisite CMUS 472.*

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**CMUS 480: Independent Study.**

**0-6 credits**

Directed study in specific subject area, a research project or a combination of the two. Designed to meet the specific and individual course needs of students in the senior year. Must be implemented in conjunction with a faculty member who oversees the agreed-upon study. *Prerequisite: approval of department chair.*

**PHILOSOPHY COURSE DESCRIPTIONS**

**CPHI 105: Critical Thinking.**

**3 credits**

Development of intellectual skills for all areas of study. Focuses on organization of ideas, identification of common errors in reasoning, and critical analysis of editorials, speeches and articles.

**CPHI 221: Introduction to Philosophy.**

**3 credits**

Basic issues studied by philosophers. Topics include the nature of freedom, the rational foundations for atheism, human existence and meaning, the nature of knowledge, and issues in aesthetics.

**CPHI 231: Ethics and Human Values.**

**3 credits**

Detailed analysis of selected moral philosophers. Various approaches to value theory in conjunction with specific contemporary ethical issues are examined.

**CPHI 241: Philosophy of Religion.**

**3 credits**

Critical examination of selected contemporary and classical issues of religion. Typical topics include proofs for the existence of God, the problem of evil, the nature of religious experience, and the reliability of religious truth claims.

**CPHI 251: Business Ethics.**

**3 credits**

Consideration of ethical questions in business practices including corporate responsibility, conflict of interest, employee rights, colonialism and imperialism, truth in advertising, environmental protection, preferential hiring, affirmative action, and Marxist versus capitalist views on economic justice.

**CPHI 254: Media Ethics.**

**3 credits**

Value questions arising in conjunction with mass media. Discussions of the pervasive influence of the media, together with the aims and restrictions that are, or ought to be, imposed on the media. Topics include the nature of various media, value assumptions in news selection and programming, minorities and the media, the influence of television on children, the rights and responsibilities of journalists, and violence and the media.

**CPHI 262: Science, Technology, and Human Values.**

**3 credits**

Exploration of fundamental value questions and dilemmas associated with training and research in the sciences. Covers applications of science to technology and industry.

**CPHI 331 and 332: History of Western Philosophy: Africa to Present.**

**3 credits each**

Two-semester survey of the major figures in Western philosophy, beginning with the antecedents to Greek philosophy in Africa. CPHI 331 covers the period of origin through Greek and Medieval thought. CPHI 332 includes modern and contemporary philosophers. Students may take either course independently or both in sequence.

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**CPHI 353: Representative Problems of Philosophy.** **3 credits**  
Classic philosophical problems explored in more depth than is possible at the introductory level. Students are encouraged to engage in out-of-class research and independent thought.

**CPHI 362: Social and Political Philosophy.** **3 credits**  
Examination of philosophical assumptions underlying different political systems. Topics include the nature of social existence, freedom, rights, and the individual and society.

**CPHI 401 and 402: Off-campus Study.** **3 credits each**  
For students who wish to take courses at institutions outside the Atlanta University Center or to study abroad as part of their major program.

**CPHI 411: Islamic Philosophy.** **3 credits**  
Chief ideas, arguments, and general philosophical concerns of selected thinkers and schools of thought in the Islamic philosophical tradition. Centers on specific historical figures and philosophic and religious traditions, including Islamic mysticism.

**CPHI 421: Philosophies of the African Continent.** **3 credits**  
Examination of the diversity of African philosophical thought. Intellectual traditions from both north and sub-Saharan Africa are studied.

**CPHI 431: African-American Philosophy.** **3 credits**  
Introduction of personalities representative of the African-American philosophical tradition. Insight into the general character of this tradition and its distinctive style of philosophizing. Also emphasizes issues in social philosophy, ethics, and religion.

**CPHI 451 through 454: Special Topics in Philosophy.** **3 credits each**  
Upper-division students explore issues with present-day philosophical significance. Open to majors and nonmajors.

**CPHI 482/483: Independent Study.** **1-3 credits**  
Development of analytical and interpretive skills. In consultation with an instructor, upper-division students may select an appropriate subject to explore. Independent study requires extensive reading and written work.

**CPHI 484 through 487: Para-Curricular Study in Philosophy.** **1-3 credits**  
On-the-job training. Students, with approval from their advisor, may select internships in line with their prospective career choices.



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## PHYSICAL EDUCATION COURSE DESCRIPTIONS

### **CPED \_\_\_: Physical Education.**

**1 credit**

General education requirements for all students. These courses develop recreational skills and abilities for current and future participation in leisure time activities such as badminton, volleyball, basketball, beginning swimming, tennis, modern dance, jazz exercise, softball, and individual fitness programs.

### **CHPE 358: First Aid, Safety and CPR.**

**2 credits**

This course provides students with the knowledge and skills necessary in an emergency. It presents opportunities for students to recognize emergencies and make appropriate decisions for first aid care. Students will take American Red Cross basic Community First Aid and Safety course as well as the Instructor course for First Aid, Adult CPR, and Infant and Child CPR. American Red Cross certificates will be issued to those meeting the requirements of the course.

### **CHPE 383: Lifeguard Training.**

**2 credits**

This course provides students with the knowledge and skills necessary to operate a safe swimming facility and prepares them to recognize and make appropriate decisions to take action in a water emergency. American Red Cross certification will be issued to those meeting the requirements for the course. Students are also required to complete CPR for the professional rescuer.

### **CHPE 404: Methods of Teaching Early Childhood Health and Physical Education.**

**3 credits**

This course is designed for candidates who will be teaching physical education at the elementary school level, whether as teachers in the self-contained classroom or as teachers trained as physical education specialists. The course provides a source of information about the most recent trends and developments in physical education, addressing the inclusion of students with special needs, temporary and permanent adaptive strategies, program evaluation, safety procedures, equipment selection, program planning motor exploration, physical fitness, and as a resource for new games, stunts, dances, and fitness development.

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## PHYSICS COURSE DESCRIPTIONS

### **CPHY 102/102L: Physical Science and Laboratory.**

**3 credits**

Basic course in physical science which satisfies the core science requirement for all non-science majors. Topics include concepts of motion, space sciences, chemical process, conservation of energy, properties of heat, electricity and light. Students are also required to attend one (1) two-hour laboratory each week.

### **CPHY 104/104L: Introduction to Earth System Science and Lab.**

**4 credits**

Course provides a scientific understanding of the physical earth system –lithosphere, hydrosphere, atmosphere, and solar system. Topics include: common landforms, identification of mineral and rock specimens, major types of earth movements, dating of rock strata, fundamentals of the hydrologic cycle, introduction to oceanography, properties and processes in the earth's atmosphere, and elementary concepts of astronomy. Students are also required to attend one (1) two-hour laboratory each week. This course can be used to satisfy the core science requirements for all nonscience majors.

### **CPHY 105: Orientation to Earth System Science.**

**1 credit**

An introduction to the opportunities, career choices, problems and curricula in the Earth System Science Program.

### **CPHY 106/106L: Introduction to Earth System Science II and Lab.**

**4 credits**

A more quantitative discussion of topics covered in CPHY 104. Topics include: isostasy, origin of magma, plate tectonics, aerial photographs, map projections, geologic maps, water balance, and observational astronomy. Environmental hazards will be studied: volcanic, flood, dryland, coastal, earthquake, and groundwater risks. This course fulfills the requirement for middle school education majors who have a concentration in science. *Prerequisite: CPHY 104.*

### **CPHY 111/111L: General and Modern Physics and Lab.**

**4 credits**

Lecture and laboratory course for students who desire a basic background in physics. Required for biology and chemistry majors. Topics include: introduction to basic physics concepts of mechanics, heat, and sound, with emphasis on applications in broad areas such as chemistry and biology. Three (3) lecture hours and one (1) three-hour laboratory per week. Prerequisites: three (3) units of high school mathematics, including algebra and trigonometry.

### **CPHY 112/112L: General and Modern Physics and Lab.**

**4 credits**

Continuation of CPHY 111. Introduces students to basic principles in the physics of electricity, magnetism, optics, and atomic physics. Three (3) lecture hours and one (1) three-hour lecture-laboratory per week. *Prerequisite: CPHY 111.*

### **CPHY 121/121L: Physics I: Mechanics and Lab.**

**3 credits (Lecture) + 1 credit (Laboratory)**

An introductory physics course for students with a background in basic calculus. Topics include kinematics, dynamics, laws of conservation of momentum and energy, rational motion, oscillatory motion. Three (3) lecture hours and one (1) three-hour laboratory per week. *Pre- or Corequisite: CMAT 111.*

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**CPHY 122/122L: Physics II: Electricity and Magnetism and Lab. 3 credits (Lecture) + 1 credit (Laboratory)**

Continuation of CPHY 121. Students explore electromagnetic forces, induction, static and time-dependent electromagnetic fields, electric circuits, fields and potentials, and electromagnetic waves. Three (3) lecture hours and one (1) three hour laboratory per week. *Prerequisite: CPHY 121. Pre- or Corequisite: CMAT 112.*

**CPHY 123/123L: Physics III: Optics and Modern Physics and Lab. 3 credits (Lecture) + 1 credit (Laboratory)**

A continuation of PHY 121 and CPHY 122. Topics include: wave propagation, sound, heat, and principles of thermodynamics, geometric optics, physical optics, atomic physics and nuclear physics. Three (3) lecture hours and one (1) three hour laboratory per week. *Prerequisite: PHY 122.*

**CPHY 211: Modern Physics.**

**3 credits**

Basic study of atomic and nuclear physics, with emphasis on the experimental foundation of these subjects. Topics include: introduction to the theory of relativity, atomic theory of matter, Rutherford scattering, photoelectric effect, production and characteristics of x-rays, lasers, introductory quantum physics, atomic spectra, radio activity, elementary particles, and particle accelerators. Three (3) one-hour lectures per week. *Prerequisites: CPHY 123.*

**CPHY 301: Co-Op Program.**

**3 credits**

Academic credit for physics majors working during the academic year in approved industry positions. To receive credit for cooperative experiences, students must secure approval from the Department Chair, who will arrange internships with project monitors at specific work sites. Students who do not follow this procedure will not receive cooperative academic credit.

**CPHY 312: Optics.**

**3 credit**

Study of the electromagnetic theory of light and the interactions of light and matter. Topics include: geometrical optics and optical instrumentation, physical optics (diffraction and interference effects), spectroscopy and interferometry. Certain topics in modern optics, such as holography and lasers, also are discussed. Three (3) one-hour lectures and one (1) four-hour laboratory per week. *Prerequisite: CPHY 123.*

**CPHY 321: Mathematical Physics I.**

**3 credits**

Application of mathematical techniques to physical systems. Students review basic concepts of differential and integral calculus. Topics include infinite sequences and series, systems of linear determinants and matrices, and special functions. The course emphasizes numerical methods and application to physics and chemistry. Three (3) one-hour discussion and problem sessions per week. *Prerequisites: CPHY 123.*

**CPHY 322: Mathematical Physics II.**

**3 credits**

Continuation of CPHY 321. Topics include: partial differentiation, multiple integral, first- and second-order ordinary differential equations, numerical methods of solving differential equations, vector algebra, vector analysis, probability, and statistics. *Prerequisite: CPHY 321.*

**CPHY 331: Classical Mechanics.**

**3 credits**

A rigorous development of the concepts of classical physics and the mathematical techniques used therein. Students examine the common mathematical formalism in vector analysis, hydrodynamics, and electromagnetism. Other topics include Galilean relativity, kinematics and dynamics of particle

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systems, rigid bodies, oscillations, wave motion, and Lagrangian mechanics. Three (3) one-hour lectures per week. *Prerequisites: CPHY 123.*

**CPHY 332: Electromagnetic Theory. 3 credits**

Physical and mathematical foundations of electromagnetism. Students explore electrostatic fields and potentials, electric fields around conductors, electric current, field of moving charges, magnetic fields, and electromagnetic induction. Maxwell's equations, alternating current circuits, electric fields in matter, free oscillations in systems with many degrees of freedom, forced oscillations, traveling waves, modulations, pulse and wave packets, reflection, polarization, and interference and diffraction. Three (3) one-hour lectures per week. *Prerequisite: CPHY 123.*

**CPHY 341: Advanced Lab. 3 credits**

Consists of introduction to classical experiments of physics such as the measurement of the charge to mass ratio of the electron, Planck's constant, Milliken oil drop experiment, and others. Advanced laboratory techniques and data analysis are also covered. *Prerequisite: CPHY 123.*

**CPHY 350: Physics of Earth Systems. 3 credits**

Fundamental principles of radiation, absorption and emission of radiation, solar and terrestrial radiation, radiative transfer and heating rates, surface and global energy balances, role of greenhouse gases, aerosols and clouds in climate change.

**CPHY 353: Weather Analysis and Prediction. 4 credits**

Provides an introduction to atmospheric structure and synoptic meteorology. Laboratory exercises include weather analysis and forecasting.

**CPHY 355: Atmospheric Thermodynamics. 3 credits**

Atmospheric composition, equation of state, first and second laws of thermodynamics, thermodynamics of dry and moist atmospheres, thermodynamic diagrams, static and dynamic atmospheric stability. *Prerequisites: CMAT 211 and CPHY 121.*

**CPHY 357: Atmospheric Aerosols. 4 credits**

Physical and chemical properties of aerosol particles, natural and anthropogenic sources, techniques for detecting and measuring aerosols, spatial distribution of aerosol particles, the role of particles in atmospheric chemistry, air pollution and cloud formation, as well as optical properties and their effects on atmospheric visibility. Topics also include radiative effects and implications for the earth's climate. *Prerequisites: CMAT 211 and CPHY 121.*

**CPHY 360: Numerical Methods in Earth System Science. 3 credits**

Most of today's geoscience problems can be represented in form as ordinary and partial differential equations. Course provides an opportunity for students to understand the physical aspects of geoscientific phenomena using mathematical methods as tools. *Prerequisites: CMAT 212, CMAT 214, and CPHY 121.*

**CPHY 365: Dynamics of the Earth System. 3 credits**

Description and theory of atmospheric and oceanic motion: analysis of forces; accelerated reference frames; conservation equations of mass, momentum and energy; scaling; pressure coordinates; geostrophic and gradient flow; thermal wind; trajectories; circulation and vorticity. *Prerequisite: CPHY 355.*

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**CPHY 370: Earth System Measurements.** **3 credits**

Physical principles of seismic, hydrological and atmospheric instruments, static and dynamic performance characteristics, use of data loggers in instrumentation and in measurement systems. *Prerequisites: CIS 103, CMAT 211, and CPHY 121.*

**CPHY 375: Instrumentation Electronics.** **4 credits**

Physical concepts of electronics, basic test instruments, electronics mathematics, DC and AC circuit analysis, measurement errors, linear circuits, digital electronics, systems, solid state electronics, components and transducers. *Prerequisites: CPHY 112 and CPHY 123.*

**CPHY 411: Thermodynamics and Statistical Mechanics.** **3 credits**

The concepts and methods of classical thermodynamics and its relation to statistical mechanics. Topics include thermodynamic laws, kinetic theory, and thermodynamic functions and their application to simple systems. Three (3) one hour lectures per week. *Prerequisite: CPHY 321.*

**CPHY 412: Introduction to Quantum Mechanics.**

**3 credits**

Concepts of wave particle duality, Heisenberg's Uncertainty Principle, and Schrodinger's Wave Equation, with applications to potential problems of the hydrogen atom and atomic spectra, first-order perturbation theory, spin orbit interaction, and particle theory. Three (3) one-hour lectures per week. *Prerequisite: CPHY 332.*

**CPHY 421 and 422: Undergraduate Research I and II.** **3 credits**

Individual exposure to the methodology of experimental and theoretical research in physics. Experiments emphasize modern physical techniques and require considerable independent reading and investigation. Individual schedules are arranged at the beginning of the term, depending on the student's interest and experience. *Prerequisite: permission of Department Chair.*

**CPHY 441/442: Internship.** **3 credits**

Professional work experience for students during the summer months. Interns may work in Atlanta or in other locations. To receive academic credit for internship, students must secure approval from the Department Chair, who will arrange internships with project monitors at specific work sites. Students who do not follow this procedure will not receive internship academic credit.

**CPHY 445: Introduction to Micrometeorology.** **4 credits**

Energy budget and radiation balance near the surface; air temperature, humidity and wind distribution in the atmospheric boundary layer; viscous flows and turbulence; neutral boundary layers, momentum and heat exchanges with homogeneous surfaces; nonhomogeneous boundary layers, agricultural and forest meteorology. *Prerequisite: CPHY 375.*

**CPHY 450: Radiative Transfer and Passive Remote Sensing.** **4 credits**

Fundamentals of electromagnetic radiation. Emphasis on solar radiation at the top of the atmosphere, scattering and absorption of solar radiation in the atmosphere, infrared transfer in the atmosphere. Measurement of scattered sunlight or radiation emitted by the atmosphere using ultraviolet, visible, infrared or microwave sensors. *Prerequisite: CPHY 123.*

**CPHY 452: Active Remote Sensing.** **4 credits**

Principles of meteorology sensors; radar principles; radar equation; radar application; radar accuracy; sodar and lidar equations, applications and accuracy; interpretation of data from active and passive remote sensing systems. *Prerequisite: CPHY 375.*

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**CPHY 460: Atmospheric Chemistry.****4 credits**

Basic structure of the planet; detailed structure of the atmosphere; how the present atmosphere evolved from the primordial atmosphere; what happens to solar radiation as it passes through the atmosphere; the presence of oxygen and its relation to ozone and living systems; chemical equilibrium and rates of reactions; differences between reactions with rates that depend primarily upon temperature versus sunlight; Chapman's theory of ozone formation in the stratosphere; improvements to the simple model; the role of aerosols on chemical change; the role of chlorofluorocarbons on the "ozone hole"; chemical cycles in the lower atmosphere; urban photochemical smog and acid-rain; chemistry on other planets. *Prerequisite: CMAT 111 and CCHE 112.*

**CPHY 470: Earth System Modeling.****4 credits**

Application of numerical modeling techniques to the earth system; use of computer modules representative of earth system components presented as hands-on laboratory exercises, including impact of basic energy exchanges processes on temperature and evolution of horizontal motions in the atmosphere; satellite data. *Prerequisite: CPHY 360.*

**POLITICAL SCIENCE COURSE DESCRIPTIONS****CPSC 106: Politics and Global Issues.****3 credits**

This course is offered as part of the General Education curriculum. The course introduces students to the discipline of Political Science surveys the various fields of Political Science – comparative politics, political theory and international relations. Emphasis also lies with training students to use technology and the learning skills of critical thinking, writing, and speaking.

**CPSC 219: American Government and Politics.****3 credits**

This is an introductory course providing understanding of the institutions and ideas basic to the American political experience and the process that shapes public participation and governmental decision.

**CPSC 220: Introduction to Public Policy.****3 credits**

This course offers an exploration of three major policy areas: health, income inequality (poverty), and human resource development. It emphasizes effects of policy programs on a variety of groups and the overall costs and benefits of policies. Students explore topics through computer-game simulation, graphs, aggregate data, and conventional case-study readings.

**CPSC 221: State and Local Government.****3 credits**

This course provides an examination of state and local governmental institutions, the tools of political participation as practiced by various groups, state and local public policies, and the role state and local governments play in the federal system.

**CPSC 309: Introduction to Urban Planning.****3 credits**

This course presents an introduction to the history, theories, and activities of urban planning. Students discuss trends in urbanism and influences of technical and social change, particularly as these relate to planning for human resource development.

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**CPSC 313: Urban Politics and Policy.****3 credits**

The politics of the American metropolis is the focus of this course, with primary focus on the use of power and influence. Students devote attention to the formulation and impact of public policies and to the conditions and politics of minorities in urban areas.

**CPSC 315: Comparative Politics.****3 credits**

Students are introduced to the subfield of comparative politics, and the use of key analytic concepts to generalize about political systems, the way they function, as well as uniformities and variations in political systems.

**CPSC 319: Electoral Politics.****3 credits**

This course presents the history of elections, political parties, electoral methods, and the practical aspects of campaigning, and voting behavior. Students consider the use of political questionnaires and polling, and examine the platforms of political candidates in current races.

**CPSC 322: International Relations.****3 credits**

This course introduces students to the basic concepts of international relations, including foreign policy decision-making, conflict, deterrence, interdependence, coercive diplomacy, and international systems. Special attention is given to major regional and global wars, the dynamics of interwar years, the Cold War era, the politics of international economics, and the influence of major nongovernmental actors in world affairs.

**CPSC 336: Current World Problems.****3 credits**

Students are presented lectures on contemporary world issues, particularly as they affect the United States. Focusing on their individual areas of interest, students conduct extensive research on policies, problems, and solutions and lead class discussions on their findings. *Prerequisite: PSC 219.*

**CPSC 337: Statistics I.****Fall, 3 credits**

Introduction to descriptive statistics, including associational measures and probability. *Prerequisite: General Education mathematics requirements.*

**CPSC 338: Statistics II.****Spring, 3 credits**

Introduction to inferential statistics, hypothesis testing, simple use of analysis of variance, and correlation coefficients. *Prerequisite: An introductory statistics course.*

**CPSC 352: American Foreign Policy.****3 credits**

Students engage in an analysis of the formulation and execution of American foreign policy and its purposes and trends. The topics covered include historical evolution of U.S. foreign policy, economic and political factors, national and international determinants, instruments of policy execution, and major problems faced by recent presidential administrations.

**CPSC 361: Political Theory I.****Fall, 3 credits**

Major political ideas, from Machiavelli to pre-Marxian socialism, are covered throughout this course, with a special focus on the concepts of power, legitimacy, authority, liberty, and equality.

**CPSC 362: Political Theory II.****Spring, 3 credits**

Major political ideas of the nineteenth and twentieth centuries are examined, including modern notions of democracy, socialism, communism, liberalism, and nationalism.

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**CPSC 371: Science and Public Policy.****3 credits**

This course offers a survey of the use of science and the scientific method as applied to public policy. Government institutions involved in scientific studies are examined, and the role of expertise in policy making and the possible social effects of scientific discoveries are considered.

**CPSC 372: Comparative Public Policy.****3 credits**

The difference in the scope and substance of major public policies affecting the United States and other countries, principally Western European, are examined in this course. Students explore the “how, why, and what” of government action in policy areas such as health, education, taxation, housing, transportation, and income maintenance.

**CPSC 374: Constitutional Law.****3 credits**

This course focuses on an analysis of the U.S. Constitution using the case study method. Among topics covered are the Supreme Court, federal jurisdiction, commerce power, taxation, and spending powers. This course is highly recommended for students planning to attend law school.

**CPSC 375: Political and Civil Rights.****3 credits**

Political and personal freedoms under the Bill of Rights and the Fourteenth Amendment to the U.S. Constitution are examined. Sound analysis of the principles underlying civil and human rights is stressed. This course is especially recommended for students planning to attend law school. *Prerequisite: PSC 374 or permission of instructor.*

**CPSC 387: Scope and Methods of Research.****Fall, 3 credits**

This course provides a formal introduction to concepts, theories and major subfields of political science, and essential social science research method and skills students will need to conduct qualitative and normative research on political and social issues. Students learn how to select and apply appropriate social science research techniques methods to a particular problem. (Course limited to first-semester juniors and seniors.)

**CPSC 394: Politics in Contemporary Thought.****3 credits**

Review of current trends in modern political science. Students research the most recent research in the fields of public policy, historical and behavioral methods, political theory, international affairs, and American politics.

**CPSC 420: Politics of Africa.****Spring, 3 credits**

This course provides an overview of government and politics of modern Africa. It examines the ongoing dynamic relationship between modern and traditional political beliefs and institutions and identifies major issues, problems, and proposed solutions.

**CPSC 479: Senior Thesis.****Spring, 3 credits**

The senior, in consultation with her/his advisor, selects a thesis topic, and devotes a full semester to research design, and implementation, the results of which are submitted to the advisor and the Department in the form of a Senior Thesis written report and oral presentation. *Prerequisites: PSC 361-362 Political Theory I and II, and PSC 387 Scope and Methods of Research.*

**CPSC 480/483: Independent Study.****3 credits each**

Students pursue a program of selected reading, research, and writing and engage in a critical examination of one or more selected topics under the guidance of an instructor. *Prerequisite: Permission of Department Chairperson.*



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**CPSC 484/486/487: Internship.****3-9 credits**

Varied internship placement programs are made available to junior- and senior-level majors at all levels of government and in public interest organizations. Activities include attending seminars and producing a research paper. This course can be repeated for a maximum of 9 semester hours. *Prerequisite: Presentation and acceptance of formal application presented to Internship Coordinator during preregistration of the projected term for placement, and approval of the Department Chairperson.*

**CPSC 490: Washington Internship in Public Policy.****3 credits**

This is an opportunity for a one-semester internship placement in a Washington, D.C.–based agency or organization. Students attend seminars, work in a Congressional office, and produce a significant research paper documenting experiences and new learning. The internship is open to students in all majors who have outstanding academic records and are interested in careers in the public sector or current issues confronting the disadvantaged.

**PSYCHOLOGY COURSE DESCRIPTIONS****CPSY 211: General Psychology.****3 credits**

Introduction to basic psychological concepts and methodology. Surveys major research areas, including the nervous system, perception, learning, motivation, development, and personality. General Psychology provides the foundation for more advanced study in psychology.

**CPSY 218: Human Growth and Development.****3 credits**

Covers issues, theories, and research on the cognitive, social, personality, and physical development of humans throughout the lifespan with emphasis on the influences of gender and culture.

**CPSY 301: Educational Psychology.****3 credits**

For prospective teachers: a survey of the basic principles, theories, and techniques of applying psychological theory to the learning process. Students identify common problems teachers confront in the classroom and apply course material to typical classroom situations.

**CPSY 313: Statistics I.****3 credits**

Descriptive statistics and the basic components of experimental design. Students are introduced to measures of central tendency and variation, making and interpreting graphs, and organizing data. Also covers probability and introduces students to one sample T-Test and Chi-Square. *Prerequisites: CPSY 211 and CMAT 105.*

**CPSY 314: Statistics II.****3 credits**

Hypothesis testing and inferential statistics. Students are introduced to a variety of statistical tests, both parametric and nonparametric, among which are regression, T-Tests, complex Chi-Square, independent and repeated analysis of variance tests, and Mann-Whitney U and Wilcoxon signed-ranks tests. *Prerequisites: CPSY 211, and 313 and CMAT 105.*

**CPSY 315: Social Psychology.****3 credits**

Study of the individual in society. Emphasis is on cognition, attitude formation and change, and group behavior. *Prerequisite: CPSY 211.*

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**CPSY 316: Introduction to Psychological Testing.** **3 credits**  
The construction, standardization, scoring, administration, use, and interpretation of group and individual psychological tests. *Prerequisites: CPSY 211 and 313.*

**CPSY 318: Industrial and Organizational Psychology.** **3 credits**  
Survey of methods and findings in the scientific study of humans at work as applied to business, industry, and government. Topics include employee selection, training, and motivation. *Prerequisites: CPSY 211 and 313.*

**CPSY 320: Social and Personality Development.** **3 credits**  
A detailed look at the interaction between the physical, cognitive, and emotional aspects of development on topics such as moral reasoning, altruism, and the development of individuality. The ecological (family, peers, school, etc.) influences on the developing person will also be examined. *Prerequisite: CPSY 211*

**CPSY 330: African-Centered Psychology.** **3 credits**  
An examination of the behavior, attitudes, life-styles, and cultural heritage of African Americans. This course is offered to introduce students to concepts, theories, and research pertaining to Black Psychology. This course is organized around the premise that there is a distinctive, coherent African-centered perspective that is evident in the behavior, attitudes, life-styles, and expressive patterns of people of African descent. *Prerequisite: CPSY 211.*

**CPSY 358: Human Sexuality.** **3 credits**  
Understanding of human sexuality and its relationship to the emotional, physical, intellectual, and social aspects of the individual. Students also explore concepts of self-esteem and factors affecting interpersonal relationships.

**CPSY 371/371L: Experimental Psychology with Laboratory.** **4 credits**  
Experimental design, sensation, and perception. Students acquire skill in the use of the scientific method, investigative methods, and data collection and analysis. Three (3) lecture hours and two (2) laboratory hours per week. *Prerequisites: CPSY 211 and 313.*

**CPSY 377: History and Systems of Psychology.** **3 credits**  
Philosophical antecedents of the concepts of modern psychology. Students explore the life and works of significant personalities in the field of psychology and trace major theoretical viewpoints in the historical development of modern psychology. *Prerequisite: CPSY 211.*

**CPSY 385: Abnormal Psychology.** **3 credits**  
Study of psychopathology, including history, demography, etiology, diagnosis, symptoms, and treatment. *Prerequisite: CPSY 211.*

**CPSY 413: Learning.** **3 credits**  
Current theories and research on the processes of learning and memory. Topics studied include classical and operant conditioning, reinforcement and punishment, discrimination and generalization, and the various parts of the human memory system. *Prerequisite: CPSY 211.*

**CPSY 415: Physiological Psychology.** **3 credits**  
Study of physiological aspects of human behavior, with emphasis on neurological structure and function. Major topics include the basic structure and function of neurons and the nervous system as

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well as the physiological basis of eating and drinking, sexual behavior, sleep and dreaming, and drug abuse. *Prerequisites: CPSY 211 and CBIO 111.*

**CPSY 417: Independent Research. 3 credits**

A specific experimental research project, usually in conjunction with a faculty member on some aspect of his or her research. Independent Research may be taken twice for credit. *Prerequisites: CPSY 211, 313, 314, 371, and permission of instructor.*

**CPSY 418: Seminar. 3 credits**

Lectures, reports, and discussions of selected topics of interest and importance to advanced undergraduate psychology majors. *Prerequisites: CPSY 211 and senior standing (at least 88 hours completed).*

**CPSY 420: Special Topics. 3 credits**

Exploration of diverse topics in psychology, such as job opportunities, test preparation, graduate school opportunities, and current events with psychological implications. Presenters include students, faculty and professional psychologists. Also serves as a forum for students and faculty to present their research findings. *Prerequisite: CPSY 211.*

**CPSY 480/483: Independent Study. 3 credits each**

Students, in consultation with supervising faculty member, follow detailed plans of self-directed study on topics of the students' choice. *Prerequisites: CPSY 211 and permission of instructor.*

**CPSY 488/491: Internship. 3 credits each**

A semester of firsthand experience working in a psychological agency with clients needing help with psychological problems. Interns work three (3) hours each week under the direction of a professional within a designated agency and a member of the Department of Psychology faculty. Students must arrange internship details with the agency and the Department. Satisfies the University-wide service requirement. *Prerequisites: CPSY 211 and junior or senior standing.*

**CPSY 492/495: Cooperative Education Experience. 3 credits each**

Opportunity for students to work in a psychological agency in order to acquire practical experience in psychological work and a better understanding of human relations. Students design their cooperative experience in collaboration with a sponsoring agency and University Cooperative Education personnel, ensuring that the proposed experience parallels and enhances their academic studies. *Prerequisites: CPSY 211 and Department approval.*

## RELIGION COURSE DESCRIPTIONS

**CREL 101: The Biblical Heritage. 3 credits**

The literature of the Bible and its influence on the shaping of Western culture. Modern biblical scholarship used to examine selected readings from the Old and New Testaments for their contributions to the understanding of human existence.

**CREL 103 and 104: African-American Religious Experiences. 3 credits each**

Analysis of the origin, development, and social significance of African-American religious beliefs and practices from an historical perspective. CREL 104 emphasizes the contemporary period, including the latest developments in black liberation theologies. Students may take either course independently or both in sequence.

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**CREL 211: Introduction to Religious Studies. 3 credits**

Introduction to the study of religion in a variety of contexts: historical, social, psychological, scientific, philosophical, artistic, and literary. Readings include representative works from the past and the present.

**CREL 241 and 242: American Religious Tradition. 3 credits each**

Historical approach to the American religious tradition as inclusive of cultural and ethnic diversity. CREL 241 extends into the late nineteenth century and includes topics such as American Indian tribal religions, the Great Awakening, Wesleyan evangelicalism, religious freedom, slavery and Christianity, and the rise of black churches and movements. CREL 242 focuses on the twentieth century, examining media evangelism, the rise of cults, the church and human rights issues, ecumenism and the burgeoning of Eastern religions, such as African traditional religions in America. Students may take either course independently or both in sequence.

**CREL 250: Comparative Religion. 3 credits**

Comparative survey of selected religious traditions from the East and West, including traditional African religions, Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

**CREL 251: Religious Ethics. 3 credits**

Examination of major ethical issues confronting contemporary society. Also considers appropriate ethical responses to issues from a religious perspective. Topics include sexual ethics, abortion, racism, sexism, the ethics of war (especially nuclear war), capital punishment, genetic engineering, euthanasia, and professional ethics.

**CREL 351 and 352: History of Christian Thought. 3 credits each**

Development of Christian thought from the early church to the present. CREL 351 covers early and Medieval thinkers in Africa and Europe, including late Medieval male and female mystics, and concludes with the Protestant Reformers. CREL 352 examines major Christian thinkers of the modern period, including the latest developments in black and feminist theology. Students may take either course independently or both in sequence.

**CREL 361: Culture and Religion. 3 credits**

Study of structure, function, and influence of religion from a cultural perspective. Drawing from recent sociological and anthropological literature, explores the origin, significance, and relation of religion to culture.

**CREL 362: Psychology of Religion. 3 credits**

Examination of the major aspects of religious experience by means of psychological study. Entails critical discussions and analyses of traditional and contemporary psychological theories as these apply to evaluating the impact of religious experiences.

**CREL 375 and 376: Religion and the Media. 3 credits each**

Historical and philosophical interpretation of religion in the media, including religious drama, evangelism, and other art forms. CREL 375 focuses on theory, CREL 376 on media techniques. Students may take either course independently or both in sequence.

**CREL 383: Religions of Africa. 3 credits**

Study of representative religious traditions of Africa, including African tribal religions and adaptations of non-indigenous ones.

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**CREL 401/402: Off-Campus Study.****3 credits each**

For students who wish to take courses at institutions outside of the Atlanta University Center or to study abroad as part of their major program.

**CREL 435: Contemporary Religious Thought.****3 credits**

New developments in Western religious thought, with emphasis on critical examination of representative religious thinkers and movements of the present century. Topics include rethinking of the concept of God; the rise of ethical relativism, pluralism, and secularism; and new forms of theology, such as process, black theology, feminist, and metaphorical theologies.

**CREL 451 through 454: Special Topics in Religion.****3 credits**

Upper-division students explore current issues and thinkers in religion and ethics in the context of professional concerns and life situations. Topics such as religion and sexuality, world missions, religious motifs in the arts, liberation theology, and religion and politics are treated. May be repeated for credit under a different topic. Open to majors and nonmajors.

**CREL 482/483: Independent Study.****1-3 credits**

Development of analytical and interpretive skills. Upper-division students, in consultation with an instructor, select an appropriate subject. Independent Study requires extensive reading and written work.

**CREL 484 through 487: Internship.****1-3 credits**

Credit for experience gained through on-the-job training. Students, in consultation with their advisors, may select an internship in line with prospective career choices.

**SOCIAL WORK COURSE DESCRIPTIONS**

All Social Work majors must complete the following required courses:

**PREREQUISITES****CUSW 200: Introduction to Social Work.****Fall, 3 credits**

This is the first prerequisite course for students interested in social work. The course traces the development of social work from early volunteer efforts to the present organizations in social welfare and includes various fields of social work practice and career opportunities.

**CUSW 202: Introduction to Professional Helping.****Spring, 3 credits**

This course is a study in self-assessment, personal values clarification, problem solving and interviewing skills for career choices in social services. A directed field observation experience of at least 50 clock hours is required.

(CUSW 200 must be taken prior to or concurrent with this course.)

**MAJOR CORE COURSES****CUSW 300: Social Welfare Policies and Services.****Spring, 3 credits**

This course is designed to familiarize students with social welfare policy formation and how corresponding organizational structures that impact programs, services and clients. The course also explores and analyzes select historical and current perspectives in developing policy to address societal issues. *Concurrent: USW302, USW412, and USW413.*

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**CUSW 301 Social Research Methods for Social Work Practice I.** **Fall, 3 credits**

This course introduces students to methods for social work research. The course takes students through research problem formulation, methods for answering research questions (qualitative and quantitative methods – interviews, surveys, case studies, practice effectiveness, etc.), and the major components of research design (sample, measurement, design, and procedures). *Prerequisites: CUSW USW200, USW202. Concurrent: USW301, USW350, USW360 and USW411.*

**CUSW 302: Statistics for Social Work Practice II.** **Spring, 3 credits**

This course introduces students to descriptive and inferential statistics. In addition to learning about the use of statistics, students will learn to analyze, present, and interpret data based on the methodologies learned in the prerequisite course using the Statistical Package for Social Sciences (SPSS) computer application for data analysis. *Concurrent: USW300, USW412 and USW413.*

**CUSW 350: Issues of Health Disparities Among Minority Populations.** **Fall, 3 credits**

This course introduces students to select issues regarding health disparities that are dominant among minority populations. The course is divided into three modules: (1) current major health disparities (2) community-based health programs; and (3) a review of research methodologies and best-practice approaches to address the issues of health disparities in the United States. *Prerequisites: CUSW200 and USW202. Concurrent: USW301, USW360 and USW411.*

**CUSW 360: Interpersonal Skills Laboratory.** **Fall, 3 credits**

This course objective is to enhance basic social work skills such as interviewing, problem solving, time management, technical writing, group processing, and empathic understanding. This course is also designed to assist students in developing effective communication and problem solving skills applicable to micro and mezzo systems. *Prerequisites: CUSW 200, 202. Concurrent: USW301, USW350 and USW411.*

**CUSW 401: Human Behavior and the Social Environment I.** **Fall, 3 credits**

This course focuses on the life stages from conception through adolescence and introduces students to multiple factors that influence the reciprocal relationship between the person and their environment. Students explore theoretical frameworks and, analyze and synthesize a range of behavioral constructs and contemporary social problems. *Prerequisite: All required junior level courses. Concurrent: USW403, USW405 and USW415.*

**CUSW 402 Human Behavior and the Social Environment II.** **Spring, 3 credits**

This course focuses on the life stages of young adulthood through late adulthood and introduces students to multiple factors that influence reciprocal relationships between the person and their environment. Students explore theoretical frameworks and, analyze and synthesize a range of behavioral constructs and contemporary social problems. *Concurrent: USW404, USW406 and USW416.*

**CUSW 403: Practice Competencies I.** **Fall, 3 credits**

This course is designed to provide students with a synthesis of generalist social work knowledge, values, skills, and roles for integration into appropriate and effective helping strategies for professional practice with individuals, families, groups, communities, and organizations. *Prerequisite: All required junior level courses. Concurrent: USW401, USW405 and USW415.*

**CUSW 404: Practice Competencies II.** **Spring, 3 credits**

This course is designed to provide students with knowledge and skills to apply supervision, consultation, into generalist social work practice. Emphasis is placed on teamwork in agencies and

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organizations, and techniques for interpreting and applying organizational policies and mandates, resource identification, and select methods for conducting community assessments. *Concurrent: USW402, USW406, and USW416.*

**CUSW 405: Field Instruction I.**

**Fall, 6 credits**

The course is an educationally directed practicum offered in a social service setting, emphasizing assessment and planning, and their relationships to improve social services delivery. Students complete 192 clock hours and participate in bi-monthly Seminars designed to provide students opportunities to discuss their experiences, bridging theories and real-life practice. *Prerequisite: All required junior level courses. Concurrent: USW401, USW403 and USW415.*

**CUSW 406: Field Instruction II.**

**Spring, 6 credits**

The course is an educationally directed practicum offered in a social service setting, emphasizing evaluation and research, and their relationships to improve social services delivery. Students complete 224 clock hours and participate in bi-monthly Seminars. Seminars are designed to integrate and synthesize theories of social service administration with practice *Concurrent: USW402, USW404, and USW416.*

**CUSW 411: Social Work Theory and Practice.**

**Fall, 3 credits**

This course introduces the relationship of theory and practice skills needed to practice with all systems. Primary focus is placed on structural rather than personal explanations of social problems with concern for inequality and oppression. The course integrates social work values and ethics, diversity, promotion of social and economic justice, and empowerment of human beings. *Prerequisites: CUSW200, USW202. Concurrent: USW301, USW350 and USW360.*

**CUSW 412: Mental Health of Diverse Groups.**

**Spring, 3 credits**

This course provides students with knowledge of mental health services and its application for diverse groups: i.e. African Americans, Hispanics, Native Americans, physically handicapped, migrant workers, women, and the elderly. Life situations impacting the behavior of these populations are examined from an ecosystems perspective in an effort to understand the mental health problems that may emerge. *Concurrent: CUSW300, USW302, and USW413.*

**CUSW 413: Child Welfare Programs and Services.**

**Spring, 3 credits**

The course covers knowledge, concepts and tools associated with contemporary child welfare practice focusing on micro, mezzo, and macro considerations in providing child welfare services. Emphasis will be placed on the identification of child maltreatment, reporting procedures, and continuing professional interaction with children and families from a community-based and multidisciplinary perspective. *Concurrent: CUSW300, USW302, and USW412.*

**CUSW 415 Issues in Child Welfare: Abuse, Neglect and Investigation.**

**Fall, 3 credits**

This course provides students with knowledge and information regarding how to assess and identify cases of child abuse and neglect. Students will gain general knowledge and understanding of the types of abuse and neglect, methods of investigations, interviewing techniques, as well as, knowledge of available community resources to both prevent and treat child abuse. *Concurrent: USW402, USW404, and USW416.*

**CUSW 416: Social Work Practice with the Aged.**

**Spring, 3 credits**

This course is designed to assist students with the development of competence in the delivery of services to older adults and their families. Students will explore social work practice with the elderly in various service settings. Students will acquire the skills required for interdisciplinary collaboration

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and intervention and the application of the problem solving process with all systems. *Concurrent: USW402, USW404, and USW406.*

## **SOCIOLOGY AND CRIMINAL JUSTICE COURSE DESCRIPTIONS**

### **CSCJ 201: Introduction to Criminal Justice. 3 credits**

A study of the historical development and progress of criminal justice systems in the United States, including an overview of the functions and responsibilities of various agencies of the Criminal Justice Systems.

### **CSCJ 205: Law Enforcement. 3 credits**

A comprehensive survey of the history and functions of the law enforcement agency, including discussions of selected topic dealing with contemporary problems affecting law enforcement. *Prerequisite: CSCJ 201 or permission of Instructor.*

### **CSCJ 215: Introduction to Sociology. 3 credits**

Basic concepts and principles of human society. Students examine the social structure, group interaction, and processes of social arrangements.

### **CSCJ 216: Introduction to Anthropology. 3 credits**

Basic concepts of anthropological studies. This course presents an overview of social and cultural anthropology.

### **CSCJ 218: Social Problems. 3 credits**

An examination of current social problems and issues in the United States. Topics include drug addition, child abuse, battered women, abortion, poverty, and inequality. Students consider alternative proposals for resolving social problems.

### **CSCJ 301: Criminology. 3 credits**

A study of the nature and causation of crime, crime typologies and the extent of criminality. *Prerequisite: CSCJ 201 or permission of Instructor.*

### **CSCJ 305: Criminal Investigation. 3 credits**

A coverage of the fundamentals of investigation; duties and responsibilities of the investigator; interrogation techniques of protecting the crime scene; collections and preservation of evidence, scientific aids and other sources of information; court perpetration and case follow-up. *Prerequisite: CSCJ 201 or permission of Instructor.*

### **CSCJ 308: Medical Sociology. 3 credits**

Introduction to health and illness issues and indicators. Examines disease and other health conditions in the context of ethnicity, gender and age.

### **CSCJ 314: Victimology. 3 credits**

Victim role, criminal-victim relationships, and societal reaction to victimization, including crisis-intervention centers, court-related victim/witness services, restitution and compensation. *Prerequisite: CSCJ 201 or permission of the Instructor.*

### **CSCJ 315: Social Psychology. 3 credits**

This course focuses on individuals' interaction within the social environments. There is also an emphasis on cognition, attitude formation and change, and group behavior.



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**CSCJ 320: Criminal Justice Management.** **3 credits**

A study of roles and responsibilities of staff and managers functioning within the various agencies of the criminal justice system. Emphasis on administrative and managerial principles and techniques as they apply to the criminal justice system. *Prerequisite: CSCJ 201 or permission of Instructor.*

**CSCJ 337: Statistics I.** **3 credits**

Introduction to descriptive statistics, including associational measures and probability. *Prerequisite: General Education mathematics requirements.*

**CSCJ 338 : Statistics II.** **3 credits**

Introduction to inferential statistics, hypotheses testing, simple use of analysis of variance, and correlations coefficients. *Prerequisite: CSCJ 337 or an introductory statistics course.*

**CSCJ 352: Marriage and Family.** **3 credits**

An analysis of the American family past and present. Students consider the heritage, contemporary forms, functions, and future trends of American family life.

**CSCJ 387: Social Research Methods I.** **3 credits**

An introduction to basic research techniques and skills. Students learn how to select and apply appropriate methods to theoretical problems. *Prerequisite: CSCJ 337 or simultaneous enrollment in that course.*

**CSCJ 388: Sociological Theory.** **3 credits**

Historical and analytical discussions of major theoretical and methodological orientations in the development of sociology from Comte to the present constitute this course.

**CSCJ 389: Social Research Methods II.** **3 credits**

Students learn to analyze, interpret, and present data. This is a course that stresses project design, sampling, measurement and the application of findings from social research. *Prerequisite: CSCJ 387 or an introductory research course.*

**CSCJ 400: Comparative Systems in Social and Criminal Justice.** **3 credits**

An analysis of issues in social and criminal justice and their characteristics as they relate to the operation of larger social structures viewed in global perspective. *Prerequisite: junior or senior standing.*

**CSCJ 401: Corrections.** **3 credits**

The systematic study of the official ways in which society reacts to persons who have been convicted of committing criminal acts, including persons handled by the juvenile courts. *Prerequisite: CSCJ 201 or permission of Instructor.*

**CSCJ 403: Judicial Process.** **3 credits**

An overview of courts, their legal basis, structure, jurisdiction and operation. An analysis of the legal processes including their historical development; an examination of theories, policies and practices regarding the offender. *Prerequisite: CSCJ 201 or permission of Instructor.*

**CSCJ 404: Juvenile Delinquency.** **3 credits**

A study of the nature, extent, and causes of delinquency. Methods of prevention, treatment and correction will also be examined. *Prerequisite: CSCJ 201 or permission of Instructor.*

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**CSCJ 405: Criminal Law.** **3 credits**  
A survey of the nature and definition of criminal acts; a general study of laws relating to crimes and the punishment for their violation. *Prerequisite: CSCJ 201 or permission of Instructor.*

**CSCJ 410: Seminar on Organized Crime.** **3 credits**  
A study of organized crime including drug and vice offenders within the structures of a Constitutional Democracy. *Prerequisite: Junior standing or permission of Instructor.*

**CSCJ: 420 Special Topics I.** **3 credits**  
Topics vary but may include an examination of the origin, change, and functions of neighborhoods and communities. May also cover community organizations and community development, environmental issues, poverty, crime, and inequality, among other topics.

**CSCJ 421: Special Topics II.** **3 credits**  
A focus on different topics in sociology and criminal justice to vary by semester. Topics include deviance, environmental racism, HIV/AIDS and homophobia, organizational behavior, addictive disorders, sexism, ageism and inequality among others.

**CSCJ 425: Internship I.** **3 credits**  
Provides upper level students the opportunity to perform as participants in established criminal justice agencies at the local, state and federal levels. *Prerequisites: Consent of the Instructor and completion of 90 or more credit hours toward the degree.*

**CSCJ 426: Internship II.** **3 credits**  
Provides upper-level students the opportunity to work with any social or criminal justice agency. Those who have taken CSCJ 425 may use it as a continuing course for 3 additional credit hours. *Prerequisite: Consent of the Instructor.*

**CSCJ 430: Cultural and Ethnic Relations.** **3 credits**  
Analysis of cultural groups both nationally and abroad. Students examine the nature of prejudice and discrimination in a context of similarities and differences of various peoples, especially those of African descent.

**CSCJ 431: Social Stratification.** **3 credits**  
An examination of global inequality relative to race/ethnicity, class, gender, age and other factors

**CSCJ 432: Gender Roles.** **3 credits**  
An examination of cultural expectations and patterns of behavior of men and women in selected societies; focuses on the distribution of resources, prestige, and power in America in comparison to other developed and developing countries.

**CSCJ 480: Student Project.** **3 credits**  
Students pursue a program of reading, research, and writing as well as engage in a critical examination of one or more selected topics under the guidance of the instructor.

**CSCJ 490: Independent Study.** **3 credits**  
Individualized program of research and/or other scholarly effort. *Approval of the Department Chair required.*

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## SPANISH COURSE DESCRIPTIONS

### **CFLS 101/102: Elementary Spanish.**

**3 credits each**

Allows the student to acquire a basic level of communication in Spanish and a familiarity with a variety of Spanish-speaking cultures through the utilization of the language in context. A variety of media, including audio, video and the Internet will be employed to complement the textbook. Classes meet three (3) hours per week and an additional hour per week of laboratory work is required. *Prerequisites: None for Elementary Spanish 101; CFLS 101 for Elementary Spanish 102.*

### **CFLS 201/202: Intermediate Spanish.**

**3 credits each**

Allows the student to build on the knowledge and skills acquired in elementary Spanish, with emphasis placed on communication proficiency and the forging of a strong linguistic base. In addition to the variety of media utilized in elementary Spanish, a significant number of more authentic cultural artifacts (literary texts, newspaper articles, films) will be introduced throughout the semester. Classes meet three (3) hours per week and an additional hour per week of laboratory work is required. *Prerequisites: CFLS 102 or equivalent for Intermediate Spanish 201; CFLS 201 or equivalent for Intermediate Spanish 202.*

### **CFLS 303: Spanish Pronunciation and Phonetics.**

**3 credits**

This course treats the proper pronunciation of Spanish and the perfecting of a near-native Spanish diction through the aid of phonetic transcription and authentic Spanish videos and audio texts. *Prerequisite: CFLS 202.*

### **CFLS 304: Spanish Conversation.**

**3 credits**

This course deals with improving listening comprehension and oral expression by forcing the student to enhance his/her vocabulary through copious readings, viewing videos and discussing cultural topics. Emphasis will also be placed on writing. *Prerequisite: CFLS 202.*

### **CFLS 307: Business Spanish.**

**3 credits**

The course is designed to introduce students to basic business concepts while providing fundamental terminology and usage in Spanish. Students will acquire the rudiments of some functional areas of business, examine the protocol of business environments, read and analyze commercial texts. Sensitivity to and appreciation of cultural content and differences in the Hispanic business world are also integral parts of instruction. Conducted entirely in Spanish. *Prerequisite: CFLS 202.*

### **CFLS 308: Business Spanish.**

**3 credits**

This course is a continuation of CFLS 307. It emphasizes the practical application of the concepts taught previously, practice in carrying out typical business transactions in Spanish, and writing business documents in Spanish. Translations and case analysis of the experiences of actual business entities in the Hispanic world are also integral parts of instruction. Conducted entirely in Spanish. *Prerequisites: CFLS 202 and/or CFLS 307.*

### **CFLS 315: Latin American Civilization.**

**3 credits**

This course treats the geography, history, institutions, and cultural development of the Latin-American world. *Prerequisite: CFLS 304 or equivalent.*

### **CFLS 325/326: Survey of Peninsular Literature.**

**3 credits each**

Study of the outstanding works of major authors and the major literary movements. The first half of this two-part series covers the Middle Ages to the Golden Age. The second half covers the seventeenth century to the present. *Prerequisite: CFLS 304 or equivalent.*

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**CFLS 327/328: Survey of Latin American Literature.** **3 credits each**

Study of the representative works of Latin American literature, including Afro-Hispanic literature. The first half of this two-part series covers the pre-Hispanic, colonial and independence eras. The second half covers the postindependence period to the present. *Prerequisite: CFLS 304 or equivalent.*

**CFLS 335: Intensive Readings.** **3 credits**

Survey of grammar with emphasis on improving and reinforcing reading skills. *Prerequisite: CFLS 304 or approval of instructor.*

**CFLS 336: Intensive Readings.** **3 credits**

Continuation of CFLS 335, involving reading and analysis of increasingly difficult texts from different fields. *Prerequisite: CFLS 335 or approval of instructor.*

**CFLS 351/352: Composition and Translation.** **3 credits each**

This course treats advanced problems in grammar and syntax, written exercises, and free composition. Features instruction in writing different genres and modifying writing style to accommodate specific audiences, techniques for promoting cultural/global awareness. Includes instruction in stylistic features of writing that distinguish Spanish from English. Conducted in Spanish. *Prerequisite: CFLS 304 or 335.*

**CFLS 353: Spanish Literature of the Middle Ages.** **3 credits**

Introduction to the Spanish people through their literature of the twelfth, thirteenth, and fourteenth centuries. The selections studied illustrate national traits, or major facets of the Spanish people. Through reading these works, students become better acquainted with the evolution of Spanish literature and the people.

**CFLS 354: Literature of the Golden Age.** **3 credits**

Analysis of conditions, which produced the Golden Age, with emphasis on the life and thought of Cervantes. Readings from the *Quixote* and *Novelas Ejemplares*.

**CFLS 391/392: Advanced Spanish Grammar and Composition.** **3 credits each**

Instruction in advanced grammatical problems and stylistics, emphasizing the mastery of the use of nouns, pronouns, adjectives, adverbs, prepositions, and conjunctions. Also includes instruction in the formation of simple and complex sentence structures. Conducted in Spanish. *Prerequisite: CFLS 202 or equivalent.*

**CFLS 411: Latin American Literature.** **3 credits**

Main trends of Spanish-American literature from the colonial to the contemporary period. Includes lectures, commentaries, and class discussion. *Prerequisite: CFLS 315.*

**CFLS 415: Survey of Peninsular Civilization.** **3 credits**

This course treats the history of Spain from its origin to the present. It will delve into the social and political institutions and explore their impact on contemporary Spanish society. It will also provide a cursory view of artistic—architectural, musical and literary—as well as philosophical movements throughout the Ages. Conducted in Spanish. *Prerequisite: CFLS 304 or equivalent.*

**CFLS 416: Survey of Latin American Civilization.** **3 credits**

Study of the political, economic, and cultural history of Latin America from pre-Columbian times to the present. Special emphasis is on the role of black Latin America in the development of Latin American civilization. *Prerequisite: CFLS 304 or equivalent.*

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**CFLS 419: Spanish Linguistics.****3 credits**

This is an introduction to the scientific study of language with focus on the analysis and description of language. Topics include language acquisition, writing systems, sound systems, meaning, and language change in society.

**CFLS 422: Romanticism.****3 credits**

Literary investigation of the Romantic Movements in Spain. Topics include the theories regarding foreign influences on the development of Spanish Romanticism, versus indigenous Spanish Romanticism. Important precursors and major authors are studied.

**CFLS 425: Modernism.****3 credits**

Intensive study of the major modernist writers of Latin America and selected modernist authors of Spain. Special focus on a comparative study of the parallel and divergent developments of modernism in Spain and Latin America, paying special attention to the contributions of Rubén Darío.

**CFLS 440/441: Directed Study.****3 credits**

This course is designed to allow majors to do more in-depth study and investigation of special areas of interest or to improve their language proficiency. The student works under the close supervision of a professor who will prescribe a plan of action (which must be approved by the department chair in advance) to be followed. Student must be able to work independently on the Internet.

**CFLS 447/448: Afro-Hispanic Literature.****3 credits**

This is an historical and cultural overview of the African Diaspora in Latin America, with special emphasis on the development of the Afro-Hispanic literary canon. A variety of literary forms will be treated and will include poetry, the novel, short stories, critical essays and other narrative materials. There will also be an articulation around three components: slavery, negrista and neo-negrista movements, and will allow students to discuss the question of the Black Diaspora and the literary treatment of race and identity and other key concepts. *Prerequisite: CFLS 304 or approval of instructor. (Recommended for students interested in studying abroad in Latin America)*

**CFLS 461: Explicación de Textos.****3 credits**

This is an in-depth course in literary analysis that aims to prepare students for close textual reading and writing. It treats detailed critical analysis of selected passages with references to biographical elements, sources of origins, literary meaning, authenticity, and aesthetic qualities. Students produce oral and written reports in Spanish. Conducted in Spanish. *Prerequisite: CFLS 351 or 391.*

**CFLS 480: Senior Conference in Spanish.****3 credits**

This is a final-year directed independent study designed to explore and remedy specific areas of weakness of prospective graduates. Different assessment tools will be used to enhance the students' content knowledge and productive skills in the target language to meet both the University and ACTFL standards.

**CFLS 484/485: Travel Study Seminar.****3 credits each**

Travel and independent study in a foreign country under the guidance of responsible faculty members. Strongly recommended for majors and minors.

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## SPEECH COMMUNICATION COURSE DESCRIPTIONS

### **CSTA 101: Fundamentals of Speech.**

**3 credits**

Introduces students to fundamental principles of effective oral communication as it relates to the professional world, focusing on audience analysis, interpersonal skills, effective listening techniques, and the preparation and delivery of oral presentations. All semesters.

### **CSTA 200: Oral and Written Presentation Skills.**

**3 credits**

Designed to integrate oral and written communication skills. Emphasis is on principles of logic, organization of data, establishment of personal style, principles of research and investigation of purposes of various techniques of expression. *Prerequisites: CSTA 101; CENG 105 and 106.* First Semester.

### **CSTA 201: Voice and Diction.**

**3 credits**

Emphasis is on speech and vocal analysis by using the International Phonetic Alphabet (IPA). Introduces the student to techniques for speech improvement. All semesters.

### **CSTA 211: Communication Theory and Rhetoric.**

**3 credits**

Establishes theoretical frameworks to examine communication in interpersonal, small group, mass communication, and organizational communication contexts. Students will apply knowledge of theoretical concepts to facilitate understanding of the communication process and communication phenomenon. *Prerequisite: CSTA 201.* Second semester.

### **CSTA 213: Public Address.**

**3 credits**

Advanced course; offers experience in the composition, delivery, and criticism of public speeches. *Prerequisite: CSTA 101; Permission.* Second Semester.

### **CSTA-H 218: Concepts in Human Communication.**

**3 credits**

Explores communication theory and the group learning process. Incorporates theories from nonverbal communication, small group communication, persuasion, attitude study, and public speaking. Satisfies General Education core requirement for speech for honors program. *Prerequisite: Instructor's permission.* Either semester.

### **CSTA 301: The Rhetoric of Persuasion.**

**3 credits**

Concentrates on analysis and understanding of the art of persuasion with applications of various theories of persuasion to the interpersonal communication process. *Prerequisite: CSTA 101; Permission.* First semester.

### **CSTA 302: Speech for the Classroom Teacher.**

**3 credits**

Advanced course in the principles of oral communication with emphasis on the development of skills for effective organization and oral presentation of instructional materials. *Permission.* First semester.

### **CSTA 303: Argumentation and Debate.**

**3 credits**

Introduction to theories and practices of formal public debate. *Prerequisite: CSTA 213, CSTA 200 and 201.* First Semester.

### **CSTA 304: Business and Professional Speech.**

**3 credits**

Examination of theories and techniques of effective speaking and listening, interviewing, group discussions, reporting in conferences and meetings; and business speeches to inform and persuade.

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*Prerequisites: CSTA 101, CSTA 200; CSTA 201 and CSTA 213 for majors in speech communication; CSTA-C 101 and permission of the instructor for other concentration areas. All semesters.*

**CSTA 305: Interpersonal Communication. 3 credits**

Study of the psychology of the communication process. Students become familiar with ways of intentionally communicating ideas to others; processes for interpreting motives of speakers; environmental or cultural conditions influencing communication; and ways of functioning in a group, as either group leader or member. First semester.

**CSTA 306: Speech for Radio/Stage/TV/Film. 3 credits**

Study of speaking techniques for the broadcast media and the performing arts, with emphasis on voice quality, flexibility, projection, articulation, and standards of good diction. *Prerequisites: CSTA 101, CSTA C200 & CSTA C201.* Either semester.

**CSTA 307: Special Topics. 3 credits**

Designed to investigate issues and topics in speech communication and theater arts, and or related fields. May be repeated up to six hours. *Prerequisite: Junior or Senior Status; Permission.* Either semester.

**CSTA 311: African-American Communication. 3 credits**

Interdisciplinary approach to the study of communication systems used by African-Americans. Course examines the relationships that exist among language, culture, politics and economics. *Prerequisites: CSTA 101; CSTA 200 & CSTA 201.* First semester.

**CSTA 402: Intercultural Communication. 3 credits**

Designed to examine the role of communication in the creation and transmission of cultural consciousness, knowledge, tradition, and practice. First semester.

**CSTA 404: Organizational Communication. 3 credits**

Introduces students to the field of organizational communication and theories that have influenced its development as an approach to studying communication concepts. Course explores topics such as organizational culture and climate, superior-subordinate communication, leadership, conflict management, and group decision-making processes. Either semester.

**CSTA 489: Internship. 3 credits**

Offers students an opportunity to work part-time in professional facilities, with emphasis on learning overall business structure and development toward entry level, decision-making positions. *Prerequisites: junior or senior status and permission of the instructor.* Either semester.

**CSTA 490: Speech Communication and Theater Arts Seminar. 3 credits**

Provides students with opportunity to apply theories and techniques to practical experiences in their areas of concentration. It is a skill seminar for graduating seniors. Research projects should reflect the career or academic interests of the students. *Prerequisite: Senior status.* Either semester.

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## THEATER ARTS COURSE DESCRIPTIONS

### **CSTA 103: Fundamentals of Theater and Dance Movement.**

**1 credit**

Study of the basic principles and forms of movement for dance and theater. Second semester.

### **CSTA 251: Oral Interpretation.**

**3 credits**

Study and presentation of poetry, prose, drama and various literary forms with emphasis on voice and diction, imagery, phrasing, and characterization necessary to interpret text. *Prerequisite: CSTA 201.* First semester.

### **CSTA 252: Theater Appreciation.**

**3 credits**

Course examines how theater functions as an art form through the exploration of the interrelationships of the audience, performer and space. Designed to study the nature of the theater experience by analyzing principles and practices that govern contemporary theater. Attendance at several professional theatrical performances may be required. Either semester.

### **CSTA 254: Acting I.**

**3 credits**

Provides fundamentals of techniques of acting, character analysis, creative pantomime, mime, voice and diction. Students participate in lecture/laboratory sessions and rehearsals when in performance. *Prerequisite CSTA 201.* First semester.

### **CSTA 255: Stagecraft.**

**3 credits**

Survey of the working knowledge of the basic materials, processes, and equipment for the fabrication, assembly, painting, rigging, and installation of contemporary stage scenery and properties. First semester.

### **CSTA 321: Lighting and Design.**

**3 credits**

Introduction to theories, techniques and art of the stage electrician and lighting designer. *Prerequisite: CSTA 255.* Either semester.

### **CSTA 351: Development of Drama I.**

**3 credits**

Study of the origins and development of drama through the survey of principal plays, playwrights, and theater arts through the ages. Encourages and aids students in developing appreciation for drama and theater as art forms and as factors in the changing civilizations of the world. *Prerequisite: CSTA 251.* First semester.

### **CSTA 352: Development of Drama II.**

**3 credits**

Continuation of CSTA 351. *Prerequisite: CSTA 351.* Second semester.

### **CSTA 353: Play Production Methods.**

**3 credits**

Approach to understanding the fundamental principles of preparing a play for public presentation. First semester.

### **CSTA 354: Acting II.**

**3 credits**

Advanced study of acting techniques required to perform plays written in verse, traditional and nontraditional prose. Students will examine acting as a craft, through selected materials and a critical study of styles and techniques. *Prerequisite: CSTA 254.* Second semester.



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**CSTA 410: Costume Design.** **3 credits**  
Study of the costume designer's role in the design process that is involved in creating effective costumes for the contemporary stage. *Prerequisite: Junior/Senior status.* Either semester.

**CSTA 452: Theater Arts Management.** **3 credits**  
Study of the theatrical producing and managing in contemporary American theater. Providing historical background and current practice, methods used in professional managerial systems. *Prerequisites: Senior standing and permission of instructor.* Second semester

**CSTA 453: Directing: Play and Script Analysis.** **3 credits**  
Advanced analysis and directing of plays and scripts, including various directing techniques and theories. Students must select an approved, one-act play or short script, prepare a prompt book, and direct for public performance. *Prerequisites: CSTA 352, CSTA 353, and CSTA 354.* Second semester.

**CSTA 455: Entertainment Law.** **3 credits**  
Course assists students in recognizing and examining issues and pitfalls, which affect the client. Explores business management issues and legal principles of agencies, partnerships, contract law, labor law, and libel. *Prerequisite: Senior status.* Both semesters.

**CSTA 456: African-American Theater.** **3 credits**  
Study of plays, playwrights and contributions of African-Americans to the theater. First semester.

**CSTA 482: Directed Study.** **3 credits**  
Theater arts majors, in consultation with an instructor, develop specialized research projects on topics of interest, and critically examine theater-and communication-related issues. *Prerequisites: Junior or senior status and permission of the instructor.* Either semester.

**CSTA 489: Internship.** **3 credits**  
Offers students an opportunity to work part-time in professional facilities. Emphasis is on learning overall business structure and development toward entry-level, decision-making positions. *Prerequisites: junior or senior status and permission of the instructor.* Either semester.

**CSTA 490: Speech Communication and Theater Arts Seminar.** **3 credits**  
Application of theories and techniques to practical experiences in the student's area of concentration. Research projects should reflect the academic and career interest of the student. *Prerequisites: Senior standing.* Either semester

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## ACCREDITATIONS AND AFFILIATION

### **Institutional Accreditations**

Clark Atlanta University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the Bachelor's, Master's, and Doctoral Degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia, 30033-4097 or call 404-679-4500 for questions about the accreditation of Clark Atlanta University.

Approved for listing as a United Methodist Church-related University by the University Senate General Board of Higher Education and Ministry of the United Methodist Church  
The National Collegiate Athletic Association (NCAA), Division II

### **Program Accreditations**

American Assembly of Collegiate Schools of Business (AACSB)  
Council for Accreditation of Counseling and Related Educational Programs (CACREP)  
Council on Social Work Education (CSWE)  
National Council for Accreditation of Teacher Education (NCATE)  
The Georgia Professional Standards Commission (GPSC)  
National Association of Schools of Public Affairs/Administration (NASPAA)

### **Affiliations**

American Association of Colleges for Teacher Education  
American Association of Collegiate Registrars and Admissions Officers  
American Association for Higher Education  
American Association of University Women  
American Council of Education  
Association for Institutional Research  
Association of American Colleges  
Atlanta University Center, Inc.  
College Entrance Examination Board  
Council of Graduate Schools  
Council of Historically Black Graduate Schools  
Georgia Association of Colleges  
Georgia Association of Collegiate Registrars and Admissions Officers  
Georgia Foundation of Independent Colleges  
Georgia Research Alliance  
National Accreditation Agency  
National Association for Equal Opportunity in Higher Education  
National Association of College and University Business Officers  
National Association of College Deans, Registrars and Admissions Officers  
National Association for Educational Access  
National Association of Educational Broadcasters  
National Association of Independent Colleges and Universities  
National Association of Schools and Colleges of the United Methodist Church  
National Council of Teachers of English  
National Collegiate Athletic Association  
National Collegiate Honors Council  
Southern Association of College and University Business Officers  
Southern Association of Collegiate Registrars and Admissions Officers  
Southern Association of Graduate Schools  
Southern Intercollegiate Athletic Conference  
Southern Regional Honors Council  
United Negro College Fund  
University Center in Georgia  
University Senate of the United Methodist Church

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