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USC LANCASTER

Welcome to the USC Lancaster Academic Bulletin

The USC Lancaster Academic Bulletin is the official document of record concerning academic programs and regulations.

This bulletin is for information purposes only and does not constitute any contractual agreement between a student and the University of South Carolina. The University reserves the right to make changes in curricula, degree requirements, course offerings, or academic regulations at any time when, in the judgment of the faculty, the president, or the Board of Trustees, such changes are in the best interest of the students and the University.

Bulletin Updates and Corrections

Noncurricular information (i.e., faculty listings, contact information, college or departmental descriptive text) can be updated by contacting the Office of the University Registrar (bulletin@sc.edu) on the Columbia Campus. Any material pertaining to course descriptions or curriculum changes must have the approval of the Faculty Senate, Graduate Council, Board of Trustees, and/or S.C. Commission on Higher Education before it can be published in the bulletins.

Printing Portions of the Online Bulletins

The academic bulletins are available online only. However, you may produce hard copy of any portion or all of an online bulletin using your local printer.

Additional Information

Registration at the University of South Carolina assumes the students' acceptance of all published regulations, including both those which appear in this document and all others as applicable in any official announcement

The University has established procedures to certify that all classroom activities are conducted by individuals with spoken and written proficiency in the English language at a suitable level. Student complaints concerning the English proficiency of an individual with classroom responsibilities should follow the grievance procedures available from the Office of the Provost on the Columbia campus.

The University of South Carolina provides equal opportunity in education and employment for all qualified persons regardless of race, color, religion, sex, national origin, age, disability, or veteran status. The University of South Carolina has designated as the ADA Title II, Section 504 and Title IX coordinator the Executive Assistant to the President for Equal Opportunity Programs. The Office of the Executive Assistant to the President for Equal Opportunity Programs is located in:

Suite 805
1600 Hampton St.
Columbia, South Carolina
telephone 803-777-3854

THE UNIVERSITY

USC System Mission Statement

Approved by the Board of Trustees- October 11, 2019

Next Board of Trustees Scheduled Review- January 2023

The primary mission of the University of South Carolina System is the education of the state's diverse citizens through teaching, research, creative activity, and community engagement. This public university system serves students from its flagship Columbia campus, three comprehensive universities (Aiken, Beaufort, and Upstate), and four regional Palmetto College campuses (Lancaster, Salkehatchie, Sumter, and Union).

The University of South Carolina System offers degree programs at the associate's, bachelor's, master's, and doctoral levels. Through classroom and laboratory instruction delivered in a variety of face-to-face and distance learning formats and modalities, degree programs are offered in the following areas: arts and sciences; business; education; engineering and computing; hospitality, retail, and sport management; information and communications; law; medicine; music; nursing; pharmacy; public health; and social work.

With a flagship campus recognized by the Carnegie Foundation as a top research and community engaged institution and nationally ranked in start-up businesses, and an eight-campus system that confers nearly 40% of all bachelor's and graduate degrees awarded at public institutions in South Carolina, the university has a profound relevance, reach, and impact on the people of the state. The University of South Carolina System provides all students with the highest-quality education, including the knowledge, skills, and values necessary for success and responsible citizenship in a complex and changing world through engagement in nationally and internationally ranked research, scholarship, service, and artistic creation.

USC Lancaster Mission Statement

Approved by the Board of Trustees- October 11, 2019

Next Board of Trustees Scheduled Review- January 2023

The Lancaster regional Palmetto College campus is a branch campus of the University of South Carolina Columbia. Lancaster has as its mission to provide higher education and intellectual leadership to its service area. At the heart of this mission is a teaching faculty of high quality dedicated to excellence in instruction, scholarship, public and professional service, and creative endeavor which enrich the classroom experience. The Lancaster regional Palmetto College campus offers a varied curriculum grounded in the liberal arts and focused on preparing students to continue their education in the University of South Carolina System and throughout life.

The Lancaster regional Palmetto College campus recruits students prepared to succeed in completing a baccalaureate-level education. While the institution does not offer remedial instruction, it is nonetheless able to admit most students who apply due to the close working relationship between students and faculty. The Lancaster regional Palmetto College campus was established to encourage higher education in the counties of Chester, Chesterfield, Fairfield, Kershaw, Lancaster, and York. The original design of the institution incorporated a flexibility that has allowed

changes in institutional capability with increasing educational demands of constituents.

Through classroom and laboratory instruction delivered in a variety of face-to-face and distance learning formats and modalities, the institution awards the Associate in Arts and Associate in Science degrees and provides for the completion of selected bachelor's degrees on campus through cooperative agreements and delivery structures with other University of South Carolina System institutions. The Lancaster regional Palmetto College campus also provides general education and upper division coursework applicable to baccalaureate degree programs offered through colleges and universities nationwide. In addition to academic coursework, the mission of the campus includes noncredit courses, seminars, and workshops made available to the community for cultural enrichment and professional development.

The traditions of cultural diversity and freedom of thought are valued at the Lancaster regional Palmetto College campus. In a learning environment that develops respect for racial, geographical, intellectual, and economic diversity and an awareness of individual, societal, and global responsibilities, Lancaster promotes courses, activities, and attitudes which influence the life of the mind in men and women and instills in them a thirst to continue learning throughout life.

The Lancaster regional Palmetto College campus emphasizes the development of the whole person and especially seeks to foster in students the disciplines essential to an educated citizenry. Core competencies, including the ability to communicate through effective writing and articulate speech; computational and quantitative mastery; creative and critical thinking; and the duties of citizenship are strategically integrated within the curriculum. Classroom experiences, student activities, and physical education programs also provide opportunities for cultural enrichment, leadership development, intellectual growth and interpersonal relationships, all contributing to a sense of self-reliance and a joy of learning.

Accreditation

The University of South Carolina Columbia is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate, baccalaureate, master's, and doctoral degrees. The regional Palmetto College campuses (Lancaster, Salkehatchie, Sumter, and Union) are branch campuses of the University of South Carolina Columbia; the branch campuses' accreditation is dependent on the continued accreditation of the University of South Carolina Columbia. Questions about the accreditation of the University of South Carolina Columbia may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, by calling 404-679-4500, or by using information available on SACSCOC's website (www.sacscoc.org) (<https://nam02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.sacscoc.org%2F&data=05%7C01%7CPECKLER%40email.sc.edu%7Cce94f195c22542c4ee1f08dab13e5a31%7C4b2a4b19d135420e8bb2b1cd23899%7C0%7C0%7C638017178606752932%7CUnknown%7CTWFpbGZsb3d8eyJWljiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IkhWwiLCJ3000%7C%7C%7C&sdata=LTQqz4sYY4SG09LZDcnGxvNTYU7AysmJABMBYeAV63w%3D&reserved=0>).

USC System Officers

Michael Amiridis, *President*

Donna Arnett, *Executive Vice President for Academic Affairs and Provost*

Ed Walton, *Executive Vice President for Administration and Chief Financial Officer*

Larry Thomas, *Vice President for Communications*

Michelle Dodenhoff, *Vice President for Development*

Julian R. Williams, *Vice President for Diversity, Equity and Inclusion*

Caroline Agardy, *Vice President for Human Resources*

Doug Foster, *Vice President for Information Technology and Chief Information Officer*

Julius Fridriksson, *Vice President for Research*

J. Rex Tolliver, *Vice President for Student Affairs and Academic Support*

Scott Verzyl, *Vice President for Enrollment Management and Dean of Undergraduate Admissions*

Bill Kirkland, *Executive Director of the Office of Innovation, Partnership, and Economic Engagement*

Walter "Terry" Parham, *General Counsel and Executive Director of Compliance Programs*

Ray Tanner, *Director of Athletics*

Lancaster County Commission for Higher Education

Bruce A. Brumfield, Chair

Larry Durham, Jr., Vice Chair

Lisa T. Bridges, Secretary

Jerry Williams, Treasurer

Mary Barry

Charles A. Bundy

Rosa Sansbury

Jonathan Phipps, Superintendent, Lancaster County Schools, ex officio

Walter P. Collins, III, Dean, USC Lancaster, ex officio

USC Lancaster Administration

Walter P. Collins, III, Ph.D., Dean

Kenneth Cole, B.A., Director of Financial Aid

Shana Dry, M.B.A., Director of Public Information and Office of Advancement

Buddy Faile, M.B.A., Business Manager

J. Blake Faulkenberry, B.S., Director of Information Resource Management

Patrick Lawrence, Ph.D., Director of the Academic Success and Writing Center

Todd Lekan, Ph.D., Associate Dean for Academic and Student Affairs

Butch Lucas, Director of Custodial Services/Campus Maintenance

Antonio Mackey, B.S., Campus Webmaster

Tracey Mobley-Chavous, M.A., Human Resources Specialist

Justin Pearson, M.A., Executive Director of Enrollment Management

John Rutledge, Ph.D., Director of Law Enforcement and Security

Asheley Schryer, M.S., Director of Retention and Student Success

Ryleigh Waiters, B.S., Director of Student Life

Matherline Williamson, B.A.I.S., Director of TRIO Programs

USC Lancaster Academic Support Staff

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Jennifer Blackmon, B.S., Admissions Processor, Admissions

Megan Catoe, M.Ed., Campus Registrar, Admissions

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Karin Collins, B.A., Business Coordinator, Business Office

Pam Ellis, A.S., Administrative Assistant, Academic and Student Affairs

Danelle Faulkenberry, B.A., Palmetto College Regional Admissions Representative, Admissions

Kelsey Faulkner, B.A., Admissions Processor, Admissions

Summer Harmon, B.A., Student Success Coordinator

Annette Horton, B.A., Disability Services Coordinator, Student Services

Cindy Kirk, B.S., Accounts Receivable Manager, Business Office

Antonio Mackey, B.A., Information Services Specialist III, Webmaster, Information Technology

Cheryl McKeown, Dual Enrollment Assistant, Admissions

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Caleb Morrison, B.S., Assistant Business Manager, Director of Purchasing, Business Office

Bridgett Plexico, B.S., Internship Coordinator, Academic and Student Affairs

Tyrie Rowell, B.A., Financial Aid Counselor/Student Services Coordinator, Financial Aid

Haley Sims, B.A., Admissions Counselor, Recruitment, Admissions

Kathy Waiters, A.A., Administrative Specialist, Admissions

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Li Cai, Professor, Chemistry, Ph.D., The Ohio State University

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- Thomas Holland, Lecturer, Criminal Justice, J.D., University of Arkansas School of Law
- Lisa Hammond, Professor, English, Ph.D., University of Alabama
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- Claudia Heinemann-Priest, Instructor, English, M.A., University of South Carolina, M.L.A., Winthrop University
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- David Knight, Lecturer, Journalism, M.A.T., University of South Carolina
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- Dana E. Lawrence, Associate Professor, English, Ph.D., Texas A & M University
- Nicholas Lawrence, Associate Professor, English, Ph.D., Texas A & M University
- Patrick Lawrence, Associate Professor, English, Ph.D., University of Connecticut
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- Tracey Mobley-Chavous, Lecturer, University 101, M.A., Webster University
- Erin Moon-Kelly, Lecturer, Music, M.M., Converse College
- Angela Neal, Associate Professor, Psychology, Ph.D., University of New Hampshire
- Udayamurthy Neelakantan, Microbiology, M.S., University of North Carolina at Charlotte
- Bruce G. Nims, Distinguished Professor Emeritus, English, Ph.D., University of Florida
- Sandra Ovalles, Lecturer, Spanish, M.A., Winthrop University
- Allen Pangburn, Senior Instructor, Mathematics, Ed.D., University of South Carolina
- Phillip T. Parker, Senior Instructor, Business/Finance, C.P.A., M. of Accountancy, University of South Carolina
- Ryan Payne, Lecturer, Criminal Justice, J.D., University of South Carolina
- Christy Penegar-Tucker, Lecturer, Physical Education, B.S., Winthrop University
- Suzanne Penuel, Associate Professor, English, Ph.D., University of Texas at Austin
- Babette Protz, Instructor, Criminal Justice, M.S., University of North Carolina at Charlotte
- Kim Richardson, Associate Professor, History, Ph.D., Texas Tech University
- William F. Riner Jr., Distinguished Professor Emeritus, Exercise Science, Ph.D., University of Illinois
- David Roberts, Associate Professor, Philosophy, Ph.D., Southern Illinois University at Carbondale
- John E. Rutledge, Instructor, Criminal Justice, Ph.D., Capella University
- Todd Scarlett, Associate Professor, Zoology, Ph.D., Washington State University
- Peter Seipel, Assistant Professor, Philosophy, Ph.D., Fordham University
- Sarah Sellhorst, Professor, Exercise Science, Ph.D., University of Pittsburgh
- Mike Sherrill, Instructor, Finance, M.B.A., University of South Carolina
- Anne H. Small, Lecturer, Physical Education, B.S., University of South Carolina
- Nahid Swails, Assistant Professor, Physics, Ph.D., University of South Carolina
- Suzette Taylor, Instructor, Nursing, M.S.N., Walden University
- Brittany Taylor-Driggers, Assistant Professor, Art, MFA, Union Institute and University
- Keli L. Thomas, Lecturer, Physical Education, B.S., University of South Carolina
- Lauren Thomas, Lecturer, Health Promotion, Education and Behavior, M.P.H., University of South Carolina
- Richard Van Hall, Professor, History, Ph.D., University of South Carolina
- L. Brooks Walker, Lecturer, Music, Ph.D., Erskine Theological Seminary
- Dominique Waller, Lecturer, University 101, M.S., South Carolina State University
- Scott Whaley, Lecturer, Psychology, Ph.D., Northcentral University
- Tania Wolochwianski, Senior Instructor, Foreign Languages, M.A., University of North Carolina at Charlotte
- Jerrod H. Yarosh, Assistant Professor, Sociology, Ph.D., Oklahoma State University
- Andy Yingst, Associate Professor, Mathematics, Ph.D., University of North Texas

Carolinian Creed

The community of scholars at the University of South Carolina is dedicated to personal and academic excellence.

Choosing to join the community obligates each member to a code of civilized behavior.

As a Carolinian...

I will practice personal and academic integrity;

I will respect the dignity of all persons;

I will respect the rights and property of others;
 I will discourage bigotry, while striving to learn from differences in people, ideas and opinions;
 I will demonstrate concern for others, their feelings, and their need for conditions which support their work and development.
 Allegiance to these ideals requires each Carolinian to refrain from and discourage behaviors which threaten the freedom and respect every individual deserves.

Programs and Services

To accomplish its mission, USC Lancaster provides the following programs and services and will develop additional programs to serve the growing need for university education in the region:

- at least the first two years of most University of South Carolina baccalaureate programs
- Opportunity Scholars Program for first-generation college students
- the Associate of Arts and Associate of Science degrees and career-oriented associate's degree programs in the fields of business, criminal justice, and nursing
- Bachelor of Arts in Liberal Studies and Bachelor of Arts in Organizational Leadership offered through the Palmetto College and Bachelor of Science in Nursing offered through the College of Nursing, USC Columbia
- academic advisement, career and personal counseling, an academic success center, and extracurricular activities
- a library collection including a government documents division and services to support academic offerings and to serve the community
- extensive health-fitness programs and recreational offerings at the Gregory Family YMCA
- continuing education and public service through health-related activities, lectures, cultural events, conferences, workshops, short courses, televised instruction, and faculty assistance
- Upward Bound opportunities for area high-school students.

In serving the region, USC Lancaster is also committed to providing a number of special opportunities for students and members of the community.

- For academically gifted and talented students the campus provides academic scholarships, a college honors program, and college-credit courses at selected area high schools.
- For underprepared students who wish to pursue university study, tutoring through the Academic Success Center is provided.

The University of South Carolina Lancaster is dedicated to providing a student-centered university education that will contribute to the enlightenment and productivity of citizens in our region.

Physical Facilities

USC Lancaster's physical facilities house classrooms, faculty and administrative offices, laboratories, auditoriums, an academic success center, computer labs, extensive athletic facilities, a campus bookstore, a library with online database research capabilities and a government documents collection.

Hubbard Hall

Opened in 1965, Hubbard Hall originally housed the entire campus operation. It is now the home of several administrative offices, a gallery,

the computer labs, nursing labs, an art lab, the public relations office, and faculty offices.

Starr Hall

The second building constructed, Starr Hall, the Office of Academic and Student Affairs, the Office of Admissions and Records, the Office of Financial Aid, the Business Office, the Office of Counseling and Disability Services, a bookstore and campus shop and the Student Center.

Medford Library

Medford Library houses the print and audiovisual collections of USC Lancaster and has provided space for classrooms, the Academic Success Center, multimedia lab, TRIO Programs, and academic offices.

Gregory Family YMCA

The Gregory Health and Wellness Center provides students access to a state-of-the-art fitness facility. The center contains a gymnasium that can accommodate basketball and volleyball, an indoor walking/jogging track, a 25-meter pool, racquetball/handball courts, and a free-weight room. Also within the center is the Khoury Health Fitness Area, containing Nautilus equipment for resistance training as well as recumbent and upright bikes, elliptical trainers, step trainers, and treadmills for cardiovascular training. The cardiovascular area is equipped with CARDIOTHEATER audio/video service. Exercise physiologists are available to help students establish exercise programs.

Adjacent to the center is the J.P. Richards Recreation Complex, providing tennis courts.

James Bradley Arts and Sciences Building

The James Bradley Arts and Sciences Building, includes a 400-seat auditorium, a banquet/conference area, classrooms, and science and art labs. Several multimedia classrooms are also available in the facility.

Carole Ray Dowling Building

The Carole Ray Dowling Building houses large meeting space, the exercise science lab, and the USC Lancaster Athletics Program administrative offices and workout facilities.

Founders Hall

Open in Fall of 2014, Founders Hall is a LEED an internationally recognized green certification. Founders Hall houses faculty offices, seminar rooms, classrooms, art studio, and outdoor classroom.

Native American Studies Center

Established in August of 2012, this comprehensive center for the study of South Carolina's Native American peoples, their histories, and their cultures offers visitors the opportunity to view the single largest collection of Catawba Indian pottery in existence; study primary and secondary texts on Native Americans in the Southeast; participate in educational classes and programs; and observe archaeology, language, and folklore and oral history labs.

Indian Land Location

USC Lancaster's Indian Land Location is the preeminent provider of non-technical higher education opportunities in the dynamic and growing panhandle region of Lancaster County. The Indian Land Location will serve all students including dual credit and senior citizens in Indian Land and surrounding communities. Likewise, the location hopes to better serve the growing retired population residing in the northern end

of Lancaster County. Courses are taught in the Indian Land High School building.

Institutional Services

Various campus offices and centers provide a full range of academic, personal, and recreational opportunities designed to meet the needs of both current and future students.

Medford Library

Medford Library supports the curricular, scholarly, and pedagogical needs of USCL students, faculty, and staff. The library is also open to the public (high-school age and above). The library's collections are accessible via an online catalog; our resources include print and electronic books, government publications, audio-visual items (CDs and DVDs), and periodicals (newspapers and magazines). We also have technology support items, classroom support items, clinical simulation support items, selected games, and more available for check-out to USCL affiliates via our Library of Things service.

Most library materials circulate for a loan period of three weeks; fines of 25 cents per day per book apply to overdue materials. Reference materials and periodicals may be used only in the library. Library of Things items are loaned for three-hour periods with an overdue fine of \$1/hour. Resources that Medford Library does not own may be requested by USCL students, faculty, or staff through the library's online Interlibrary Loan service (ILL Express!).

Medford Library offers access to over 100 electronic databases, which are provided through the state-wide academic library consortium PASCAL and via DISCUS. Open access portals are also included in our electronic database offerings. Databases can be accessed on-or off-campus with valid USCL credentials. Other services provided by Medford Library include:

- Course Reserves
- Research Consultations
- Information Literacy Instruction
- Lancer Scholar Square (online repository of USCL affiliates' scholarship and research)
- Community User borrowing services
- PASCAL Delivers (book delivery service)
- Scanning (to USCL affiliates only)
- Community User computer stations

Copier, printing, and faxing services are also available for a nominal fee.

Medford Library offers several spaces that promote campus/community engagement and study:

- Five group study rooms
- Conference room with large-screen monitor and mobile device-enabled ports
- Computer lab
- Quiet reading room
- Individual study carrels
- Personal study seating
- Group study spaces
- Quiet study zone
- Comfortable seating

Medford Library hosts programs and events throughout the year, from themed exhibits and film screenings to makerspaces and more. Check the library's website for program calendars or follow the library's social media accounts on Instagram and Facebook (@usclmedford). For more information about Medford Library, visit us on campus or online.

Student Center

Located in Starr Hall, the student lounge provides a comfortable setting for relaxation between classes. Vending machine products are available. Firestick TV, and recreational games provide diversion and friendly competition.

The Student Government Office

Located in Starr Hall, the Student Government Association's (SGA) elected and appointed members meet on a regular basis to discuss student issues. SGA members also serve on a number of University committees.

Follett Bookstore

In addition to offering new and used textbooks, the USCL Campus Shop provides many other services. Gamecock and USC Lancaster shirts, jerseys, jackets, decals, school supplies, and many other items are available. Dissecting kits, laboratory aprons, and other academic items are offered along with a wide array of gift items in all price ranges.

Counseling and Career Services

Counselors at USC Lancaster provide academic, career, and personal counseling. A variety of services are offered:

- assessment of and response to student needs
- evaluation and selection of academic program(s)
- evaluation and selection of career(s)
- evaluation of and response to academic and personal concerns
- computerized assessment of interests, personality, values.
- computerized career information
- confidential and individualized appointments.
- assessment of and response to academic needs of students with disabilities

Internship Coordinator

Assists faculty and students in discovering, initiating, and implementing internships for academic credit or without academic credit.

Corporate Partnership and Engagement

This director serves as liaison between the campus and the corporate, business, and industry sector of our region for consultations, professional development, and information/idea exchange.

Disability Services

The Office of Disability Services (ODS) operates under the provisions of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Any student who prefers to be registered as a student with a disability must be registered with the Office of Disability Services. Disability status is not retroactive; therefore the University does not recognize an individual as someone with a disability during a time period in which he/she was not registered with the Office of Disability Services. Because disability status is not retroactive, it is important for any disabled student who prefers to register as a student with a disability to register for these services prior to his/her

first semester of attendance. Required documentation is necessary for registration and accommodations, and the timeliness of registration is dependent upon the speed at which Disability Services is provided with the required documentation. Students can only register with disability services after they are admitted to the University.

The Office of Disability Services will make every effort to provide reasonable accommodations for qualified students with disabilities; however, registration as a student with a disability does not automatically guarantee accommodations. Accommodations are approved with appropriate documentation on a case by case basis.

In order to register as a student with a disability and apply for accommodations, students must first complete the "USC Lancaster Disability Services Office Request for Services" form. Students must also provide documentation of their disability to the Office of Disability Services. Documentation requirements are specific to the disability, but in general documentation must be from a physician, licensed psychologist, or other person(s) licensed to make the appropriate diagnosis. Guidelines for documentation are provided by the ODS. These guidelines are used to determine whether a student is eligible to register as a student with a disability and also to determine what accommodations, if any, will be made based on the disability and its impact on the student's major life functions. Documentation requirements, as well as the Online Disability Services Request for Services form, can be accessed at the Disability Services page on USC Lancaster's website. In order to ensure that you obtain the specific documentation required, the Office of Disability Services recommends that you print the online guidelines and present them to the qualified professional providing your documentation. Students who have accessibility concerns with the online registration links should contact the Office of Disability Services at 313-7448 or visit Starr Hall 125a for assistance. Students may also e-mail the office at lancods@mailbox.sc.edu.

For a complete list of policies regarding disability services at USC Lancaster, you may refer to the Disability Services website (<http://usclancaster.sc.edu/academics/Disability.pdf>).

Laboratories

Science and engineering majors will find the latest equipment at the Lancaster campus. The campus has well-equipped astronomy, biology, chemistry, and physics labs. Equipment includes a double beam recording U.V.-visible spectrophotometer, dual column gas chromatograph, Columa chromatography apparatus with fraction collector, double-beam infrared spectro photometer, preparative polyacrylamide gel electrophoresis, analytical polyacrylamide gel electrophoresis, cellulose acetate strip electrophoresis, high-pressure liquid chromatography apparatus, fluorimeter, Warburg respirometer, polarimeter, refrigerated superspeed centrifuge polarimeter, refractometer, freeze drying apparatus, sonic dismembrator, Orion ion meter, Wild M-20 research microscope (equipped for bright field, dark field, phase contrast, immuno fluorescence, and photomicrography), helium-neon gas laser, 10-inch Newtonian reflecting telescope, Millikan oil droplet apparatus, and E/M apparatus. General chemistry labs are taught using the Vernier Lab Pro and TI 83-plus calculators.

Academic Centers

The Academic Success Center offers special tutoring and self-study services in a number of disciplines for all students who wish to improve their academic performance. Computer facilities are available for USC Lancaster students outside of regular class meetings. Writing assistants in the Writing Center are available to help students with their papers.

Special Opportunities

Evening Program

For the benefit of those whose schedules make morning attendance impossible or impractical, USC Lancaster offers numerous courses in the late afternoon and evening. Some 16-week courses are offered in those academic areas where skill development requires substantial time and practice. All other courses are offered as part of the two eight-week sessions offered every semester. Most eight-week classes run from 5:30 to 8 p.m. or from 8:15 to 10:45 p.m. two evenings a week. Sixteen-week evening classes follow the same format as day sections.

Off-Campus Classes

USC Lancaster High School Dual Enrollment Program offers two dual-credit programs taught on-site in high schools. The first is a cooperative effort between USC Lancaster professors and high school teachers to offer courses which are customized for each school with rigorous emphasis on quality control. In the second program, faculty members travel from the Lancaster campus or may come from the communities where the courses are taught to deliver the course. These programs are based on instructor availability and are conducted in strict compliance with USC guidelines.

Learning

The Office of Distributed Learning coordinates for various academic units courses offered with the assistance of technology. Courses are offered each fall, spring, and summer semester. Information about course offerings is available at www.sc.edu/uis/de. Students interested in courses offered through distance education must be admitted through undergraduate admissions or The Graduate School of the University. All courses meet the same University standards of prerequisites, sequence, etc., that are required in residence work and are subject to the same academic regulations. For further information, contact the Office of Distributed Learning, 1716 College Street, 803-777-7210, fax, 803-777-6264.

University 101

University 101 is a three-hour seminar course, open for credit only to freshmen and to other undergraduate students in their first semester at USC Columbia (i.e., transfer students). This course provides an introduction to the nature and importance of university education and a general orientation to the functions and resources of the University.

The course helps new students adjust to the University, develop a better understanding of the learning process, and acquire essential academic survival skills. It also provides students a support group in a critical year by examining problems common to the new-student experience. Extensive reading and writing assignments relevant to the student's college experience are required.

Organized in small groups of 20-25 students, University 101 is taught by faculty members and administrative personnel who have a special interest in working with new students. The course may be taken as part of a student's regular load or as an overload. Course credit is awarded on a letter-grade basis. Credit is applicable as elective credit toward almost all baccalaureate degrees offered by the University.

Baccalaureate Degree Course Work

The Lancaster campus of the University of South Carolina offers courses that may be applied toward baccalaureate degrees offered by other institutions. Students may choose from a number of major fields of study.

For a complete list of academic programs offered at USC Lancaster, see "Academic Program". Students can also complete the Bachelor of Arts in Liberal Studies, Bachelor of Arts in Organizational Leadership (through Palmetto Programs, USC Columbia) and the Bachelor of Science in Nursing (through a partnership with the College of Nursing, USC Columbia).

The University of South Carolina provides equal opportunity in education and employment for all qualified persons regardless of race, color, religion, sex, national origin, age, disability, or veteran status. The University of South Carolina has designated as the ADA Title II, Section 504 and Title IX coordinator the Executive Assistant to the President for Equal Opportunity Programs. The Office of the Executive Assistant to the President for Equal Opportunity Programs is located in:

Suite 805
1600 Hampton Street
Columbia, South Carolina
telephone 803-777-3854

ADMISSIONS

General Information

The University of South Carolina Lancaster strives to provide an opportunity to any student who shows promise of successfully completing a college education. This determination is made by reviewing the student's official high school transcript, college transcript, and if applicable standardized test scores. The University encourages all qualified persons to apply. Equal educational opportunities are offered to students regardless of race, sex, religion, color, or national origin.

An online admission application along with required documents (i.e. official transcript(s) and test scores) must be submitted before a decision can be rendered. If a student is admissible based on required CHE coursework, GPA, and standardized test scores, an official notification of provisional acceptance will be issued by mail from the Office of Admissions and Records. Before a person can receive final admittance and register for classes, additional paperwork and/or documents must be provided for final review. All credentials required by University policy must be received by the admissions office, which has responsibility for evaluation of credentials for the purpose of admission.

Online Applications must be accompanied by a nonrefundable application fee specified on the application for admission. The Online Application can be found here (https://sc.edu/about/system_and_campuses/lancaster/apply/) or at www.usclancaster.sc.edu (https://sc.edu/about/system_and_campuses/lancaster/) and click apply. Senior citizens (60 years of age) can obtain a one-page paper application from the Office of Admissions and Records located in Starr Hall 123.

Applications cannot be submitted more than one year in advance of the anticipated date of enrollment. The number of students admitted and enrolled in any semester will be determined by the capacity of the institution to provide for the educational and other needs of the students, and by budgetary or other appropriate considerations. Admissions policies and procedures are subject to continuous review by the Executive Director of Enrollment Management, Admissions Staff and the Admissions, Petitions, and Grade Change Committee, and may be changed without notice.

The University reserves the right to place conditions on the admission of any student. In the event such action is taken, the conditions will be clearly explained in the acceptance letter.

Proof of immunity to measles, mumps and rubella (MMR) is required before a student will be allowed to enroll in on campus classes at the University of South Carolina Lancaster. The meningitis vaccine is recommended for all first-year students (entering freshmen 24 years of age and younger). If you decline the meningitis vaccine, your signature and date are required on a meningitis vaccine waiver form. A parent's signature is required for students less than 18 years of age.

Individual campus visits may be scheduled online at Campus Tour Request (https://www.sc.edu/about/system_and_campuses/lancaster/apply/campus_tour_request/). All individual tour requests must be done online. Group visits (10 or more) must be scheduled through the Executive Director of Enrollment Management at (803) 313-7073 or uscladms@mailbox.sc.edu.

Freshman Admission

A freshman applicant is an individual who has not attended a regionally accredited college or university following high school graduation. Applicants who attended a college or university prior to high school graduation must enroll as freshmen and submit official transcripts of all attempted courses.

Requirements

Freshman applicants must have either a high school diploma from a regionally accredited association or its equivalent (GED) prior to enrolling. Accepted applicants must submit senior grades and a verification of graduation as soon as they are available. Applicants who did not graduate from high school must submit a copy of a GED certificate or satisfactory GED test scores.

Freshman Applicants Must Submit:

- Completed Application for Admission & Application Fee
- Official High School Transcript or GED Test Scores

Current transcripts should be submitted at the time of application. If applicable, final transcripts must be submitted following high school graduation.

Validating High School Completion Documents

High school and GED transcripts are considered official when received directly from a high school or recognized educational agency. In the event there are concerns about the validity of a transcript received, the Admissions Office will contact the appropriate entity to verify the validity of the document(s) and determine whether they are acceptable. If there are concerns about the accreditation of the school or agency providing the transcript(s), the Admissions Office will utilize official State or U.S. Department of Education agency resources for verification.

College Preparatory Course Prerequisite Requirements

High School transcripts for freshman applicants must show completion of the College Preparatory Curriculum (https://che.sc.gov/sites/che/files/Documents/Institutions%20and%20Educators/Policy%20Program%20Etc/Policies/College_Preparatory_Course_Prerequisite_Requirements_Fall_2019.pdf), which includes 20 units of the following academic subjects:

- **FOUR UNITS OF ENGLISH:** All four units must have strong reading (including works of fiction and non-fiction), writing, communicating, and researching components. It is strongly recommended that students take two units that are literature based, including American, British, and World Literature.
- **FOUR UNITS OF MATHEMATICS:** These units must include Algebra I, Algebra II, and Geometry. A fourth higher-level mathematics unit should be taken before or during the senior year.
- **THREE UNITS OF LABORATORY SCIENCE:** Two units must be taken in two different fields of the physical, earth, or life sciences and selected from among biology, chemistry, physics, or earth science. The third unit may be from the same field as one of the first two units (biology, chemistry, physics, or earth science) or from any laboratory science for which biology, chemistry, physics and/or earth science is a prerequisite. Courses in general or introductory science for which one of these four units is not a prerequisite will not meet this requirement. It's strongly recommended that students desiring to pursue careers in science, mathematics, engineering or technology take one course in all four fields: biology, chemistry, physics, and earth science.

- **TWO UNITS OF THE SAME WORLD LANGUAGE:** Two units with a heavy emphasis on language acquisition.
- **THREE UNITS OF SOCIAL SCIENCE:** One unit of U.S. History, a half unit of Economics, and a half unit of Government are required. World History or Geography is strongly recommended.
- **ONE UNIT OF FINE ARTS:** One unit in appreciation of, history of, or performance in one of the fine arts. This unit should be selected from among media/digital arts, dance, music, theater, or visual and spatial arts.
- **ONE UNIT OF PHYSICAL EDUCATION OR ROTC:** One unit of physical education to include one semester of personal fitness and another semester in lifetime fitness. Exemption applies to students enrolled in Junior ROTC and for students exempted because of physical disability or for religious reasons.
- **TWO UNITS OF ELECTIVES:** Two units must be taken as electives. A college preparatory course in Computer Science (i.e., one involving significant programming content, not simply keyboarding or using applications) is strongly recommended for this elective. Other acceptable electives include college preparatory courses in English; fine arts; foreign languages; social science; humanities; mathematics; physical education; and laboratory science (courses for which biology, chemistry, physics, or earth science is a prerequisite).

Total: 20

Important Notes:

- Applicants must complete additional units to meet or exceed state and local high school graduation requirements. In choosing these electives, students should consider the recommendations given in the preceding listing for specific prospective majors.
- Applicants must have a 2.0 GPA (4.0 scale) or higher for admission. Applicants with a GPA less than 2.0 or with missing College Preparatory Course Prerequisite Requirements will be reviewed by the designated admissions committee for a determination on admission to the institution.
- Standardized test scores (e.g., ACT, SAT) are not required for admission but may be submitted or requested if pertinent for scholarship or other committee review.
- Students admitted with 'in-progress' transcripts (i.e., prior to high school graduation) cannot register for subsequent semesters until all final documents are received.
- Applicants can update their start term within 365 days of submission.

Freshman applicants are encouraged to apply 6-12 months prior to the term for which they seek admission. However, applications for admission will be accepted and reviewed year-round.

Other Admissions Opportunities

CAP Students

The Conditional Admission Program (CAP) is a special admissions program open to students who do not meet the regular requirements for pre-baccalaureate admission as described above. Depending on their high school curriculum and/or entrance examination scores (ACT or SAT), students may still be eligible for admission through CAP. For complete details about eligibility and requirements, students should contact the Office of Admissions and Records at (803) 313-7073 or uscladms@mailbox.sc.edu. Most students in this program must complete 30 semester hours at USC Lancaster with a 2.00 GPA or higher to attend one of the USC four-year campuses.

Admission as a Nondegree Seeking Candidate

Applicants who wish to attend the University for one semester or on some limited basis may be approved to do so upon submitting a nondegree seeking application. The admissions office reserves the right to determine the proper category of admission and to determine what credentials may be required.

Special Students

This category is for part-time applicants who are not interested in earning a degree at USC. A maximum of 30 semester hours may be earned in this category. Applicants who have been officially denied admission as degree-seeking students are not eligible for admission as non-degree students. Courses completed by special students carry full University credit; however, none of the hours are applicable toward a degree until the student applies and qualifies for admission to a degree program. Usually no credentials are required if the applicant has no plan to seek a degree. Visiting or transient students are required to submit a transient permission form from their home institution that includes verification of good academic standing.

Senior Citizens

A senior citizen (age 60 or above) may be eligible to enroll in courses at USC Lancaster tuition-free, on a space available basis. In order to be eligible, a person must be admitted to the University of South Carolina Lancaster and have been a resident of South Carolina for at least 12 months. A special form documenting eligibility must be obtained from the Office of Admissions and Records.

Please note that senior citizens are responsible for all charges which are not tuition. This includes, but is not limited to, the application fee, technology fee, other applicable course fees, and purchase textbooks.

High School, Concurrent (Dual Enrollment)

High school concurrent applicants must have a High School GPA of 3.0 or higher (4.0 scale) and the recommendation of the high school principal or their designee, following the South Carolina Commission on Higher Education's Statewide Higher Education Policy for Delivery and Transferability of "Dual Enrollment" (<https://che.sc.gov/sites/che/files/Documents/Institutions%20and%20Educators/Policy%20Program%20Etc/Policies/DualEnrollmentPolicy.pdf>).

High School Concurrent Applicants Must Submit:

- Completed Application for Admission & Application Fee
- Official High School Transcripts
 - Transcripts must be current through the term of enrollment.

Important Notes:

- Standardized test scores (e.g., ACT, SAT) are not required for admission.
- Documented exceptions may be made for freshman or sophomore students at the request of the high school principal, his or her designee, or the designee of the governing school association.
- The institution may establish additional criteria for admission into courses.
- Applicants who are recommended by their school principal or designed but do not meet requirements will be reviewed by the designated admissions committee for a determination on admission to the institution.

- Enrollment eligibility is restricted to partner schools and districts. For questions about eligibility, contact the institution's dual enrollment coordinator or school guidance office.
- Applicants can update their start term within 365 days of submission.

High school concurrent applicants are encouraged to apply 6-12 months prior to the term for which they seek admission. However, applications for admission will be accepted and reviewed year-round.

Auditor

An auditor may apply as a special student (see above). **Classes that are audited at USC may not be retaken for credit towards a degree later.**

Military Special

Certification of active duty military status is required.

Persons attending the University in any of these categories will be non-degree candidates. Credit earned while attending as a non-degree candidate may be used toward a degree only after the student has applied for and been accepted into a degree program. An applicant denied admission to any degree category is not eligible for admission as a non-degree student. The period of enrollment in these categories is limited by either time or number of allowable credits. The official acceptance letter explains all enrollment restrictions for the category in question. Non-degree students are not eligible for financial aid or veteran's benefits.

Readmission of Former Students

An application for readmission must be submitted by any former student who wishes to return to the University after missing a major (fall or spring) semester. Summer sessions do not count as a major semester in this instance. Applications for readmission are available online (<http://usclancaster.sc.edu/admissions/apply.htm>) by clicking apply. **Readmission to the University and to the program in which the student was previously enrolled is not automatic.**

Students who attend the University as special students (including probationary or non-degree candidates) are not considered for "readmission" because these students were not fully admitted to the University originally. If special students wish to return to the University as degree-seeking candidates, they must apply for regular admission as freshmen or transfer students, furnishing all official transcripts and any entrance test scores which may be required.

Students who leave the University in good standing, miss one or more major semesters, and attend another institution while away must submit the application for readmission and official transcripts of all college-level work attempted during their absence from the University. Such applicants must meet the same requirements as transfer students.

A student who leaves the University on suspension must apply for readmission upon completion of the period of suspension and qualify for readmission to the major program requested. To attempt to return to the University prior to the completion of the suspension period requires:

- An application for readmission and a petition for reinstatement if a major semester has been missed; or
- A petition for reinstatement if the attempt is being made after notification of suspension but prior to missing a major semester. The petition for reinstatement is made to the Admissions, Petitions, and Grade Change Committee.

If students attend another college-level institution while suspended from the University, they must maintain a satisfactory average at that institution in order to retain the privilege of being considered for readmission at the conclusion of their suspension. **The University does not transfer credit earned during a period of suspension, but the quality of grades could affect the decision on readmission.**

Applications should be submitted before these deadlines:

- Fall term: July 1
- Fall II term: September 1
- Spring term: December 1
- Spring II term: February 1
- Summer terms: Three weeks prior to registration for the term.

Note: These deadlines are subject to change at any time.

Summer School Admission

New students entering the University for the first time in a summer term who expect to continue studying toward a degree submit only one application. They must meet all requirements for admission as degree-seeking students before the beginning of the summer term. These students should not submit a separate application for the summer term.

Summer Attendance Only

Students who wish to attend the University for the summer only should refer to the "Admission as a Non-degree Seeking Candidate" paragraph included in this section. Students enrolled in degree programs at another college or university who wish to take summer courses at USC as transients should seek written approval to take specific courses from a dean or department chair at their home institution.

Transfer Admission

A transfer applicant is an individual who has attended another regionally accredited college or university following graduation of high school or completion of a GED.

Requirements

Transfer applicants must have a Cumulative GPA of 2.0 or higher (4.0 scale). If fewer than 30 semester hours (45 quarter hours) of college-level work have been attempted, the applicant must also meet freshman admission requirements.

Transfer Applicants Must Submit:

- Completed Application for Admission & Application Fee
- Official Transcripts
- Transcripts from all regionally accredited colleges and universities attended are required.
- Transcripts with in-progress work will not be accepted.
- If less than 30 semester hours (45 quarter hours) of college-level work were attempted, official high school transcripts or GED test scores are also required.

Important Notes:

- A transfer grade point average is calculated using all credits attempted and all grades earned on college-level courses at regionally accredited institutions outside the USC System.

- Applicants with a GPA less than 2.0 (4.0 scale) will be reviewed by the designated admissions committee for a determination on admission to the institution.
- Applicants can update their start term within 365 days of submission.

Transfer applicants are encouraged to apply 6-12 months prior to the term for which they seek admission. However, applications for admission will be accepted and reviewed year-round.

Evaluation of Transfer Credits

Transfer credits to USC must be from regionally accredited institutions for academic courses completed with grades of C- or better. Applicability of credits toward a particular degree is determined by the degree program in which the student enrolls. The number of credits acceptable to the University and the number which may apply toward a particular degree may differ.

Original records are required for courses exempted at a previous college. Exemption credit or acceptance of transfer credit by another college has no bearing on the evaluation of transfer credit at the University of South Carolina.

Students transferring to the University from another college or university must, before enrolling in class at the University, have their transcripts evaluated by the University. It is only in the light of such evaluation that students will know definitively the transferability and equivalency of each transfer course.

Transferability refers to the conditions under which the University accepts credit for inclusion in the student's record. Transfer courses must have been taken at a regionally accredited post-secondary institution, or, if taken at a foreign post-secondary institution, have been recommended by a NACES - member external evaluation service. Coursework classified as remedial by the University will appear on the student's record, but will not be used to determine admission eligibility or a transfer GPA. Exceptions to this rule may be made by the Office of the Registrar when state scholarship eligibility rules require inclusion.

Equivalency entails equating transfer credit, both in hours and content, to University of South Carolina coursework. The Registrar's Office works with USC colleges and schools to coordinate the process of transfer evaluation to equate transfer courses directly to courses in the USC course catalog; to subject codes which represent subjects not offered at USC ; or to subject codes that identify courses as remedial/technical/non-accredited coursework.

Applicability of credit toward a degree refers to the prerogative of academic divisions to count specific credit toward the fulfillment of a student's degree requirements. The student's college, school or campus of enrollment is responsible for determining applicability.

However, a transfer course is generally not applicable towards any University of South Carolina academic program or degree if:

- The transfer course was occupational or technical in nature (examples: welding, paralegal, radiography courses).
- The transfer course was essentially remedial in nature (example: Developmental English).
- A grade lower than 2.0 on a 4 point scale, or equivalent, was earned in the transfer course.
- The transfer course was taken by a degree-seeking University of South Carolina student without prior approval as described in the Earning Credit in Transient Status section of this bulletin.

- The transfer course was taken while a student was on an academic suspension from a University of South Carolina campus.
- The student received any grade other than W in an equivalent course at this university, unless the student was enrolled full-time at least one year at the transfer institution.

Exceptions to this rule may be made only by the designated academic official(s) on the campus where the student is majoring and only in specific cases where such courses are judged to be uniquely relevant to the student's degree program.

A maximum of 76 semester hours may be transferred for degree credit from a junior college or two-year institution which is accredited by a regional association such as the Southern Association of Colleges and Schools.

A maximum of 30 semester hours of credit by correspondence and credit awarded for educational experiences in the military may be applied toward meeting the requirements for a baccalaureate degree. The 30 semester hours of credit which may be awarded for educational experiences in the military should be in accordance with recommendations published by the American Council on Education and be consistent with University policy on the transfer of credit but will only be applied to a degree program upon the approval of the dean of the college or campus from which the degree is to be awarded.

Veteran students may receive credit toward graduation for training received under many of the armed forces college training programs. University credit also may be given for specialized and technical training done under the auspices of the armed forces and for courses taken through the United States Armed Forces Institute/DANTES. This training may be accepted by the University for credit only if it is at the college level, if it is approved by the University, and if it is appropriate to the particular University course of study in which the student enrolls. Armed forces training will not be evaluated until the applicant has been accepted for admission; however, credentials should be submitted with the admission application. No credit is given for high-school or college-level GED tests.

(Information regarding educational benefits to veterans and the children of deceased or disabled veterans may be found in the section on financial aid. Additional information for veterans is available from the Office of Financial Aid, University of South Carolina Lancaster.)

A maximum of 30 semester hours of credit earned while classified as a non-degree special student at the University may be applied toward meeting the requirements for a baccalaureate degree.

A student planning to pursue work at other institutions or through correspondence must complete this work before attaining senior classification (90 semester hours).

Courses completed at any institution while the student is suspended by the University will not be accepted toward a degree at USC, but may be used to evaluate a student's eligibility for readmission.

Transfer: State Policy and Procedures Background

Section 10-C of the South Carolina School-to-Work Transition Act (1994) stipulated that the Council of College and University Presidents and the State Board for Technical and Comprehensive Education, operating through the Commission on Higher Education, develop better articulation of associate and baccalaureate degree programs. To comply

with this requirement, the commission upon the advice of the Council of Presidents established a Transfer Articulation Policy Committee composed of four-year institutions' vice presidents for academic affairs and the Associate Director for Instruction of the State Board for Technical and Comprehensive Education. The principal outcomes derived from the work of that committee and accepted by the Commission on Higher Education on July 6, 1995, were:

- An expanded list of 86 courses which transfer to four-year public institutions of South Carolina from the two-year public institutions;
- A statewide policy document on good practices in transfer to be followed by all public institutions of higher education in the State of South Carolina, which was accepted in principle by the Advisory Committee on Academic Programs and the commission;
- Six task forces on statewide transfer agreements, each based in a discipline or broad area of the baccalaureate curriculum.

In 1995 the General Assembly passed Act 137 which stipulated further that the South Carolina Commission on Higher Education "notwithstanding any other provision of law to the contrary, shall have the following additional duties and functions with regard to the various public institutions of higher education." These duties and responsibilities include the commission's responsibility "to establish procedures for the transferability of courses at the undergraduate level between two-year and four-year institutions or schools." This same provision is repeated in the legislation developed from the Report of the Joint Legislative Study Committee.

Act 137 directed the commission to adopt the following procedures for the transfer of courses from all two-year public to all four-year public institutions of higher education in South Carolina.

Statewide Articulation of 86 Courses

1. The Statewide Articulation Agreement of 86 courses already approved by the South Carolina Commission on Higher Education for transfer from two- to four-year public institutions shall be applicable to all public institutions, including two-year institutions and institutions within the same system. In instances where an institution does not have synonymous courses to ones on this list, it shall identify comparable courses or course categories for acceptance of general education courses on the statewide list.

Admissions Criteria, Course Grades, GPAs, Validations

2. All four-year public institutions shall issue annually in August a transfer guide covering at least the following items:
 - a. The definition of a transfer student and requirements for admission both to the institution and, if more selective, requirements for admission to particular programs.
 - b. Limitations placed by the institution or its programs for acceptance of standardized examinations (e.g., SAT, ACT) taken more than a given time ago, for academic course work taken elsewhere, for course work repeated due to failure, for course work taken at another institution while the student is academically suspended at his/her home institution, and so forth.
 - c. Institutional and, if more selective, programmatic maximums of course credits allowable in transfer.
 - d. Institutional procedures used to calculate student applicants' GPAs for transfer admission. Such procedures shall describe how nonstandard grades (withdrawal, withdrawal failing, repeated course, etc.) are evaluated; and they shall also describe whether all course work taken prior to transfer or just course work deemed

appropriate to the student's intended four-year program of study is calculated for purposes of admission to the institution and/or programmatic major.

- e. Lists of all courses accepted from each technical college (including the 72 courses in the Statewide Articulation Agreement) and the course equivalencies (including "free elective" category) found on the home institution for the courses accepted.
 - f. Lists of all articulation agreements with any public South Carolina two-year or other institution of higher education, together with information about how interested parties can access these agreements.
 - g. Lists of the institution's Transfer Officer(s) personnel together with telephone and fax numbers and office address.
 - h. Institutional policies related to "academic bankruptcy" (i.e., removing an entire transcript or parts thereof from a failed or underachieving record after a period of years has passed) so that re-entry into the four-year institution with course credit earned in the interim elsewhere is done without regard to the student's earlier record.
 - i. "Residency requirements" for the minimum number of hours required to be earned at the institution for the degree.
3. Course work (individual courses, transfer blocks, statewide agreements) covered within these procedures shall be transferable if the student has completed the course work with a "C" grade (2.00 on a 4.00 scale) or above, but transfer of grades does not relieve the student of the obligation to meet any GPA requirements or other admissions requirements of the institution or program to which application has been made.
 - a. Any four-year institution which has institutional or programmatic admissions requirements for transfer students with cumulative grade point averages (GPAs) higher than 2.00 on a 4.00 scale shall apply such entrance requirements equally to transfer students from regionally accredited South Carolina public institutions regardless of whether students are transferring from a four-year or two-year institution.
 - b. Any multi-campus institution or system shall certify by letter to the commission that all course work at all of its campuses applicable to a particular degree program of study is fully acceptable in transfer to meet degree requirements in the same degree program at any other of its campuses.
 4. Any course work (individual courses, transfer blocks, statewide agreements) covered within these procedures shall be transferable to any public institution without any additional fee and without any further encumbrance such as a "validation examination," "placement examination/instrument," "verification instrument," or any other stricture, notwithstanding any institutional or system policy, procedure, or regulation to the contrary.

Transfer Blocks, Statewide Agreements, Completion of the A.A./A.S. Degree

5. The following Transfer Blocks/Statewide Agreements taken at any two-year public institution in South Carolina shall be accepted in their totality toward meeting baccalaureate degree requirements at all four-year public institutions in relevant four-year degree programs, as follows:
 - Arts, Humanities, and Social Sciences: Established curriculum block of 46-48 semester hours
 - Business Administration: Established curriculum block of 46-51 semester hours

- Engineering: Established curriculum block of 33 semester hours
 - Arts and Sciences, curriculum II: Established curriculum block of 48-51 semester hours
 - Teacher Education: Established curriculum block of 38-39 semester hours for early childhood, elementary, and special education students only. Secondary education majors and students seeking certification who are not majoring in teacher education should consult the Arts, Humanities, and Social Sciences or the Math and Science transfer blocks, as relevant, to assure transferability of course work
 - Nursing: By statewide agreement, at least 60 semester hours shall be accepted by any public four-year institution toward the baccalaureate completion program (BSN) from graduates of any associate degree program in nursing (ADN), provided that the program is accredited by the National League of Nursing and that the graduate has successfully passed the National Licensure Examination (NCLEX) and is a currently licensed registered nurse
6. Any "unique" academic program not specifically or by extension covered by one of the statewide transfer blocks/agreements listed in #4 above shall either create its own transfer block of 35 or more credit hours with the approval of CHE staff or shall adopt either the Arts/Social Science/Humanities or the Science/Mathematics block by September 1996. The institution at which such program is located shall inform the staff of the CHE and every institutional president and vice president for academic affairs about this decision.
 7. Any student who has completed either an Associate of Arts or Associate of Science degree program at any public two-year South Carolina institution which contains within it the total course work found in either the Arts/Social Sciences/Humanities Transfer Block or the Math/Science Transfer Block shall automatically be entitled to junior-level status or its equivalent at whatever public senior institution to which the student might have been admitted. (Note: As agreed by the Committee on Academic Affairs, junior status applies only to campus activities such as priority order for registration for courses, residence hall assignments, parking, athletic event tickets, etc., and not in calculating academic degree credits.)
- Related Reports and Statewide Documents**
8. All applicable recommendations found in the commission's report to the General Assembly on the School-to-Work Act (approved by the commission and transmitted to the General Assembly on July 6, 1995) are hereby incorporated into the procedures for transfer of course work among two- and four-year institutions.
 9. The policy paper entitled State Policy on Transfer and Articulation, as amended to reflect changes in the numbers of transfer blocks and other Commission action since July 6, 1995, is hereby adopted as the statewide policy for institutional good practice in the sending and receiving of all course credits to be transferred.

Assurance of Quality

10. All claims from any public two- or four-year institution challenging the effective preparation of any other public institution's course work for transfer purposes shall be evaluated and appropriate measures shall be taken to reassure that the quality of the course work has been reviewed and approved on a timely basis by sending and receiving institutions alike. This process of formal review shall occur every four years through the staff of the Commission on Higher Education, beginning with the approval of these procedures.

Statewide Publication and Distribution of Information on Transfer

11. The staff of the Commission on Higher Education shall print and distribute copies of these Procedures upon their acceptance by the commission. The staff shall also place this document and the Appendices on the commission's Home Page on the Internet under the title "Transfer Policies."
12. By September 1 of each year, all public four-year institutions shall on their own Home Page on the Internet under the title "Transfer Policies":
 - a. Print a copy of this entire document (without appendices).
 - b. Print a copy of their entire transfer guide.
 - c. Provide to the staff of the commission in satisfactory format a copy of their entire transfer guide for placing on the commission's Home Page on the Internet.
13. By September 1 of each year, the staff of the State Board for Technical and Comprehensive Education shall on its Home Page on the Internet under the title "Transfer Policies":
 - a. Print a copy of this document (without appendices).
 - b. Provide to the commission staff in format suitable for placing on the commission's Home Page of the Internet a list of all articulation agreements that each of the sixteen technical colleges has with public and other four-year institutions of higher education, together with information about how interested parties can access those agreements.
14. Each two-year and four-year public institutional catalog shall contain a section entitled "**Transfer: State Policies and Procedures.**" Such section at a minimum shall.
 - a. Publish these procedures in their entirety (except Appendices)
 - b. Designate a chief Transfer Officer at the institution who shall
 - Provide information and other appropriate support for students considering transfer and recent transfers
 - Serve as a clearinghouse for information on issues of transfer in the State of South Carolina
 - Provide definitive institutional rulings on transfer questions for the institution's students under these procedures
 - Work closely with feeder institutions to assure ease in transfer for their students.
 - c. Designate other programmatic Transfer Officer(s) as the size of the institution and the variety
 - d. Refer interested parties to the institutional Transfer Guide of the state's four-year institutions
 - e. Refer interested parties to the institution's and the Commission on Higher Education's Home Pages on the Internet for further information regarding transfer.

Admission of International Students

The University welcomes the applications of qualified international students.¹ At least six months before the beginning of the semester they wish to enter, and in the case of freshman applicants, at least nine months beforehand, students must send a complete application, including standardized test scores, school records, and financial statements, to the Office of Admissions and Records. Students who have attended colleges and universities outside of the United States are required to submit a professional credential evaluation of all work completed.

International applicants must be proficient in the English language. A score of 550 or above on the paper version of the TOEFL (Test of English as a Foreign Language) is required (a score of 210 on the computerized version is required, and a score of 77 on the Internet version is required).

TOEFL scores are not required for international students from countries where the primary language of instruction is English nor from graduates of high schools in the United States.

An English proficiency test will be administered to international students, except those from English-speaking countries, upon arrival at the University. All international students must demonstrate sufficient proficiency in written and oral English to progress at the University level. Students who are not proficient in English will be required to take noncredit, concentrated English language training until proficiency is demonstrated.

In addition, freshman applicants must have completed a level of education equivalent to that of students entering from accredited secondary schools in the United States and have superior grades on their school work. Applicants who seek to enter from another college or university in the United States must meet transfer admission requirements.

International applicants will not be allowed to enroll in classes until they establish their ability to pay education expenses. The policies of certain countries have created financial difficulties for their citizens studying at the University. Applicants from these countries will be so notified and required to make an advance deposit of expenses. Applicants from other nations must submit certification of financial support to satisfy this requirement. International students should not expect to obtain any financial assistance from the University.

¹ Applicants who are not citizens or permanent residents of the United States.

Placement Examinations

Student Orientation and Testing Programs

All new students are expected to take placement tests (math and foreign language) and attend an orientation program (advisement and registration for classes) prior to their enrollment. Information on these programs may be obtained electronically (<http://usclancaster.sc.edu/orientation/>) or by calling (803) 313-7066. Summer orientation days for parents, freshmen and transfers are held in June, July and August. Abbreviated orientations are also held immediately prior to classes beginning in January.

Advanced Placement by Examination

Baccalaureate degree candidates may qualify for degree credit and/or advanced placement through successful completion of the following exams:

- The College Entrance Examination Board Advanced Placement Examinations are offered in American government and politics, American history, art history, art studio (drawing 2D and 3D), biology, chemistry, comparative government and politics, computer science (A and AB), economics (macro and micro), English language and composition, English composition and literature, environmental science, European history, foreign languages (French, German, Latin, and Spanish), human geography, mathematics-calculus (AB and BC), music (theory and listening and literature), physics (B, C part 1, C part 2), psychology, and statistics. Questions concerning credit awards should be referred to the Office of Admissions and Records in Room 126, Starr Hall.
- International Baccalaureate (IB) Higher Level Examinations in biology, business and organization, chemistry, computer science, economics,

English, French, geography, German, history, Latin, mathematics, music, physics, psychology, social anthropology, Spanish, theatre arts, and visual arts. Questions concerning credit awards should be referred to the Office of Admissions and Records.

- Tests in foreign languages and mathematics are required for all new freshmen. Transfer students may be required to take the same tests. Information regarding these placement examinations may be obtained by contacting the Office of Student Life at (803) 313-7066.

Candidates who do not pass a particular test are not permitted to repeat that test. The required credits must be obtained instead by enrollment and satisfactory completion of the course(s) involved. Specific information about test content and policies may be obtained from the appropriate department.

Proof of Citizenship

USC Lancaster students must present proof of citizenship or lawful presence in the U.S. prior to enrolling. This policy has been adopted by the University in order to comply with section 59-101-430 of the South Carolina Code of Laws, as amended, which requires that lawful presence in the United States is verified before enrollment at any public institution of higher education. Verification of immigration status for non-citizens will be conducted by international student officials. For other students, a proof of citizenship verification process has been adopted to deter and prevent false claims of citizenship by unlawful aliens attempting to evade the eligibility requirements of section 59-101-430. All students must present proof of citizenship in the form of one of the following acceptable documents:

- Copy of the South Carolina driver's license if the student first became a licensed driver in the state after January 1, 2002;
- A Certified Birth Certificate indicating that you were born in the United States or a territory of the United States
- Current U.S. Passport or U.S. Passport that has not been expired more than 10 years
- Certificate of Naturalization - USCIS Form (N-550 or N-570)
- U.S. government issued Consular Report of Birth Abroad
- Certificate of Citizenship (N-560 or N-561)
- Unexpired U.S. Active Duty/Retiree/Reservist Military ID Card (DOD DD-2)

The University can accept photocopies of birth certificates and other citizenship documents, but reserves the right to request production of the certified original in the event that there are questions about whether the copy is true and accurate, or if any of the information on the provided copy is illegible.

For more information:

http://www.sc.edu/about/offices_and_divisions/registrar/residency_and_citizenship/citizenship/index.php (http://www.sc.edu/about/offices_and_divisions/registrar/residency_and_citizenship/citizenship/)

ACADEMIC REGULATIONS

As the chief governing body of the University, the Board of Trustees delegates the powers of the president and the faculty in accord with its policies. Subject to the review of the president and the Board of Trustees, the faculty retains legislative powers in all matters pertaining to the standards of admission, registration, instruction, research, extracurricular activities, requirements for and granting of degrees, the curricula, the discipline of students, the educational policies and standards of the University, and all other matters affecting the conduct of academic affairs.

The University reserves the right to make changes in curricula, degree requirements, course offerings, and all academic regulations whenever, in the judgment of the faculty, the president, or the Board of Trustees, such changes are in the best interest of the students and the University.

Registration at the University of South Carolina assumes the students' acceptance of all published regulations, including both those which appear in this document and all others as applicable in any official announcement such as the Medical School Bulletin, Law School Bulletin, Graduate Studies Bulletin, the University Master Schedule of Classes, or the Carolina Community. Official policies of the University listed below are published in the Carolina Community, which is available online as well as through the Student Government Office or the Office of the Vice President for Student Affairs.

1. Student Rights and Freedoms within the Academic Community
2. Rule of Academic Responsibility and Academic Disciplinary Procedures
3. Grievance Policy and Procedures for Non-Academic Areas
4. University Policy on Use of Alcohol
5. University Policy on Campus Solicitation
6. University Policy on Student Patent and Copyright Matters
7. Student Right to Know

Unforeseen circumstances may interfere with the scheduling of a course or degree offering. Students must accept such developments even if doing so will mean a delay in some of their academic goals or a modification of those goals. The departments concerned will work closely with students facing such problems in an effort to resolve them with a minimum of difficulty.

The University reserves the right to withdraw any course because of inadequate enrollment. Additional courses may be offered upon application of a sufficient number of students; a minimum of 10 applicants is the usual requirement. Registration in any course may be closed when the maximum enrollment for efficient work has been reached.

Bulletin Rights and Exclusions

Bulletin Rights

An undergraduate student may choose to obtain a degree in accordance with the curricular requirements in force for the particular degree at the time the student first enrolls as a degree-seeking student at any University campus, or under subsequent requirements published while the student is enrolled.

Bulletin Exclusions

The student's choice is restricted to a specific bulletin and the curricular requirements described therein. Undergraduate students have a period of eight years, inclusive and continuous, in which to claim the rights of a specific bulletin.

Within the eight-year limit, an undergraduate student who is absent from the University for no longer than three years, and who returns to complete the program of study, shall have the right to continue under the bulletin in effect at the time of the student's original enrollment as a degree-seeking student. Alternatively, the student may elect the degree requirements under the bulletin in effect at the time of return. If the period of absence is longer than three years, the student will be subject to the curricular requirements in force at the time of return. Under no circumstances will students be allowed to appeal to short-lived rules and regulations which were adopted and abandoned during the period of their absence.

If drastic revisions of curricula or program requirements have occurred during a student's absence (even if for less than three years), or during the period between the student's original enrollment as a degree-seeking student and the eventual movement to a different degree program or campus within the University, a reasonable effort will be made by the academic dean to permit the student to undertake a transitional program that is equivalent to the educational experience intended under the bulletin in force at the time of the student's original enrollment as a degree-seeking student.

Academic Calendar Policies

Academic Calendar

The University follows an early Semester Calendar, with Fall semester beginning the Thursday of the third full week in August and ending in December before the winter break. Spring classes begin the second Monday of January, provided neither Monday is a holiday (New Years or MLK). For Fall and Spring semesters, there are 70 class days with a minimum of 2100 minutes of instruction for a standard 3 hour class-28 Tuesday and Thursday classes of 75 minutes per class meeting and 42 Monday, Wednesday, Friday classes of 50 minutes per class meeting. All nonstandard one or two day per week classes must meet the minutes of instruction requirements as part of the calendar.

Summer Term

The summer term consists of multiple course sessions between the spring and fall terms.

Students regularly enrolled in the University may take work applicable to their degree during the summer term. Regulations governing the regular academic year also pertain to the summer term.

A complete listing of all courses offered in the summer term will be available by April 1 on the registrar's Web site under "Master Schedule." Course sessions and times may vary.

Please refer to the registration calendars on the registrar's Web site for more detailed information.

Advisement Policies

Academic Advising

When students are accepted into the University, they are assigned an academic advisor. Students are expected to arrange to meet with their advisor at least once a semester to plan their course of study for the following semester. Students who do not know their assigned advisor

should obtain this information from the appropriate departmental or academic dean's office.

Information, advice, and interpretations of University policies offered by advisors do not supersede the official statement of policies and academic regulations described in the University Undergraduate Studies Bulletin. Exceptions to University regulations cannot be made by academic advisors. Any exceptions to the policies and regulations set forth in the University Undergraduate Studies Bulletin must be made by the appropriate College Scholastic Standards and Petitions Committee or by the dean of the college.

Records of academic progress may be kept by advisors and deans, but the only official student records are maintained by the Office of the University Registrar.

Classification of Students

Classification is based on the total number of semester credit hours earned: A student must have earned 30 hours to be classified as a sophomore, 60 for classification as a junior, and 90 for senior classification. Students are classified at the beginning of each semester and maintain that classification until the next semester begins.

Undeclared Freshmen

For various reasons it may be impossible or inappropriate for a student to declare a major. Nevertheless, all students will receive advisement in the college most closely related to their interests and abilities. Transient students are subject to the rules of their home institution and may take course work at the University of South Carolina without a declared major. University courses are open to those seeking career advancement or life enrichment and who meet stated course prerequisites. Freshmen who have been accepted by the University, but who are unsure of academic or career goals, may need a period in which to establish their major interest. To accommodate students in these categories, courses which are usually open to students with 30 or fewer hours (freshmen) are open to all students who meet prerequisites published in the University's Undergraduate Studies Bulletin. Students who have earned 30 semester hours and wish to continue their studies at the University of South Carolina must declare a major in a program in which they meet entrance or progression requirements.

Course of Studies

Students are expected to follow the programs outlined by their school or college as closely as possible, particularly in the first two years when satisfying basic degree requirements and prerequisites for advanced work. Students must pursue required courses in the prescribed sequence. Failure to do so may lead to future schedule difficulties, and students may find that the subjects for which they wish to enroll are either not available or are closed to students with advanced standing. Students who fail to complete successfully all freshman requirements may not enroll in courses in their major field beyond the sophomore level. Students ineligible to continue courses in their major field may take electives until the deficiency is removed. Students who enroll in classes for which prerequisites or other defined requirements have not been met may be removed from these classes. Learning-disabled students who wish to take advantage of University-approved program accommodations must have an academic advisory plan on file with the Office of Student Disability Services and the dean of the college. This plan will be formulated by the student's academic advisor with the assistance of the Office of Student Disability Services and will contain recommended accommodations which specifically relate to and are consistent with the student's diagnosed disability. A copy of the student's academic

advisory plan must be provided to the course instructor for the student to be eligible for a particular accommodation. Any substitutions for degree requirements recommended in the student's academic advisory plan must be referred to the Scholastic Standards and Petitions Committee of the student's college for action.

Changes in Curriculum

Undergraduate students interested in changing majors should contact the college or school offering the new curriculum the student intends to follow. Once all necessary permissions are obtained, the college or school that offers the new curriculum will notify the Office of the University Registrar to update the student's record. Curriculum changes can affect loan deferment, scholarship eligibility, athletic participation eligibility, tuition and fee assessment, and international student VISA regulations. For this reason, all curriculum changes must be completed before the end of the free drop/add period in Fall and Spring Terms (in Part of Term 30), and prior to June 1 during the Summer Term. Curriculum change requests that arrive at the Office of the University Registrar after these deadlines will be processed for the following term. Exceptions to this rule may be made in the event that a change request is being made in the semester that student is graduating from the University.

Course Substitutions

Only under unavoidable and exceptional circumstances will the faculty permit substitution for or exemption from the prescribed curricula. When it becomes necessary to request a deviation from the prescribed course of study, students should consult the dean of their college or the head of the department in which they are majoring before preparing a petition listing the substitutions or exemptions sought and the reasons for the request. Petitions are submitted on forms obtainable from the Scholastic Standards and Petitions Committee of the particular college, and must be returned to the dean of the college in which the student is enrolled. Deviations from degree requirements published in the bulletin must be approved by the student's dean and the head of the student's major department. The Scholastic Standards and Petitions Committee of each college functions as an appeal board in cases where agreement between the dean, department head, and the student cannot be reached.

Course and Academic Credit Policies

Course Numbering

Courses numbered from 101 to 699 are available at different levels for undergraduate credit. Courses numbered from 700 to 899 may be taken for graduate credit only and are described in the *Graduate Studies Bulletin*. All courses numbered from 101 to 499 are for four-year baccalaureate degree candidates. Courses numbered from 500 to 699 may be taken by advanced undergraduate and graduate students for undergraduate or graduate credit, respectively. A 500- to 600-level course taken for undergraduate credit cannot later be awarded graduate credit.

Course Credit

The credit value of each course is usually determined by the amount of formal instructional time per week for one semester. At least 700 minutes of instruction (and at least twice that for laboratory time) can be expected per credit hour. The semester hour credit for each course is included in each course description.

No student suspended from the University of South Carolina for any reason may earn academic credit during the period of suspension, whether by residence elsewhere or by correspondence courses of any origin.

Remedial courses (courses numbered 100 or below) may not be used to meet degree requirements.

Credit by Examination

Currently enrolled students may obtain credit by examination in a course in which they have had no class attendance or semester standing; permission must, however, be obtained from the dean of the college or department chair in which the course is offered. A grade of not less than B on the examination is necessary in order to receive credit for the course. Examinations are not permitted in courses in which a student previously has been enrolled regularly or as an auditor. The applicant must pay to the Office of Financial Services in advance of the examination a fee of \$25 per semester hour; this fee is not refundable. The Office of Financial Services will issue a receipt which must be shown to the head of the department conducting the examination, who shall immediately report the results of the examination to the Office of the University Registrar. Credits earned under this regulation are recorded with hours earned only.

Transfer Credit

Students transferring to the University from another college or university must, before enrolling in class at the University, have their transcripts evaluated by the University. It is only in the light of such evaluation that students will know definitively the transferability and equivalency of each transfer course. Degree applicability will be determined by the college or school in which the student is enrolled.

Transferability refers to the conditions under which the University accepts credit for inclusion in the student's record. Transfer courses must have been taken at a regionally accredited post-secondary institution, or, if taken at a foreign post-secondary institution, have been recommended by a NACES-member external evaluation service. Coursework classified as remedial by the University will appear on the student's record, but will not be used to determine admission eligibility or a transfer GPA. Exceptions to this rule may be made by the Office of the Registrar when state scholarship eligibility rules require inclusion.

Equivalency entails equating transfer credit, both in hours and content, to University of South Carolina coursework. The Registrar's Office works with USC colleges and schools to coordinate the process of transfer evaluation to equate transfer courses directly to courses in the USC course catalog; to subject codes which represent subjects not offered at USC; or to subject codes that identify courses as remedial/technical/non-accredited coursework. A list of transfer equivalencies for the Columbia catalog of courses can be found on the Office of the University Registrar's website (http://www.sc.edu/about/offices_and_divisions/registrar/transfer_credits/course_equivalency.php).

Applicability of credit toward a degree refers to the prerogative of academic divisions to count specific credit toward the fulfillment of a student's degree requirements. The student's college or school of enrollment is responsible for determining applicability.

However, a transfer course is not applicable towards any University of South Carolina academic program or degree if:

1. The transfer course was essentially remedial in nature (example: Developmental English).
2. The transfer course was occupational or technical in nature (examples: welding, paralegal, or radiography courses).
3. A grade lower than 2.0 on a 4 point scale, or equivalent, was earned in the transfer course.

4. The transfer course was taken by a degree-seeking University of South Carolina student without prior approval as described in the Earning Credit in Transient Status section of this bulletin.
5. The transfer course was taken while a student was on an academic suspension from the university.
6. The student received any grade other than W in an equivalent course at this university, unless the student was enrolled full time at least one year at the transfer institution.

Exceptions to the rules of applicability may be made only by petition to the dean for undergraduate studies of the College or School in which the student is majoring.

Effective Summer 2017 for all newly admitted and readmitted students, transfer grade points and GPAs will no longer appear on the USC record. Transfer course equivalencies, grades, attempted hours, and earned hours will appear on students' advising transcript in Self Service Carolina, while only transfer earned hours will appear on the official transcript.

Earning Credit in Transient Status

Since the University is accountable for the integrity of its degrees, it is essential that degree programs be closely monitored by University faculty. Therefore, students entering the University to seek a degree should expect to complete the majority of their academic work at the University of South Carolina. Normally students who wish to earn more than a semester of credit at another institution should meet all requirements and transfer to that institution. In some programs, and with the permission of the academic dean, students may take up to 18 semester hours of courses in transient status provided they have a 2.00 USC grade point average; the courses are approved in advance by the academic advisor and dean; and the other institution is fully accredited and the course work meets University specifications for transfer credits.

Study abroad or in special academic programs within the United States may be of particular benefit to students, and the University cooperates in a variety of national and international exchange programs in which students may pursue up to a year of academic work at another institution. Special permission is granted to students in these programs with the advance approval of the academic advisor and dean.

Course Load

Maximum credit limits, published in the Master Schedule of Classes, also vary according to college policy. Students will not be permitted to register for a semester load in excess of that prescribed for their program of study unless they earned an average of B or better on all courses for which they were enrolled (minimum 12 semester hours) for the preceding semester. New students are eligible for an extra course if they submit to the academic dean satisfactory evidence of equivalent academic achievement. Students eligible for an additional course on this basis must obtain prior approval for each course addition from the dean of their college. No course may be added after the last date to change course schedule or drop without a grade of W being recorded, as published in the academic and refund calendars on the registrar's Web site. (Note: This regulation does not apply to aerospace studies, Army or naval science courses, which may be added to a course program during the regular registration period without special approval.)

Undergraduate students who are enrolled in 12 semester hours or more for the fall, spring, or summer semester are considered full-time for academic purposes. Students who have been verified as learning disabled by the Office of Student Disability Services must be enrolled in 9 semester hours or more for the fall, spring or summer semesters

to be considered full-time students with regard to access to University residence halls and eligibility for financial aid, provided this is consistent with their academic advisory plan.

Graduate students who are enrolled in 9 semester hours or more for the fall, spring, or summer semester are considered full time for academic purposes.

Full-time fees for undergraduate students are calculated on 12 to 16 semester hours. Full-time status for graduate students with assistantships is determined by the dean of Graduate Studies.

Full-time benefits for veterans are determined by the Office of Veterans Services.

Auditing

A student must be admitted to the University and go through the regular registration process to be eligible for auditing any course. All auditors must be admitted to the University and go through the regular registration process. Those who are not full-time students will be charged the same fees as for courses taken for academic credit.

Auditing a course consists of attending classes and listening without responsibility for any assignments or examinations. An auditor is not responsible for any assignments or examinations. No record of audit shall appear on a transcript unless a student attends 75 percent of the classes.

No credit may be earned in an audited course by examination or otherwise. No audited course may be repeated for credit at a later date except by those students who have been verified as learning disabled by the Office of Student Disability Services and whose academic advisory plan recommends auditing a specific course before it is taken for credit.

The applicant must complete the prescribed procedure for enrollment through the Office of the University Registrar before class attendance will be permitted.

Students who have registered for a course on an audit basis and who wish to change their registration to take the course for credit (or who wish to change from credit to audit) must do so no later than the last day to change course schedule or drop without a grade of W being recorded, as published in the academic and refund calendars on the registrar's Web site.

Independent Study

The purpose of the independent study option is to allow the student to pursue an area of academic interest not adequately covered by the regular course structure. The experience shall involve an academic product that is consistent with the student's program of study.

Prior to enrolling in an undergraduate independent study course, a student must complete an Independent Study Contract (AS-6). The approval of the instructor, advisor, department chair, and student's dean is required. Students then present their approved copy to the Office of the University Registrar before registering for the course. Only students who take independent study as part of their major or minor or cognate program may receive grade-point credit for independent study. All other students will receive Pass-Fail credit. Students who take independent study on a Pass-Fail basis cannot later receive grade points, even if the student transfers to another major, minor, or cognate otherwise qualifying the course work as appropriate for grade points. This ruling is not reversible by petition.

A grade point average of 2.50 or greater is required to enroll in independent study courses. The amount of credit for independent study per semester is limited to 6 hours. Independent study credits applied toward any undergraduate degree may account for no more than 10 percent of the total required credit hours for that degree.

Repetition of Course Work

When a course is repeated, both grades will be entered on the student's permanent academic record and included in the grade point average, unless the grade forgiveness policy is applied. Course credit toward graduation will be given only once, unless otherwise stipulated in the course description. Many academic programs restrict the number of times a course may be repeated. Consult the college and department section of the bulletin for such restrictions.

International Courses (INTL) / Study Abroad

- 501 — Study Abroad—USC Exchange. (1-16) This course keeps a USC student active while on a pre-approved USC exchange program.
- 502 — Study Abroad—Non-USC Program. (1-16) This course keeps a USC student active while on a pre-approved non-USC study abroad program.
- 503 — Study Abroad—Through Another U.S. Institution. (1-16) This course keeps a USC student active while on a pre-approved non-USC study abroad program through another U.S. institution of higher education.

Senior Privilege - Enrollment in Graduate Courses

A special provision to earn graduate credit is available for USC undergraduate seniors in their final semester who need less than a normal course load to complete baccalaureate requirements. Overload enrollment that includes one or more courses under senior privilege is not allowed. Courses for graduate credit under senior privilege cannot be used toward undergraduate degree requirements. For senior privilege consideration, undergraduate seniors with a 3.00 GPA should submit to The Graduate School, for the graduate dean's approval, form GS19 endorsed by the student's advisor, the chair of the department offering the course, and the academic dean for that department. This action should be taken before registration.

Accelerated Degree Programs

Certain academic units offer accelerated programs whereby an undergraduate student with a GPA of 3.40 and 90 or more hours toward the baccalaureate degree may apply graduate credits to a baccalaureate program. Admission can be requested by students in consultation with their academic advisor, their undergraduate dean, and the graduate director of the proposed master's program. An application form and associated guidelines may be obtained from The Graduate School.

Several of the University's colleges and schools are involved with a variety of accelerated degree programs. For more information, contact:

Office of Undergraduate Admissions
University of South Carolina
Columbia, SC 29208
phone 803-777-7700

Registration Policies

Registration

To be officially enrolled in the University students must be academically eligible, complete the registration process with the Office of the

University Registrar, and possess a receipt issued by the Office of Financial Services for payment of current academic fees.

Students are expected to complete registration (including the payment of all required fees) by the dates prescribed in the registration calendars on the registrar's Web site to avoid cancellation of classes and payment of a late registration fee of \$5 per day (\$350 maximum).

Changes in Enrollment

Adding a course, changing from credit to audit or audit to credit, changing from one section to another, and changing the number of credits in any variable credit course must be completed by the last day to change course schedule or drop without a grade of W being recorded, as published in the academic and refund calendars on the registrar's Web site. Electing or revoking the Pass-Fail option must be completed no later than the last day for dropping a course with a grade of W, as published in the academic and refund calendars on the registrar's Web site.

Dropping Courses and Withdrawal

Free Drop/Add Period

During the Free Drop/Add period, undergraduate students have the ability to add and remove courses from their schedule through Self Service Carolina. For each course, the Free Drop/Add period begins during the official first day of the course and extends to a minimum of 6% of the Part of Term¹ in which the course is scheduled. Courses removed during the Free Drop/Add period will not be recorded on a student's transcript. Details regarding Free Drop/Add dates (<https://my.sc.edu/codes/>) can be found on the Self Service Carolina log-in page under the "Academics" sections.

Students are prevented from dropping or adding courses during the Free Drop/Add Period if they have an active registration hold on their record.

¹ Part of Term: Each course is associated with a specific part of the term for the semester or a specific date range in which the course is held. For example, Part of Term can refer to Full Term courses that run the full major semester (fall or spring) or Half Term courses that run only half of a major semester. Each Part of Term has specific drop/add, withdrawal, and withdrawal fail dates. Details regarding Part of Term dates can be found on the Self Service Carolina log-in page under the "Academics" sections.

Course Withdrawal Period

During the Withdrawal Period, undergraduate students have the ability to withdraw from a course with no grade penalty through Self Service Carolina. For each course, the Withdrawal Period begins after the Free Drop/Add Period and extends to a minimum of 72% of the Part of Term¹ in which the course is scheduled. Courses from which a student withdraws during this period are recorded on a student's transcript as a W; however, the semester hours will not be calculated in the computation of grade point average, count towards earned hours, or count towards graded hours. Courses that have a recorded grade of W will count towards attempted hours. Details regarding course Withdrawal dates (<https://my.sc.edu/codes/>) can be found on the Self Service Carolina log-in page under the "Academics" sections.

Students are prevented from withdrawing from courses during the Withdrawal Period if they have an active registration hold on their record.

¹ Part of Term: Each course is associated with a specific part of the term for the semester or a specific date range in which the course is held. For example, Part of Term can refer to Full Term courses that run the

full major semester (fall or spring) or Half Term courses that run only half of a major semester. Each Part of Term has specific drop/add, withdrawal, and withdrawal fail dates. Details regarding Part of Term dates can be found on the Self Service Carolina log-in page under the "Academics" sections.

Course Withdrawal Fail Period

During the Withdrawal Fail Period, undergraduate students have the ability to withdraw from a course with a penalty grade through Self Service Carolina. For each course, the Withdrawal Fail Period begins after the Withdrawal Period and extends up to 100% of the Part of Term¹ in which the course is scheduled. Courses from which a student withdraws with a grade of WF during this period are treated as an F in the evaluation of academic standing, computation of grade point average, and graded hours. Details regarding course Withdrawal Fail dates (<https://my.sc.edu/codes/>) can be found on the Self Service Carolina log-in page under the "Academics" sections.

Students are prevented from withdrawing from courses during the Withdrawal Fail Period if they have an active registration hold on their record.

¹ Part of Term: Each course is associated with a specific part of the term for the semester or a specific date range in which the course is held. For example, Part of Term can refer to Full Term courses that run the full major semester (fall or spring) or Half Term courses that run only half of a major semester. Each Part of Term has specific drop/add, withdrawal, and withdrawal fail dates. Details regarding Part of Term dates can be found on the Self Service Carolina log-in page under the "Academics" sections.

Hardship Withdrawal

During and after the Withdrawal Fail Period, it may be necessary for a student to withdraw from all courses for the semester due to a significant personal hardship (e.g., medical or family emergency, prolonged illness, other medical or traumatic event). In these situations, students are able to petition for a Hardship Withdrawal from courses through the Office of the Dean of Students or the Hardship Withdrawal Committee. Each Palmetto College Campus has an equivalent hardship withdrawal process for managing petitions from students enrolled on their campus.

Hardship Withdrawal petitions, including verified documentation of hardship, submitted during the Withdrawal Fail Period until the last day of courses for the semester will be reviewed by the Office of the Dean of Students. Approved petitions will be submitted to the Office of the Registrar for grade assignments of W for all courses that semester on the student's transcript.

The Office of the Dean of Students will notify the student's instructors and their home college of the withdrawal.

Hardship Withdrawal petitions, including verified documentation of hardship, submitted after the last day of courses for the semester will be reviewed by the Hardship Withdrawal Committee that must include faculty and college/school representation. Approved petitions will be submitted to the Office of the Registrar for grade assignments of W for all courses that semester on the student's transcript.

Prior to a Hardship Withdrawal decision being made, all documentation is subject to verification by the Office of the Dean of Students and/or the Hardship Withdrawal Committee, including but not limited to class attendance, class participation, or supporting documentation. If false documentation or misrepresented information is submitted, students will

be referred for alleged violation of the USC Honor Code and the Hardship Withdrawal request will be denied.

A Hardship Withdrawal to selectively withdraw from some courses, while remaining enrolled in other courses, will be permitted only under exceptional circumstances and must be approved by the Office of the Dean of Students in consultation with appropriate colleges/schools. The Office of the Dean of Students will submit a report of selective withdrawal decisions for verification to the Hardship Withdrawal Committee at the end of each semester.

Information regarding the University's Withdrawal Refund Appeals procedures can be found in the Fees and Refunds section of the bulletin.

Title IX Obligations

Information contained in Hardship Withdrawal petitions is private and not shared with instructors, departments, or colleges/schools outside of the Hardship Withdrawal Committee. However, in accordance with the provisions of Title IX of the Education Amendments Act of 1972 and University policy, if sexual misconduct information is included in a student's petition, the Office of the Dean of Students and/or the Hardship Withdrawal Committee is obligated to report the matter to USC's Title IX coordinator.

Withdrawing via Self-Service Carolina

Students can withdraw for the semester by withdrawing from all courses on Self Service Carolina. Students are encouraged to consider the Hardship Withdrawal Process if they are withdrawing during the Withdrawal Fail Period.

Active Duty Military Withdrawal

Students in the National Guard or armed forces reserves who are placed on active duty by order of the president of the United States or the governor of their state should pursue withdrawal from courses according to the provisions of the University's policy titled "Withdrawal of Students Called to Active Military Service" (ACAF 3.05 (<http://www.sc.edu/policies/ppm/acaf305.pdf>)). Active duty military personnel who are reassigned during an academic term may also invoke the provisions of this policy.

Course Drop and Withdrawal Chart

Name	Minimum Percentage of Class Time ¹	Grade	Considerations
Free Drop/Add Period	0-6% of classes	No Grade	<ul style="list-style-type: none"> Financial Aid Enrollment status Housing
Withdrawal Period	7-72% of classes	W grade will be recorded on transcript. W grade is not calculated in GPA.	<ul style="list-style-type: none"> Financial Aid Progression towards degree Satisfactory Academic Progress
Withdrawal Fail Period	73-100% of classes	WF grade will be recorded on transcript. WF grade is calculated as an F in GPA.	<ul style="list-style-type: none"> Financial Aid Progression towards degree Academic Standing

Hardship Withdrawal Period	73-100% of classes	W grades will be recorded for all courses for approved petitions. Petitions are subject to review by the Office of the Dean of Students	<ul style="list-style-type: none"> Financial Aid Refund Appeals Process
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Hardship Withdrawal Period	After 100% of classes	W grades will be recorded for all courses for approved petitions. Petitions are subject to review by the Hardship Withdrawal Committee	<ul style="list-style-type: none"> Financial Aid Refund Appeals Process
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¹ Specific dates for each Part of Term may be found on the Office of the Registrar website

Indebtedness

It is expected that students will discharge any indebtedness to the University as quickly as possible. No diploma, certificate, enrollment verification, or transcript will be issued to or for students who have not made satisfactory settlement with the Office of Financial Services for all of their indebtedness to the University.

Attendance Policy

Class Attendance

Students are obligated to complete all assigned work promptly, to attend class regularly, and to participate in whatever class discussion may occur.

Absence from more than 10 percent of the scheduled class sessions, whether excused or unexcused, is excessive and the instructor may choose to exact a grade penalty for such absences. It is of particular importance that a student who anticipates absences in excess of 10 percent of the scheduled class sessions receives prior approval from the instructor before the last day to change schedule as published in the academic and refund calendars on the registrar's website (<http://registrar.sc.edu/>).

It must be emphasized that the "10 percent rule" stated above applies to both excused and unexcused absences. Faculty members should notify classes, specifically in the course syllabi, of the attendance policy which they intend to follow in each class, but it cannot be more restrictive than the "10 percent rule". It is also recommended that the faculty include a policy statement in their syllabi requesting students to meet with the instructor early in the semester to discuss the consequences of potential excessive absences due to participation in University-sponsored events.

Faculty should consider the following events or circumstances as potentially excusable absences:

- participation in an authorized University activity (such as musical performances, academic competitions, or varsity athletic events)

in which the student plays a formal role in a University sanctioned event)

- required participation in military duties
- mandatory admission interviews for professional or graduate school which cannot be rescheduled
- participation in legal proceedings or administrative duties that require a student's presence
- death or major illness in a student's immediate family
- illness of a dependent family member
- religious holy day if listed on the Interfaith Calendar (<https://www.interfaith-calendar.org/>)
- illness that is too severe or contagious for the student to attend class
- weather-related emergencies

The Student Ombudsperson in the Division of Student Affairs is available to assist faculty members with obtaining or verifying documentation when necessary. The faculty member has complete discretion regarding the specific nature of any accommodation offered in the event of an excused absence. Students should notify faculty members at least two weeks prior to the absence when possible. In all cases, students must contact the faculty member to request an accommodation upon return to class.

Examination Policies

Final Examinations

Final examinations for spring and fall semesters are held during a seven-day period at the close of each semester. Summer examinations are held during a two-day period at the close of each session. Semester examination schedules are published on the registrar's Web site under the "Calendar" link. The results of these examinations, combined with the grades for class performance, determine the reports given at the end of the semester. No final examination may be held outside of the stated time without the special permission of the dean of the college concerned. Reading Day is specified in the University calendar and no exams, quizzes or required class attendance may be scheduled for that day.

In any course or laboratory which meets two or three times per week, no quiz, test, or examination may be given during the last two class meetings prior to the regularly scheduled examination period. In any course or laboratory which meets once a week, no quiz, test, or examination may be given during the last class meeting prior to the regular examination period. In any course or laboratory which meets more than three times per week, no quiz, test, or examination may be given during the last three class meetings prior to the regular examination period. Self-paced courses are exempt from this regulation.

If an instructor teaches more than one section of the same course, students may transfer from one examination section to another with the instructor's permission.

Students who are absent from any final examination will be given the grade of F on the course if they have not offered an excuse acceptable to the instructor. If excused, they will be assigned a grade of I (see "I" entry under "Grading System"), and may complete the course under the conditions specified by the instructor in the "Assignment of Incomplete Grade" form.

Re-examinations for the purpose of removing an F or raising a grade are not permitted.

Graduating Seniors

No early examinations are given for graduating seniors. Students who have submitted a degree application may attend the graduation ceremony. Diplomas are mailed after final examinations and after a student's dean has verified that all degree requirements have been met.

Deferred Examinations

A student with excused absences from final examinations in one semester has the privilege of deferred or special examinations and may take the deferred examination at the next regular examination period, with credit for semester standing, provided the examination is taken at the convenience of the professor. The examination must be taken within one calendar year from the time that the absence was incurred. Deferred examinations will be granted only in case of absence certified as unavoidable because of sickness or other cause, rendering attendance at final examinations impossible.

Grading Policies

Grading System

Enrollment in a course obligates the student not only for prompt completion of all work assigned but also for punctual and regular attendance and for participation in whatever class discussion may occur. It is the student's responsibility to keep informed concerning all assignments made. Absences, whether excused or unexcused, do not absolve the student from this responsibility.

Students' grades in their courses are determined by class standing and examination grade, combined in such proportion as the professor may decide.

Class standing is determined by the quality of a student's work and the regularity of attendance in lectures and laboratory sessions or other exercises of the course. Grading systems in graduate and professional schools are described in the appropriate bulletins.

A, B, C, D represent passing grades in order from highest to lowest. **B+**, **C+**, **D+** may also be recorded. **F** represents failing performance.

S and **U** indicate, respectively, satisfactory (passing) and unsatisfactory (failing) performance in courses carried under the Pass-Fail option. The S/U designation is used also for some research courses, workshops, and seminars in which the regular academic grades are not used. The use of the Pass-Fail grading option in such courses is indicated in their bulletin descriptions. No course carried under the Pass-Fail option will affect a student's grade point average or the evaluation of suspension conditions.

FN (Failure-Non Attendance) and **UN** (Unsatisfactory-Non Attendance) grades are assigned to students who never attended or have stopped attending class but have not officially dropped or withdrawn. Faculty are required to provide a last date of attendance when assigning this grade. The grade and the last date of attendance are used in determining the recalculation of awarded funds for financial aid recipients. Reporting the last date of attendance is critical to avoid potential financial liability for the institution.

FN and UN grades are displayed and calculated as F and U grades on the official transcript.

WF is assigned for student withdrawal from a course after the penalty deadline prescribed in the academic and refund calendars on the registrar's Web site. (See section on "Dropping A Course.") The grade of

WF is treated as an F in the evaluation of suspension conditions and grade point average computation.

W is assigned for student withdrawal from a course after the late registration period but before the penalty date. Courses dropped during the late registration period (as published in the academic and refund calendars on the registrar's Web site) will not be recorded on a student's permanent record. In exceptional cases, the grade W will be used after the first seven weeks of a semester, primarily in cases of withdrawal from the University or from a course for medical reasons. (See section on "Dropping A Course.") A grade of W will not enter into the evaluation of suspension conditions or in grade point average computation but will be recorded on a student's permanent record.

I, Incomplete, is assigned at the discretion of the instructor when, in the instructor's judgment, a student is unable to complete some portion of the assigned work in a course because of an unanticipated illness, accident, work-related responsibility, family hardship, or verified learning disability. The grade of I is not intended to give students additional time to complete course assignments unless there is some indication that the specified condition or event prevented the student from completing course assignments on time. By arrangement with the instructor, the student will have up to 12 months in which to complete the work before a permanent grade is recorded. Re-enrolling in the course will not make up an Incomplete. An Assignment of Incomplete Grade form (AS-5) must be completed by the instructor and submitted to the Office of the University Registrar explaining the reason for the I and conditions for make-up. A grade of I is not computed in calculating a student's grade point average. After 12 months an I that has not been made up is changed to a grade of F or to the back-up grade indicated by the faculty member on the Assignment of Incomplete Grade form.

T, a Graduate School symbol, is assigned to indicate enrollment in Thesis Preparation (799) and Dissertation Preparation (899). Courses with this symbol will be counted as hours attempted and hours earned only. Grade points will not be awarded. For unsatisfactory work the grade of U should be assigned. The grade of I cannot be assigned in courses numbered 799 and 899.

AUD indicates a course was carried on an audit basis. (See section on "Auditing" for more information.)

NR, No Record, is assigned in the event that the grade is not available at the time final grades are submitted. It is a temporary mark on the transcript and must be replaced by a grade. If replacement does not occur before the last week of the spring or fall semester following the term for which the grade was recorded, a grade of F will be assigned. The NR is ignored in computing the GPA.

Academic Honor Code Violation

A transcript notation on the graded course in which the violation occurred denotes "Honor Code Violation."

Pass-Fail Grading

The Pass-Fail program is designed to encourage students to investigate fields outside of their major curriculum in which they have a specific personal interest without affecting their grade point average. The only grades assigned on courses taken under the Pass-Fail option are S and U; a grade of S indicates satisfactory performance, a grade of U indicates unsatisfactory progress. A student will be given credit for courses in which the grade of S is earned, but these courses will not affect the computation of the grade point average.

Specific provisions of the Pass-Fail program are as follows:

1. The Pass-Fail grading system is in effect for an indefinite period of time, subject to periodic review.
2. The Pass-Fail option is not available to undergraduate students whose semester or cumulative GPA is less than 2.00.
3. Students are permitted to exercise the Pass-Fail option only on free elective courses.
4. Students are permitted to take no more than eight courses on a Pass-Fail basis during their undergraduate career.
5. A student wishing to exercise the option must have the permission of the dean of the college and the student's academic advisor. The Pass-Fail Option form (AS-20) is used for this purpose.
6. The option may be elected or revoked by the student no later than the last date for withdrawing from the course without a penalty.
7. Normal prerequisites may be waived for students taking a course on a Pass-Fail basis.
8. Courses taken under this option will be excluded from the calculation of the grade point average.
9. A grade of S will be entered by the Office of the University Registrar for a regularly assigned passing grade; a failing grade will be registered as U.
10. No course carried on a Pass-Fail basis will be counted toward the hours required for either the President's or the Dean's Honor List.
11. A verified learning-disabled student may take on a Pass-Fail basis an elective or required course which is not in the major if the academic advisory plan so recommends the Pass-Fail option for that course. A student who desires use of this option must apply to the dean of the college at the beginning of the semester. With the approval of the academic dean, learning-disabled students may meet specific degree requirements with a satisfactory grade.

Spring 2020 Undergraduate Pass-Fail Grading

Approved by the USC Faculty Senate on April 1, 2020

To address complications presented by the COVID19 pandemic, the Faculty Senate Steering Committee approved the following grading accommodations for undergraduate students enrolled in Spring 2020.

- All courses will be graded as originally planned according to grading criteria in course syllabi. After grades are submitted at the end of the semester, undergraduates can choose, on a course-by-course basis, to request a pass/fail grade for the Spring 2020 semester with the exception of Graduate or professional school courses, which can be taken as pass/fail only when deemed appropriate by the program or school Dean.
- The following pass/fail scale will be used: Earned grades of A, B+, B, C+, and C will be replaced with S+, earned grades of D+ and D will be replaced with S, and an earned grade of F will be replaced with U.
- If students select the S+/S/U grading scale for a course, points will not be factored into the GPA. Courses with S+ and S will count towards earned semester hours.
- Courses graded with the S+/S/U scale, under this exception for Spring 2020, will count towards applicable curricular, major, continuation, and graduation requirements. For example, if a course requires a C or better in a prerequisite, students selecting this alternative grading scale would need an S+ in the prerequisite course.
- Faculty members will not be aware of students who select the pass/fail grading option when entering final grades. Grades will be entered in the format for which the course was approved.

- Students who previously decided to take a course on a pass/fail basis will continue on a pass/fail basis using the University's established S/U system (e.g., S is earned if the grade is D or above and U is earned for grades below D).
- For the Spring 2020 semester, undergraduate students who choose to replace a course letter grade with the S+/S/U option must do so no later than July 1, 2020.
- This process will occur through the Office of the University Registrar. A form will be available on the University Registrar website for the student to request that a letter grade be replaced with the S+/S/U scale.
- USC will include a transcript note on all academic records, regardless of grading basis, indicating the extraordinary circumstances of the global public health emergency during Spring 2020.
- Because some graduate and professional programs require letter grades to be reflected on transcripts, when necessary, students will be able to request an official letter attesting to the letter grade earned in any classes that were converted to S+/S/U. This letter would attest only to grades, not to GPA. We will ensure that those who need evidence of your academic achievements this spring will be able to get it. A form will be available on the University's website for students to request these letters.
- Students will be allowed to retake undergraduate courses in which they earned an S+, S, or U during Spring 2020. Any undergraduate courses retaken under this provision will not count towards the number of courses currently allowed by the current course grade forgiveness policy. In addition, students who were retaking a class for grade forgiveness in Spring 2020 can retake the class another semester, without penalty.

Grade Point Average

The grade point average is computed on the basis of all semester hours attempted for credit, except for credit hours carried under the Pass-Fail or audit options. Courses in which a grade of S, U, AUD, T, or W was earned are not considered in computing the GPA.

The grade points earned in any course carried with a passing grade (A, B+, B, C+, C, D+, D) are computed by multiplying the number of semester hour credits assigned to the course by a factor determined by the grade. For courses in which the grade of A was earned, the factor is 4; for B+, 3.5; for B, 3; for C+, 2.5; for C, 2; for D+, 1.5; for D, 1. The grade point average is determined by dividing the total number of semester grade points earned by the total number of semester hours attempted for credit (excepting hours carried on a Pass-Fail or audit basis). No grade points are assigned to the symbols F, S, U, WF, W, I, AUD, T, or NR.

Course Grade Forgiveness

It is the policy of the University of South Carolina that every currently enrolled, fully admitted, degree-seeking undergraduate earning a D+, D, F, or WF in a University course may take up to two undergraduate courses for a second time for the purpose of grade forgiveness. Both the first and second grades shall appear on the University permanent record, but only the second grade will be used in computing the University of South Carolina cumulative grade point average. An explanatory notice will appear on the record. Once grade forgiveness is applied to a repeated course, the action may not be revoked.

An eligible student wishing to apply the course grade forgiveness policy to a course enrollment may do so at any time during his/her undergraduate enrollment, but no applications will be honored after the degree is awarded. Grade forgiveness can only be applied once per

course for a maximum of two courses (not to exceed 8 credits) on a student's undergraduate academic record, without regard to the number of degrees sought. Under the grade forgiveness policy, the forgiven and repeated class must be taken at the University of South Carolina-Columbia campus or a Regional campus. Courses transferred from other institutions are excluded from this policy.

This policy does not preclude students from repeating classes multiple times, in accordance with program requirements, but only the second attempt at the class may forgive the original grade of D+, D, F, or WF. Only a regular letter grade can replace a forgiven grade. Grades of W, I, S, U, or AUDIT may not replace previous grades. Grades carrying an honor code violation sanction of X are not eligible for grade forgiveness.

Established requirements for repeating classes, admission to, or progression in, specific academic programs of the University take precedence over the grade forgiveness policy. Program or progression grade point averages are not affected by this policy. Refer to the guidelines for each program for specific requirements. Courses intended to be repeated for additional credit, such as research or applied music, are not eligible for grade forgiveness. Semester honors (dean's or president's honor list), or academic standing (scholastic deficiency, probation, suspension), or previous grade point totals will not change retroactively as a result of applying this policy.

Students who have been granted academic forgiveness to reset the grade point average after readmission are not eligible for course grade forgiveness. Please refer to the bulletin entry titled Academic Forgiveness for Former USC Students with Less Than a 2.00 Cumulative GPA.

An eligible student wishing to apply the grade forgiveness policy (http://www.sc.edu/about/offices_and_divisions/registrar/transcripts_and_records/grade_forgiveness/) may begin the process by reading the criteria which must be met and completing the necessary documentation in order to apply grade forgiveness.

Note that Academic Forgiveness is not the same as Grade Forgiveness. Please refer to the bulletin entry titled Academic Forgiveness for Former USC Students with Less Than a 2.00 Cumulative GPA.

Grade Reports

Students' grades are reported on Self Service Carolina. Students can also access grade reports in person at the Office of the University Registrar.

Grade Change Policy

Grade changes based on transcription or computation errors shall be reported directly to the Office of the University Registrar on the appropriate grade change form signed by the instructor and the head of the student's academic unit. Any request for a grade change must be submitted by the instructor no later than one calendar year from the date on which the grade was reported. Beyond this period, grade changes will be considered only in exceptional circumstances and must be handled through the petition procedure of the student's college. Any other grade change request resulting from enrollment discrepancies, medical withdrawals, or perceived administrative errors (changes to W, WF, audit, credit, S/U, or to I) must be submitted on the appropriate forms with signatures and documentation to the dean of the student's college for review through the petition procedure. This does not apply to the routine makeup and extension of an I (incomplete) and posting of a permanent grade to replace the recorded NR mark. An I turns into a grade of F after one year; an NR turns into a grade of F after one semester.

Special makeup work or examinations to change grades already recorded are not permitted.

Academic Standards Policies

Academic Standards

The following standards for continuing at the Columbia and regional campuses of the University of South Carolina apply to all undergraduate students who first enroll at the Columbia and regional campuses of the University in the fall 2008 semester or thereafter, are admitted to the Columbia and regional campuses of the University in an undergraduate degree program in the fall 2008 or thereafter, or are enrolled in the fall 2010 semester or thereafter, regardless of when first enrolled at the University. Administration of these regulations is the responsibility of the academic deans, who are not empowered to waive any of the provisions.

Academic Review

The record of every undergraduate student will be reviewed at the end of each fall and spring semester. Many of the individual colleges of the University have higher academic requirements for students to continue in their degree programs. However, no student will be suspended academically from the University unless he/she fails to meet the standards specified here.

Academic Standing

A student's academic standing is based on his/her "Total Institutional GPA" and "Total Institutional GPA Hours" which can be viewed in Self Service Carolina at the end of a student's "Unofficial Academic Transcript" under the heading, "Transcript Totals (Undergraduate)."

Academic Probation

When a student's Total Institutional GPA at the end of any semester is less than a 2.00, he or she is placed on academic probation.

First-year Freshmen Academic Recovery Program

First-year freshmen who have less than a 2.00 Total Institutional GPA at the end of their first semester of collegiate enrollment are considered at risk. During the first six weeks of their second semester, these students must participate in an academic coaching session before being eligible to register for courses for the third semester. These sessions will provide students with assistance in academic planning, general advisement, major exploration, degree audit, self-assessments, and success strategies. This requirement is in addition to any made by the student's college, school, or academic program.

Removal from Academic Probation

When a student's Total Institutional GPA at the end of any semester is a 2.00 or above, he or she is not on academic probation.

Continuing on Academic Probation

Any student who is on probation at the beginning of a fall or spring semester must achieve a certain Total Institutional GPA at the end of that semester in order to avoid suspension. A student may also continue on probation and avoid suspension if the semester grade point average is 2.50 or greater. Standards for continuing on probation are based on the cumulative grade hours the student has attempted at USC. The chart below shows the grade point averages required in order to avoid suspension.

Probation Chart

Total Institutional GPA Hours	Placed on Probation	Continue on Probation (avoid suspension)	Removed from Probation
12-35	below 2.00 Total Institutional GPA	1.500 or higher Total Institutional GPA	2.00 or higher Total Institutional GPA
36-71	below 2.00 Total Institutional GPA	1.800 or higher Total Institutional GPA	2.00 or higher Total Institutional GPA
72+	below 2.00 Total Institutional GPA	only with semester reprieve (see below) or by college petition	2.00 or higher Total Institutional GPA

Semester Reprieve: Regardless of the Total Institutional GPA, a student may continue on probation and avoid suspension if the Current Term grade point average is 2.50 or greater.

First Suspension

Students unable to meet the standards shown above are suspended from the University of South Carolina for one fall or spring semester and the contiguous summer (approximately eight months). Students have the right to appeal their suspension to the petitions committee of the college or school in which they were enrolled when suspended.

Returning After First Suspension

After the suspension has been served, a student will be considered for readmission by the college or school to which the student is seeking admission. A student readmitted following suspension continues on probation and is reviewed for suspension at the end of each fall and spring semester. A Current Term grade point average of 2.50 or higher must be achieved each semester until the Total Institutional GPA reaches the level above which suspension would occur (see chart).

During the first six weeks after returning from a first suspension, students must participate in an academic coaching session before being eligible to register for courses for the following semester. These sessions will provide students with the resources they need to meet their academic goals.

Returning after Subsequent Suspension

The duration of the second suspension is indefinite, and the student can be considered for readmission only after being approved for reinstatement by action of the petitions committee of the college or school to which the student is seeking admission. A favorable decision by the committee is unlikely within two years of the suspension.

Earning Academic Credit While on Suspension

A student on suspension is given an opportunity to reorder priorities and reassess his or her situation before returning. While serving suspension, a student may not be admitted to, or continue in, any academic program of the University. Credit earned at any other institution while a student is on suspension from the University may not be applied toward a degree from USC, unless approved by the Standards and Petitions Committee of the college to which the student is readmitted. Prior approvals for transient study will be revoked for suspended students.

Retention in Degree Programs

Students are reminded that the above regulations are for all undergraduate students in the University. Many colleges and schools

offer degree programs that have more stringent requirements for retention in those programs. Failure to meet the academic requirements of those degree programs may result in the student being asked to leave that program. Students should consult the colleges and schools section of the Academic Bulletin to review the specific degree retention requirements

Academic Progression and Program Dismissal

Students dismissed from a program for failing to meet academic progression requirements will be reassigned to Undergraduate Studies and will be advised by the University Advising Center. Students assigned to Undergraduate Studies will have a maximum of two semesters before declaring a new program of study. At the conclusion of two semesters enrolled at full-time status, students who have not declared a major/program within a degree-granting college will have a registration hold placed and will be unable to enroll in coursework.

Petition Procedures

In addition to previously specified provisions by which a student may petition to waive the application of this suspension policy, a student suspended by this policy has the right to petition to the appropriate college scholastic standards and petitions committee to waive the application of the suspension rule at any time. Students placed on first suspension who wish to petition for a waiver of the suspension rule may petition only the committee of the college in which they were enrolled at the time of suspension.

Academic Forgiveness Policy

Academic Forgiveness for Former USC Students with Less than a 2.00 Cumulative GPA

Under certain conditions undergraduate students may apply for academic forgiveness. Academic forgiveness allows for a recalculation of the GPA to permit a student to graduate or pursue a specific academic program. In order to apply for academic forgiveness all of the following conditions must be met:

1. The student has not been enrolled at any campus of the University of South Carolina for at least 48 months.
2. The student must have been readmitted to a degree program at the University of South Carolina and must have completed at least 24 hours of approved graded course work prior to applying for academic forgiveness.
3. After readmission the student must have earned a cumulative GPA of at least 2.00 and met the progression requirements of the degree program.
4. The student must never before have been granted academic forgiveness.

A student who has met these conditions and desires academic forgiveness must submit a written request for academic forgiveness to the dean of the college in which the student is enrolled. After verification of the student's eligibility, the dean shall inform the registrar that academic forgiveness has been granted to the student.

Once academic forgiveness has been granted, the following apply to the student's academic record:

1. All curriculum requirements will be in accordance with those in force at the time of or subsequent to the student's readmission.
2. The student may not receive Academic Honors upon graduation.

3. The student's grade point average is recalculated beginning with the semester in which the student was readmitted to the University. All academic hours attempted at USC will be calculated toward the GPA. The student's GPA will be recalculated using the GPA after readmission and a 2.00 on all grade hours taken prior to readmission.
4. Courses in which the student received a passing grade prior to readmission may, at the discretion of the dean, be applied toward the degree.
5. The following statement shall appear on the academic record and transcript of any student granted academic forgiveness: "This student was granted academic forgiveness under the University of South Carolina Academic Forgiveness Program. The GPA has been recalculated under the criteria of this program to allow for eligibility for graduation."
6. The permanent academic record will remain an unmodified record of all work attempted at the University of South Carolina.

Academic Honors Policies

Honor Lists

Each semester academic achievement is recognized by entering on the President's Honor List or the Dean's Honor List the names of students who, at the end of the previous semester, attained the following standards:

President's Honor List: a grade point average of 4.00 earned on a minimum of 12 credited semester hours.

Dean's Honor List: a grade point average of 3.50 or higher earned on a minimum of 12 credited semester hours.

No course carried on a Pass-Fail basis, by examination, correspondence, or exemption will be counted toward the 12 hours required for either the President's or Dean's Honor List

Graduation with Honors

Graduation with honors will be based on a student's Total Institutional GPA. Honors designators are determined at the time of graduation and may not be applied retroactively.

To graduate with such honors, a student must have earned at least 60 credit hours applicable toward the degree in residence at the University, 30 credit hours for an associate degree.

The following designations indicate a consistently high level of academic achievement at USC.

Baccalaureate Degree Designations

- Summa Cum Laude: a cumulative GPA of 3.95-4.00
- Magna Cum Laude: a cumulative GPA of 3.75-3.949
- Cum Laude: a cumulative GPA of 3.50-3.749

Associate Degree Designations

- Highest Honors: a cumulative GPA of 3.95-4.00
- High Honors: a cumulative GPA of 3.75-3.949
- Honors: a cumulative GPA of 3.50-3.749

With Honors from South Carolina Honors College: Any student who completes the requirements of the Honors College, regardless of the major or undergraduate degree, is awarded that degree "With Honors from South Carolina Honors College."

With Distinction: Any student who earns an undergraduate degree and completes the appropriate requirements will be awarded graduation "With Distinction in [that major]." For details, refer to the degree requirements of specific majors

With Leadership Distinction: Any undergraduate student who completes Leadership Distinction requirements in community service, diversity and social advocacy, global learning, professional and civic engagement, and/or research as specified by the Provost's Office, regardless of the major or undergraduate degree, is awarded that degree "With Leadership Distinction in [that track]." For further details, contact the Office of USC Connect.

Degree Conferral and Graduation Policies

In-residence Requirement

The last 25% of a student's degree must be completed in residence at the University, and at least half of the hours in the student's major courses and in the student's minor courses (if applicable) must be taken at the University.

The chart below shows the minimum number of hours required to be completed in residence based on to the total number of hours required for a degree.

In-residence Chart

Total Number of Hours Required for Degree	Minimum Number of In-residence Hours
60 Hours (Associates Degree)	15 Hours
70 Hours (Associates Degree)	18 Hours
120 Hours	30 Hours
121-124 Hours	31 Hours
125-128 Hours	32 Hours
129-132 Hours	33 Hours
133-136 Hours	34 Hours
137-140 Hours	35 Hours
141-144 Hours	36 Hours

Some programs impose greater student residence and/or major requirements.

Regardless of when students enter the University, they must complete the last 25% of the degree before graduation enrolled in classes approved by the appropriate dean of the college, school, or campus from which the degree will be granted. In addition, all degree applicants are urged to confer with the deans of their respective colleges about their programs and degree requirements prior to the beginning of their last semester of residence at the University.

"In residence" means that the student was regularly enrolled at USC; completed courses offered by Columbia or one of the other campuses of the University; was a member of a class which was supervised by a regular faculty member of USC; attended classes on a regular, pre-established schedule; and in other ways conformed to the requirements which are normally connoted by the term "in residence." In-residence requirements may not be met by courses for which credit is earned by exemption or exam, courses taken by correspondence, or courses for which transfer credit was awarded. Courses taken under the Pass-Fail option meet in-residence requirements. If the student has not established credit for the prescribed number of hours in residence, then the student is not eligible either for graduation with honors or for graduation on the

basis of having completed 25% of the degree during the final semesters at the University.

Application Process

All candidates for degrees and certificates must file formal applications during the last academic term before graduation with the deans of their respective colleges on forms obtained at the Office of the University Registrar or the appropriate dean's office. Applications must be filed by the third week of the fall or spring semester in which the degree is to be awarded or within the first 10 days of the first summer session. If the student is not enrolled during the first summer session, the application must be filed within the first week of the second summer session for the student to graduate at the summer commencement.

Graduation Requirements

In order to be eligible for graduation, students must meet all course requirements, be in good academic standing, meet any departmental or program requirements, and have a cumulative GPA of at least 2.00 on all work attempted at USC.

Second Baccalaureate Degree

At times the University confers a second baccalaureate degree upon candidates who have completed requirements for the second degree.

The following specifications for a second baccalaureate degree apply:

1. The student must meet admission and progression requirements for the second degree, and must have received formal approval to pursue the second degree from both deans.
2. All requirements for the second degree must be fulfilled.
3. The additional requirements for the second degree must include a minimum of 24 semester hours beyond those required for the first degree.
4. No course that satisfies a general education, major, minor, cognate, or requirement other than a free elective for the first degree may be applied to the major field of the second degree.
5. The student must file a separate degree application for the second degree with the appropriate college or school.

Under this policy a student may apply for two degrees at one time or separately. In either case, the student receives two diplomas. It should be noted that a second major does not by itself lead to the conferral of a second degree.

Students who submit two degree applications for the same degree in the same college for a double major will receive one diploma.

Second Major

In some degree programs, a student may elect a second major. Normally, second majors are possible only in degree programs with similar general education requirements. The second major option is not available in all colleges.

1. The student must meet admission and progression requirements for the second major.
2. The student must have received approval from both deans for a second major.
3. All requirements for the second major must be fulfilled.
4. All general education and special departmental requirements normally associated with the second major must be fulfilled.

- In cases where the first major and the second major lead to different degrees, the student must designate one as the official degree of record. A second major eliminates the cognate requirement; however, special departmental requirements normally completed as part of the cognate are not waived.

Fulfillment of the requirements for a second major are indicated on the student's official transcript upon graduation. No notation for a second major is placed on the official transcript for course work completed after graduation.

Students who submit two degree applications for the same degree in the same college for a double major will receive one diploma.

Indebtedness

It is expected that students will discharge any indebtedness to the University as quickly as possible. No diploma, certificate, enrollment verification, or transcript will be issued to or for students who have not made satisfactory settlement with the Office of Financial Services for all of their indebtedness to the University.

Records, Transcript, and Enrollment Certification Policies

Change of Name or Address

It is the obligation of every student to notify the Office of the University Registrar of any change in name or address (including electronic address). Failure to do so can cause serious delay in the handling of student records and in notification of emergencies. Change of name may only be accomplished by presenting proper legal documentation.

Transcripts

A transcript of a student's record carries the following information: current status; a detailed statement of the scholastic record showing courses pursued with semester hours carried, semester hours earned, grades, grade points, grade point average, and system of grading; a permanent record of all failures, Incomplete grades, and penalties (such as suspension); cumulative USC grade totals; and references to other college or universities attended, dates attended, and the total transfer credits accepted by the University of South Carolina.

Any student who needs a transcript or a certified copy of the end-of-semester grade report may complete a Transcript Request form or send a signed and dated letter containing all pertinent identifying information to the Office of the University Registrar. Official transcripts may also be requested online through Self Service Carolina (<http://my.sc.edu>). With the exception of copies made for internal use, no copy of a student's permanent record (transcript) will be released to anyone without the student's written consent. In addition to the written consent, each transcript request should include full name or names used, student number, current mailing address, dates of attendance, location of attendance, and date of birth to assure proper identification of the record requested.

No transcript will be issued to a student who is indebted to the University.

No partial transcript will be issued.

The nonrefundable transcript processing fee is \$12.

Enrollment Certification

Certification of enrollment is based upon the total number of credit hours for which a student is registered at the time of the certification request.

Beginning and ending dates reported in enrollment certification conform to the official USC academic calendar dates for the term requested.

Indebtedness

It is expected that students will discharge any indebtedness to the University as quickly as possible. No diploma, certificate, enrollment verification, or transcript will be issued to or for students who have not made satisfactory settlement with the Office of Financial Services for all of their indebtedness to the University.

Notification of Student Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

- The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

- The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the University to amend a record should write the University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the University decides not to amend the record as requested, the University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

- The right to provide written consent before the University discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The University may disclose Directory Information without prior written consent, unless the student has submitted a written request to the Office of the University Registrar not to release Directory Information pertaining to him or her. Students are notified annually, both in the academic bulletins and via email, of their rights under FERPA and are provided with instructions on how to request a "Confidentiality Indicator" on their academic record which prevents the disclosure of Directory Information. A Confidentiality Indicator will be placed on the release of Directory Information filed with the University Registrar, which will remain in effect until the student files a written request to remove it. A request not to disclose Directory Information applies to the entire category of such information and cannot be selective with regard to specific items defined as Directory Information. Similarly, a request not to disclose Directory Information applies to all individuals and cannot be selective with regard to specific individuals or organizations.

- The University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position; a person or company with whom the University has contracted as its agent to provide a service instead of using University employees or officials (such as an attorney, auditor, service provider or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
- A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University.
- To officials of other institutions in which the student seeks or intends to enroll provided that the student had previously requested a release of his/her record;
- To authorized representatives of the U.S. Department of Education, U.S. Department of Defense (Solomon Amendment), U.S. Attorney General, the Comptroller General of the United States, state education authorities, organizations conducting studies for or on behalf of the University, and accrediting organizations; to the Department of Homeland Security (DHS) and its Immigration and Customs Enforcement Bureau (ICE) in order to comply with the requirements of SEVIS.
- In connection with a student's application for, and receipt of, financial aid;
- To comply with a judicial order or lawfully issued subpoena;
- To parents of dependent students as defined by the Internal Revenue Code, Section 152;
- To appropriate parties in a health or safety emergency; or
- To the alleged victim of any crime of violence of the results of any disciplinary proceedings conducted by the University.
- The University may disclose the result of a disciplinary proceeding to a parent or guardian so long as the student is under the age of 21 at the time of the incident and the proceeding has resulted in a violation of University drug or alcohol policies, or any federal, state, or local law.
- To students currently registered in a particular class, the names and email addresses of others on the roster may be disclosed in order to participate in class discussion.

Release of Directory Information

In accordance with section 99.7 of the Family Educational Rights and Privacy Act (FERPA), the University of South Carolina provides students annual notification of their FERPA rights. The University of South Carolina has designated certain items as Directory Information. At the University of South Carolina, these items are as follows:

- Name
- Dates of Attendance
- Campus
- College or School
- Classification
- Primary Program of Study
- Full-time or Part-time Status
- Degree(s) Awarded Including Dates
- Honors and Award Including Dean's and President's List

- University Email Address
- City, State, and Zip Code Associated with a Student's Permanent Address

The University may disclose Directory Information without prior written consent, unless the student has submitted a written request to the Office of the University Registrar not to release Directory Information pertaining to him or her. Students are notified annually, both in the academic bulletins and via email, of their rights under FERPA and are provided with instructions on how to request a "Confidentiality Indicator" on their academic record which prevents the disclosure of Directory Information. A Confidentiality Indicator will be placed on the release of Directory Information filed with the University Registrar, which will remain in effect until the student files a written request to remove it. A request not to disclose Directory Information applies to the entire category of such information and cannot be selective with regard to specific items defined as Directory Information. Similarly, a request not to disclose Directory Information applies to all individuals and cannot be selective with regard to specific individuals or organizations.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University of South Carolina to comply with the requirements of FERPA.

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

Academic Assessment Policy

Assessment, in a university or college setting, can be interpreted to mean several things. Assessment can be the process of evaluating the success of a university in meeting its mission and goals (institutional assessment), or it can be the processes associated with evaluating student outcomes in relation to stated program goals (program assessment), or it can be course-embedded assessment techniques used to deliver information and/or evaluate student learning by observing students' skills and abilities.

The University of South Carolina is committed to offering programs and activities that encourage students to develop both academically and socially. In order to evaluate the effectiveness of our efforts, faculty, administrators, and staff conduct ongoing assessments. The Office of Institutional Planning and Assessment assists the faculty, administration, and other staff in gathering and analyzing assessment data. Assessment, therefore, is the ongoing process of self-improvement through analyzing and evaluating all of our functions and activities.

Students, faculty, and staff play critical roles in the assessment process. Consequently, participation in assessment activities is a University priority and responsibility. The information gleaned from assessment activities is used for planning and program improvement. Many of the University's assessment activities are mandated by external agencies. Therefore, all students wishing to receive a degree from the University of South Carolina must complete procedures required for the assessment of general education and those required by their major and/or area of concentration. If a student fails to participate in a required assessment activity, a hold may be placed on the student's records.

Primary responsibility for the assessment of academic programs within the major or area of concentration is with the faculty of each academic unit. Information pertinent to assessment of the major or area

of concentration is provided to students by the department from which the degree will be granted.

Primary responsibility for coordinating the assessment of general education is with the Office of Institutional Assessment and Compliance (<http://www.ipr.sc.edu/>). The faculty is actively involved in planning assessment and using the results of assessment to evaluate the effectiveness of general education. The assessment of general education is administered through the use of exams, interviews, surveys, questionnaires, or other instruments as developed by the faculty and Office of Institutional Assessment and Compliance.

The results of any activities used for program or general education assessment may not be used for promotion and/or tenure files or for annual performance evaluations or for the evaluation of any student's progress in a course or progress toward a degree. Assessment activities, however, are integral to the processes of teaching and learning.

For more information contact the Office of Institutional Assessment and Compliance (<http://www.ipr.sc.edu/>).

STUDENT LIFE

Overview

An important aspect of university life is the rich opportunity to participate in and contribute to the cocurricular life of the campus. USC Lancaster encourages and fosters the growth and development of student organizations, student activities, leadership opportunities, and learning beyond the classroom. Our campus provides the opportunity for every student to make important and noticeable contributions. Your ideas, contributions, hard work, and participation in student activities on this campus will be visible and deeply appreciated.

The following is a brief description of current or recently active organizations, clubs, and publications.

Student Activities and Organizations

Black Awareness Group

The Black Awareness Group provides an opportunity for any USC Lancaster student to plan and to participate in functions and activities directed toward promoting and creating a better understanding of African-American culture and its great heritage.

Campus Crusade for Christ

Campus Crusade for Christ exists to provide regular opportunities to study and discuss the Bible, worship, and pray in a group setting. This gives members chances for fellowship, encouragement, and spiritual development. Campus Crusade has an open-door policy. Everyone in the USC Lancaster community is welcome, and there are no "members" in the sense of meeting certain requirements or being accepted into membership.

Campus News

Campus News is a weekly newsletter containing information about campus events.

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Chemistry Club

The chemistry club is open to all students who are interested in science and have taken one or more chemistry classes at USCL.

College Democrats

A student organization with philosophies surrounding the DNC.

College Republicans

Providing a Republican presence on campus and a place for like-minded individuals to express his/her political ideology.

Delta Links

Open to all USCL female students, our group provides mentoring, academic support and higher educational opportunities.

Disability Support Group

To encourage and support all students with disabilities and special needs in order to ensure the success of their college career.

Food Pantry

If you are struggling to get by and have little money for food, please feel free to stop by the pantry and receive needed food items.

History Club

We inform faculty and students about the historically rich in communities in Lancaster and surrounding areas.

Intramurals/Informal Recreation

Provides both team and individual events.

Kappa Pi Delta: Criminal Justice Student Honor Society

We advance scholarship in criminal justice and allied professions.

Lancaster Players

USCL's student theater group.

Omega Scholars

Open to all USCL male students, we provide mentoring, academic support and higher educational opportunities.

Outdoor Recreation Club

We meet up and enjoy nature.

Peer Advisor at Lancaster

Peer Advisor at Lancaster (PAL) is the organization involved with new student orientation. PALs acquaint new students with campus services and activities. They work with the orientation director, faculty members, staff, and administration during various projects and events. PALs receive a stipend each semester that pays a portion of their tuition.

Psychology Club and Psi Beta

We help you become familiar with careers in the psychology field and help you find work opportunities on and off campus.

Research Club

Designed to increase the overall student understanding and contribution to undergraduate research at USCL and the GLD program in the research pathway.

Rotaract

Rotaract clubs are part of a global effort to bring peace and understanding to the world on the community level. Rotaract clubs organize a variety of projects and activities, depending on the interests of club members.

Student Government Association

The Student Government Association (SGA) is composed of all registered students of the University of South Carolina Lancaster. Membership upon payment of semester fees (full- or part-time) is automatic. Members of the SGA are elected by the student body in two separate elections held in the fall and spring. Officers and representatives of SGA work closely with the administration and faculty to represent student interests and viewpoints. The SGA provides various programs and functions throughout the year, as well as chartering clubs and organizations and preparing, submitting, and administering the budget for student clubs, organizations, and activities. SGA meetings are held on a regular basis and all students are welcome to attend.

Veterans Group

Open to all USCL Veterans and Military Students.

Student Conduct Statement

The University of South Carolina Lancaster strives to maintain an educational community that fosters the development of students who are ethical, civil, and responsible persons. The purpose of the USCL Code of Student Conduct is to set forth the specific authority and responsibility of the university in maintaining behavioral standards. The university may take disciplinary action for a violation of the Student Code of Conduct when the offense takes place on university premises or at university sponsored, endorsed, supported or related events which occur off campus. University action will also occur when an offense which occurs off campus may adversely affect the university community, its policies or procedures, or which affect the university's pursuit of its mission. When there is an allegation that a student has committed an offense that is also a crime, a student can be charged both by the criminal justice system and the student conduct system. Disciplinary action at the university will normally proceed independently of pending criminal charges, including when charges involving the same incident have been dismissed by the criminal justice system.

Permanent Suspension: Dismissal from the University without leave to apply for readmittance.

Suspension for a Period of Time: Denial of enrollment, attendance, and other privileges at the University for a given period; leave to reapply for admission at termination of the period may be granted with or without qualifications.

Interim Suspension: Interim suspension is an action requiring that a student immediately leave the campus and University property. It may be imposed by the dean when there is reasonable cause to believe, based on available facts, that the student is an immediate threat to the safety of self, other members of the University community, or University property. Any student who is suspended on an interim basis and returns to the campus or University property during the suspension shall be subject to further University action and may be treated as a trespasser. When a student is suspended on an interim basis, the student is given notice containing the reasons for the suspension, the duration and any special conditions that apply, and a copy of the interim suspension policy.

Any student who is suspended on an interim basis and returns to the campus or University property during the suspension shall be subject to further University action and may be treated as a trespasser. When a student is suspended on an interim basis, the student is given notice containing the reasons for the suspension, the duration and any special conditions that apply, and a copy of the interim suspension policy.

Policy Statements

The Student Right To Know and Campuses Security Act Policies and Information for USC Lancaster may be found here (https://sc.edu/about/system_and_campuses/lancaster/internal/current_students/law_enforcement_security/). We encourage you to view this document as it may contain additional information concerning USC Lancaster policies.

AIDS Policy

It is the policy of the University of South Carolina Lancaster to provide educational information regarding this disease as well as counseling and reassurance to students who are affected by it.

Alcohol Policy

The facilities, grounds, and parking lots at USC Lancaster are patrolled as public areas where open containers, sale, consumption, or underage possession of alcohol is illegal unless otherwise designated by permit. Persons not in compliance with the law are subject to arrest, prosecution, and loss of use of University facilities. Students are also subject to University sanctions for noncompliance. In order to comply with South Carolina alcohol legislation, the USC Lancaster Student Government Association will not sell or otherwise provide alcohol at student activities, including academic field trips.

Computer Use Policy

All computer use at the University of South Carolina Lancaster, hereafter referred to as USCL, must conform to the "Computer and Network Access and Use" statement issued by the Office of the Provost of the University of South Carolina. No policies set forth here may be interpreted as contradicting or superseding that statement of policy. This statement of use policies for USCL is provided in addition to those issued by the Office of the Provost.

Access to computers is a privilege based on the responsible use of computer and network resources. All policies included here are intended to insure a continued tradition of academic freedom, freedom of expression, and freedom to access information in a considerate and responsible manner. In keeping with the mission of the University of South Carolina and USCL, all policies are intended to provide the widest possible academic and scholarly access to computer resources and information technology.

The policies included here are applicable to student computer labs, library stations, John Morrison White Clinic stations, and individual faculty and staff workstations at USCL. These policies must be adhered to by faculty, staff, and students on the USCL campus. Failure to comply with these policies may lead to loss of computer privileges, campus disciplinary action or legal action.

Definitions

The USCL administration refers to the Dean of the Campus and Administrative Council appointed by the Dean. The Computer Coordinator is the individual designated by the USCL administration as having primary responsibility for maintaining the integrity of the campus network and the maintenance of individual faculty and staff workstations. The Laboratory Supervisor is the responsible party who has been designated by the USCL administration as having primary responsibility for the maintenance of hardware and software on individual workstations.

Policies

1. Users are not permitted to alter the configuration of any campus network or individual computer software or hardware without prior approval from the laboratory supervisor for student computer lab stations, the library staff for library stations, or the clinic director for the John Morrison White Clinic stations. Faculty and staff are advised to consult with the computer coordinator concerning the alteration of the workstation configuration.
2. No software may be loaded onto student laboratory computers without the knowledge and prior approval of the laboratory supervisors, at library stations without the knowledge and prior approval of the library staff, or at clinic stations without the knowledge and prior approval of the clinic director for the John

Morrison White Clinic. Only with the permission of a laboratory supervisor, library staff, computer coordinator, or the clinic director for the John Morrison White Clinic, may programs downloaded from the Internet be run on student laboratory computers, library stations or clinic stations.

3. No student files should be saved on campus lab computers. All students are expected to bring their own flash drives.
4. Academic work takes precedence over all other uses of the computer. No computer use for recreation or other personal interest will be permitted in USCL student computer labs, library workstations, or John Morrison White Clinic workstations when students are waiting to work on course assignments or course related research. Recreational use includes but is not limited to, personal E-mail, chat lines, computer games, and web-surfing not related to academic or research activities.
5. All computer users are reminded that their activities are subject to the civil and criminal laws of the state of South Carolina and of the federal government. Possible illegal activities include but are not limited to: sexual or other harassment, threats, obscenity, child pornography, libel, unauthorized access to or attempting to access computers, networks, or student records, and copyright violation. Copyright violations include the use of unlicensed software.
6. Only currently enrolled students of USCL with proper ID (and on a space available basis) may use computer laboratory facilities on the USCL campus. Student computer laboratory use is limited to classes meetings in the laboratories or when designated faculty or staff monitors are present in the laboratories. Other use of the computer laboratories must be arranged by the permission of the USCL Administration.
7. No conduct in student laboratories, at library stations, or at the John Morrison White Clinic stations will be permitted which in any way interferes with the ability of others to make use of the computer resources or which could cause damage to the facilities. All student computer lab users, library station users, and clinic station users are expected to show sensitivity to others when viewing or downloading material which others working there could find offensive. Conduct which is not permitted includes but is not limited to, shouting, loud conversation, playing recreational music over computer or other speaker systems without headphones, and consumption of food and drink.
8. No computer use for commercial purposes is permitted. These activities include but are not limited to, typing services, bookkeeping, commercial Internet activity and commercial database production. Faculty research and document preparation for publication and university approved consulting agreements are not included in this category.

Examples of Policy Violations:

The following actions will be considered violations of USC Lancaster's computer use policy. This list is not inclusive and users are urged to consult the full policy.

1. Modifying the computer's operating system files.
2. Installing, copying, distributing or using software in violation of copyright and/or software agreements.
3. Failing to surrender a terminal used for game playing when requested for academic use.
4. Using computer resources for illegal activities. Examples: sexual or other harassment, threats, obscenity, child pornography, and libel.

5. Accessing or attempting to access information that is private or protected without permission.
6. Sending anonymous or repeated messages designed to annoy, abuse or torment.
7. Copying a file from another computer user's account or flash drive without permission.
8. Using computing resources for commercial or profit-making purposes without written authorization from the University.
9. Failing to present current USCL or USC system identification.
10. Modifying existing passwords or setting additional passwords which prevent others from making use of the system.
11. Unplugging and moving devices.
12. Talking loudly and playing music without headphones.
13. Eating or drinking.

Disciplinary Action

Use of USC Lancaster's computing facilities constitutes your acceptance of the above policies. Violations of computing policies will be referred to the Office of Student and Academic Affairs or to the appropriate department head for disciplinary action. Such disciplinary action will be governed by the Student Conduct Code as stated in the USC Student Handbook or the University Policies and Procedures Manual. Normally a first violation of these policies will result in an appropriate warning; subsequent violations may result in a loss of computing privileges or other disciplinary action. All violators of local, state, and federal laws may be subject to arrest.

Drug Policy

Use, possession, sale, or purchase of drugs on or adjacent to University property may result in criminal prosecution and University sanctions including but not limited to permanent expulsion from the University. University and community services to assist individuals with alcohol and drug dependency problems are available: USCL Counseling Center, 127 Starr Hall, 313-7112 or Lancaster County Commission on Alcohol and Drug Abuse, 114 Main Street, 285-6911.

Hazardous Weather Policy

A listing of radio and television stations, which will be provided with information on the cancellation of classes or the closing of facilities due to inclement weather, is shown below.

Television

- WISTV 10 (NBC)
- WBTB 3 (CBS)
- WCBL 2
- WSOC 9 (ABC)

Radio

- 1110 AM
- 107.9 FM
- 99.3 FM
- 103.7 FM

You may also access information regarding inclement weather closings at <http://usclanclaster.sc.edu/emergency.htm>.

Sexual Assault Policies and Services

The University of South Carolina is an educational community bound by common standards of conduct and a commitment to its educational mission. Sexual assault is considered particularly abhorrent because it interferes with the educational mission by:

- endangering the physical and emotional safety of community members;
- damaging trust in the community;
- offending the dignity and violating the autonomy of community members; and
- disrupting the academic progress of complainant s or survivors during their recovery.

As a result the University provides the following services:

- resources aimed at reducing the risk of sexual assault, including educational programs for men and women;
- a statement of expectations for behavior with regard to sexual conduct;
- procedural interventions to offer support and information following a sexual assault; and
- campus judicial procedures that provide for the needs of complainant s or survivors and protect the rights of alleged assailants.

Statistically, members of college communities are at great risk of being assaulted or exploited sexually and most probably by someone known to or trusted by the complainant . Studies have shown that sexual assaults occur with disturbing frequency among college age men and women but are often unreported. In order to provide for the needs and care of complainant s, as well as to enforce the behavior standards critical to the University's mission, it is important that all violations of this policy are reported to appropriate authorities, including the law enforcement officials or agencies with jurisdiction in the location of the incident. Portions of this policy may parallel published laws, but are in no way intended to substitute or supplant those laws. As members of the University community, students are expected to comply with and abide by the University policies and guidelines issued below, as well as the laws of the State of South Carolina.

The use of alcohol and other drugs, in conjunction with an incident of sexual assault does not mitigate accountability for the commission of this crime or diminish the seriousness of the crime. The use of substance with the possibility of harm to another individual will be considered by the associate Dean or Student Affairs Committee when determining responsibility and appropriate sanction.

This policy is subject to change to comply with changes in relevant laws or University operating procedures.

Complainant 's Bill of Rights

Complainant s of sexual assault who report their experience to University officials can anticipate that:

1. All sexual assaults will be treated seriously.
2. Complainant s will be treated with dignity and respect and in a nonjudgmental manner.
3. Campus organizations and services that can assist complainant s will be identified.
4. When a crime is reported to University officials, those officials will offer assistance in notifying proper authorities.

5. When complainant s report and choose to pursue action against alleged assailants, assaults will be investigated and adjudicated by appropriate criminal and/or University authorities.
6. University personnel will not discourage complainant s from reporting, nor encourage them to underreport or report the incident as a lesser crime.
7. Complainant s may invite an advisor they choose to accompany them through University disciplinary proceedings.
8. A complainant will be notified of the outcome of related University discipline proceedings. The complainant and the charged student must respect the privacy of all involved.
9. University personnel will cooperate in obtaining, securing and maintaining evidence (including a medical examination), necessary in legal proceedings.
10. Complainant s will be made aware of any State or Federal laws regarding mandatory testing of sexual assault suspects for communicable disease and whether these professionals can notify a complainant of the results of these tests.
11. Complainant s will be notified of mental health services available.
12. Complainant s will be afforded the opportunity to request immediate transfer of classes or other steps to prevent unnecessary or unwanted contact or proximity to an alleged assailant when reasonably available.
13. All students have the right to an environment free from sexual or physical intimidation, or any continuing disruptive behavior that would prevent a reasonable person from attaining their educational goals. Disruptive behavior of this nature should be reported to appropriate University staff, so it can be addressed.
14. The sexual history of the complainant is not considered relevant to the truth of the allegation; therefore, information regarding sexual history external to the relationship between the complainant and the alleged assailant will not be considered in discipline hearings.

Sex Discrimination prohibited by Title IX includes sexual harassment, sexual assault, sexual violence, and sexual misconduct. Title IX also prohibits retaliation against an individual who, in good faith, asserts his or her rights under Title IX or other applicable federal laws and state laws prohibiting illegal discrimination.

University Definition

For the purpose of this policy and related procedures, the term sexual assault is defined as "unwilling or unconsenting sexual intercourse or penetration of any bodily opening with any object; the touching of an unwilling person's intimate parts (such as genitalia, groin, breast, buttocks, mouth, and/or clothing covering them); touching an unwilling person with one's parts or forcing an unwilling person to touch another's intimate parts."

Behavior contemplated in this definition includes acts that are unwanted and/or may be committed either by force, threat, intimidation, or deceit, or through exploitation of another's mental or physical condition of which the assailant was aware or should have been aware.

USC Lancaster conduct regulations incorporate this definition by obliging students to comply with all published policies and procedures of the University. (See University Policies and Procedures.) Behaviors prohibited by this policy may also be prohibited by the general conduct regulations obliging students to comply with all published state, federal, and local laws, and the prohibition of "disorderly conduct" defined to include behaviors that unnecessarily disturb others, including

unwelcome physical contact and/or threatening behavior. They may also be simultaneously prohibited by the general regulation prohibiting "disruptive activity," defined to include any behavior that interferes with or disrupts normal activities or invades the rights of persons.

USC Lancaster conduct regulations and disciplinary procedures consider attempting, abetting, or being accessory to any act prohibited by the general conduct regulations the same as a completed violation.

Criminal Definition

As noted above, in publishing this policy the University is not intending to substitute or supersede related civil and criminal law. It is the policy of the institution to strongly encourage complainants to report all incidents and violations to the law enforcement officials or agencies with appropriate jurisdiction and avail themselves of all the services and rights to which they are entitled by law.

It should be clearly understood that there is a fundamental difference between the nature and purpose of student discipline and criminal law.

Regardless of the charge issued by procedures employed, sanctions issued by the University can be expected to be consistent with the educational mission of the institution.

According to USC Lancaster's Arrest Policy, students who are apprehended and charged by law enforcement agencies with felony criminal charges off campus are required to inform University officials. The University may bring disciplinary action against the student for the same incident if the alleged conduct is prohibited by the institution and/or if it is judged to be adverse to the recognized mission of the institution.

University disciplinary procedures should be considered distinct and independent of any and all criminal procedures. Discipline procedures may precede, occur simultaneously, or follow and consider the results of court action. When necessary, temporary action may be taken in the form of summarily suspending, summarily restricting, or officially requesting no contact between the complainant and assailant, as well as possible relocation or removal from the classes. Any of these measures may result in a student's restricted participation in University events outside attendance of classes and appointments related to the resolution of discipline matters.

At this printing, the South Carolina State Code (SC Code Ann. Sec. 16-3-651 to 16-3-654) defines criminal sexual conduct, which includes rape, as "sexual intercourse, cunnilingus, fellatio, anal intercourse, and any intrusion, however slight, into anal or genital openings, except when such intrusion is accomplished for medically recognized treatment or diagnostic purposes." (SC Code Ann. Sec. 16-3-651) The law goes on to describe three degrees of criminal sexual conduct:

First degree sexual conduct involves a sexual contact (battery) using aggravated force, and/or in association with another crime such as kidnapping, robbery, extortion and burglary. First degree criminal sexual conduct is a felony and is punishable by imprisonment for up to 30 years.

Second degree criminal sexual conduct involves batteries accomplished or attempted with aggravated coercion. Batteries involving an assailant in a position of authority over the complainant is also considered second degree criminal sexual conduct. Criminal sexual conduct in the second degree may be punished by up to 20 years imprisonment. Third degree criminal sexual conduct involves batteries where force or coercion is used and/or the assailant knows or has reason to know that the complainant is mentally defective, mentally incapacitated or physically helpless, even though aggravated coercion is not used. Third degree

criminal sexual conduct is a felony and punishable by up to 10 years in prison.

Immediate Care and Treatment Procedures for Complainant

Any student who experiences sexual harassment (including sexual misconduct, sexual assault or sexual violence) harassment or discrimination on the basis of sex is encouraged to contact Tracey Mobley Chavous, the USC Lancaster Title IX Coordinator. Her office is located in Starr Hall Room 122 and she may be contacted via telephone at 803-313-7152 or tmobley@mailbox.sc.edu. Students may also contact Dr. John Rutledge, Director of Law Enforcement and Security if they would like assistance reporting the incident to local law enforcement. His office is located in the Maintenance Building and he may be contacted via telephone at 803-313-7156.

If an assault takes place on campus: contact Campus Security, Lancaster City Police at 283-3313, or dial 911. The sooner a sexual assault is reported, the easier it is to collect valuable evidence.

Campus security may transport the complainant to an area hospital for medical attention and a rape protocol exam. If the complainant does not want to contact the police, a friend or relative may transport the student to the hospital. When the complainant arrives at the emergency room, the hospital will call Palmetto Citizens Against Sexual Assault to arrange for a volunteer advocate to accompany the complainant throughout the exam. The hospital staff may also contact the City Police.

Medical attention is crucial to assess possible internal injuries or sexually transmitted diseases, as well as to collect medical evidence should the complainant /survivor choose to pursue prosecution. The police will be contacted by the hospital to take possession of evidence collected while the complainant /survivor makes a decision about whether to pursue charges.

If a complainant chooses not to go to the hospital, the complainant is strongly urged to seek appropriate medical attention.

Follow-up and Recovery Services for Complainant

Research has shown that follow-up counseling is of significant benefit to a complainant /survivor of sexual assault and/or related trauma. This counseling may be initiated at any time after an assault (from hours to years). On-or-off campus counseling and other services are available to a student complainant whether the crime was reported or prosecuted. Agencies available to USC Lancaster students include:

- Palmetto Citizens Against Sexual Assault, located at 106 North York Street in Lancaster. This agency provides follow-up counseling to complainant s/survivors of sexual assault. Counselors are available 24-hours a day by calling 286-5232.
- The USC Lancaster Counseling Services is located in Starr Hall. Counseling Services serve USC Lancaster students. Appointments can be made by calling 313-7112.
- Catawba Mental Health Center, located at 1906 Highway 521 Bypass South. Catawba Mental Health is open from 8:30 a.m. to 5 p.m. Monday-Friday. Appointments can be made by calling 285-7456. The number is also used for crisis situations after-hours.
- South Carolina Bar Association Lawyer Referral Service can assist respondent parties in finding an attorney to represent them in civil and criminal proceedings. They can be contacted by phone at 1-800-868-2284 or (803) 779-7100.

Follow-up Services for the Respondent Party

Follow-up counseling may be of significant benefit to an respondent party. On-or-off campus counseling and other services are available to a respondent party whether or not the crime was reported or prosecuted. Agencies available to USC Lancaster students include:

- The USC Lancaster Counseling Center, located in Starr Hall. The Counseling Center provides counseling to USC Lancaster students. Appointments can be scheduled by calling 313-7112.
- South Carolina Bar Association Lawyer Referral Service can assist respondent parties in finding an attorney to represent them in civil and criminal proceedings. They can be contacted by phone at 1-800-868-2284 or (803) 779-7100.
- The Office of Academic and Student Affairs handles the investigation and resolution of discipline complaints. The phone number is 313-7101.

Reporting

All complainant s of sexual assault/battery are encouraged to report the incident to law enforcement agencies. Regardless of whether the complainant chooses to immediately involve law enforcement officials, the complainant is strongly urged to go through the rape protocol exam for medical attention and for the purpose of preserving important physical evidence of the assault, which may be used if the complainant chooses to pursue legal prosecution at a later date. The rape protocol exam should be done as soon as possible. Physical evidence can be obtained up to 72 hours after the assault, recognizing that as time passes, the quality of the evidence diminishes.

A complainant /survivor may also choose to file a report to Campus Security or the Office of Academic and Student Affairs. Whether legal or disciplinary action is desired, an anonymous report may be filed at any time with Campus Security and the Office of Academic and Student Affairs. This report provides University staff with information about the crime that may be valuable in their efforts to prevent future crimes and educate other students about high risk areas.

University officials who have knowledge about an assault are required to file an anonymous report with Campus Security in addition to supporting the complainant /survivor and referring that person to campus resources.

Discipline Policies and Procedures for Complainant and/or Witness

Witnesses to or complainant s of the above described sexual misconduct may wish to contact Campus Security or the Office of Academic and Student Affairs, if the respondent party is a USC Lancaster student.

In this event, officials in Campus Security or the Office of Academic and Student Affairs will meet with the witness or complainant to discuss the report and determine whether there is reason to believe a conduct code offense has occurred. At the same time, discipline procedures will be reviewed and the possible roles the complainant or witness may plan in the gathering of this information and/or the resolution of the complaint will be explored.

At this meeting, if the complainant or witness is willing and prepared, staff may conduct an investigative interview. At the complainant 's or witness's request, an advisor, counselor, attorney, parent, or friend may attend. In this meeting, and as needed, University discipline personnel will answer questions and provide offended individuals with general information about civil and criminal options available to complainant s or witnesses. If there is no objection, in order to promote efficiency and

provide authoritative answers to questions about legal options, this first meeting could include officials from the Lancaster Police Department.

When it is determined that there exists sufficient reason to believe a violation of University policy has occurred, disciplinary procedures may be initiated. It should be understood that complainants and witnesses need not "press charges"; instead, the University is considered the complainant, and as such is responsible for initiating this investigative process. Complainant s or witnesses can expect to be asked to contribute testimony and information to assist in the resolution of the complaint.

Discipline Policies and Procedures for Respondent Party

To begin discipline procedures, individuals thought to have relevant information or testimony, including the respondent party, will be contacted and interviewed by appropriate University officials. If sufficient information is available to conclude there is reason to believe, or "reasonable grounds" to do so, the University will issue charges from the general conduct regulations and offer the respondent party opportunity to choose from among three possible hearing formats.

The respondent party may choose a pre-hearing adjudication, in which the charged party or parties accept responsibility for the charge(s) and request to have sanctions determined by a hearing authority without a formal hearing.

Alternatively, the respondent party may choose an administrative hearing, in which a University official is authorized to consider testimony and act as hearing officer, deciding whether the respondent is responsible for the charges(s) as issued, and what the University response or sanction, if indicated, should be.

Also available to charged students is a hearing before the Student Affairs Committee, a group of faculty, staff, and students who are trained and authorized to conduct hearings to determine responsibility and appropriate sanctions.

In each of these formats, the burden of proof shall be on the University as the complaining party. Decisions regarding responsibility of charges shall be based on a "preponderance of evidence" standard, meaning responsibility does not have to be proven beyond a shadow of doubt. The University need only demonstrate that the charged student is more likely than not responsible for the charge(s).

In these investigative hearings, regardless of the format chosen, hearing officers or members will not be restricted from testimony of technical rules of evidence. Charged students are assured a right of access to a list of witnesses invited to testify, as well as an opportunity to review all available physical and documentary evidence to be presented at the hearing. In these informal, non-adversarial hearings, there is no formal cross-examination. Charged students are, however, entitled to question and rebut any evidence presented. In order to conduct a fair, orderly hearing, reasonable accommodations may be made in hearing procedures, such as indirect questioning, or special seating arrangements in the hearing room. Both the charged student and the complainant may be accompanied by an advisor of their choice and remain present while all testimony is presented.

Should a hearing authority determine a student is responsible for the charges issued, it will ask Campus Security about the student's disciplinary history, then adjourn again to determine what sanctions are appropriate to the circumstances and individual. The hearing officers will attempt to respond in a manner that best provides for the educational

goals of the process. Possible sanctions include permanent suspension for a period of time, suspension held in abeyance, disciplinary probation, restitution, an official warning, or any combination of these. Conditions, restrictions or specific prohibitions may be issued with or attached to any of these sanctions.

Educational Resources

The following offices within the University of South Carolina Lancaster and the Lancaster community provide a variety of educational offerings.

There are many videotapes, books, brochures, and periodicals that are available for viewing and/or checkout. Please see the following list:

- Palmetto Citizens Against Sexual Assault, 1106 North York Street, 286-5232
- Medford Library, USC Lancaster, 313-7060
- Lancaster County Library, 313 S. White Street, 285-1502

Sexual Harassment

The University of South Carolina Lancaster will not tolerate the sexual harassment of any member of the University community. Sexual harassment subverts the mission of the University by threatening the careers, educational experiences, and well-being of all members of this community. It undermines the University's deep commitment to the primacy of a reward system based purely on merit, intellectual excellence, and job performance. Sexual harassment of employees or students at the University is defined as unwelcome sexual advances, requests for sexual favors, verbal or other expressive behaviors or physical conduct commonly understood to be of a sexual nature. Sexual harassment includes but is not limited to the following:

1. Threats to make an adverse employment or academic decision if another person refuses to engage in sexual activities.
2. Demands that another person engage in sexual activities in order to obtain or retain employment or academic benefits.
3. Promises, implied or direct, to give employment or academic benefits if another person engages in sexual activities.
4. Unwelcome and unnecessary touching or other sexually suggestive physical contact, or threats to engage in such conduct.
5. Indecent exposure.
6. Invasion of sexual privacy.
7. Sexual advances, requests for sexual favors, sexual comments and questions, and other sexually-oriented conduct that is directed against a specific individual and persists despite its rejection.
8. Conduct, even that not specifically directed at the complainant, which is sufficiently pervasive, severe, or persistent to alter the conditions of the complainant's employment or status as a student and create a hostile working or learning environment, when viewed from the perspective of a reasonable person of the complainant's gender.

The full policy as well as procedures regarding complaints, investigation, and sanctions are available in the University of South Carolina Policies and Procedures Manual under EOP 1.02 and can be accessed at <http://www.sc.edu/policies/ppm/eop102.pdf>

Tobacco Policy

The University of South Carolina is deeply committed to the well-being of our students, faculty, staff and visitors. To provide a safe, healthy environment in which our community can flourish, and in accordance with the university's commitment to public health and sustainability, the University of South Carolina Lancaster will be a completely tobacco-

free campus. This policy replaces the 2013 tobacco-free policy to cover all university property. The intent of this policy is to create an environment that is conducive to quitting tobacco, promoting the prevention of tobacco use and preventing the risks associated with exposure to secondhand smoke. This will be a cultural change within the university campus and will be supported by ongoing communications and cessation programs for those who desire to quit or abstain from tobacco. Enforcement for the policy is the responsibility of each member of the USC Lancaster community. Faculty, staff, and students are expected to enforce the policy for their facilities and/or sponsored activities.

Covered Individuals

The provisions of this policy apply 24 hours a day, seven days a week to all students, faculty, staff, visitors, volunteers, contractors and vendors unless otherwise noted.

Definitions

"Tobacco and smoking products" include all tobacco-derived or containing products, including but not limited to cigarettes (i.e. clove, bidis, kreteks), electronic cigarettes, cigars and cigarillos, pipes, water pipes (vapes), smokeless tobacco products or substitutions (spit and spit less, chew, pouches, snuff) or any other device intended to simulate smoked tobacco. This does not apply to nicotine replacement therapy, which is designed to assist tobacco users to quit tobacco.

"University property" includes all buildings, facilities, grounds and spaces leased, owned or controlled by the University of South Carolina Lancaster Campus, whether or not signs are posted. This includes, but is not limited to, buildings on university-owned land, offices, classrooms, laboratories, elevators, stairwells, bridges and walkways, balconies, decks, restrooms, buses, city bus stops, sidewalks, parking lots, meeting rooms, hallways, outdoor passageways and entrances, lobbies, common areas and athletic practice or performance venues, including those outdoors.

Use of Tobacco Products

- The use of tobacco products is prohibited on university property. No ashtrays, receptacles or smoking shelters are permitted.
- The use of tobacco products is prohibited in university-owned, operated or leased vehicles.
- The use of tobacco products is prohibited in personal vehicles parked on university property.
- The university strongly discourages the use of tobacco products by all covered individuals on properties adjacent to the campus.

Support of Tobacco Products

- All tobacco industry promotions and marketing activities are prohibited on university property.
- The sale of tobacco products and tobacco-related merchandise (including logo items) is prohibited on all university property and at university-sponsored events, regardless of the operating vendor.
- The distribution or sampling of tobacco and associated products is prohibited on all university property and at university-sponsored events, regardless of the venue.
- Tobacco industry and related company sponsorship of student programs and athletic events is prohibited.
- The university discourages solicitation or acceptance of any grant or gift from a manufacturer, distributor or retailer whose principal business is tobacco products.

Communication of Policy

This policy will be communicated to the campus community as follows:

- News and information will be posted on the website.
- References to this policy will be added to student handbook, orientation communications, and other publications as appropriate.
- Host and appropriate staff will assist in informing all visitors of the policy and asking that they comply while on any university property. All community members are encouraged to assist with the education of visitors and volunteers regarding our policy.
- A provision will be inserted in all contracts, e.g. dining, construction and/or maintenance, to prohibit the employees of contractor/vendors from using tobacco products on USC property.
- Communication tips for community members to use in helping to enforce the policy will be available at the Tobacco-Free USC website, www.sc.edu/tobaccofreeusc.
- "Tobacco-Free Property" signs will be posted throughout the university. Each building will display a "Tobacco-Free Property" decal and additional signs as appropriate.

Tobacco Cessation Resources

The university will offer resources and support to assist those tobacco users who desire to quit or abstain from using tobacco. Tobacco cessation resources and programs will be promoted or offered for university students, faculty, and staff. Many of these programs are offered at little or no cost. Referrals may be made to the Office of Academic and Student Affairs at 803-313-7101 (students), 803-777-6518

(faculty/staff) and/or MYgroup Employee Assistance Program (faculty/staff) at 1-800-633-3353.

Additional resources are outlined on the Tobacco-Free USC website, www.sc.edu/tobaccofreeusc.

Enforcement and Compliance

Enforcement for the policy is the responsibility of each member of the Carolina community.

Faculty, staff, students and volunteers are expected to enforce the policy for their facilities and/or sponsored activities. Each individual should in a consistent and civil way bring any infractions of this policy to the attention of the person or persons observed violating the policy.

Faculty, staff and students are also expected to assume leadership roles by adhering to the policy provisions and by reminding others who aren't in compliance of the policy provisions.

In the event a community member does not respond to a reminder, USC faculty, staff, students and volunteers will assist in the enforcement of this policy by reporting repeated violations to the appropriate body, as described in the provisions below.

Corrective actions will include an educational component and, for those who wish to quit using tobacco, referral to a tobacco cessation program. Referrals may be made to the Office of Academic and Student Affairs at 803-313-7101 (students), 803-777-6518 (faculty/staff) and/or MYgroup Employee Assistance Program (faculty/staff) at 1-800-633-3353. For more information, refer to Section F of this policy.

Students - Complaints regarding students will be directed to and handled by the Office of Academic and Student Affairs in accordance

with the Student Code of Conduct (STAF 6.26). Further information on the conduct process and potential consequences is available at https://www.sc.edu/about/system_and_campuses/lancaster/internal/documents/student_life/handbook.pdf

Faculty - Complaints regarding faculty will be directed to the appropriate unit head.

Staff - Complaints regarding staff will be directed to and handled by the immediate supervisor or director. Specific HR recommendations for counseling employees who repeatedly violate the tobacco policy will be available at www.sc.edu/tobaccofreeusc.

Volunteers, Visitors, and Affiliates - Complaints about volunteers and visitors may be addressed by any university official. Repeated violations may be handled by the university administration. Complaints about affiliates will be directed to and addressed by their sponsoring departments, in accordance with appropriate policies and practices.

Contractors and Vendors - Complaints regarding contractors and vendors will be addressed by the campus administration. Failure by contractors/vendors or their employees to comply with the provisions of this policy could result in the termination of the contract.

The university will provide Tobacco-Free Campus Policy information cards to facilitate education about and enforcement of the policy.

Exceptions

1. Tobacco, tobacco products or simulated tobacco products may be used for classroom instruction, educational and artistic purposes. However, smoking of tobacco products is not allowed for these purposes. A special exception may be made for cultural activities by American Indians that are in accordance with the American Indian Religious Freedom Act, 42 USC sections 1996 and 1996a, which allow for the use of ceremonial tobacco. All ceremonial use exceptions must be approved in advance by the Provost or designee and, in the case of smoking, by the University Fire Marshall
2. Tobacco company participation in recruitment activities (i.e. job fairs, on-campus interviews, information sessions, etc.) must be approved by the Office of the Dean to ensure compliance with university policy to ensure signage, postings and use of company logo is appropriate.
3. Tobacco, tobacco products or simulated tobacco products may be used for research purposes. Smoking of tobacco products for research purposes will be allowed only if smoke is controlled in a manner approved by the Office of Environmental Health and Safety, as is necessary for all research that involves laboratory air contaminants.

Student Grievance Policy - Non-Academic

Academic Preface

The University of South Carolina Lancaster is committed to a policy of treating all members of the University Community fairly in regard to their personal and professional concerns. This procedure is designed to provide students an opportunity to address non-academic complaints and problems that they have not been able to resolve through other channels.

Purpose

The primary objective of the grievance procedure is to insure that concerns are promptly dealt with and resolutions reached in a fair and just manner. It is essential that each student be given an adequate

opportunity to bring non-academic complaints and problems to the attention of the University administration with assurance that each will be given fair treatment.

Definition

A grievance is defined as dissatisfaction occurring when a student thinks that any condition affecting him/her is unjust, inequitable, or creates unnecessary hardships. Such grievances include, but are not limited to, the following problems: mistreatment by any University employee, wrongful assessment and processing of fees, records and registration errors, racial discrimination, handicapped discrimination, sex discrimination, as they relate to non-academic areas of the University.

The grievance procedure shall not be used for appeals of disciplinary decisions, residency classification decisions, or traffic appeals decisions, or any other type of decision where a clearly defined appeal process has already been established.

Process

1. Initiating a Grievance - The initial phase of the student grievance procedure requires an oral discussion between the student and the person(s) alleged to have caused the grievance. This discussion must take place within 10 working days of the incident that constituted the grievance.
2. First Appeal
 - a. If the initial oral discussion phase is not successful in resolving the complaint or problem, and if the student wishes to file a formal grievance, the grievance form must be completed and filed with the immediate supervisor of the person alleged to have caused the grievance. The grievance form must be filed with the person's immediate supervisor within five (5) working days of the initial discussion referred to in paragraph 1 above.
 - b. The supervisor shall immediately acknowledge receipt of the grievance form and shall begin an investigation reaching a decision; the supervisor shall inform the student in writing (with a copy to the Dean of Academic and Student Affairs) within three (3) working days of the conclusion of the investigation.
 - c. If the student feels the grievance has been resolved, the process is complete. If not, an appeal may be brought before a Grievance Panel, whose members will be appointed by the Campus Dean.

Grievance Procedure

If the grievance is unresolved, the student may bring the grievance before the grievance Committee by presenting a written statement within five (5) working days of the date of the supervisor's decision. This statement shall be forwarded to the Dean of Academic and Student Affairs and shall:

1. State the grievance;
2. State why the response is unacceptable; and
3. Request a hearing before the grievance committee.

Any related materials (including a copy of the grievance form and the written response from the supervisor) must accompany the letter.

Upon receipt of the appeal, the Associate Dean of Academic and Student Affairs shall send a copy of the appeal to the members of the Grievance Panel and the major parties involved. The major parties include: the person(s) against whom the grievance was initiated and the supervisor of the individual(s). The Associate Dean of Academic and Student Affairs shall ask the major parties to respond in writing to the appeal within

five (5) working days. At the end of the five (5) working day period, the Associate Dean of Academic and Student Affairs shall meet with the Grievance Panel to examine the grounds for the request for an appellate hearing. A hearing shall be granted if a majority of the Panel finds that grounds for the appeal have been substantiated. A tie vote shall result in a hearing being granted. The Associate Dean of Academic and Student Affairs shall notify in writing, all involved parties of the decision of the committee to either hear or not to hear the grievance. The hearing shall be conducted not sooner than five (5) working days after the decision to grant the request for the hearing, and not later than 15 working days after the decision to grant the request for the hearing. A postponement may be granted by the Associate Dean of Academic and Student Affairs upon written request of either party. The request shall state why the postponement should be granted.

Conduct of the Hearing

The Associate Dean of Academic and Student Affairs shall open the hearing by reading the request for an appeal, and informing the parties involved of the jurisdiction of the committee and its procedures. The Associate Dean of Academic and Student Affairs shall ascertain that all the parties involved are aware of their rights, answer any questions they have in regard to these matters, and conduct the hearing.

All hearings shall be closed to the public, unless all parties agree that the hearing be opened to members of the University Community. A tape recording shall be made of the proceedings.

All parties involved in a hearing shall maintain in the strictest confidence the identity of the individuals appearing before the Grievance Panel, as well as the information presented to the Grievance Panel.

Hearings shall be conducted in an informal manner. The taking of statements from the parties to the grievance (and witnesses, if any) may be done by discussion format, though each individual appearing before the Grievance Panel may be subject to cross examination. Witnesses shall be present only during the time they are testifying. The major parties involved in the grievance shall be required to attend all hearings of the Grievance Panel.

At the conclusion of the hearing, each party shall submit a proposed solution of the grievance to the Grievance Panel. After receiving the proposed solutions to the grievance, the Associate Dean of Academic and Student Affairs shall dismiss all the individuals who are not members of the Grievance Board. The committee shall reach its decision based on the information presented during the hearing, and according to the Statement of Student Rights and Responsibilities. The Grievance Panel shall decide by majority vote the solution of the grievance. In the case of a tie, the Associate Dean of Academic and Student Affairs shall vote and thus break the tie. The Associate Dean of Academic and Student Affairs (or their designee) shall forward a written copy of the Grievance Panel's decision to the major parties involved and to the Campus Dean's Office within 5 working days of the conclusion of the hearing.

Decisions of the Grievance Panel shall be final. The decisions of the Grievance Panel shall be kept on file in the Office of Academic and Student Affairs. Any of the parties involved shall have the right, upon request, to listen to the tape recordings of the hearing in the presence of a staff member of the Office of Academic and Student Affairs.

The Grievance Panel

The Grievance Panel shall be composed of seven members as appointed by the Campus Dean.

Composition

1. Two (2) students
2. Two (2) Faculty members
3. Two (2) Administrators
4. One (1) Associate Dean of Academic Affairs as ex officio Chairperson

Rules

1. The Panel may adopt additional rules and guidelines not in contradiction of the spirit of this policy.
2. A majority shall constitute a quorum of the Grievance Panel. Unfilled vacancies shall not count against the quorum. The Chairperson shall not count in constituting a quorum.
3. The Panel shall file an annual report with the Dean and the President of the Student Government. This report shall include a summary of the Committee's activity during the previous academic year, and any suggestions that the Committee may deem necessary.

Hearing Procedures

Rights of the Parties Involved in a Grievance

1. If a grievance hearing is granted, parties involved are entitled to:
 - a. written notice of the complaint; and
 - b. written notice of the time and place of the hearing.

This should be forwarded to all parties at least five (5) work days prior to the hearing unless all parties waive all or part of the notice period.

1. Review all available evidence, documents, exhibits, and a list of witnesses that each party may present at the hearing. This is to be considered a continuing obligation by all parties involved.
2. Appear in person and present information on their behalf, call witnesses, and ask questions of any person present at the hearing.
3. Be assisted by an advisor or counsel of their choice. The advisor upon request may:
 - a. advise the individual on the preparation and presentation of their case.
 - b. accompany the individual to all grievance hearing; and
 - c. advise the individual in the preparation of the appeals.

Student Publications Policy

All student organizations, including student publications, must be recognized by the USCL SGA, recommended by the Assistant Dean of Student Affairs and approved by the USCL Dean. Decisions regarding the content of student publications are the joint responsibility of the student editor and the faculty/staff advisor and should adhere to South Carolina libel laws and community standards regarding published materials.

Voter Registration Policy

Both the state and national voter registration applications are available via the Internet at the following sites:

- SC Voter Registration by Mail Application (<https://scvotes.gov/sites/default/files/VR%20Blank%20Form.pdf>)
- National Voter Registration Application (<https://www.eac.gov/voters/national-mail-voter-registration-form/>)

- Students can access the above web sites from the USCL computer labs

Parking Regulations

These regulations pertain to students, faculty, and staff of USC Lancaster.

Parking permits or decals must be displayed on vehicles of all students, faculty, and staff. Permits are issued during registration in the Office of Law Enforcement and Security in the campus maintenance building.

Campus speed limit is 10 mph unless otherwise posted.

Students may purchase preferred parking stickers for Lot A parking at a cost of \$20 per year or \$10 for the Spring semester.

Fines will be imposed for the following violations:

- Parking improperly, \$20.00
- Parking permit or decal not displayed, \$10.00
- Parking in "No Parking" area, \$20.00
- Parking in loading or service zone, \$20.00
- Blocking sidewalk or driveway, \$20.00
- Failure to register vehicle, \$20.00
- Parking in or blocking "Handicap" space, 1st offense- \$25.00, 2nd offense-\$50.00, 3rd offense-\$100.00
- Boot removal, \$50.00
- Parking fine-other, \$20.00

Fines should be paid in the Business Office or mailed to the same within four school days of the violation. After four days, the fine will be increased by \$1 and an additional \$1 for each week thereafter.

Students with unpaid fines will not be allowed to register at any USC campus until the fines are paid. Student records will not be transmitted from the Registrar's Office until fines are paid.

Initial questions regarding fines should be directed to the Business Office. Fines may be appealed, but the appeal must be made within four school days of the violation by notifying the Director of Law Enforcement and Security. The payment of fines is to be suspended until the appeal decision is rendered. During the time of an appeal, fines will not be subject to the \$1 increase.

Those parking for classes or activities at the Native American Studies Center (119 S. Main Street) should use the parking lot directly behind the Center with access from White Street. Parking in downtown Lancaster is regulated by the Lancaster Police Department.

The income from the collection of fines will be deposited into the general University account to provide safety and security services for the campus.

Additional parking information can be found in USC Lancaster's Student Handbook.

EXPENSES

Overview

The University reserves the right to alter any of the following charges without notice. All charges are due and payable on the date that they are incurred or the due date indicated on the ticket, invoice, or statement. Checks or credit cards for the exact amount of the total charges should be made payable to the University of South Carolina.

Any student who has failed to pay all required registration fees on or before the last date to change course schedules (as indicated in the University calendar) may be dropped from class rolls. Any student who fails to relieve any other indebtedness to the University or to any of its auxiliary agencies on the date such obligations become due may not be permitted to remain in University residence halls or be issued a transcript, diploma, or degree.

These fees reflect the actual costs for the 2019-2020 academic year. For current fee information please contact the USC Lancaster Business Office. The University reserves the right to alter any of the following charges without notice.

Semester Academic Fees (Fall, Spring and Summer)

Twelve or More Semester Hours

1. South Carolina residents, per semester (\$3,579 for students who have are in USCL 2 Year Associate Degree Programs); (\$5,199 for students who are in Palmetto College Degree Programs)
2. Nonresident, per semester (\$8,919 for students who have earned less than 75 hours); (\$10,428 for students who are in Palmetto College Degree Programs)

Fewer than 12 Semester Hours

1. South Carolina resident, per semester hour (\$298.25 for students who are in USCL 2 Year Associate Degree Programs); (\$433.25 for students who have earned 75 or more hours)
2. Nonresident, per semester hour (\$743.25 for students who have earned less than 75 hours); (\$869 for students who have earned 75 or more hours)

Course Auditing

Residents and nonresidents pay the same rate as they would pay for courses taken for credit.

Correspondence Course Fees

1. Course fee (college level, without video component), per semester hour (\$125)
2. Courses including videocassette work will be assessed an additional charge

Application Fee

Every new student will normally be charged a nonrefundable application fee of \$40; exceptions to, or relief from, this charge may be made for certain special categories of admission. All applications must be accompanied by the application fee. This fee is for admission application only. The fee for readmission applications is \$10. The fee for non-degree seeking application is \$10.

Fee waiver forms are accepted only by those who are eligible as follows:

- If you are a South Carolina resident who is currently enrolled in high school and you receive a fee waiver for the SAT or ACT. A fee waiver

form, obtainable from your high-school guidance counselor, must be submitted with the admission application.

- If you are a high school senior who is a dependent of a full-time USC Lancaster faculty or staff member.

Matriculation Fee

A nonrefundable matriculation fee of \$50 is assessed to all current degree-seeking students on a one-time basis. This fee is also assessed to entering (or re-entering) degree-seeking students.

Technology Fee

Full time, \$200; part time, \$17 per hour for students who have are in USCL 2 Year Associate Degree Programs;

Full time, \$156; part time, \$13 per hour for students who are in Palmetto College Degree Programs

Legal Residency

Free Tuition

Certain exemptions from tuition fees have been established under South Carolina Law. Relevant sections of the code are reproduced below. Please note that these laws include free tuition only. Other academic fees and mandatory fees are still the responsibility of the student.

1. S.C. Code Ann. § 59-111-20 (Law Co-op. Supp. 1993)

A. A child of a wartime veteran, upon application to and approval by the South Carolina Department of Veterans Affairs, may be admitted to any state-supported college, university, or post high school technical education institution free of tuition so long as his work and conduct are satisfactory to the governing body of the institution, if the veteran was a resident of this state at the time of entry into service and during service or has been a resident of this state for at least one year and still resides in this state or, if the veteran is deceased, resided in this state for one year before his death, and provided the veteran served honorably in a branch of the military service of the United States during a war period, as those periods are defined by Section 101 of Title 38 of the United States Code and:

1. was killed in action
2. died from other causes while in the service
3. died of disease or disability resulting from service
4. was a prisoner of war as defined by Congress or Presidential proclamation during such war period
5. is permanently and totally disabled, as determined by the Veterans Administration from any cause
6. has been awarded the Congressional Medal of Honor
7. is missing in action, or
8. the applicant is the child of a deceased veteran who qualified under item (4) and (5).

B. The provisions of this section apply to a child of a veteran who meets the residency requirements of Chapter 112 of this title, is 26 years of age or younger, and is pursuing any type of undergraduate degree.

2. S.C. Code Ann. § 59-111-110 (Law Co-op. 1976) No tuition shall be charged for a period of four school years by any state-supported college or university or any state-supported vocational or technical school for children of firemen, both regularly employed and members of volunteer organized units, organized rescue squad members, members of the Civil Air Patrol, law enforcement officers or correction officers, including

reserve and auxiliary units of counties or municipalities, who become totally disabled or are killed in line of duty on or after July 1, 1964.

3. **S.C. Code Ann. § 59-111-10 (Law Co-op. 1976)** The first-place winner of the essay contest sponsored by the Governor's Committee on the Employment of the Physically Handicapped, provided that he is qualified and in financial need, may receive a four-year scholarship. This scholarship may be cancelled if the recipient fails to maintain general scholastic and conduct standards established by the University.

4. **S.C. Code Ann. § 59-111-320 (Law Co-op Supp. 1984)** Legal residents of South Carolina who have attained the age of sixty (60) and meet admission and other standards deemed appropriate by the University may attend classes for credit or noncredit purposes on a space available basis without the required payment of tuition if these persons do not receive compensation as full-time employees.

Challenge Examinations

To establish undergraduate college credit without class attendance or to validate credits from a non-regionally accredited college-per semester hour, \$25

Cross-Campus Enrolled Students

Courses originating from other USC campuses are made available to students enrolled at USC Lancaster. Students who enroll in courses originating from more than one campus pay fees based upon the originating campus's fee schedule.

Refund Policy

1. Policy

The University will refund a part of academic fees in certain cases:

- a. Changes in a student's status, which may require a refund.
 - i. Change in a full-time student's schedule, which results in reclassification to part-time status
 - ii. Change in a part-time student's schedule, which results in fewer credit hours.
- b. Situations, which may require a refund.
 - i. Course or courses dropped
 - ii. Drop/Withdrawal from the University
 - iii. Cancellation of a class by the University

2. Procedure

a. Refund Requests

All requests for refunds must be received during the academic year for which the fees were paid. The academic year begins with the fall term and ends with the summer term. Refunds may be requested at any time during the academic year in which the applicable term occurs.

b. Determining the Refundable Portion Procedure

Student refunds for tuition are calculated based on the student's liable hours after the drop/withdrawal. Liable hours are calculated as the total hours a student is still registered plus the liable portion of the dropped/withdrawn course(s). The liable portion is computed by taking the number of dropped hours times the liability rate (which is 100 percent minus refund percentage). The refund amount is determined to be the difference of the original assessment and the assessment based on the new liable hours. For students whose liable hours are 12 or above, no refunds are processed. Other academic fees are non-refundable after the 100 percent refund percentage. For students activated for full-time military service during an academic term, the University follows state law in Section 59-101-395. Any refund calculated will be applied to the student account.

c. Drop/Withdrawal Refund Policies

Standard Refund Policy For Dropping/Withdrawal From The University:

All refunds will be based solely on the percentage of time (in days) between the first day of a part-of-term and the last day of a part-of-term. The percentage (in days) will include all Saturdays, Sundays, and holidays between the start and end dates of each part-of-term. Exceptions to this rule may only be made by the Bursar's Office. In these instances, any change in the refund percentage would be moved out to the next closest business day. Courses fewer than six days long, first day = 100% refund, remaining days = no refund

- i. 100 percent if the student's official drop/withdrawal calculation is within 6% of the enrollment period for which the student is liable.
- ii. 70 percent if the student's official withdrawal calculation is between the period specified in (1) or before the end of the 10 percent period of enrollment for which the student is liable.
- iii. 50 percent if the student's official withdrawal calculation is between the period specified in (2) or before the end of the 16 percent period of enrollment for which the student is liable.
- iv. 20 percent if the student's official withdrawal calculation is between the period specified in (3) or before the end of the 25 percent period of enrollment for which the student is liable.

d. Refund Schedules

Refund schedules are relocated under the important deadlines on the Registrar's website (<http://usclanaster.sc.edu/busoffic/>).

e. Return of Title IV Funds

Refunds Policy For Students Who Have Received Title IV Funds And Withdraw From The University

- i. Federal financial aid funds are awarded with the expectation that students will complete the entire period of enrollment. Students "earn" a percentage of the funds that are disbursed with each day of class attendance. When a student who has received federal aid funds (Title IV Funds) leaves school before the end of the semester or period of enrollment, federal regulations require the University of South Carolina to calculate the percentage and amount of "unearned" financial aid funds that must be returned. Once a student has completed more than 60 percent of the enrollment period, they are considered to have earned all funding received. This calculation may have the effect of requiring the student who withdraws before this time frame to repay funds that have already been disbursed to the student or credited towards their current account for tuition, fees, housing and/or meals. Students are encouraged to meet with a counselor in the Office of Student Affairs, or the appropriate office on their campus, prior to making the decision to withdraw from.
 - ii. Title IV Refund Distribution
 1. For fully withdrawn students receiving federal and/or state funds, the refund will be governed by the current Federal Title IV refund policy. The Office of Student Financial Aid and Scholarships determines the amount of the refund that is distributed back to Title IV, HEA Programs or other Financial Aid sources. For students and their parents who have received student loans or other forms of financial aid, funds will be returned in the order prescribed by federal regulations. The institution must return the funds to the financial aid program other than College Work Study, up to the amount of assistance

that the student received from those programs. Funds are to be distributed to the financial aid programs in the following order:

- Unsubsidized Federal Stafford
 - Subsidized Federal Stafford
 - Federal Perkins
 - Federal PLUS Loan
 - Federal Pell Grant
 - Federal Supplemental Education Opportunity Grant
 - Federal TEACH Grant
 - Federal Iraq/Afghanistan Service Grant
2. Any remaining balance will first be used to repay any outstanding university charges and any subsequent balances will be refunded to the student/parent.
 3. Exit interviews (http://www.sc.edu/financialaid/loan_counseling/default.html) are required before leaving the University of South Carolina for all students who withdraw and have received Stafford, Perkins or Federal Nursing/Health Professions Loans. Questions regarding exit counseling should be referred to the appropriate campus Financial Aid and Scholarships Office.

f. Appeals Process

A process for appeals exists for students or parents who believe circumstances warrant exceptions from published policy. The student must be fully withdrawn from the University in order to apply for an appeal.

The Withdrawal Refund Appeals Committee reviews and act on all appeals. Address appeals to:

Withdrawal Refund Appeals Committee
(Columbia Campus Only)
Office of the Registrar
University of South Carolina
Columbia, SC 29208
803-777-5555

Withdrawal Refunds

All full- or part-time students wishing to withdraw from the University or to discontinue enrollment from all courses for the semester should follow the instructions online at my.sc.edu (<https://my.sc.edu/>) when they request to drop their last course. Staff members in the Office of Admissions and Records are available to assist students in completing the withdrawal process. In addition, staff from the Office of Financial Aid can provide financial counseling concerning withdrawing from classes. Students requesting withdrawal for extenuating circumstances after the penalty date (last date for **W** grade) should consult with staff in the Admissions and Records Office.

In establishing a diminishing-scale refund process for withdrawals, the University operates on the philosophy that many of the basic costs of instruction are incurred at the end of the first week of classes or within an equivalent period for nonstandard semesters. The assignment of a classroom seat to an individual student precludes any other student from occupying that seat. In addition, an instructor is assigned and the costs of instruction are encumbered on the first day of classes.

A student who withdraws from the University after the first week of classes has already occupied a classroom seat that cannot be reassigned. As a result, the University cannot both maintain its financial integrity and also provide a full refund. Accordingly, the University has

established a series of refund deadlines commensurate with student progress into the semester.

It is the responsibility of the Business Office to administer the withdrawals process on a daily basis and to apply the published refund schedule to routine withdrawals. On those rare occasions when it can be documented that unanticipated and extenuating circumstances directly related to a student's withdrawal warrant exceptional consideration, and the amount of the refund due is contested, the Business Office will inform the student of the appeal process and advise the student of the necessary procedures.

University Withdrawal Refund Appeal Procedures

The University Withdrawals Refund Appeal Committee is authorized to consider appeals and approve extraordinary exceptions to the University's published withdrawal refund schedule due to humanitarian and due-process considerations.

Guidelines for committee consideration of withdrawal appeals are:

1. The appeal must be submitted in writing to the Business Office and will be considered only in written form. A standardized appeal form must be submitted.
2. All requests for appeal must be submitted directly by the student through the Business Office and must meet one or more of the following criteria to be considered and approved by the appeals committee:
 - a. Documentation of an accident, illness, injury, or incident which could not be influenced, predicted, planned for, or prevented by the student or the institution. This provision specifically excludes conditions or chronic illnesses known to the student at the time of enrollment.
 - b. Demonstration that the application of the published refund policy would result in a specific and substantial personal hardship to the student. This provision specifically excludes circumstances or effects which would simply inconvenience the student or the student's family.
 - c. Documentation of substantiated circumstances where a student has in good faith relied upon the veracity of a University official's advice, or the official's interpretation of the text of a University document or publication, and was consequently misled or mistaken about the terms of the published refund policy.
3. The appeal must be initiated during the semester for which the refund is requested.
4. The appeal must involve a total withdrawal from the University. No partial withdrawals will be considered.
5. Appeals will only address whether or not a refund will be granted. No consideration will be given to grade assignment or other academic issues. Students must address such issues directly with the faculty members and the college. If applicable, requests for Extenuating Circumstances Withdrawals for grade change purposes must be resolved prior to deliberations by this committee.
6. Grounds for consideration of an appeal will be restricted to only those circumstances personally experienced by the enrolled individual with whom the University has a direct relationship. Loss or illness of a family member, close associate, or employee, and/or difficulty in family-operated businesses are excluded from consideration.
7. Decisions will be made by a simple majority vote of the committee membership and documented in writing by the chairperson. The

student will be informed of the outcome of the appeal by letter from the Business Office.

FINANCIAL AID AND SCHOLARSHIPS

Academic Scholarships

Who Should Apply

Scholarship recipients are selected by the Student Scholarships and Special Awards Committee of the University of South Carolina Lancaster. Scholarships are awarded on the basis of high-school records, SAT scores, and other qualifications as established by the selection committee. Admissions acceptance is required before consideration may be given to a scholarship applicant. These scholarships range in value from \$500 to \$5,000 and are awarded to students who show outstanding academic achievement and talent and/or demonstrate significant leadership ability. Students must maintain the required standards in order to retain their scholarship.

How To Apply

Submit an application for undergraduate admission to USC Lancaster and a USC Lancaster Academic Scholarship Application.

When To Apply

Students should file the USC Scholarship Application by the following deadlines:

- November 1-Lancer Scholarship
- February 1-Other Freshman Scholarships
- April 1-Continuing & Transfer Student Scholarships
- August 1-Late Scholarships

More detailed scholarship and deadline information and can be found here (https://www.sc.edu/about/system_and_campuses/lancaster/apply/scholarships/).

Where To Apply

Applications should be mailed to:

Office of Admissions and Records
USC Lancaster
P.O. Box 889
Lancaster, SC 29721

or hand delivered to the Office of Admissions and Records, Starr Hall 123, at USC Lancaster.

University of South Carolina Lancaster Academic Scholarships

The Educational Foundation of USC Lancaster has over 140 scholarship and special purpose funds. A complete list of funds can be found here (https://www.sc.edu/about/system_and_campuses/lancaster/apply/scholarships/).

FEES AND REFUNDS

Overview

The University reserves the right to alter any of the following charges without notice. All charges are due and payable on the date that they are incurred or the due date indicated on the ticket, invoice, or statement. Checks or credit cards for the exact amount of the total charges should be made payable to the University of South Carolina.

Any student who has failed to pay all required registration fees on or before the last date to change course schedules (as indicated in the University calendar) may be dropped from class rolls. Any student who fails to relieve any other indebtedness to the University or to any of its auxiliary agencies on the date such obligations become due may not be permitted to remain in University residence halls or be issued a transcript, diploma, or degree.

Academic Fees

These fees reflect the actual costs for the 2019-2020 academic year. For current fee information please contact the USC Lancaster Business Office. The University reserves the right to alter any of the following charges without notice.

Semester Academic Fees (Fall, Spring and Summer)

Twelve or more semester hours

1. South Carolina residents, per semester (\$3,579 for students who have are in USCL 2 Year Associate Degree Programs); (\$5,199 for students who are in Palmetto College Degree Programs)
2. Nonresident, per semester (\$8,919 for students who have earned less than 75 hours); (\$10,428 for students who are in Palmetto College Degree Programs)

Fewer than 12 semester hours

1. South Carolina resident, per semester hour (\$298.25 for students who are in USCL 2 Year Associate Degree Programs); (\$433.25 for students who have earned 75 or more hours)
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Residents and nonresidents pay the same rate as they would pay for courses taken for credit.

Correspondence Course Fees

1. Course fee (college level, without video component), per semester hour (\$125)
2. Courses including videocassette work will be assessed an additional charge

Application Fee

Every new student will normally be charged a nonrefundable application fee of \$40; exceptions to, or relief from, this charge may be made for certain special categories of admission. All applications must be accompanied by the application fee. This fee is for admission application

only. The fee for readmission applications is \$10. The fee for non-degree seeking application is \$10.

Fee waiver forms are accepted only by those who are eligible as follows:

- If you are a South Carolina resident who is currently enrolled in high school and you receive a fee waiver for the SAT or ACT. A fee waiver form, obtainable from your high-school guidance counselor, must be submitted with the admission application.
- If you are a high school senior who is a dependent of a full-time USC Lancaster faculty or staff member.

Matriculation Fee

A nonrefundable matriculation fee of \$50 is assessed to all current degree-seeking students on a one-time basis. This fee is also assessed to entering (or re-entering) degree-seeking students.

Technology Fee

Full time, \$200; part time, \$17 per hour for students who have are in USCL 2 Year Associate Degree Programs;

Full time, \$156; part time, \$13 per hour for students who are in Palmetto College Degree Programs

Legal Residency

The University of South Carolina is required by state law to determine the residence classification of applicants. The initial determination of one's residence status is made at the time of admission. The determination made at that time, and any determination made thereafter, prevails for each subsequent semester until information becomes available that would impact the existing residency status and the determination is successfully challenged. The burden of proof rests with the students to show evidence as deemed necessary to establish and maintain their residency status.

Free Tuition

Certain exemptions from tuition fees have been established under South Carolina Law. Relevant sections of the code are reproduced below. Please note that these laws include free tuition only. Other academic fees and mandatory fees are still the responsibility of the student.

1. S.C. Code Ann. § 59-111-20 (Law Co-op. Supp. 1993)

A child of a wartime veteran, upon application to and approval by the South Carolina Department of Veterans Affairs, may be admitted to any state-supported college, university, or post high school technical education institution free of tuition so long as his work and conduct are satisfactory to the governing body of the institution, if the veteran was a resident of this state at the time of entry into service and during service or has been a resident of this state for at least one year and still resides in this state or, if the veteran is deceased, resided in this state for one year before his death, and provided the veteran served honorably in a branch of the military service of the United States during a war period, as those periods are defined by Section 101 of Title 38 of the United States Code and:

- was killed in action
- died from other causes while in the service
- died of disease or disability resulting from service
- was a prisoner of war as defined by Congress or Presidential proclamation during such war period

- is permanently and totally disabled, as determined by the Veterans Administration from any cause
- has been awarded the Congressional Medal of Honor
- is missing in action, or
- the applicant is the child of a deceased veteran who qualified under item (4) and (5).

The provisions of this section apply to a child of a veteran who meets the residency requirements of Chapter 112 of this title, is 26 years of age or younger, and is pursuing any type of undergraduate degree.

2. S.C. Code Ann. § 59-111-110 (Law Co-op. 1976) No tuition shall be charged for a period of four school years by any state-supported college or university or any state-supported vocational or technical school for children of firemen, both regularly employed and members of volunteer organized units, organized rescue squad members, members of the Civil Air Patrol, law enforcement officers or correction officers, including reserve and auxiliary units of counties or municipalities, who become totally disabled or are killed in line of duty on or after July 1, 1964.
3. S.C. Code Ann. § 59-111-10 (Law Co-op. 1976) The first-place winner of the essay contest sponsored by the Governor's Committee on the Employment of the Physically Handicapped, provided that he is qualified and in financial need, may receive a four-year scholarship. This scholarship may be cancelled if the recipient fails to maintain general scholastic and conduct standards established by the University.
4. S.C. Code Ann. § 59-111-320 (Law Co-op Supp. 1984) Legal residents of South Carolina who have attained the age of sixty (60) and meet admission and other standards deemed appropriate by the University may attend classes for credit or noncredit purposes on a space available basis without the required payment of tuition if these persons do not receive compensation as full-time employees.

Challenge Examinations

To establish undergraduate college credit without class attendance or to validate credits from a non-regionally accredited college-per semester hour, §25

Cross-Campus Enrolled Students

Courses originating from other USC campuses are made available to students enrolled at USC Lancaster. Students who enroll in courses originating from more than one campus pay fees based upon the originating campus's fee schedule.

Refund Policy

1. Policy

The University will refund a part of academic fees in certain cases:

- a. Changes in a student's status, which may require a refund.
 - i. Change in a full-time student's schedule, which results in reclassification to part-time status
 - ii. Change in a part-time student's schedule, which results in fewer credit hours.
- b. Situations, which may require a refund.
 - i. Course or courses dropped
 - ii. Drop/Withdrawal from the University
 - iii. Cancellation of a class by the University

2. Procedure

a. Refund Requests

All requests for refunds must be received during the academic year for which the fees were paid. The academic year begins

with the fall term and ends with the summer term. Refunds may be requested at any time during the academic year in which the applicable term occurs.

b. Determining the Refundable Portion Procedure

Student refunds for tuition are calculated based on the student's liable hours after the drop/withdrawal. Liable hours are calculated as the total hours a student is still registered plus the liable portion of the dropped/withdrawn course(s). The liable portion is computed by taking the number of dropped hours times the liability rate (which is 100 percent minus refund percentage). The refund amount is determined to be the difference of the original assessment and the assessment based on the new liable hours. For students whose liable hours are 12 or above, no refunds are processed. Other academic fees are non-refundable after the 100 percent refund percentage. For students activated for full-time military service during an academic term, the University follows state law in Section 59-101-395. Any refund calculated will be applied to the student account.

c. Drop/Withdrawal Refund Policies

Standard Refund Policy For Dropping/Withdrawal From The University:

All refunds will be based solely on the percentage of time (in days) between the first day of a part-of-term and the last day of a part-of-term. The percentage (in days) will include all Saturdays, Sundays, and holidays between the start and end dates of each part-of-term. Exceptions to this rule may only be made by the Bursar's Office. In these instances, any change in the refund percentage would be moved out to the next closest business day. Courses fewer than six days long, first day = 100% refund, remaining days = no refund

- i. 100 percent if the student's official drop/withdrawal calculation is within 6% of the enrollment period for which the student is liable.
- ii. 70 percent if the student's official withdrawal calculation is between the period specified in (1) or before the end of the 10 percent period of enrollment for which the student is liable.
- iii. 50 percent if the student's official withdrawal calculation is between the period specified in (2) or before the end of the 16 percent period of enrollment for which the student is liable.
- iv. 20 percent if the student's official withdrawal calculation is between the period specified in (3) or before the end of the 25 percent period of enrollment for which the student is liable.

d. Refund Schedules

Refund schedules are relocated under the important deadlines on the Registrar's website (<http://registrar.sc.edu/>).

e. Return of Title IV Funds

Refunds Policy For Students Who Have Received Title IV Funds And Withdraw From The University

- i. Federal financial aid funds are awarded with the expectation that students will complete the entire period of enrollment. Students "earn" a percentage of the funds that are disbursed with each day of class attendance. When a student who has received federal aid funds (Title IV Funds) leaves school before the end of the semester or period of enrollment, federal regulations require the University of South Carolina to calculate the percentage and amount of "unearned" financial aid funds that must be returned. Once a student has completed more than 60 percent of the enrollment period, they are considered to have earned all funding received. This calculation may have the effect of requiring the student who

withdraws before this time frame to repay funds that have already been disbursed to the student or credited towards their current account for tuition, fees, housing and/or meals. Students are encouraged to meet with a counselor in the Office of Student Affairs, or the appropriate office on their campus, prior to making the decision to withdraw from.

ii. Title IV Refund Distribution

1. For fully withdrawn students receiving federal and/or state funds, the refund will be governed by the current Federal Title IV refund policy. The Office of Student Financial Aid and Scholarships determines the amount of the refund that is distributed back to Title IV, HEA Programs or other Financial Aid sources. For students and their parents who have received student loans or other forms of financial aid, funds will be returned in the order prescribed by federal regulations. The institution must return the funds to the financial aid program other than College Work Study, up to the amount of assistance that the student received from those programs. Funds are to be distributed to the financial aid programs in the following order:
 - Unsubsidized Federal Stafford
 - Subsidized Federal Stafford
 - Federal Perkins
 - Federal PLUS Loan
 - Federal Pell Grant
 - Federal Supplemental Education Opportunity Grant
 - Federal TEACH Grant
 - Federal Iraq/Afghanistan Service Grant
2. Any remaining balance will first be used to repay any outstanding university charges and any subsequent balances will be refunded to the student/parent as soon as possible but no later than 14 days after the calculation.
3. Exit interviews (http://www.sc.edu/financialaid/loan_counseling/default.html) are required before leaving the University of South Carolina for all students who withdraw and have received Stafford, Perkins or Federal Nursing/Health Professions Loans. Questions regarding exit counseling should be referred to the appropriate campus Financial Aid and Scholarships Office.

f. **Appeals Process**

A process for appeals exists for students or parents who believe circumstances warrant exceptions from published policy. The student must be fully withdrawn from the University in order to apply for an appeal. The Withdrawal Refund Appeals Committee reviews and act on all appeals. Address appeals to:

Withdrawal Refund Appeals Committee
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University of South Carolina
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All full- or part-time students wishing to withdraw from the University or to discontinue enrollment from all courses for the semester should follow the instructions online at my.sc.edu (<https://my.sc.edu/>) when they request to drop their last course. Staff members in the Office of

Admissions and Records are available to assist students in completing the withdrawal process. In addition, staff from the Office of Financial Aid can provide financial counseling concerning withdrawing from classes. Students requesting withdrawal for extenuating circumstances after the penalty date (last date for **W** grade) should consult with staff in the Admissions and Records Office.

In establishing a diminishing-scale refund process for withdrawals, the University operates on the philosophy that many of the basic costs of instruction are incurred at the end of the first week of classes or within an equivalent period for nonstandard semesters. The assignment of a classroom seat to an individual student precludes any other student from occupying that seat. In addition, an instructor is assigned and the costs of instruction are encumbered on the first day of classes.

A student who withdraws from the University after the first week of classes has already occupied a classroom seat that cannot be reassigned. As a result, the University cannot both maintain its financial integrity and also provide a full refund. Accordingly, the University has established a series of refund deadlines commensurate with student progress into the semester.

It is the responsibility of the Business Office to administer the withdrawals process on a daily basis and to apply the published refund schedule to routine withdrawals. On those rare occasions when it can be documented that unanticipated and extenuating circumstances directly related to a student's withdrawal warrant exceptional consideration, and the amount of the refund due is contested, the Business Office will inform the student of the appeal process and advise the student of the necessary procedures.

University Withdrawal Refund Appeal Procedures

The University Withdrawals Refund Appeal Committee is authorized to consider appeals and approve extraordinary exceptions to the University's published withdrawal refund schedule due to humanitarian and due-process considerations.

Guidelines for committee consideration of withdrawal appeals are:

1. The appeal must be submitted in writing to the Business Office and will be considered only in written form. A standardized appeal form must be submitted.
2. All requests for appeal must be submitted directly by the student through the Business Office and must meet one or more of the following criteria to be considered and approved by the appeals committee:
 - a. Documentation of an accident, illness, injury, or incident which could not be influenced, predicted, planned for, or prevented by the student or the institution. This provision specifically excludes conditions or chronic illnesses known to the student at the time of enrollment.
 - b. Demonstration that the application of the published refund policy would result in a specific and substantial personal hardship to the student. This provision specifically excludes circumstances or effects which would simply inconvenience the student or the student's family.
 - c. Documentation of substantiated circumstances where a student has in good faith relied upon the veracity of a University official's advice, or the official's interpretation of the text of a University document or publication, and was consequently misled or mistaken about the terms of the published refund policy.

3. The appeal must be initiated during the semester for which the refund is requested.
4. The appeal must involve a total withdrawal from the University. No partial withdrawals will be considered.
5. Appeals will only address whether or not a refund will be granted. No consideration will be given to grade assignment or other academic issues. Students must address such issues directly with the faculty members and the college. If applicable, requests for Extenuating Circumstances Withdrawals for grade change purposes must be resolved prior to deliberations by this committee.
6. Grounds for consideration of an appeal will be restricted to only those circumstances personally experienced by the enrolled individual with whom the University has a direct relationship. Loss or illness of a family member, close associate, or employee, and/or difficulty in family-operated businesses are excluded from consideration.
7. Decisions will be made by a simple majority vote of the committee membership and documented in writing by the chairperson. The student will be informed of the outcome of the appeal by letter from the Business Office.

ACADEMIC PROGRAMS

Associate's Degree Programs

The University of South Carolina offers the Associate in Arts degree and the Associate in Science degree at the Lancaster campus to those students who have earned 60 hours of credit and completed the following requirements:

- Learning Outcomes
- Carolina Core - All Associates
- Associate of Arts Degree Curriculum
- Associate of Science Degree Curriculum
- Other Requirements
- Second Associate's Degree

Learning Outcomes for Associate's Degree Programs

Graduates will be able to:

- Identify and analyze issues, develop logical and persuasive arguments, and communicate ideas clearly for a variety of audiences and purposes through writing.
- Apply the methods of mathematical, statistical, or analytical reasoning to critically evaluate data, solve problems, and effectively communicate findings verbally and graphically.
- Apply the principles and language of the natural sciences and associated technologies to historical and contemporary issues.
- Communicate in more than one language.
- Use the principles of historical thinking to understand past human societies.
- Use the principles of the social sciences to explore diverse cultural identities and to analyze political and environmental issues.
- Create or interpret literary, visual or performing arts.

and be able to demonstrate at least **one** of the following:

- Identify and analyze issues, develop logical and persuasive arguments, and communicate ideas clearly for a variety of audiences and purposes through speaking.
- Collect, manage and evaluate information using technology, and communicate findings.
- Examine different kinds of social and personal values, analyzing the ways in which these are manifested in communities as well as individual lives.

Founding Documents Requirement

All undergraduate students must take a 3-credit course or its equivalent with a passing grade in the subject areas of History, Political Science, or African American Studies that covers the founding documents including the United State Constitution, the Declaration of Independence, the Emancipation Proclamation and one or more documents that are foundational to the African American Freedom struggle, and a minimum of five essays from the Federalist papers. This course may count as a requirement in any part of the program of study including the Carolina Core, the major, minor or cognate, or as a general elective. Courses that meet this requirement are listed here (<https://academicbulletins.sc.edu/undergraduate/founding-document-courses/>).

Carolina Core - 15 Hours

These serve as general education requirements common to all associate degrees.

- **CMW: Effective, Engaged and Persuasive Communication: Writing (6 Hours)** Must be passed with a grade of C or higher
- **SCI: Scientific Literacy (3 Hours)**
- **GHS: Global Citizenship and Multicultural Understanding: Historical Thinking (3 Hours)**
- **GSS: Global Citizenship and Multicultural Understanding: Social Sciences (3 Hours)**

Associate of Arts Degree Curriculum - 60 Hours

1. Basic Requirements (*including 15 hours of Carolina Core stated above*) (37-38 Hours)

All course selections are from the approved Carolina Core Learning Outcomes list unless otherwise specified.

- **CMW: Effective, Engaged and Persuasive Communication: Writing (6 Hours)**
Must be passed with a grade of C or higher
- **ARP: Analytical Reasoning and Problem-Solving (3 Hours)**
Choose from MATH, CSCE, PHIL, STAT including MATH 111 Basic College Mathematics or MATH 115 Precalculus Mathematics
- **SCI: Scientific Literacy (7-8 Hours)**
Must include at least 1 laboratory science course
- **GFL: Global Citizenship and Multicultural Understanding: Foreign Language (0-3 Hours)**
One 3-hour language course at any level or score of "2" on placement exam
- **GHS: Global Citizenship and Multicultural Understanding: Historical Thinking (3 Hours)**
- **GSS: Global Citizenship and Multicultural Understanding: Social Sciences (6 Hours)**
- **AIU: Aesthetic and Interpretive Understanding (6 Hours)**
- **Choose one of the following three options (3 Hours minimum):**
 - **CMS: Effective, Engaged and Persuasive Communication: Speech (3 Hours)**
 - **INF: Information Literacy (3 Hours)**
 - **VSR: Values, Ethics and Social Responsibility (3 Hours)**

2. Electives for A.A. Degrees (22-23 Hours)

Electives may be any additional courses not used to fulfill the previously stated requirements. Students who intend to apply these credits toward a baccalaureate degree awarded by another campus or institution are advised to work closely with an academic advisor to choose electives that will meet preliminary requirements of the four-year major they wish to pursue. Of particular importance is completion of general education requirements. USC Columbia requires a minimum of 31 general education credit hours and a student planning to pursue a USC Columbia baccalaureate degree must complete these hours. These hours can be incorporated within the 60 hours required for an AA or AS degree when electives are carefully selected. Applying for an associate's degree does not in any manner affect eligibility to apply for a baccalaureate degree, and vice versa.

Associate of Science Degree Curriculum - 60 Hours

1. Basic Requirements (*including 15 hours of Carolina Core stated above*) (38-42 Hours)

All course selections are from the approved Carolina Core Learning Outcomes list unless otherwise specified.

- **CMW: Effective, Engaged and Persuasive Communication: Writing (6 Hours)**
Must be passed with a grade of **C** or higher
 - **ARP: Analytical Reasoning and Problem-Solving (6 Hours)**
Choose from MATH, CSCE, PHIL, STAT including MATH 111 Basic College Mathematics or MATH 115 Precalculus Mathematics
 - **SCI: Scientific Literacy (8-12 Hours)**
Must include at least 2 laboratory science courses
 - **GFL: Global Citizenship and Multicultural Understanding: Foreign Language (0-3 Hours)**
One 3-hour language course at any level or score of "2" on placement exam
 - **GHS: Global Citizenship and Multicultural Understanding: Historical Thinking (3 Hours)**
 - **GSS: Global Citizenship and Multicultural Understanding: Social Sciences (6 Hours)**
 - **AIU: Aesthetic and Interpretive Understanding (6 Hours)**
 - **Choose one of the following three options (3 Hours minimum):**
 - **CMS: Effective, Engaged and Persuasive Communication: Speech (3 Hours)**
 - **INF: Information Literacy (3 Hours)**
 - **VS: Values, Ethics and Social Responsibility (3 Hours)**
2. **Electives for A.S. Degrees (18-22 Hours)**
Electives may be any additional courses not used to fulfill the previously stated requirements. Students who intend to apply these credits toward a baccalaureate degree awarded by another campus or institution are advised to work closely with an academic advisor to choose electives that will meet preliminary requirements of the four-year major they wish to pursue. Of particular importance is completion of general education requirements. USC Columbia requires a minimum of 31 general education credit hours and a student planning to pursue a USC Columbia baccalaureate degree must complete these hours. These hours can be incorporated within the 60 hours required for an AA or AS degree when electives are carefully selected. Applying for an associate's degree does not in any manner affect eligibility to apply for a baccalaureate degree, and vice versa.

Other Requirements

In addition to the requirements for the A.A. and A.S. degrees stated above, the following stipulations also apply:

- Students must have an institutional GPA of 2.00 or better (does not include course grades earned by challenge examinations).
- The final 15 semester hours must be earned at USC Lancaster.
- No courses of a remedial, developmental, skill-acquiring, or vocational nature may apply as credit toward degrees.
- Pass-Fail option on elective courses is allowed.
- No more than 15 hours of nontraditional credits, which include DANTES, CLEP, and military experience.
- No more than 3 1-hour PEDU activity courses may count toward meeting Associate's degree requirements (any track).

Second Associate's Degree

At times the University of South Carolina Lancaster confers a second associate's degree upon candidates who have completed all requirements for the second degree, provided that the additional

requirements for the second degree include a minimum of 12 semester hours beyond those required for the first degree earned at USC Lancaster and a minimum of 72 semester hours total. Under this policy a student may apply for two degrees at one time or separately. In either case the student would receive two diplomas.

Baccalaureate Degree Programs Palmetto College

Palmetto College combines the resources of the University of South Carolina system with the flexibility of course delivery formats including on-campus, traditional classes, two-way video classes, and online classes.

Faculties from Lancaster, Salkehatchie, Sumter, and Union, as well as Extended University in Columbia, use two-way interactive video to teach students at multiple sites simultaneously as well as fully online, asynchronous instruction. These delivery mechanisms give students access to many more course options than are available face-to-face on their campuses.

- Liberal Studies, B.A.
- Organizational Leadership, B.A.

Other Associate's Degrees

In addition to the Associate in Arts and the Associate in Science degrees, USC Lancaster offers associate degrees in the following fields: business, technical nursing, and criminal justice. Students must also meet the following criteria:

1. 2.00 GPA or better (does not include course grades earned by challenge examinations);
2. final 15 semester hours must be earned at USC Lancaster;
3. grade of C or above in ENGL 101 Critical Reading and Composition and ENGL 102 Rhetoric and Composition.

Associate in Science in Business

The Associate in Science in Business degree seeks to provide educational opportunities that will prepare students for careers in business and industry as well as meet many of the preliminary requirements for a Bachelor of Arts in Organizational Leadership (BOL) through Palmetto College, or for the Integrated Information Technology Program (iTT) offered at the University of South Carolina Columbia, or for a baccalaureate program in business.

Learning Outcomes

- After instruction and successful completion of coursework, students will demonstrate their knowledge and understanding of accounting and financial operations by performing basic functions of business financial operations.
- After instruction and successful completion of coursework, students will demonstrate their knowledge and understanding of basic legal concepts by identifying and describing basic legal concepts specific to business and civil court.
- Students completing the Associate in Science in Business degree program at USC Lancaster will be able to apply basic management theories to reach appropriate business decisions.
- Students will demonstrate their knowledge and understanding of professional communication skills through the presentation of communiqué aligned to multiple business situations.

- After instruction and successful completion of coursework, students will demonstrate their knowledge and understanding of microeconomic by explaining and operationalizing microeconomic theories and concepts.

The associate degree business program is accredited by the Accreditation Council for Business Schools and Programs.

Required Courses

I. Communication/Written Component (CMW) - 6 Hours

Course	Title	Credits
ENGL 101	Critical Reading and Composition (must earn a grade of C or higher)	3
ENGL 102	Rhetoric and Composition (must earn a grade of C or higher)	3
Total Credit Hours		6

II. Analytical/Problem Solving Skills (ARP) - 3 Hours

Course	Title	Credits
Select one of the following: 3		
MATH 122	Calculus for Business Administration and Social Sciences	
MATH 141	Calculus I	
MATH 170	Finite Mathematics	
CSCE 101	Introduction to Computer Concepts	
CSCE 102	General Applications Programming	
PHIL 114	Introduction to Formal Logic I	
STAT 110	Introduction to Statistical Reasoning	
STAT 112	Statistics and the Media	
STAT 201	Elementary Statistics	
Total Credit Hours		3

III. Scientific Literacy (SCI) - 4 Hours

Course	Title	Credits
One SCI-approved course. Must include lab.		4
Total Credit Hours		4

IV. Global Citizenship/Multicultural Understanding: Foreign Language (GFL) - 0-6 Hours

Course	Title	Credits
Foreign language courses (SPAN recommended) through the 110 level or a score of "2" or better on placement test.		0-6
Total Credit Hours		0-6

V. Effective, Engaged and Persuasive Communication: Spoken Component (CMS) - 3 Hours

Course	Title	Credits
SPCH 140	Public Communication	3
Total Credit Hours		3

VI. Global Citizenship/Multicultural Understanding: Social Science (GSS) - 3 Hours

Course	Title	Credits
Requirements must be met by taking one Carolina Core-approved course in PSYC or SOCY		3
Total Credit Hours		3

VII. Aesthetic & Interpretive Understanding (AIU) - 3 Hours

or Global Citizenship/Multicultural Understanding: Historical Thinking (GHS) - 3 Hours

or Global Citizenship/Multicultural Understanding: Social Science (GSS) - 3 Hours

or Values, Ethics & Social Responsibility (VSR) - 3 Hours

Course	Title	Credits
Select one of the following:		3
One approved GHS course		
One approved AIU course		
POLI 201	American National Government (GSS & VSR)	
or POLI 341	Contemporary United States Foreign Policy	
or POLI 370	Introduction to Public Administration	
Total Credit Hours		3

VIII. Professional Area Courses - 15 Hours - Grade of "C" or better

Course	Title	Credits
ACCT 225	Introduction to Financial Accounting	3
SPT 240	Business Law	3
or ACCT 324	Survey of Commercial Law	
MGMT 371	Principles of Management	3
Select one of the following:		3
FINA 369	Personal Finance	
FINA 341	Management of Risk and Insurance	
FINA 363	Introduction to Finance	
PHIL 320	Ethics	
PHIL 324	Business Ethics	
Select one of the following:		3
ECON 221	Principles of Microeconomics ¹	
ECON 224	Introduction to Economics ¹	
FINA 301	Money and Banking	
FINA 364	Financial Institutions	

¹ Credit cannot be received for both ECON 224 Introduction to Economics and either ECON 221 Principles of Microeconomics or ECON 222 Principles of Macroeconomics.

IX. Business Major Courses - 15 Hours - Grade of "C" or Better

Course	Title	Credits
ITEC 143	Advanced Business Document Preparation	3
or ACCT 226	Introduction to Managerial Accounting	
Select one of the following:		3
ITEC 270	Records Control	
ECON 222	Principles of Macroeconomics ¹	
ECON 224	Introduction to Economics ¹	
MGSC 290	Computer Information Systems in Business	3
or ITEC 264	Computer Applications in Business I	
Select one of the following:		3
MKTG 350	Principles of Marketing	
MGMT 374	Strategic Human Resource Management	
MGMT 376	Employee Engagement	
Total Credit Hours		12

¹ Credit cannot be received for both ECON 224 Introduction to Economics and either ECON 221 Principles of Microeconomics or ECON 222 Principles of Macroeconomics.

Electives

Sufficient credit to have earned 60 hours total. No more than three (3) hours PEDU credit may count.

Other Requirements

- 2.00 GPA (minimum) required on all work attempted at USC.
- Final 15 semester hours must be earned at USC Lancaster

Total: 60

In addition to the requirements stated above, students must also meet the following criteria for an Associate in Science in Business degree:

- 2.00 GPA or better (does not include course grades earned by challenge examinations);
- final 15 semester hours earned at USC Lancaster.

Associate in Science in Criminal Justice

The criminal justice curriculum is designed to prepare students for careers in law enforcement, investigation, corrections, law enforcement management, probation and parole, the court system, jail administration, juvenile rehabilitation, insurance investigations, and community service.

Learning Outcomes

- Knowledge of Justice Systems: Students will be able to identify the core components of the criminal justice system, including local, state, and federal agencies related to delinquency, law enforcement, the criminal courts system, and/or corrections.
- Effective Communication: Students will be able to effectively communicate criminal justice concepts and issues.
- Utilization of Technology: Students will be able to utilize technology to locate relevant information on criminal justice issues and problems.
- In order to receive an Associate in Science in Criminal Justice, students must complete 60 semester hours of required courses as outlined in the criminal justice curriculum.

Required Courses

CMW: Effective, Engaged and Persuasive Communication: Writing (6 Hours)

Course	Title	Credits
ENGL 101	Critical Reading and Composition (grade of C or better)	3
ENGL 102	Rhetoric and Composition (grade of C or better)	3
Total Credit Hours		6

ARP: Analytical Reasoning and Problem-Solving (6 Hours)

Course	Title	Credits
Any six hours chosen from MATH 111 or MATH 115, or approved ARP courses. ¹		
Total Credit Hours		6

¹ Credit may not be received for both MATH 111 and MATH 115.

SCI: Scientific Literacy (4 Hours)

Course	Title	Credits
Select 4 hours of science, including at least one associated laboratory course, chosen from any approved SCI courses		4
Total Credit Hours		4

GFL: Global Citizenship and Multicultural Understanding: Foreign Language (0-6 Hours)

Course	Title	Credits
Approved GFL courses (SPAN recommended) through at least the 110 level or higher, or a score of 2 or higher on the foreign language placement test		0-6
Total Credit Hours		0-6

GHS: Global Citizenship and Multicultural Understanding: Historical Thinking (3 Hours)

Course	Title	Credits
Select one course chosen from approved GHS courses		3
Total Credit Hours		3

AIU: Aesthetic and Interpretive Understanding (3 Hours)

Course	Title	Credits
Select one course chosen from approved AIU courses		3
Total Credit Hours		3

CMS: Effective, Engaged and Persuasive Communication: Speech (3 Hours)

Course	Title	Credits
SPCH 140	Public Communication (or any approved CMS course)	3
Total Credit Hours		3

Major Area Courses (21 hours)

grade of C or better required

Course	Title	Credits
POLI 201	American National Government	3
CRJU 101	The American Criminal Justice System	3
CRJU 202	Research Methods in Criminology and Criminal Justice	3
CRJU 311	Policing	3
CRJU 312	Corrections	3
CRJU 313	Criminal Courts	3

Select one additional CRJU course at the 300-level or higher

Electives

Course	Title	Credits
Courses sufficient to have earned a total of 60 hours. No more than 38-14 hours of PEDU will be considered for degree credit.		
Total Credit Hours		8-14

Total: 60

In addition to the requirements stated above, students must also meet the following criteria for an Associate in Science in Criminal Justice degree:

1. 2.00 institutional GPA or better (does not include course grades earned by challenge examinations);
2. final 15 semester hours earned at USC Lancaster.

Baccalaureate Degree Programs

Many students who enter the Associate in Arts or the Associate in Science degree programs intend to apply these credits toward a baccalaureate degree awarded by another institution. These students are advised to work closely with their advisor to outline a program of study for the first two years that will meet preliminary requirements of the four-year major they wish to pursue.

These students are also strongly advised to obtain and use the bulletin for the Columbia campus when determining specific degree requirements. Preliminary course work toward the following USC baccalaureate degree programs may be completed at USC Lancaster.

Arts and Sciences

- African American Studies
- Anthropology
- Art Education
- Art History
- Art Studio
- Biological Sciences
- Cardiovascular Technology
- Chemistry
- Classics
- Comparative Literature
- Criminology and Criminal Justice
- Dance
- Economics
- English
- European Studies
- Environmental Sciences
- Film and Media Studies
- Foreign Languages
- French
- German
- Italian
- Russian
- Spanish
- Geology
- Geophysics
- History
- International Studies
- Latin American Studies
- Marine Science
- Mathematics
- Media Arts
- Philosophy
- Physics
- Political Science
- Psychology
- Religious Studies

- Sociology
- Theatre
- Statistics
- Women's and Gender Studies

Business Administration

- Accounting
- Business Economics
- Finance
- Insurance and Risk Management
- Management
- Management Science
- Marketing
- Pre-International Business (Subject to separate admission after the freshman year.)
- Real Estate

Education

- Early Childhood Education
- Elementary Education
- Middle Level Education
- Physical Education (Athletic Training)
- Physical Education (Teacher Preparation)
- (Students interested in secondary education (grades 9-12) should earn a major in the specific subject area they wish to teach and a cognate/component in education. Upon earning an undergraduate BA or BS degree, students pursue a Master of Teaching (MT) degree through which teacher certification requirements are met. Students wishing to earn secondary certification should select a subject area major under one of the colleges or schools. Students interested in K-12 programs in art education (College of Arts and Sciences), music education (School of Music), or physical education (College of Education) can earn a bachelor's degree in one of these areas and meet teacher certification requirements.)

Engineering and Computing

- Biomedical Engineering
- Chemical Engineering
- Civil Engineering
- Computer Engineering
- Computer Information Systems
- Computer Science
- Electrical Engineering
- Engineering Science
- Mechanical Engineering

Hospitality, Retail, and Sport Management

- Business and Technology Education
- Hospitality Management
- Interdisciplinary Studies
- Retailing
- Sport and Entertainment Management
- Technology Support and Training Management
- Tourism Management

Journalism and Mass Communications

- Advertising
- Broadcast Journalism
- Information Science
- Journalism Print
- Public Relations
- Visual Communications

Music

- Composition
- Jazz Studies
- Education (Band, Strings, or Vocal)
- Performance (Brass, Guitar, Organ, Percussion, Piano, Strings, Voice, or Woodwinds)
- Theory

Nursing

- Nursing

Pharmacy

- Pre-Pharmacy
- (This college is the result of a merger of existing programs at the University of South Carolina and the Medical University of South Carolina. Pre-pharmacy is offered as an academic track designed to prepare students to apply for admission into the pharmacy professional program. Acceptance into the pre-pharmacy program does not guarantee later admission into the pharmacy professional program.)

Public Health

- Exercise Science
- Public Health

Social Work

- Social Work

COURSE DESCRIPTIONS

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- African Amer Studies (AFAM) (p. 57)
- Anthropology (ANTH) (p. 57)
- Art Education (ARTE) (p. 58)
- Art History (ARTH) (p. 58)
- Art Studio (ARTS) (p. 58)
- Biology (BIOL) (p. 59)
- Chemistry (CHEM) (p. 60)
- Comp Sci & Comp Engr (CSCE) (p. 61)
- Criminal Justice (CRJU) (p. 62)
- Early Childhood Educ (EDEC) (p. 62)
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- Statistics (STAT) (p. 75)

- Theatre (THEA) (p. 75)
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Accounting (ACCT)

ACCT 225 - Introduction to Financial Accounting (3 Credits)

User-oriented approach to the study of financial accounting and reporting topics related to business decisions.

ACCT 226 - Introduction to Managerial Accounting (3 Credits)

User-oriented approach to the study of managerial accounting topics related to business decisions.

Prerequisites: ACCT 225.

ACCT 324 - Survey of Commercial Law (3 Credits)

Basic legal concepts and the judicial system, with emphasis on business law.

ACCT 335 - Survey of Federal Taxation (3 Credits)

Federal tax law and preparation of individual income tax returns. Not allowed as an upper-division elective by accounting majors and not open for students who received credit for ACCT 403.

African Amer Studies (AFAM)

AFAM 201 - Introduction to African American Studies: Social and Historical Foundations (3 Credits)

Introduction to the key debates, figures, and concepts that are fundamental to the interdisciplinary study of the historical, political, and social development of black life in America.

Carolina Core: GSS

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

AFAM 202 - Introduction to African-American Studies (3 Credits)

Introduction to the analysis and discussion of creative works and traditions by and about African Americans through folklore, music, art, dance, and literature.

Carolina Core: AIU

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

AFAM 335 - The American Civil Rights Movement (3 Credits)

Examination of the origins of Jim Crow and the multi-faceted struggle against it, and other forms of racial inequality, in the American South and the rest of the US since the early 20th century.

Cross-listed course: HIST 455

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

Anthropology (ANTH)

ANTH 101 - Primates, People, and Prehistory (3 Credits)

An exploration of human origins, human evolution, human prehistory, and cultural existence from its less complex forms to early civilizations. An introduction to the concepts, methods, and data of physical, biological, and archaeological anthropology.

Carolina Core: GSS

ANTH 102 - Understanding Other Cultures (3 Credits)

An exploration and comparison of selected contemporary cultures, including their languages. An introduction to the concepts, methods, and data of socio-cultural anthropology and anthropological linguistics.

Carolina Core: GSS

Graduation with Leadership Distinction: GLD: Global Learning, GLD: Professional and Civic Engagement Leadership Experiences

ANTH 206 - Anthropology of Magic and Religion (3 Credits)

A comparative examination of such topics as ritual, cosmology, revitalization movements, magic, witchcraft, myth, and possession.

Cross-listed course: RELG 260

ANTH 207 - Gender and Culture (3 Credits)

Anthropological study of gender, with emphasis on cross-cultural investigation of the interaction of biological, cultural, and environmental factors including intersections of race, social class, and sexuality as influences gender behavior.

Cross-listed course: WGST 207

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

ANTH 209 - Introduction to Folklore (3 Credits)

Folk expression as shaped by various cultures; fieldwork methodology and anthropological theory.

ANTH 236 - Cultures of Africa (3 Credits)

A comparative study of ethnographic data on African cultures with emphasis upon its significance for broader anthropological theory.

ANTH 244 - American Indian Nations Today: From Hard Times to Hard Rock (3 Credits)

Contemporary Indian Country in anthropological, historical, cultural, economic, and political contexts.

Carolina Core: GSS, VSR

ANTH 319 - Principles of Archaeology (3 Credits)

Introduction to principles, methods, and theory of archaeology, including prehistoric and historic case studies.

ANTH 320 - Archaeology Theory (3 Credits)

This course charts the history of ideas in archaeology, over the past century, as a means of understanding current directions in archaeological thinking and current applications in archaeological practice.

Prerequisites: ANTH 319.

ANTH 321 - South Carolina Archaeology (3 Credits)

Prehistoric and historic archaeology of South Carolina.

ANTH 353 - Anthropology of Law and Conflict (3 Credits)

Understanding human behavior through the examination of cultural norms, mechanisms of social control, and social conflict.

Graduation with Leadership Distinction: GLD: Global Learning

Art Education (ARTE)

ARTE 101 - Introduction to Art (3 Credits)

Introduction to art appreciation. Elements and principles of the visual arts, with examples from the history of art.

Carolina Core: AIU

ARTE 260 - Interdisciplinary Relationships in the Arts (3 Credits)

The study of relationships among visual arts, music, theatre, and dance.

Carolina Core: AIU

Art History (ARTH)

ARTH 105 - History of Western Art I (3 Credits)

The visual arts from Paleolithic times to the Renaissance.

Carolina Core: AIU

Graduation with Leadership Distinction: GLD: Global Learning

ARTH 106 - History of Western Art II (3 Credits)

The visual arts from the Renaissance to the present.

Carolina Core: AIU

Graduation with Leadership Distinction: GLD: Global Learning

ARTH 340 - History of American Art I (3 Credits)

A survey of the history of art in America from colonial times to 1860.

ARTH 341 - History of American Art II (3 Credits)

A survey of art in America from 1860 to the present.

ARTH 342 - Contemporary American Art (3 Credits)

Recent trends in painting and sculpture.

Art Studio (ARTS)

ARTS 102 - Design Technology and Concepts (3 Credits)

Fundamental methods of solving visual problems found in the design arts with an emphasis on clarity and immediacy of solutions for a general audience.

ARTS 103 - Fundamentals of Art (3 Credits)

Introduction to visual thinking and principles of two-dimensional design.

Carolina Core: AIU

ARTS 104 - 3-Dimensional Design I (3 Credits)

Introduction to visual thinking and principles of three-dimensional design.

Carolina Core: AIU

Graduation with Leadership Distinction: GLD: Research

ARTS 107 - Color and Composition (3 Credits)

Color, color theory, and compositional systems.

Prerequisites: ARTS 103.

ARTS 111 - Basic Drawing I (3 Credits)

Introduction to the materials and basic techniques of drawing.

ARTS 210 - Introduction to Painting (4 Credits)

An introductory course in the materials and techniques of painting.

Carolina Core: AIU

ARTS 220 - Beginning Ceramics (4 Credits)

An introduction to the materials and techniques of ceramics through hand-building and throwing on the wheel.

ARTS 235 - Introduction to Fiber Arts (4 Credits)

An introductory course in the materials and processes of fiber arts.

ARTS 241 - Color for Design (4 Credits)

Color theory, systems, and applications in visual communications.

Graduation with Leadership Distinction: GLD: Research

ARTS 245 - Typographic Design I (4 Credits)

Fundamental concepts in graphic design with a focus on formal issues, employing fundamental visual communication principles, image development, and traditional and modern relevant digital applications.

Prerequisites: C or better in ARTS 102.

ARTS 246 - Typographic Design II (4 Credits)

Fundamental concepts in typography with a focus on long form text, hierarchy of emphasis, anatomy, pairings and exploration of grid systems using traditional and modern relevant digital applications.

ARTS 260 - Photography for Non-Majors (3 Credits)

Photographic history, theory, and practice with emphasis on developing a personal vision through the use of digital still cameras.

ARTS 330 - Intermediate Drawing I (4 Credits)

Enhancing graphic richness in drawings with intellectual and visual perception as content.

Prerequisites: C or better in ARTS 230.

ARTS 331 - Intermediate Drawing II (4 Credits)

Contemporary cultural stimuli as the content for drawing projects. Emphasis on intellectual and emotive approaches.

Prerequisites: C or better in ARTS 230.

ARTS 512 - Introduction to Watercolor (3 Credits)

Introduction to traditional and experimental transparent watercolor technique. Encompasses field work at off campus locations.

ARTS 520 - Ceramics I (6 Credits)

Further development of a personal approach to the ceramic process, supported by an investigation of ceramic history.

Prerequisites: C or better in ARTS 421.

Biology (BIOL)

BIOL 101 - Biological Principles I (3 Credits)

Introductory survey of macromolecules, cell structure and function, genetics, and molecular biology.

Carolina Core: SCI

BIOL 101A - Biological Principles I (3 Credits)

Introductory survey of macromolecules, cell structure and function, genetics, and molecular biology. Three lecture hours per week. Restricted to students who have credit for BIOL 101L but lack the lecture.

Prerequisites: BIOL 101L.

BIOL 101L - Biological Principles I Laboratory (1 Credit)

(Recommended concurrent with BIOL 101). Experimental examination of basic principles of cell biology, genetics and metabolism. Three hours per week.

Carolina Core: SCI

BIOL 102 - Biological Principles II (3 Credits)

Introductory survey of plant and animal development, physiology, ecology, and evolution.

Corequisite: BIOL 102L.

Carolina Core: SCI

BIOL 102L - Biological Principles II Laboratory (1 Credit)

Experimental examination of structure and function of plant and animal systems, biodiversity, ecology. BIOL 101, 102, 101L and 102L must be completed prior to enrolling in 300-level or above Biology courses.

Corequisite: Recommended concurrent with BIOL 102.

Carolina Core: SCI

BIOL 110 - General Biology (4 Credits)

Basic biological concepts and issues for non-biology majors. Credit may not be given for both this course and BIOL 120. Three lecture, two laboratory hours per week.

Carolina Core: SCI

BIOL 120 - Human Biology (3 Credits)

Fundamental principles of human biology. Credit may not be given for both BIOL 110 and BIOL 120. Three lecture hours per week. Not for major credit.

Carolina Core: SCI

BIOL 120L - Laboratory in Human Biology (1 Credit)

Exercises dealing with basic concepts of human biology. Not for major credit.

Prerequisite or Corequisite: BIOL 120.

Carolina Core: SCI

BIOL 200 - Plant Science (3 Credits)

An introduction to plant science for the non-major. This course does not carry major credit, and is not designed as a prerequisite for other biology courses. Plant development, physiology, genetics, evolution, and ecology will be considered. Three lecture hours per week.

BIOL 200L - Plant Science Laboratory (1 Credit)

Laboratory exercises, demonstrations, and audio-visual supplements to BIOL 200. Not for major credit. Two hours per week.

Prerequisite or Corequisite: BIOL 200.

BIOL 206 - Genetics and Society (3 Credits)

(Designed for non-major students.) Genetic principles, emphasizing human heredity. Relevance of recent advances in genetics. Three lecture hours per week.

Carolina Core: SCI

BIOL 243 - Human Anatomy and Physiology I (3 Credits)

Functional anatomy and physiology of the human body, including the integumentary, skeletal, muscular, and nervous systems. Not available for biology major credit. Three lecture hours per week.

Carolina Core: SCI

BIOL 243L - Human Anatomy and Physiology Laboratory (1 Credit)

The principles of anatomy and physiology as demonstrated by microscopic studies, animal dissection, and physiological experiments. One three-hour laboratory per week.

Prerequisite or Corequisite: BIOL 243.

Carolina Core: SCI

BIOL 244 - Human Anatomy and Physiology II (3 Credits)

Functional anatomy and physiology of the human body, including the cardiovascular, endocrine, excretory, reproductive, digestive, and respiratory systems. Not available for biology major credit. Three lecture hours per week.

Prerequisites: BIOL 243.

Carolina Core: SCI

BIOL 244L - Human Anatomy and Physiology Laboratory (1 Credit)

A continuation of BIOL 243L. One three-hour laboratory per week.

Corequisite: BIOL 244

Carolina Core: SCI

BIOL 250 - Microbiology (3 Credits)

An introduction to bacteria and viruses, emphasizing structure, metabolism, and pathogenesis. Discussion of infectious diseases, antigen-antibody relationships, and anti-microbial agents in chemotherapy. Not available for biology major credit. Three lecture hours per week.

Prerequisites: College-level Biology and Chemistry.

BIOL 250L - Microbiology Laboratory (1 Credit)

Not available for biology major credit. Three hours per week.

Prerequisite or Corequisite: BIOL 250.

BIOL 260 - Physiology (3 Credits)

Physiology of human systems especially susceptible to disturbance: immunobiology, circulation, excretion, metabolism, endocrinology, and muscle physiology. Not for biology major credit. Intended for pharmacy students.

Prerequisites: BIOL 102.

BIOL 270 - Introduction to Environmental Biology (3 Credits)

Basic ecological principles and the impacts of human population growth and technology. Not for major credit.

Carolina Core: SCI

BIOL 270L - Introduction to Environmental Biology Laboratory (1 Credit)

Demonstrations, data analyses, discussions, and films relating to human ecology, resource use, and environmental impact. Not for major credit. Two hours per week.

Prerequisite or Corequisite: BIOL 270.

Carolina Core: SCI

BIOL 301 - Ecology and Evolution (3 Credits)

Concepts of evolution, populations, and population interactions; communities and ecosystems. Three lecture hours per week.

Prerequisites: BIOL 102 or MSCI 311.

Graduation with Leadership Distinction: GLD: Research

BIOL 301L - Ecology and Evolution Laboratory (1 Credit)

Experiments, exercises, and demonstrations. Three hours per week.

Prerequisite or Corequisite: BIOL 301.

BIOL 302 - Cell and Molecular Biology (3 Credits)

Principles of eukaryotic cell structure, molecular organization, and physiology. Genome organization and expression. Cell growth, division, and cell-cell interactions.

Prerequisites: C or better in BIOL 101; C or better in BIOL 102 or MSCI 311; C or better in CHEM 112 or CHEM 142.

Graduation with Leadership Distinction: GLD: Research

BIOL 302L - Cell and Molecular Biology Laboratory (1 Credit)

Experiments, exercises, and demonstrations. Three hours per week.

Prerequisite or Corequisite: BIOL 302.

Experiential Learning: Experiential Learning Opportunity

BIOL 303 - Fundamental Genetics (3 Credits)

Basic principles of transmission and molecular genetics; quantitative inheritance; recombination; biochemical aspects of gene function and regulation; developmental genetics and population genetics. Three lecture hours per week.

Prerequisites: C or better in BIOL 101 and BIOL 102 or a C or better in MSCI 311.

BIOL 398 - Laboratory Teaching Experience (1 Credit)

Participation in preparation and teaching of undergraduate biological sciences laboratories.

Experiential Learning: Experiential Learning Opportunity

Chemistry (CHEM)

CHEM 102 - Fundamental Chemistry II (4 Credits)

An introductory survey of organic and biochemistry. Three lecture, one recitation, and two laboratory hours per week.

Prerequisites: 1 year high-school chemistry, CHEM 101, CHEM 111, or equivalent.

Carolina Core: SCI

CHEM 105 - Chemistry and Modern Society I (4 Credits)

A conceptual and qualitative approach to chemistry, its evolution, achievements, and goals and its impact on technology, the environment, and modern life and thought. (Specifically designed for non-science majors.) Three lecture and three laboratory hours per week.

Carolina Core: SCI

CHEM 106 - Chemistry and Modern Society II (3 Credits)

A continuation of Chemistry 105. Three lecture hours per week.

Prerequisites: C or higher in CHEM 105.

CHEM 106L - Chemistry and Modern Society II Laboratory (1 Credit)

Laboratory associated with CHEM 106. Three hours of laboratory per week.

Prerequisites: CHEM 105.

Corequisite: CHEM 106.

CHEM 107 - Introduction to Forensic Science (3 Credits)

Surveys chemical aspects of criminal investigation and adjudication including drug, arson, DNA, paint, and fiber identification.

Carolina Core: SCI

CHEM 111 - General Chemistry I (3 Credits)

Survey of the principles that underlie all chemistry with applications illustrating these principles. Three lecture and one recitation hours per week.

Prerequisites: C or higher in MATH 111, MATH 115, MATH 122, MATH 141 or higher math (or by placement score into MATH 122, MATH 141 or higher math).

Corequisite: CHEM 111L (unless grade of C or higher in CHEM 111L earned previously).

Carolina Core: SCI

CHEM 112 - General Chemistry II (3 Credits)

Continuation of CHEM 111. Special emphasis on chemical equilibrium. Three lecture and one recitation hours per week.

Prerequisites: C or higher in CHEM 111 and C or higher in MATH 111, MATH 115, MATH 122, MATH 141 or higher math.

Corequisite: CHEM 112L.

Carolina Core: SCI

CHEM 118 - Computational Chemistry I (1 Credit)

Introduction to the use of computers in solving chemical problems. One discussion and two laboratory hours per week.

Corequisite: CHEM 112 and CHEM 112L or CHEM 142 (unless a grade of C or higher earned previously).

CHEM 321 - Quantitative Analysis (3 Credits)

Gravimetric, volumetric, and introductory instrumental analysis. Three lecture and one recitation hours per week.

Prerequisites: C or higher in CHEM 112 and CHEM 112L or in CHEM 142.

Corequisite: CHEM 321L.

CHEM 321L - Quantitative Analysis Laboratory (1 Credit)

Three laboratory hours per week. Credit cannot be received for both CHEM 321L and CHEM 322L.

Corequisite: CHEM 321.

CHEM 331L - Essentials of Organic Chemistry Laboratory I (1 Credit)

Laboratory safety, syntheses, separation, and purification of carbon compounds. For non-majors.

Corequisite: CHEM 333 (unless grade of C or higher in CHEM 333 earned previously).

CHEM 332L - Essentials of Organic Chemistry Laboratory II (1 Credit)

Continuation of CHEM 331L. Spectroscopic identification of carbon compounds. For non-majors. Three lab hours per week.

Prerequisites: C or higher in CHEM 331L.

Corequisite: CHEM 334 (unless grade of C or higher in CHEM 334 earned previously).

CHEM 333 - Organic Chemistry I (3 Credits)

Contemporary theories, nomenclature, reactions, mechanisms, and syntheses of carbon compounds. Three lecture and one recitation hours per week.

Prerequisites: C or higher in CHEM 112 or in CHEM 142.

CHEM 333L - Comprehensive Organic Chemistry Laboratory I (2 Credits)

Laboratory safety, synthesis, separation, and purification of carbon compounds. Required for chemistry majors. Six laboratory hours per week.

Corequisite: CHEM 333 (unless grade of C or higher in CHEM 333 earned previously).

CHEM 334 - Organic Chemistry II (3 Credits)

Continuation of CHEM 333. Three lecture and one recitation hours per week.

Prerequisites: C or higher in CHEM 333.

CHEM 334L - Comprehensive Organic Chemistry Laboratory II (2 Credits)

Continuation of CHEM 333L. Spectroscopic identification of carbon compounds. Required for chemistry majors. Six laboratory hours per week.

Prerequisites: C or higher in CHEM 333L.

Corequisite: CHEM 334 (unless grade of C or higher in CHEM 334 earned previously).

Comp Sci & Comp Engr (CSCE)

CSCE 101 - Introduction to Computer Concepts (3 Credits)

History, application, and social impact of computers; problem-solving, algorithm development, applications software, and programming in a procedural language.

Carolina Core: ARP

CSCE 102 - General Applications Programming (3 Credits)

Introduction to systematic computer problem-solving and programming for a variety of applications.

Carolina Core: ARP

CSCE 145 - Algorithmic Design I (4 Credits)

Problem-solving, algorithmic design, and programming. Three lectures and two laboratory hours per week.

Prerequisite or Corequisite: MATH 111 or MATH 115.

Carolina Core: ARP

CSCE 146 - Algorithmic Design II (4 Credits)

Continuation of CSCE 145. Rigorous development of algorithms and computer programs; elementary data structures. Three lecture hours and two laboratory hours per week.

Prerequisites: C or better in CSCE 145.

Prerequisite or Corequisite: MATH 122 or MATH 141.

CSCE 190 - Computing in the Modern World (1 Credit)

An introduction to the field of computing: trends in computing technology, the profession, and careers; subdisciplines in computing; the nature of research and development.

Corequisite: CSCE 145, CSCE 204, CSCE 205, CSCE 206 or equivalent.

CSCE 201 - Introduction to Computer Security (3 Credits)

Introduction to the theory and practice of computer security, including security policies, authentication, digital certificates, firewalls, malicious code, legal and ethical issues, and incident handling.

Prerequisite or Corequisite: CSCE 101 or CSCE 102 or CSCE 145.

CSCE 204 - Program Design and Development (3 Credits)

Fundamental algorithms and processes used in business information systems. Development and representation of programming logic. Introduction to implementation using a high-level programming language.

Prerequisites: CSCE 101 or MGSC 290 or ITEC 264.

Cross-listed course: ITEC 204, MGSC 298

CSCE 205 - Business Applications Programming (3 Credits)

Introduction to computer applications in business. Programming exercises in COBOL.

Prerequisites: MGSC 290 or CSCE 101 or above.

CSCE 206 - Scientific Applications Programming (3 Credits)

Introduction to computer applications in science and engineering. Programming exercises in a high-level language.

Prerequisites: MATH 122 or MATH 141.

CSCE 207 - UNIX System Administration (3 Credits)

The Unix programming environment: I/O programming, Unix processes, fork, exec, pipes and signals, and tools.

Prerequisites: CSCE 145 or CSCE 206.

CSCE 209 - Special Topics in Computer Programming (1-4 Credits)

Programming and application development using selected programming languages. Course content varies and will be announced in the schedule of classes by title.

CSCE 210 - Computer Hardware Foundations (3 Credits)

Number representation, data formats, CPU and memory organization, assembly language, I/O and peripherals, computer networks. Students may not apply both CSCE 210 and CSCE 212 to any minor or major program of study.

Prerequisites: D or better in CSCE 145, CSCE 204, CSCE 205, CSCE 206, or CSCE 207.

CSCE 211 - Digital Logic Design (3 Credits)

Number systems, Boolean algebra, logic design, sequential machines.

Prerequisites: MATH 141.

CSCE 212 - Introduction to Computer Architecture (3 Credits)

Computer architecture, components, and organization; memory addressing; Input/Output; instruction sets; interrupts; assembly-language programming. Students may not apply both CSCE 210 and CSCE 212 to any minor or major program of study.

Prerequisites: D or better in CSCE 211 and D or better in either CSCE 145 or CSCE 206.

CSCE 215 - UNIX/Linux Fundamentals (1 Credit)

UNIX operating system, user-level system commands, and programming tools. UNIX scripting languages.

Prerequisites: CSCE 145.

CSCE 240 - Advanced Programming Techniques (3 Credits)

Pointers; memory management; advanced programming language structures: operator overloading, iterators, multiple inheritance, polymorphism, templates, virtual functions; Unix programming environment.

Prerequisites: CSCE 215, C or better in CSCE 146.

CSCE 245 - Object-Oriented Programming Techniques (3 Credits)

Advanced object-oriented concepts and techniques; multiple inheritance; memory management; operator overloading; polymorphism; performance issues.

Prerequisites: C or better in CSCE 146.

Criminal Justice (CRJU)

CRJU 101 - The American Criminal Justice System (3 Credits)

Survey of crime and societal responses to crime, including law enforcement, courts, corrections, and the juvenile justice system.

Carolina Core: GSS

CRJU 202 - Research Methods in Criminology and Criminal Justice (3 Credits)

Introduction to the practice of social research in criminology and criminal justice settings.

Graduation with Leadership Distinction: GLD: Research

CRJU 311 - Policing (3 Credits)

Current and historical perspectives on American policing.

CRJU 312 - Corrections (3 Credits)

Current and historical perspectives on incarceration and its alternatives.

CRJU 313 - Criminal Courts (3 Credits)

Structure and organization of the federal and state criminal court systems and personnel.

CRJU 314 - Criminal Law (3 Credits)

Origin and development of criminal law in America. Basic elements of crimes and defenses.

CRJU 323 - Violence in America (3 Credits)

Historical overview of violence in American society, including theoretical perspectives on the causes and prevention of violence.

CRJU 341 - Sociology of Crime (3 Credits)

Social factors in the development, identification, and treatment of criminals.

Cross-listed course: SOCY 353

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy

CRJU 351 - Juvenile Delinquency (3 Credits)

Social factors in the development, identification, and treatment of delinquents.

Prerequisites: CRJU 101 OR SOCY 101.

Cross-listed course: SOCY 350

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy

CRJU 399 - Independent Study (1-6 Credits)

Contract approved by instructor, advisor, and Office of Academic Programs is required for undergraduate students.

Graduation with Leadership Distinction: GLD: Research

CRJU 421 - Victimization (3 Credits)

Causes and consequences of criminal victimization and public policy responses to victimization issues.

CRJU 423 - Street Gangs: Structure, Activity, and Response (3 Credits)

Course covers the theoretical and empirical work on gangs, gang members, and gang activity along with insight on these issues from a practitioner perspective. It then examines the variety of policy responses from government and community organizations.

CRJU 426 - Criminal Justice and Mental Health (3 Credits)

Interface between the mental health sciences and the criminal justice system.

CRJU 491 - Special Topics (3 Credits)

Topics in criminology and criminal justice. Individual topics to be announced by title. May be repeated once with consent of advisor.

Early Childhood Educ (EDEC)

EDEC 250 - Play and Early Learning (3 Credits)

Theory and practice related to children's play and early learning in family, community, and educational settings.

Economics (ECON)

ECON 123 - The American Economy (3 Credits)

Basic concepts, institutional foundations, structure of the private and public sector, labor markets; major economic problems.

ECON 221 - Principles of Microeconomics (3 Credits)

The study of supply and demand, pricing and cost concepts, firm and consumer decision-making, market structure, and government policies.

ECON 222 - Principles of Macroeconomics (3 Credits)

The study of gross domestic product, business cycles, economic growth, inflation, unemployment, and monetary and fiscal policy.

ECON 224 - Introduction to Economics (3 Credits)

The study of supply and demand, markets, household and firm decision-making, gross domestic product, inflation, unemployment, and government policies. Open to all students except business administration and economics majors.

ECON 301 - Money and Banking (3 Credits)

The role of money in the market economy. Commercial banks, the Federal Reserve System, and monetary policy. Cannot be used to satisfy major requirements.

Prerequisites: ECON 221 and ECON 222, or ECON 224.

ECON 311 - Issues in Economics (3 Credits)

The nature and causes of major economic problems facing the nation and its communities, and policy alternatives designed to solve them. The philosophy and methodology of economics in social problem solving.

Prerequisites: ECON 221 and ECON 222, or ECON 224.

ECON 329 - American Economic History (3 Credits)

Growth and development of the American economy; applications of economic theory to economic history.

Prerequisites: ECON 221 and ECON 222, or ECON 224.

ECON 364 - Financial Institutions (3 Credits)

A study of the functions and operations of financial institutions and their relationships to the commercial banking system and the general economy. Attention is devoted to savings institutions, insurance companies, rural and urban real estate credit, consumer credit, and associated topics.

Prerequisites: ECON 221 and ECON 222, or ECON 224.

Educ Foundations & Inq (EDFI)

EDFI 300 - Schools in Communities (3 Credits)

Social, political, and historical aspects of diverse educational institutions in American culture with an emphasis on families, schools, and communities. Sophomore standing.

Graduation with Leadership Distinction: GLD: Community Service

Educational Psychology (EDPY)

EDPY 333 - Introduction to Child Growth and Development (3 Credits)

Basic course designed to familiarize the prospective teacher with the patterns of social, emotional, physical, and intellectual growth of the individual. Development of these growth patterns from the prenatal stage to the onset of adolescence.

EDPY 334 - Introduction to Adolescent Growth and Development (3 Credits)

Basic course designed to familiarize the prospective junior and senior high school teacher with the pattern of social, emotional, physical, and intellectual growth of the individual during his adolescent years. Recommendation of the advisor(s) required.

EDPY 335 - Introduction to Educational Psychology (3 Credits)

Applications of the psychology of learning and development. Special attention to basic statistics and the behavior of the school child.

EDPY 401 - Learners and the Diversity of Learning (3 Credits)

Overview of psychological theories and research as it applies to education, including theories of learning, child and adolescent development, cognitive processes, classroom practices, individual differences/student diversity, and motivation.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

English (ENGL)

ENGL 101 - Critical Reading and Composition (3 Credits)

Instruction in strategies for critically reading and analyzing literature and non-literary texts; structured, sustained practice in composing expository and analytical essays.

Carolina Core: CMW

ENGL 102 - Rhetoric and Composition (3 Credits)

Instruction and intensive practice in researching, analyzing, and composing written arguments about academic and public issues.

Prerequisites: C or better in ENGL 101 or equivalent credit.

Carolina Core: CMW, INF

ENGL 270 - World Literature (3 Credits)

Selected masterpieces of world literature from antiquity to present.

Prerequisites: ENGL 101 and ENGL 102 or equivalent.

Cross-listed course: CPLT 270

Carolina Core: AIU

Graduation with Leadership Distinction: GLD: Global Learning, GLD: Professional and Civic Engagement Leadership Experiences

ENGL 282 - Special Topics in Fiction (3 Credits)

Special topics in fiction from several countries and historical periods, illustrating the nature of the genre. May be repeated for credit. Content varies by title and semester.

Prerequisites: ENGL 101 and ENGL 102 or equivalent.

Carolina Core: AIU

ENGL 283 - Special Topics in British Literature (3 Credits)

Special topics in British literature exemplifying persistent themes of British culture. May be repeated for credit. Content varies by title and semester.

Prerequisites: ENGL 101 and 102 or equivalent.

Carolina Core: AIU

Graduation with Leadership Distinction: GLD: Global Learning

ENGL 284 - Drama (3 Credits)

Drama from several countries and historical periods, illustrating the nature of the genre.

Prerequisites: ENGL 101 and 102 or equivalent.

Carolina Core: AIU

ENGL 285 - Special Topics in American Literature (3 Credits)

Special topics in American literature exemplifying persistent themes of American culture. May be repeated for credit. Content varies by title and semester.

Prerequisites: ENGL 101 and 102 or equivalent.

Carolina Core: AIU

ENGL 286 - Poetry (3 Credits)

Poetry from several countries and historical periods, illustrating the nature of the genre.

Prerequisites: ENGL 101 and 102 or equivalent.

Carolina Core: AIU

ENGL 287 - American Literature (3 Credits)

An introduction to American literary history, emphasizing the analysis of literary texts, the development of literary traditions over time, the emergence of new genres and forms, and the writing of successful essays about literature. Designed for English majors.

Prerequisites: ENGL 101 and ENGL 102 or equivalent.

Carolina Core: AIU

ENGL 288 - English Literature (3 Credits)

An introduction to English literary history, emphasizing the analysis of literary texts, the development of literary traditions over time, the emergence of new genres and forms, and the writing of successful essays about literature. Designed for English majors.

Prerequisites: ENGL 101 and ENGL 102 or equivalent.

Carolina Core: AIU

ENGL 381 - The Renaissance (3 Credits)

Literature of the Renaissance, in its cultural contexts, explored through representative works.

Prerequisites: ENGL 101 and ENGL 102.

Cross-listed course: CPLT 381

ENGL 382 - The Enlightenment (3 Credits)

Literature of the Enlightenment in its cultural contexts, explored through representative works.

Prerequisites: ENGL 101 and ENGL 102.

Cross-listed course: CPLT 382

ENGL 384 - Realism (3 Credits)

Literature of Realism in its cultural contexts, explored through representative works.

Prerequisites: ENGL 101 and ENGL 102.

Cross-listed course: CPLT 384

ENGL 387 - Introduction to Rhetoric (3 Credits)

Theories of human communication useful for understanding and informing the everyday work of writers. Emphasis on intensive analysis and writing.

Prerequisites: ENGL 101 and ENGL 102.

Cross-listed course: SPCH 387

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

ENGL 427 - Southern Literature (3 Credits)

Representative works of Southern writers.

Prerequisites: ENGL 101 and ENGL 102.

ENGL 429 - Selected Topics in Post-1800 Literature and Culture (3 Credits)

Intensive study of selected topics. May be repeated for credit under a different title.

Prerequisites: C or better in ENGL 101 and ENGL 102.

ENGL 435 - The Short Story (3 Credits)

The characteristics of the short story and its historical development in America and Europe.

Prerequisites: ENGL 101 and ENGL 102.

ENGL 437 - Women Writers (3 Credits)

Representative works written by women.

Prerequisites: C or higher in both ENGL 101 and ENGL 102.

Cross-listed course: WGST 437

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

ENGL 438A - South Carolina Writers (3 Credits)

Authors and literary forms representative of South Carolina.

Prerequisites: ENGL 101 and ENGL 102.

ENGL 460 - Advanced Writing (3 Credits)

Extensive practice in different types of nonfiction writing.

Prerequisites: ENGL 101 and ENGL 102.

ENGL 463 - Business Writing (3 Credits)

Extensive practice in different types of business writing, from brief letters to formal articles and reports.

Prerequisites: ENGL 101 and ENGL 102.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences, GLD: Research

ENGL 465 - Fiction Workshop (3 Credits)

Workshop in writing fiction.

Prerequisites: C or higher in both ENGL 101 and ENGL 102.

Engr and Computing (ENCP)

ENCP 101 - Introduction to Engineering (3 Credits)

Engineering problem solving using computers and other engineering tools.

ENCP 102 - Introduction to Computer-Aided Design (3 Credits)

Principles and practice of visualization and graphical representation using modern computer-aided design tools.

ENCP 200 - Statics (3 Credits)

Introduction to the principles of mechanics. Equilibrium of particles and rigid bodies. Distributed forces, centroids, and centers of gravity. Moments of inertia of areas. Analysis of simple structures and machines. A study of various types of friction.

Prerequisites: MATH 141.

ENCP 210 - Dynamics (3 Credits)

Kinematics of particles and rigid bodies. Kinetics of particles with emphasis on Newton's second law; energy and momentum methods for the solution of problems. Applications of plane motion of rigid bodies.

Prerequisites: ENCP 200 or ECIV 200 or EMCH 200.

Environment (ENVR)

ENVR 101 - Introduction to the Environment (3 Credits)

Analysis of environmental issues and the role of science in their identification and resolution.

Carolina Core: SCI

ENVR 101L - Introduction to the Environment Lab (1 Credit)

Demonstrations, field trips, data analyses, and discussion relating to environmental issues, such as sustainability, resource management, and pollution control.

Prerequisite or Corequisite: ENVR 101.

Carolina Core: SCI

ENVR 202 - Environmental Science and Policy II (4 Credits)

Continuing interdisciplinary and multidisciplinary exploration of relations between environment and society for majors in the Environment and Sustainability Program. Case studies raise issues, challenges, and strategies to achieving sustainability.

Exercise Science (EXSC)

EXSC 191 - Physical Activity and Health (3 Credits)

Concepts of exercise, nutrition, behavior changes, and skills to promote lifelong physical activity and health.

EXSC 223 - Anatomy and Physiology I (3 Credits)

The structure and functions of the human body: tissues, integument, skeletal, muscular, respiratory, and reproductive systems, and regulation of eating and metabolism.

Prerequisites: ENGL 102; BIOL 102; CHEM 111; MATH 122 or MATH 141.

EXSC 224 - Anatomy and Physiology II (3 Credits)

The structure and functions of the human body: nervous, cardiovascular, digestive, immune, urinary, and endocrine systems.

Prerequisites: C or better in EXSC 223 and EXSC 223L.

EXSC 395 - Research Seminar in Exercise Science (3 Credits)

The research process in exercise science; participation in, presentation and discussion of current research.

Prerequisites: EXSC 223, EXSC 224.

Graduation with Leadership Distinction: GLD: Research

EXSC 499 - Independent Study (1-3 Credits)

Enrollment and topic to be approved in advance by advisor and instructor.

Prerequisites: EXSC 223, EXSC 224.

Graduation with Leadership Distinction: GLD: Research

Film and Media Studies (FAMS)

FAMS 240 - Film and Media Analysis (3 Credits)

Introduction to the critical study of film and media. Students will closely analyze moving images and develop written arguments about film and media.

Carolina Core: AIU

Finance (FINA)

FINA 301 - Money and Banking (3 Credits)

The role of money in the market economy. Commercial banks, the Federal Reserve System, and monetary policy.

Prerequisites: ECON 221 and ECON 222, or ECON 224.

FINA 341 - Management of Risk and Insurance (3 Credits)

Introduction to decision making under uncertainty and overview of how various markets allow individuals and organizations to diversify risk. Includes measurement of risk, behavioral bias in decision making under uncertainty, diversification of risk, the role of capital in ensuring performance, moral hazard, adverse selection, insurance pricing, and applications to public policy issues such as health care, catastrophe risk, and safety regulation.

Prerequisite or Corequisite: FINA 363.

FINA 363 - Introduction to Finance (3 Credits)

Basic concepts of finance related to decision making.

Prerequisites: C or better in ECON 221 and ACCT 225; C or better in STAT 206, STAT 509, STAT 511, STAT 515, or MATH 511.

FINA 364 - Financial Institutions (3 Credits)

A study of the functions and operations of financial institutions and their relationships to the commercial banking system and the general economy. Attention is devoted to savings institutions, insurance companies, rural and urban real estate credit, consumer credit, and associated topics.

FINA 366 - Introduction to Real Estate and Urban Development (3 Credits)

Real estate analysis and administration; basic principles, concepts, terminology, and institutional factors related to real estate decisions in the urban environment. This course fulfills a pre-examination requirement of the South Carolina Real Estate licensing law (30-hour approved course).

Prerequisites: FINA 363.

FINA 369 - Personal Finance (3 Credits)

Life insurance, health insurance, wills, trusts, Social Security, stocks, bonds, real estate, mutual funds, and other uses of funds.

FINA 467 - Real Estate Finance (3 Credits)

The nature and importance of credit in real estate development and operations; legal framework, sources of mortgage funds, role of public and private financial institutions.

Prerequisites: FINA 366 or FINA 469.

French (FREN)

FREN 109 - Beginning French I (3 Credits)

Introduction to grammar and practical vocabulary necessary for fundamental communication skills. Admission to FREN 109 restricted to those who have never studied French, who have not studied French in the previous five years, or who have a score of F-1 on the placement test.

Carolina Core: GFL

FREN 110 - Beginning French II (3 Credits)

Introduction to grammar and practical vocabulary necessary for fundamental communication skills. Admission to 110 restricted to those who have completed FREN 109. Credit may be received only for one of the following: FREN 109/FREN 110 or FREN 121.

Prerequisites: FREN 109.

Carolina Core: GFL

FREN 121 - Elementary French (3 Credits)

Grammar and vocabulary necessary for fundamental communication skills. Assumes prior experience in French. Admission to FREN 121 restricted to those who have a score of F-2 on the placement test. Credit may be received for only one of the following: FREN 109/FREN 100 or FREN 121.

Carolina Core: GFL

FREN 122 - Basic Proficiency in French (3 Credits)

Practice and further development of essential listening, reading, speaking, and writing skills.

Prerequisites: FREN 110, FREN 121 or placement score of F-3.

Carolina Core: GFL

Geology (GEOL)

GEOL 101 - Introduction to the Earth (4 Credits)

Origin and nature of the earth with emphasis on internal processes and phenomena such as earthquakes, volcanoes, and mountain building; surface processes, including landform evolution. Three lectures and three laboratory hours each week.

Carolina Core: SCI

GEOL 102 - Fossils and the Evolution of Life on Earth (4 Credits)

Basic overview of fossils, including dinosaurs, and their importance for understanding earth history and the evolution of life. Three lectures and three laboratory hours each week.

GEOL 103 - Environment of the Earth (4 Credits)

Analysis of basic energy cycles of the earth. Interaction of human activity with earth processes to affect the environment. Three lectures and three laboratory hours each week. Field trips required.

Carolina Core: SCI

GEOL 110 - Cultural Geology (3 Credits)

The growth of geological concepts, scientific and non-scientific. The impact of geological factors on human affairs. The role of time and evolution (biological and physical). Restricted to non-science majors.

Carolina Core: SCI

History (HIST)

HIST 101 - European Civilization from Ancient Times to the Mid-17th Century (3 Credits)

The rise and development of European civilization from its Mediterranean origins through the Renaissance and Reformation.

Carolina Core: GHS

HIST 102 - European Civilization from the Mid-17th Century (3 Credits)

European development and expansion from the mid-17th century to the present.

Carolina Core: GHS

Graduation with Leadership Distinction: GLD: Global Learning

HIST 109 - Introduction to Latin American Civilization (3 Credits)

A discussion of the political, cultural, and economic forces which have conditioned the development of institutions and ideas in Spanish and Portuguese America.

Carolina Core: GHS

Graduation with Leadership Distinction: GLD: Global Learning

HIST 111 - United States History to 1865 (3 Credits)

A general survey of the United States from the era of discovery to 1865, emphasizing major political, economic, social, and intellectual developments.

Carolina Core: GHS

Founding Documents: FND Founding Documents

HIST 112 - United States History since 1865 (3 Credits)

A general survey of the United States from 1865 to the present, emphasizing major political, economic, social, and intellectual developments. Honors sections are available for students in the honors program.

Carolina Core: GHS

HIST 312 - French Revolution and Napoleon (3 Credits)

The changes in France and Europe during the revolutionary decade, the rise of Napoleon, and the establishment of French hegemony over the Continent.

HIST 316 - Nineteenth-Century Europe (3 Credits)

Political, social, economic, and intellectual developments from 1815-1900, which brought European culture to its zenith and contributed to Europe's global domination.

Graduation with Leadership Distinction: GLD: Global Learning

HIST 317 - Contemporary Europe from World War I to World War II (3 Credits)

The Great War, revolution, and reconstruction; the rise of authoritarian and totalitarian regimes and the coming of World War II.

Graduation with Leadership Distinction: GLD: Global Learning

HIST 318 - Europe from World War II to the Present (3 Credits)

The Second World War and its origins; the Cold War; European recovery; a divided continent and Europe in the Global Era.

Graduation with Leadership Distinction: GLD: Global Learning

HIST 320 - The History of Great Britain I (3 Credits)

A survey of the political, social, economic, and cultural development of the British Isles from pre-history to the Restoration of 1660.

Graduation with Leadership Distinction: GLD: Global Learning

HIST 321 - The History of Great Britain II (3 Credits)

A survey of the political, social, economic, and cultural development of the British Isles since 1660.

Graduation with Leadership Distinction: GLD: Global Learning

HIST 404 - Civil War and Reconstruction, 1860-1877 (3 Credits)

The political, military, and social history of the War and the reorganization which followed.

HIST 405 - The Rise of Industrial America, 1877-1917 (3 Credits)

A survey of recent United States history with emphasis on the economic, social, and literary developments from 1877 to 1917.

HIST 406 - The United States and a World at War, 1917-1945 (3 Credits)

The United States and a World at War, 1917-1945.

HIST 407 - United States History Since 1945 (3 Credits)

A survey of the political, economic, social, and cultural developments in the period after World War II.

HIST 410 - History of South Carolina Since 1865 (3 Credits)

A survey of recent South Carolina history with emphasis on social and institutional development.

HIST 413 - History of Canada (3 Credits)

A survey of Canadian development from colony to modern nation.

HIST 442 - The Old South (3 Credits)

Development of Southern society and of the forces that made the South a distinctive section of the United States.

HIST 443 - The New South (3 Credits)

Reconstruction, the Bourbon era, agrarian revolt, industrial revolution, racial problems, and the changes resulting from the impact of two world wars and the New Deal (1865-1946).

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy

HIST 449 - American Popular Culture Since 1890 (3 Credits)

A history of the contributions of the popular aspects of American culture and their interactions with American institutions.

Hlth Promo Educ & Beh (HPEB)

HPEB 321 - Personal and Community Health (3 Credits)

Psychosocial health, stress management, leading infectious and noninfectious diseases, nutrition, physical fitness, sexuality, consumer health and health care access, environmental health, aging, and death.

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy

HPEB 331 - Health Education for the Elementary School (3 Credits)

Methods and materials for elementary schools. Integration and correlation of materials with school subjects. Sample content developed for primary, intermediate, and upper grades.

Hotel Rest Tourism Mgmt (HRTM)

HRTM 344 - Personnel Organization and Supervision (3 Credits)

Recruitment, selection, utilization, and development of human resources; role of supervisors in management and personnel administration.

Cross-listed course: RETL 344

Integrated Info Tech (ITEC)

ITEC 143 - Advanced Business Document Preparation (3 Credits)

Emphasis on production and versatility in preparing business documents. Not for TSTM majors. For business teacher certification.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

ITEC 233 - Introduction to Computer Hardware and Software (3 Credits)

Understanding of current computer hardware and software through computer building, repairing, and troubleshooting.

ITEC 243 - Word Processing Concepts and Technology (3 Credits)

Introduction to word processing concepts and applications.

Prerequisites: keyboarding.

ITEC 245 - Introduction to Networking (3 Credits)

Understanding the essential concepts of computer networks, including standards, topologies, security, media, switching, routing, and more.

ITEC 264 - Computer Applications in Business I (3 Credits)

Survey of core skills and techniques for spreadsheet design and analysis of business problems.

ITEC 270 - Records Control (3 Credits)

Analysis and control of office records including creation, processing, maintenance, protection, and disposition.

Prerequisites: ITEC 264.

Journalism (JOUR)

JOUR 101 - Media and Society (3 Credits)

Principles, history, philosophies, theories of the mass media and allied professions and their societal role and impact.

Management (MGMT)

MGMT 371 - Principles of Management (3 Credits)

A comprehensive survey of the basic principles of management applicable to all forms of business. The course provides the student with a basis for thinking about complex business situations in the framework of analysis of the management process.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

MGMT 374 - Strategic Human Resource Management (3 Credits)

A survey of the major approaches used in managing human resources. Covers selection, compensation, legal compliance, discipline, organizational restructuring, TQM, motivation, labor relations, and performance management.

Prerequisites: MGMT 371.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

MGMT 376 - Employee Engagement (3 Credits)

Introduction to human behavior in organizations. Emphasis on factors that contribute to the effectiveness of individuals and groups in organizations.

Prerequisites: MGMT 371.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

MGMT 478 - Strategic Management (3 Credits)

A study of the formulation and application of functionally integrated business policy by top management. Emphasis is on decision making in the face of changing conditions.

Prerequisites: MKTG 350, FINA 363, MGMT 371.

Management Science (MGSC)

MGSC 290 - Computer Information Systems in Business (3 Credits)

An introduction to the effective use of information systems tools in day-to-day business communications, analysis, and decision making.

MGSC 291 - Applied Statistics for Business (3 Credits)

Descriptive statistics, topics in probability, statistical inference and modeling. Emphasis on the collection, summarization, analysis, and reporting of numerical findings relevant to business decisions and economic analysis.

Prerequisites: STAT 206.

Marine Science (MSCI)

MSCI 101 - The Ocean Environment (4 Credits)

Origin and evolution of the oceans, plate tectonics, ocean circulation, waves and tides, seawater and sediment composition, and influences on biology. Three lecture and three laboratory hours per week. Scheduled field trips required.

Carolina Core: SCI

MSCI 102 - The Living Ocean (4 Credits)

Origin, evolution, and diversity of marine life, biological production, trophic dynamics, nutrient cycles, marine resources, and environmental concerns. Three lecture and three laboratory hours per week. Scheduled field trips required.

Carolina Core: SCI

MSCI 210 - Oceans and Society (3 Credits)

A nontechnical introduction to human interactions with the marine environment: marine organisms, marine systems, and the physical and chemical characteristics of oceans and estuaries. Not available for marine science major credit.

Carolina Core: SCI

MSCI 210L - Oceans and Society Laboratory (1 Credit)

Experiments and exercises which illustrate how specific components of marine environments are structured, function, and can be measured. Two laboratory hours per week. Not available for marine science major credit. Attendance on designated field trips may be required.

Prerequisite or Corequisite: MSCI 210.

Carolina Core: SCI

MSCI 215 - Coastal Environments of the Southeastern US (3 Credits)

Coastal zones of South Carolina and neighboring states, including geologic history, geomorphology, stratigraphy, hydrogeology, shoreline processes, environmental issues, and effect of man. Not available for geological science or marine science major credit. Three lecture hours each week plus optional field trips.

Carolina Core: SCI

MSCI 215L - Coastal Environments of the Southeastern U.S. (Laboratory) (1 Credit)

Exercises examining coastal ecology, geomorphology, hydrogeology, shoreline processes, environmental issues, and human impact. Two laboratory hours per week. Scheduled field trips required. Not available for marine science major credit.

Prerequisite or Corequisite: MSCI 215 or GEOL 215.

Cross-listed course: GEOL 215L

Carolina Core: SCI

Marketing (MKTG)

MKTG 350 - Principles of Marketing (3 Credits)

Principles and concepts underlying marketing functions, including the conception, pricing, promotion, and distribution of products and services and the role of marketing in society.

Prerequisites: ECON 221, ECON 222, ACCT 225, and ACCT 226 for Business Administration majors; ECON 224 and ACCT 222 for non-Business Administration majors.

MKTG 351 - Consumer Behavior (3 Credits)

The consumer decision process, with emphasis on consumer decision making, satisfaction/dissatisfaction factors, perception, learning, group influences, and marketing strategy implications.

Prerequisites: C or better in MKTG 350.

MKTG 457 - Introduction To Sales (3 Credits)

Examines fundamentals of personal selling and sales management and the development of communication and selling skills that yield desired sales results.

Mathematics (MATH)

MATH 111 - Basic College Mathematics (3 Credits)

Basic college algebra; linear and quadratic equations, inequalities, functions and graphs of functions, exponential and logarithm functions, systems of equations.

Prerequisites: placement through Algebra version of the Mathematics Placement Test.

MATH 1111 - Intensive Basic College Mathematics (4 Credits)

An intensive treatment of the topics covered in MATH 111.

Prerequisites: placement through Algebra version of the Mathematics Placement Test.

MATH 112 - Trigonometry (2 Credits)

Topics in trigonometry specifically needed for MATH 141, MATH 142, MATH 241. Circular functions, analytic trigonometry, applications of trigonometry. Credit may not be received for both MATH 112 and MATH 115.

Prerequisites: C or better in MATH 111 or MATH 1111, or placement through Algebra version of the Mathematics Placement Test.

MATH 115 - Precalculus Mathematics (4 Credits)

Topics in algebra and trigonometry specifically needed for MATH 141, MATH 142, MATH 241. Subsets of the real line, absolute value; polynomial, rational, inverse, logarithmic, exponential functions; circular functions; analytic trigonometry.

Prerequisites: C or better in MATH 111 or MATH 1111, or placement through Precalculus version of the Mathematics Placement Test.

MATH 122 - Calculus for Business Administration and Social Sciences (3 Credits)

Derivatives and integrals of elementary algebraic, exponential, and logarithmic functions. Maxima, minima, rate of change, motion, work, area under a curve, and volume.

Prerequisites: C or better in MATH 111, MATH 1111 or MATH 115 or placement through Algebra version of the Mathematics Placement Test.

Carolina Core: ARP

MATH 141 - Calculus I (4 Credits)

Functions, limits, derivatives, introduction to integrals, the Fundamental Theorem of Calculus, applications of derivatives and integrals. Four classroom hours and one laboratory hour per week.

Prerequisites: C or better in MATH 112, MATH 115, or MATH 116, or placement through Precalculus version of the Mathematics Placement Test.

Carolina Core: ARP

MATH 142 - Calculus II (4 Credits)

Methods of integration, sequences and series, approximations. Four classroom hours and one laboratory hour per week.

Prerequisites: C or better in MATH 141.

Carolina Core: ARP

MATH 151 - Calculus Workshop I (1 Credit)

Small study group practice in applications of calculus. For elective credit only.

Corequisite: MATH 141.

MATH 152 - Calculus Workshop II (1 Credit)

MATH 152 is part of a pilot program at UofSC to help at-risk students in Calculus I & II. It is for elective credit only. The class will consist of small study group practice in applications of calculus.

Corequisite: MATH 142

MATH 170 - Finite Mathematics (3 Credits)

Elementary matrix theory; systems of linear equations; permutations and combinations; probability and Markov chains; linear programming and game theory.

Prerequisites: C or better in MATH 111 or MATH 1111 or MATH 122, or placement through Algebra version of the Mathematics Placement Test.

Carolina Core: ARP

MATH 172 - Mathematical Modeling for the Life Sciences (3 Credits)

Biological modeling with differential and difference equations; techniques of model modifications; analytic, numerical, and graphical solution methods; equilibria, stability, and long-term system behavior; geometric series; vectors, matrices, eigenvalues, and eigenvectors. Applications principally to population dynamics and compartment models.

Prerequisites: C or better in MATH 122 or MATH 141.

Carolina Core: ARP

MATH 174 - Discrete Mathematics for Computer Science (3 Credits)

Logic, number theory, sequences, series, recursion, mathematical induction, set theory, enumeration, functions, relations, graphs and trees. Connections to computers and to programming are emphasized when possible.

Prerequisites: C or better in MATH 115, MATH 116, MATH 122, or MATH 141, or placement through the pre-calculus version of the Mathematics Placement Test.

Carolina Core: ARP

MATH 198 - Introduction to Careers and Research in the Mathematical Sciences (1 Credit)

An overview of different areas of mathematical research and career opportunities for mathematics majors. Pass/fail only.

Prerequisites: C or better in MATH 141.

Graduation with Leadership Distinction: GLD: Research

MATH 221 - Basic Concepts of Elementary Mathematics I (3 Credits)

The meaning of number, fundamental operations of arithmetic, the structure of the real number system and its subsystems, elementary number theory. Open only to students in elementary or early childhood teacher certification.

Prerequisites: C or better in MATH 111 or MATH 111I or placement through Algebra version of the Mathematics Placement Test.

MATH 222 - Basic Concepts of Elementary Mathematics II (3 Credits)

Informal geometry and basic concepts of algebra. Open only to students in elementary or early childhood teacher certification.

Prerequisites: C or better in MATH 221.

MATH 241 - Vector Calculus (3 Credits)

Vector algebra, geometry of three-dimensional space; lines, planes, and curves in space; polar, cylindrical, and spherical coordinate systems; partial differentiation, max-min theory; multiple and iterated integration, line integrals, and Green's theorem in the plane.

Prerequisites: C or better in MATH 142.

MATH 242 - Elementary Differential Equations (3 Credits)

Ordinary differential equations of first order, higher order linear equations, Laplace transform methods, series methods; numerical solution of differential equations. Applications to physical sciences and engineering.

Prerequisites: C or better in MATH 142.

MATH 374 - Discrete Structures (3 Credits)

Propositional and predicate logic; proof techniques; recursion and recurrence relations; sets, combinatorics, and probability; functions, relations, and matrices; algebraic structures.

Prerequisites: C or better in both MATH 142 and CSCE 146.

MATH 399 - Independent Study (3-9 Credits)

Contract approved by instructor, advisor, and department chair is required for undergraduate students.

Graduation with Leadership Distinction: GLD: Research

Music (MUSC)

MUSC 110 - Introduction to Music (3 Credits)

Perceptive listening and appreciation of musical elements, forms and style periods, including composers' lives, individual styles and representative works. Emphasis on classical music; jazz and American popular music included.

Carolina Core: AIU

MUSC 114 - Introduction to Music Theory (3 Credits)

Practice in basic written theory and aural skills. Concepts of rhythm, melody, harmony, form, and expression. Open to non-music majors. Not for credit toward major requirements in music degrees. Subdiscipline: Music (Theory and Composition).

Carolina Core: AIU

MUSC 140 - Jazz and American Popular Music (3 Credits)

Development of jazz and American popular music through the study of important soloists, ensembles, arrangers, and composers.

Carolina Core: AIU

Nursing (LANU)

LANU 104 - Nursing Care Management I (4 Credits)

This course focuses on the knowledge, skills, and abilities that are fundamental to nursing practice with application in acute or extended care settings.

Prerequisites: Admission to the nursing program

Corequisite: BIOL 243, BIOL 243L; ENGL 101; LANU 206, LANU 106

LANU 106 - Pharmacologic Basics (2 Credits)

This introductory course outlines the basic concepts of pharmaceuticals, pharmacokinetics, pharmacodynamics, and pharmacotherapeutics. The process of clinical calculations is introduced, as well as the major drug classifications.

Prerequisites: Admission to the nursing program; LANU 159, LANU 211

Corequisite: BIOL 243, BIOL 243L; ENGL 101, ENGL 102; LANU 104, LANU 206

LANU 159 - Nurse Care Management II (6 Credits)

Focuses on the delivery of nursing care to an increasing number of individuals experiencing health problems emphasizing selected physiological systems.

Prerequisites: LANU 104, LANU 106, LANU 206

Corequisite: BIOL 244, BIOL 244L; PSYC 101; LANU 211

LANU 206 - Clinical Skills Application (2 Credits)

Involves the application of knowledge, skills, and abilities in a clinical setting.

Prerequisites: Admission to the nursing program

Corequisite: BIOL 243, BIOL 243L; ENGL 101; LANU 104, LANU 106

LANU 209 - Nursing Management III (5 Credits)

Focuses on the delivery of nursing care to an increasing number of individuals experiencing health problems emphasizing selected physiological systems.

Prerequisites: LANU 159, LANU 211

Corequisite: ENGL 102

LANU 211 - Care of the Childbearing Family (4 Credits)

This course facilitates the application of the nursing process to assist in meeting the needs of the childbearing and child-rearing family. Focus is on both normal and abnormal aspects.

Prerequisites: LANU 104, LANU 106, LANU 206

Corequisite: LANU 159; PSYC 101; BIOL 244, BIOL 244L

LANU 214 - Mental Health Nursing (4 Credits)

This course facilitates the utilization of the nursing process to assist in meeting the needs of patients with common mental health problems. Focus is on the dynamics of human behavior, ranging from normal to extreme.

Prerequisites: LANU 229

Corequisite: LANU 219, humanities/fine arts elective, elective

LANU 219 - Nursing Management and Leadership (4 Credits)

This course prepares the student for the professional nursing role through the introduction of management skills required to care for small groups of individuals and to function as a leader of a nursing team.

Prerequisites: LANU 214

LANU 229 - Nursing Care Management IV (6 Credits)

This course focuses on the delivery of nursing care to clients throughout the lifespan who are experiencing complex, multi-system health problems.

Prerequisites: LANU 209

Corequisite: BIOL 330, BIOL 330L; MATH 111

Nursing (NURS)

NURS 216 - Biophysical Pathology (3 Credits)

Pathology associated with biophysical alterations.

Prerequisites: CHEM 102; BIOL 243 and BIOL 244 or EXSC 224 and accompanying labs.

NURS 220 - Clinical Nutrition (3 Credits)

Principles of normal and therapeutic nutrition, and the role of the nurse in nutritional care.

Prerequisites: NURS 216.

Palmetto College (PCAM)

PCAM 104 - Foundations of Composition (3 Credits)

A course in writing skills with practice in composing essays, including intensive review of grammar, punctuation, and mechanics.

PCAM 105 - Contemporary College Mathematics (3 Credits)

Linear and quadratic equations and models, functions, exponential models, logarithms, systems of equations, fundamentals of probability and statistics.

PCAM 106 - Foundations of College Algebra (3 Credits)

Operations on real numbers, linear equations and inequalities, quadratic equations, factoring, absolute value equations, exponential and radical expressions, graphs, and functions. Additional topics may include math study skills, logarithms, exponential functions, probability, statistics, systems of equations, polynomial division, and mathematical modeling.

Prerequisites: C or better in PCAM 106 students must pass the math placement test (MPT) with a minimum score of MB1 or MA2.

PCAM 141 - Introduction to Computer Keyboarding (3 Credits)

Keyboarding using the touch method, inputting, editing, and printing. Designed for students without keyboarding skills. Elective credit only. This course might not apply toward associate's degrees or Columbia baccalaureate degrees.

PCAM 151 - Computer Literacy and Applications (3 Credits)**PCAM 201 - Introduction to Internet Research (3 Credits)**

Developing the means by which students may learn to access the Internet through mainframe and PC connections to accomplish specific research needs. This course might not apply toward associate degrees or Columbia baccalaureate degrees.

Prerequisites: CSCE 101.

PCAM 205 - Foundations of Leadership (3 Credits)

This course combines leadership theory with practical application, equipping students with the knowledge and skills needed to work more effectively with people, become better leaders, and reach their professional goals.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

PCAM 299 - Independent Study (1-6 Credits)

Contract approved by instructor, advisor, and academic dean is required for undergraduate studies. May be taken for elective credit only. May be repeated for up to 6 credits hours.

Palmetto Programs (PALM)

PALM 493 - South Carolina Studies (3 Credits)

Reading and writing about South Carolina from the perspective of multiple disciplines, incorporating elements of the student's major and cognate.

PALM 494 - Internship (3 Credits)

Supervised immersion and exploration in a field related to the major, with a career, cultural, or community focus.

Prerequisites: C or better in PALM 493.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Internships

Experiential Learning: Experiential Learning Opportunity

PALM 495 - Service-Learning (3 Credits)

An exploration of theories of service-learning with application of practical solutions to meet community needs.

Prerequisites: C or better in PALM 493.

Experiential Learning: Experiential Learning Opportunity

Philosophy (PHIL)

PHIL 101 - Special Topics in Philosophy (3 Credits)

Topics selected by the instructor for specialized study. Course content varies and will be announced in the schedule of classes by title.

PHIL 102 - Introduction to Philosophy (3 Credits)

An introduction to the main problems of philosophy and its methods of inquiry, analysis, and criticism. Works of important philosophers will be read. Honors section offered.

PHIL 111 - Introduction to Logic II (3 Credits)

Philosophical foundations of inductive inference, including probability, statistics, and decision theory; application of the methods and results of inductive inference to philosophical problems such as the problem of rationality, epistemology, theory confirmation, social and political philosophy.

Prerequisites: At least one of the following: PSYC 227; SOCY 220; STAT 110, STAT 112, STAT 201, STAT 205, or STAT 206; MGSC 291.

Carolina Core: ARP

PHIL 114 - Introduction to Formal Logic I (3 Credits)

Formal logic, including foundational logical concepts, syntax and semantics of first-order logic; derivations; applications.

Carolina Core: ARP

PHIL 210 - Philosophical Themes in Literature (3 Credits)

Selected philosophical problems as they are presented in imaginative and theoretical literature. Works of fiction and philosophical treatments of issues involved in them will be read and discussed.

PHIL 211 - Contemporary Moral Issues (3 Credits)

Moral issues confronting men and women in contemporary society. Topics will vary but may include discussion of problems related to abortion, drugs, euthanasia, war, social engineering, and punishment of criminals.

Carolina Core: VSR

Graduation with Leadership Distinction: GLD: Community Service, GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

PHIL 301 - Ancient Philosophy (3 Credits)

An introduction to the work of ancient philosophers, with special emphasis on Plato and Aristotle.

Cross-listed course: CLAS 301

PHIL 302 - Greek and Roman Philosophy after Aristotle (3 Credits)

Problems such as hedonism, providence, belief and evidence, and mysticism, as they appear in the writings of Epicureans, Stoics, Sceptics, and Plotinus.

Cross-listed course: CLAS 302

PHIL 303 - History of Medieval Philosophy (3 Credits)

Major philosophical traditions in the Middle Ages.

PHIL 304 - Seventeenth and Eighteenth-Century Philosophy (3 Credits)

An introduction to Continental and British philosophy running roughly from Descartes through Kant.

PHIL 305 - Nineteenth and Twentieth-Century Philosophy (3 Credits)

An introduction to Continental and British philosophy since Kant through study of the works of representative philosophers. Particular emphasis is placed on the development of Idealism, Marxism, Existentialism and Phenomenology, and analytic philosophy.

PHIL 310 - American Philosophy (3 Credits)

The principal movements of philosophical thought from Colonial times to the present, with special emphasis on the 19th and 20th centuries.

PHIL 311 - Existentialism (3 Credits)

An introduction to existentialist themes in contemporary philosophy, literature, psychology, and religion. The writings of existentialists such as Kierkegaard, Nietzsche, Camus, Sartre, Buber, May, and Binswanger will be read and discussed.

PHIL 320 - Ethics (3 Credits)

A study of the moral principles of conduct and the basic concepts underlying these principles, such as good, evil, right, wrong, justice, value, duty, and obligation. The ethical works of influential philosophers are analyzed in terms of these concepts.

Carolina Core: VSR

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

PHIL 324 - Business Ethics (3 Credits)

Ethical problems in business; application to business situations of philosophical theories of individual, corporate, and governmental rights and responsibilities.

Carolina Core: VSR

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

PHIL 330 - Social and Political Philosophy (3 Credits)

An overview of major themes in political philosophy such as the nature of politics, obligation, community, representation, freedom, equality, and justice.

Cross-listed course: POLI 300

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

PHIL 341 - Philosophy and Film (3 Credits)

Selected philosophical problems as they are presented in feature and documentary films.

Physical Education (PEDU)

PEDU 104 - Personal Fitness and Weight Control (1 Credit)

Advanced techniques for controlling weight and improving fitness through exercise, lectures, and self-evaluation.

PEDU 105 - Weight Training (1 Credit)

Fundamentals of progressive resistance exercise training.

PEDU 106 - Advanced Weight Training (1 Credit)

Advanced techniques.

Prerequisites: PEDU 105.

PEDU 107 - Group Exercise (1 Credit)

Cardio-respiratory fitness, flexibility, muscular strength and endurance, and agility through various group exercise formats while utilizing a variety of equipment.

PEDU 108 - Fitness Swimming (1 Credit)

Individualized physical conditioning through lap swimming and aquatic calisthenics, games, and activities.

Prerequisites: PEDU 140.

PEDU 110 - Orientation to Physical Education (1 Credit)

Experiences in a variety of physical-activity areas.

PEDU 112 - Basketball (1 Credit)

Fundamental skills of game performance. Strategy, rules, and basic offenses and defenses.

PEDU 113 - Bowling (1 Credit)

Fundamental skills and techniques of bowling.

PEDU 114 - Golf (1 Credit)

Basic strokes, rules, and strategy of golf.

PEDU 116 - Handball (1 Credit)

Fundamentals, strategy, and rules of handball.

PEDU 117 - Karate (1 Credit)

Fundamentals.

PEDU 119 - Soccer (1 Credit)

Fundamental skills for game performance; history, rules, and game strategy.

PEDU 120 - Softball (1 Credit)

Fundamental skills for game performance; history, rules, and game strategy.

PEDU 121 - Beginning Tennis (1 Credit)

Basic strokes, history, rules, and strategy of the game.

PEDU 122 - Volleyball (1 Credit)

Recreational and competitive volleyball skills.

PEDU 129 - Racquetball (1 Credit)

Fundamental skills, rules, and terminology.

PEDU 132 - Intermediate Tennis (1 Credit)

Intermediate skills and strategies.

Prerequisites: PEDU 121.

PEDU 136 - Yoga (1 Credit)

Fundamental skills and terminology.

PEDU 140 - Beginning Swimming (1 Credit)

Skills for safety and recreation.

PEDU 141 - Intermediate Swimming (1 Credit)

Prerequisite: PEDU 140.

PEDU 142 - Lifeguard Training (1 Credit)

Skills of lifesaving.

Prerequisites: swim 500 yards, tread water for one minute, and swim 20 feet underwater.

PEDU 143 - Water Safety Instructor Certification (1 Credit)

Skills, methods, and techniques to teach Red Cross Swimming and Life Saving.

Prerequisites: 17 years of age; sound physical condition; possession of the Red Cross Advanced Lifesaving Certificate, a Red Cross Swimmer Certificate, or the ability to perform the Swimmer Course.

PEDU 148 - Team Water Sports (1 Credit)

Fundamental skills, rules, and strategies for participation in team water sports.

Prerequisites: intermediate swimming skills.

PEDU 149 - Survival Swimming (1 Credit)

Skills and techniques for survival under adverse conditions.

Prerequisites: swim 100 yards, tread water for one minute, and swim 20 feet underwater.

PEDU 170 - Beginning Latin Dance (1 Credit)

Introductory course to multiple styles of social Latin dancing including Salsa, Merengue and Bachatta. Designed to develop the skills and techniques necessary for social level Latin dancing. Emphasis will be placed on basic social elements of dance, patterns, music, and leading and following.

PEDU 181 - Equestrian (1 Credit)

English hunter-style riding for intermediate students.

PEDU 182 - Backpacking (1 Credit)

Living in the out-of-doors; gear selection, map and compass reading, backpacking, hiking, and camping.

PEDU 183 - Canoeing (1 Credit)

Fundamentals of lake, river, and whitewater canoeing.

PEDU 184 - Snow Skiing (1 Credit)

Fundamental skills and techniques.

Physics (PHYS)

PHYS 201 - General Physics I (3 Credits)

First part of an introductory course sequence. Topics include mechanics, and selections from wave motion, sound, fluids, and heat. No previous background in physics is assumed.

Prerequisites: C or better in MATH 111, MATH 111I, MATH 112, MATH 115, MATH 116, MATH 122, MATH 141, or by placement score into MATH 122, MATH 141, or higher.

Carolina Core: SCI

PHYS 201L - General Physics Laboratory I (1 Credit)

Experiments, exercises, and demonstrations to accompany PHYS 201.

Prerequisite or Corequisite: C or better in PHYS 201.

Carolina Core: SCI

PHYS 202 - General Physics II (3 Credits)

Continuation of PHYS 201; includes electromagnetism, and selected topics from optics, relativity, quantum physics, atomic and nuclear physics.

Prerequisites: C or better in PHYS 201.

Carolina Core: SCI

PHYS 202L - General Physics Laboratory II (1 Credit)

Experiments, exercises, and demonstrations to accompany PHYS 202.

Prerequisite or Corequisite: C or better in PHYS 202.

Carolina Core: SCI

PHYS 211 - Essentials of Physics I (3 Credits)

Classical mechanics and wave motion. Calculus-level course for students of science and engineering.

Prerequisites: C or better in MATH 141.

Corequisite: PHYS 211L.

Carolina Core: SCI

PHYS 211L - Essentials of Physics I Lab (1 Credit)

Experiments, exercises, and demonstrations to accompany PHYS 211.

Prerequisite or Corequisite: C or better in PHYS 211.

Carolina Core: SCI

PHYS 212 - Essentials of Physics II (3 Credits)

Classical electromagnetism and optics.

Prerequisites: C or better in PHYS 211 and MATH 142.

Corequisite: PHYS 212L.

Carolina Core: SCI

PHYS 212L - Essentials of Physics II Lab (1 Credit)

Experiments, exercises, and demonstrations to accompany PHYS 212.

Prerequisite or Corequisite: C or better in PHYS 212.

Carolina Core: SCI

Political Science (POLI)

POLI 101 - Introduction to Global Politics (3 Credits)

Introduction to theories about global politics. Issues and controversies central to global politics.

Carolina Core: GSS

Graduation with Leadership Distinction: GLD: Global Learning

POLI 105 - Introduction to Politics (3 Credits)

Concepts and problems involved in human relationship with governments, the nation-state, and political change.

POLI 201 - American National Government (3 Credits)

The formation and development of the national government, its organization and powers. Overlay Course.

Carolina Core: GSS, VSR

Founding Documents: FND Founding Documents

POLI 341 - Contemporary United States Foreign Policy (3 Credits)

A critical analysis of selected problems of United States foreign policy.

Graduation with Leadership Distinction: GLD: Global Learning

POLI 357 - Film, Politics, and Social Change (3 Credits)

Critical analysis of film as expression and agent of political cultural, ideology, and change.

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy

POLI 362 - Politics and the Mass Media (3 Credits)

Survey of the role in American politics of mass communications media, including the press and electronic news reporting; influence of mass media on the conduct of political campaigns, political leadership style, and public opinion.

POLI 365 - State Government (3 Credits)

A study of state-federal relations, relations among states, state constitutions, and the structure and functions of the three branches of government. Emphasis is given to South Carolina.

POLI 368 - Interest Groups and Social Movements (3 Credits)

The mobilization, organization, tactics, and results of group-based politics, including latent interests and the suppression of interests.

Graduation with Leadership Distinction: GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

POLI 370 - Introduction to Public Administration (3 Credits)

A study of the basic principles and theory of administrative structure, responsibility, and control in relation to policy making in the modern state.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

POLI 406 - The State of American Politics (3 Credits)

Major factors that affect the state of contemporary American politics, including the Constitution, the Congress, the courts, the presidency, the states, federalism, political parties, special-interest groups, and the electoral process.

Psychology (PSYC)

PSYC 101 - Introduction to Psychology (3 Credits)

An introduction to and survey of the basic concepts and findings within the field of psychology.

Carolina Core: GSS

PSYC 103 - Psychology of Adjustment (3 Credits)

Introduction to theories and processes underlying and facilitating human adjustment in the community, family, and workplace.

PSYC 220 - Psychological Statistics (3 Credits)

Introduction to statistical methods essential for psychological research.

Prerequisites: C or better in PSYC 101; C or better in MATH 111 or equivalent or Math placement score.

PSYC 221 - Research Methods in Psychology (4 Credits)

Basic principles and methodology.

Prerequisites: C or better in PSYC 220.

Graduation with Leadership Distinction: GLD: Research

PSYC 228 - Laboratory in Psychology (2 Credits)

Laboratory in psychology in which research methods and statistical methods are integrated. One lecture and one two-hour laboratory per week.

Prerequisites: PSYC 226 and PSYC 227.

PSYC 301 - Psychology of Marriage (3 Credits)

The psychological, physiological, and social characteristics of marriage.

Cross-listed course: WGST 301

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

PSYC 400 - Survey of Learning and Memory (3 Credits)

Research and applications concerning the acquisition of new behavior and knowledge, including accounts based on classical and instrumental conditioning and on information-processing models.

Prerequisites: PSYC 101 or SCHC 130.

PSYC 405 - Cognitive Psychology (3 Credits)

Research and theories on sensory memory, attention, short-term and working memory, human learning and forgetting, imagery, long-term memory, speech perception, reading, language, thinking and problem solving, and decision making.

PSYC 410 - Behavioral and Mental Disorders (3 Credits)

Covers the classification, diagnosis, etiological theories, and treatments of the major mental and emotional disorders.

Prerequisites: PSYC 101 or SCHC 130.

PSYC 420 - Survey of Developmental Psychology (3 Credits)

Psychological development from conception to late adulthood. Topics include physical, cognitive, and social processes associated with development at each stage of the life cycle.

Prerequisites: PSYC 101 or EDPY 335 or SCHC 130.

Religious Studies (RELG)

RELG 101 - Exploring Religion (3 Credits)

Beliefs and practices of the world's religions and the methods scholars use to study them.

Carolina Core: GSS

RELG 120 - Comparative Religion (3 Credits)

Issues, theories, and debates that shape global religious traditions, cultures, and communities; examination of historical contexts and development, applying social scientific inquiry and methods to analyze relevant current circumstances and concerns.

RELG 201 - Religion and Culture (3 Credits)

Exploration of the dynamic relationships between selected religions and cultures.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

RELG 240 - Introduction to Christianity (3 Credits)

Introduction to the Christian religion, with emphasis on the history of the major traditions and movements that have shaped the multicultural practices and social impact of modern global Christianity.

RELG 301 - Hebrew Bible (Old Testament) (3 Credits)

Modern study of the Hebrew Bible from historical, literary, and archeological points of view. Reading and analysis of texts in translation.

Cross-listed course: JSTU 301

RELG 302 - New Testament (3 Credits)

Historical and critical study of the New Testament writings, with emphasis on origins, production, and transmission.

RELG 311 - Gospel Literature and the Formation of Christianity (3 Credits)

Gospels about Jesus from the 1st and 2nd centuries CE; analysis with attention to canonical texts as well as those not contained in today's major canonical collections; assessment of gospel literature in competing configurations of Christianity during its formative years.

RELG 312 - The Life and Letters of Paul (3 Credits)

A critical study in the life and thought of Paul, his letters to the early Christian churches, his role in the expansion of the Christian movement, and his continuing influence today.

RELG 412 - Faith, Doubt, and God (3 Credits)

Judeo-Christian views of God; modern criticism and contemporary responses.

Retailing (RETL)

RETL 261 - Principles of Accounting I (3 Credits)

A study of the accounting cycle with emphasis on preparation and analysis of financial statements.

RETL 262 - Principles of Accounting II (3 Credits)

A study of the preparation and interpretation of corporate financial statements with an emphasis on analysis and decision making techniques.

Prerequisites: RETL 261.

RETL 351 - Retail Entrepreneurship (3 Credits)

Essentials of creating and operating a new retail venture in physical and virtual environments.

Social Work (SOWK)

SOWK 303 - Social Work With Children, Youth, and Families (3 Credits)

This course introduces the context for social work with children, youth, and families as well as specific theories, policies, programs, and services. Areas examined include antipoverty policies and programs, child welfare, education, behavioral health, healthcare, disabilities, and juvenile justice.

Prerequisites: PSYC 101, SOCY 101, or SOWK 201.

SOWK 304 - Social Work With Older Adults and Families (3 Credits)

This course introduces students to the context for social work with older adults, as well as specific theories, policies, programs, and services. Areas examined include the aging process, health and wellness, behavioral health, sexuality, work and retirement, bereavement, living arrangements and housing options, and social programs and policies targeting older adults.

Prerequisites: PSYC 101, SOCY 101, or SOWK 201.

SOWK 305 - Gender, Race and Social Justice (3 Credits)

This course introduces anti-oppressive theoretical and applied approaches to understand and address intersections of gender and racial inequality. Social welfare policies and services available to women in contexts such as criminal justice, behavioral health, child welfare, and the military are examined.

Cross-listed course: WGST 306

Graduation with Leadership Distinction: GLD: Community Service, GLD: Diversity and Social Advocacy, GLD: Professional and Civic Engagement Leadership Experiences

Sociology (SOCY)

SOCY 101 - Introductory Sociology (3 Credits)

An introduction to sociological facts and principles: an analysis of group-making processes and products.

Carolina Core: GSS

Spanish (SPAN)

SPAN 109 - Beginning Spanish I (3 Credits)

Introduction to grammar and practical vocabulary necessary for fundamental communication skills. Restricted to those who have never studied Spanish or placed by examination into SPAN 109. Credit may be received only for one of the following: SPAN 109, SPAN 110; SPAN 111; or SPAN 121.

Carolina Core: GFL

SPAN 110 - Beginning Spanish II (3 Credits)

Introduction to grammar and practical vocabulary necessary for fundamental communication skills. Restricted to those who have completed SPAN 109. Credit may be received only for one of the following: SPAN 109, SPAN 110; SPAN 111; or SPAN 121.

Carolina Core: GFL

SPAN 121 - Elementary Spanish (3 Credits)

Grammar and vocabulary necessary for fundamental communication skills. Assumes prior experience in Spanish. Admission only by proficiency examination. Credit may be received for only one of the following: SPAN 109, SPAN 110, SPAN 111, or SPAN 121.

Carolina Core: GFL

SPAN 122 - Basic Proficiency in Spanish (3 Credits)

Practice and further development of essential listening, reading, speaking, and writing skills.

Prerequisites: SPAN 109, SPAN 110, SPAN 111, or SPAN 121 or by placement examination.

Carolina Core: GFL

Speech (SPCH)

SPCH 140 - Public Communication (3 Credits)

Introduction to theory and practice of oral communication in public, social, and institutional contexts. Includes foundational and cumulative training in the invention, performance, and critical analysis of oral communication, with emphasis on argumentation, persuasion, audience analysis, delivery, and ethical forms of engagement.

Carolina Core: CMS

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

Sport & Entertnmt Mgmt (SPTE)

SPTE 240 - Business Law (3 Credits)

Formation of contracts and their operation as they apply to business; promissory notes and checks; agency and employment.

Statistics (STAT)

STAT 110 - Introduction to Statistical Reasoning (3 Credits)

A course in statistical literacy. Topics include data sources and sampling, concepts of experimental design, graphical and numerical data description, measuring association for continuous and categorical variables, introduction to probability and statistical inference, and use of appropriate software. Credit given only for STAT 110 or STAT 112.

Carolina Core: ARP

STAT 112 - Statistics and the Media (3 Credits)

Statistics and the Media. (3) Statistical and information literacy. Experimental and survey design; descriptive statistics; basic probability; simple confidence intervals and hypothesis tests; statistical software; collection, management, and evaluation of information; and presentation of statistics in the media. Credit given for only STAT 110 or STAT 112.

Carolina Core: ARP, INF

STAT 201 - Elementary Statistics (3 Credits)

Introduction to the fundamentals of modern statistical methods, including descriptive statistics, probability, random sampling, simple linear regression, correlation, tests of hypotheses, and estimation.

Prerequisites: MATH 111 or MATH 115 or STAT 110.

Carolina Core: ARP

STAT 205 - Elementary Statistics for the Biological and Life Sciences (3 Credits)

Introduction to fundamental statistical methods with applications in the biological and life sciences. Includes descriptive statistics; probability; one and two-sample models for population means; contingency tables (including relative risk, odds ratios, case-control studies, and estimation of sensitivity and specificity); linear regression; logistic regression; aspects of survival analysis, and ANOVA.

Prerequisites: MATH 111 or higher.

Carolina Core: ARP

Theatre (THEA)

THEA 120 - Laboratory Theatre Production (1 Credit)

Procedures for implementation of processes involved in the Laboratory Theatre Production Program. Supervised preparation of all performance and production elements involved in the collaborative process of theatre production. Course content varies according to season production program. Permission of Instructor or by audition. May be repeated for credit.

THEA 121 - Theatre Running Crew Laboratory. (1 Credit)

Procedures and processes of running crews for the Mainstage Theatre Production Program. Collaborative teamwork through supervised participation in various theatre production running crews (management, scenic, lighting, sound, costumes and makeup). Course content varies according to season production program. May be repeated for credit.

THEA 122 - Theatre Performance Laboratory (1 Credit)

Preparation and procedures of the rehearsal and performance processes for the Mainstage Theatre Production Program. Collaborative teamwork through supervised participation in an acting company. Course content varies according to season production program. By audition only. May be repeated for credit.

Prerequisites: THEA 120.

THEA 123 - Theatre Production Studio (1 Credit)

Procedures and processes for the Mainstage Theatre Production Program. Collaborative teamwork through supervised participation in various theatre production student crews (scenic, lighting, sound, costume, makeup, and promotions). Course content varies according to season production program.

Prerequisites: THEA 121.

THEA 170 - Fundamentals of Acting (3 Credits)

Introduction to the art and craft of acting. Practical exploration through improvisation and scripted scene work. Includes a brief history of the development of modern acting techniques.

Carolina Core: AIU

THEA 200 - Understanding and Appreciation of Theatre (3 Credits)

An introduction to the understanding and appreciation of theatrical experience. Attendance at theatrical performances required.

Carolina Core: AIU

THEA 201 - Introduction to Theatre Studies (3 Credits)

Introduction to methods of analyzing and interpreting drama, with emphasis on play structure, genre, and style. Designed for the theatre major in preparation for theatre scholarship, performance, production, and design.

Graduation with Leadership Distinction: GLD: Research

THEA 240 - Beginning Voice and Speech (3 Credits)

Study and practical application of voice and speech fundamentals in performance. Emphasis on speaking with ease, power and clarity to impact an audience.

Graduation with Leadership Distinction: GLD: Professional and Civic Engagement Leadership Experiences

THEA 270 - Beginning Acting (3 Credits)

An exploration of the acting process through scene study. Focus will be on developing the actor's personal technique, emphasizing emotional truthfulness and authenticity.

Prerequisites: THEA 170 or declaration of major.

THEA 340 - Literature and Performance (3 Credits)

Introduction to the study of literature through performance; reading, analysis, and performance of prose, poetry, nonfiction, and drama.

Cross-listed course: SPCH 340

THEA 370 - Intermediate Acting (3 Credits)

Development of acting skills through study of acting techniques emphasizing emotional truthfulness and authenticity. Application to scene study, monologues and auditions. Intensive script analysis for character development.

Prerequisites: THEA 170 or THEA 270.

University Experience (UNIV)

UNIV 101 - The Student in the University (3 Credits)

The purposes of higher education and potential roles of the student within the university. Open to freshmen. Also open to other undergraduate students in their first semester of enrollment.

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